



## NILES-BUCHANAN-CASS AREA TRANSPORTATION STUDY

### COMBINED TECHNICAL ADVISORY and POLICY COMMITTEE MEETING

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**FOR FURTHER INFORMATION, CONTACT:**

**Brandon Kovnat**, *Transportation Planner*

**Kim Gallagher**, *Transportation Planner*

(269) 925-1137 Ext: 1524 & 1518

**DATE:** June 26, 2018

**TIME:** 1:30 PM

**PLACE:** Niles District Library  
620 E Main St, Niles, MI 49120

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**AGENDA** Comments will be solicited on each item following discussion and prior to any final action.

1. **Call to Order / Introductions and Pledge of Allegiance**
2. **Changes to the Agenda**
3. **Public Comment**
4. **Approve Minutes from the May 22, 2018 Meeting (*Enclosed*) Action**
5. **Staff Report**
  - Performance Measures Update
  - Non-Motorized Mapping Project
  - Culvert Data Collection Pilot Program
  - Cancellation of July NATS Meeting
6. **Community Land Use and Zoning Member Updates**
7. **Public Transit**
  - Berrien Countywide Service Plan (*SWMPC Staff*)
  - Niles Dial a Ride (*Kelly Getman Dissette*)
  - Buchanan Dial a Ride (*Kim O'Haver*)
8. **Project Status Reports (*enclosed*)**
  - City of Niles
  - City of Buchanan
  - Cass County Road Commission
  - MDOT
9. **Old Business**
10. **New Business**
  - TIP Amendment for City of Buchanan (*Enclosed*) Action
11. **State and Federal Updates**
12. **Privilege of the Floor**
13. **Adjournment**
  - The next NATS meeting is scheduled for **Tuesday, August 28, 2018 @ 1:30 pm.**

**NILES/BUCHANAN/CASS AREA TRANSPORTATION STUDY (NATS)  
Joint Technical Advisory Committee (TAC) & Policy Committee (POL) MINUTES  
May 22, 2018**

Present		Committee	
Name	Representing	TAC	Policy
Barbara Cook	Cass County Planning Commission	x	
Brian Berndt	Berrien County Road Commission	x	
Brian Sanada	MDOT Southwest Region	x	x
Butch Payton	Bertrand Township	x	x
Craig Bradfield	Howard Township	x	x
Dawn Bolock	Ontwa Township	x	x
Don Ryman	City of Buchanan	x	x
Eric Lester, M.D.	Berrien County Planning Commission		x
Jerrid Burdue	SWMPC	Staff	
Joe Ray	City of Niles	x	
Jonathon Smith	MDOT Coloma Business Office	x	x
Kelly Getman-Disette	Niles Dial A Ride	x	x
Kim Gallagher	SWMPC	Staff	
Mack Green	Wightman		
Michael Majerek	Berrien County Board of Commissioners		x
Richard Cooper	Niles Charter Township	x	x
Robert Ziliak	Cass County Board of Commissioners		x
Roseann Marchetti	Cass County Board of Commissioners		x
Sandra Seanor	Cass County Road Commission		x
Serita Mason	City of Niles		x
Susan Flowers	Milton Township	x	x

Absent		Committee	
Name	Representing	TAC	Policy
Andrea Dewey	Federal Highway Administration*	x	x
Bob Sutton	Mason Township	x	x
Evan Smith	Berrien County Community Development	x	
Georgia Boggs	City of Niles		x
Jan Personette	Four Flag Chamber of Commerce	x	x
Jim Sturdevant	MDOT Bureau of Transportation Planning	x	x
Joe Bellina	Cass County Road Commission	x	
Jon Roberts	MDOT Urban Travel Analysis*	x	
Kim O'Haver	Buchanan Dial A Ride	x	x
Malinda Cole-Crocker	Buchanan Township	x	x
Rich Low	Village of Edwardsburg	x	x

\*non-Voting Member

1. **Call to Order / Introductions and Pledge of Allegiance**

Joe Ray, Technical Advisory Vice chair called the meeting to order at 1:33 PM.

2. **Changes to the Agenda**

None.

3. **Public Comment**

None.

4. **Approve Minutes from the February 27, 2018 Meeting**

**Motion** to approve the minutes from the April 24, 2018 joint Technical Advisory Committee and Policy Committee Meeting. Made by Craig Bradfield, second by Kelly Getman-Dissette. **Motion Approved.**

5. **Staff Report**

Kim Gallagher discussed the MDOT 2020 call for safety projects. The estimated budget is \$15 million statewide with the maximum budget of \$600,000 of federal funds per project or a maximum of \$2 million per local agency for the fiscal year. The three programs are: the Local Roads Safety Program, the High Risk Rural Roads Program, and Systematic Safety Projects. Applications were made available at the meeting and Gallagher encouraged members to call with any questions. SWMPC can provide crash safety data to local agencies.

6. **Community Land Use and Zoning Member Updates**

None.

7. **Public Transit**

**Berrien Countywide Service Plan:** Kim Gallagher said there are no updates. The Steering Committee last met on April 8, 2018.

**Niles Dial a Ride:** Apportionment was up \$100,000 for MACOG, NICTD, and Niles Dial a Ride. This resulted in a three percent increase (or \$7,000) for Niles Dial a Ride.

**Buchanan Dial a Ride:** None.

**Berrien Bus:** Kim Gallagher stated that MDOT conducted a review of Berrien Bus which resulted in zero findings.

8. **Project Status Reports**

**City of Niles – 17<sup>th</sup> Street Project:** Joe Ray said the project has a June 1, 2018 letting.

**City of Buchanan – River Road Signal:** Mack Green from Wightman said they are in the process of Right of Way acquisition and working on the Grade Inspection submittal. Still on track for an October letting.

**Cass County Road Commission:**

- **Mason Street:** Letting is scheduled for May 4, 2018.
- **US-12 Edwardsburg Path:** Sandra Seanor said she believes they have cleared Right of Way. Construction starting spring of 2019.
- **Gumwood Path:** Has been obligated.

**MDOT:**

- **US-12 Resurface:** Resurfacing starting in June. There was a question regarding a TIP amendment for this project being for PE phase. Brain Sanada stated that MDOT discovered the PE phase was missing in the TIP from house cleaning and that it must be added to TIP. Hopefully most of this project will be completed before the start of school in the fall. Current plans are to work during the school day in the fall in order to minimize commute issues.
- **M60:** Letting is scheduled for October with construction starting in the spring of 2019.
- **M-62:** Complete.
- **US-31 over US-12:** There was a scope verification meeting yesterday.

Barbara Cook mentioned that a bridge originally located in St. Joseph County had been disassembled and is being reconstructed in Cass County on Wood Road as the Crystal Spring Bridge.

**9. Old Business**

Kim Gallagher discussed the MOU between Niles Dial a Ride, MDOT, and NATS. NATS approved the MOU at last meeting while Kelly at Niles Dial a Ride needed approval from Niles City Council. Niles Dial a Ride has made a few minor changes to language used. Gallagher is reviewing a few questions with MDOT and FTA and may need NATS to approve changes made to the MOU. The MOU will now go before the SWMPC Board for approval and then onto MDOT if no changes are made.

Kim Gallagher mentioned best practices in rollout of statewide planning agreements and used Texas as an example. Gallagher stated that she plans on sharing that with MDOT Local Planning for future rollouts.

**10. New Business**

**City of Niles TIP Amendment:** Joe Ray discussed Lake Street over Amtrak RR (Job #202425) and asked for it to be added into the 2017-2020 TIP. This structure was selected by the Region Bridge Council for the Local Bridge Program. A discussion followed regarding the selection process. The application was sent to a selection committee which includes Joe Bellina and competes against other local projects for funding.

**Motion** for the Technical Advisory Committee to recommend that the Policy Committee approve the amendment as presented. Made by Brian Berndt, second by Kelly Getman-Dissette. **Motion Approved.**

**Motion** for the Policy Committee to approve the amendment as presented. Made by Robert Ziliak, second by Serita Mason. **Motion Approved.**

**Rural Task Force TIP Amendment:** Kim Gallagher states that all projects within NATS must be included in the TIP. The funding cost was not included but is not necessary since it does not take away from NATS funding – it is simply a place holder. Project includes tree removal for safety.

**Motion** for the Technical Advisory Committee to recommend that the Policy Committee approve the amendment as presented. Made by Eric Lester, second by Jonathon Smith. **Motion Approved.** Susan Flowers cast a dissent vote.

**Motion** for the Policy Committee to approve the amendment as presented. Made by Roseann Marchetti, second by Serita Mason. **Motion Approved.** Susan Flowers cast a dissent vote.

#### **MDOT amendments**

Briana Sanada presented an amendment to the MDOT signal project. Kim Gallagher asked if the cost listed were per signal. Sanada said that it was the total cost for the four signals within NATS.

**Motion** for the Technical Advisory Committee to recommend that the Policy Committee approve the amendment as presented. Made by Kelly Getman-Dissette, second by Susan Flowers. **Motion Approved.**

**Motion** for the Policy Committee to approve the amendment as presented. Made by Roseanne Marchetti, second by Sandra Seanor. **Motion Approved.**

#### **Fiscal Year 2019 Unified Work Program**

Kim Gallagher presented the draft FY 2019 UWP. The UWP is an annually approved document describing the work tasks for the SWMPC staff in FY 2019. It provides the budget for planning

activities and reflects the required actions the MPO must undertake under federal regulations as well as local priorities for the NATS area. The FY 2019 budget is \$101,513 federal with a local match of \$18,424 for a total of \$119,937. In the past NATS has received full-time funding but this year it only receives part-time. Kim Gallagher is working to figure out the reasoning to this. With NATS approval, this document will go to the SWMPC Board for a vote.

**Motion** for the Technical Advisory Committee to recommend that the Policy Committee approve the NATS FY 2019 Unified Work Program. Made by Susan Flowers, second by Joe Ray. **Motion Approved.**

**Motion** for the Policy Committee to approve the NATS FY 2019 Unified Work Program. Made by Sandra Seanor, second by Barbara Cook. **Motion Approved.**

Kim Gallagher mentioned that it is traffic count season. Local agencies are encouraged to submit requests as needed.

#### 11. State and Federal Updates

Brian Sanada said the first stakeholder meeting for the M-51 scoping project had occurred. There will be a public meeting in July. The scope portion of the project is expected to be completed by February of 2019. Serita Mason asked if this project includes Exit 5 on M-51. It is still early in the process and MDOT is unsure if Exit 5 will be included.

Kim Gallagher discussed that Berrien County is in non-attainment for air conformity. While this will result in additional work by assessing air conformity of projects on the Long Range Plan, it also means that Berrien County will still receive CMAQ funding. It is unknown at this time if Cass County will still receive CMAQ funding – there will hopefully be a presentation regarding this at the June NATS meeting.

#### 12. Privilege of the Floor

Don Ryman expressed concern over the use of corrosive material used in Berrien County on his and other individual's brake lines on their cars.

Robert Ziliak asked about Cass County Transit and who they report to regarding NATS. Kim Gallagher said that since they receive 100 percent rural funding they are not included in the TIP or LRP. Kelly Getman-Dissette stated that Cass Transit operates Dowagiac DART under a contract.

Craig Bradfield asked about the Pine Lake Road/M-60 project, specifically the limits of the project and material being used. His question was addressed in more detail after the meeting concluded.

### 13. **Adjournment**

Meeting was adjourned at 2:28 PM. The next NATS meeting is scheduled for Tuesday, May 22, 2018 @ 1:30 pm.

*Minutes Compiled by Jerrid Burdue, SWMPC intern*

DRAFT

Date: 10/17/2017

Name: \_\_\_\_\_ Joe Ray



## Southwest Michigan Planning Commission

376 West Main Street, Suite 130 • Benton Harbor, MI 49022-3651

### Project Update Sheet

Project Name:	17 <sup>th</sup> Street
Fiscal Year of award:	2018
Responsible Agency:	City of Niles
MDOT Job Number:	130866
Project Limits:	Broadway to Main St.
Project Length:	0.57 miles
Location:	City of Niles
Work Type:	Resurface

Project Description: Mill existing pavement 1.5 deep. Repave with 220#/SYD HMA 5E1. Construct ADA sidewalk ramps.

	Amount	Source
Federal	<b>\$159,000</b>	STP Large Urban
Local	<b>\$91,000</b>	City of Niles
<b>Total</b>	<b>\$250,000</b>	

Activity	Estimated Date	Actual Date
Resolution of Support for Local Match Submitted to SMWPC		10/20/17
Project Application Submitted to MOT		10/15/17
Grade Inspection Package Submitted to MDOT	11/13/17	
Grade Inspection Meeting Scheduled	12/13/17	
Final Plan and Estimate to MDOT	1/19/18	
Project Obligated		
Project Letting	6/1/2018	
Construction Start	7/18/18	
Project Completion	8/24/18	

Project is:  On Schedule  Behind Schedule; Explain:





## Southwest Michigan Planning Commission

376 West Main Street, Suite 130 • Benton Harbor, MI 49022-3651

### Project Update Sheet

Project Name:	River Street Signal
Fiscal Year of award:	2018
Responsible Agency:	City of Buchanan
MDOT Job Number:	130766
Project Limits:	River Street and Red Bud Trail Interaction
Project Length:	
Location:	City of Buchanan
Work Type:	Traffic Opp/Safety

**Project Description:** complete signalization replacement with actuated signals with LED lights, vehicular video detection equipment, ADA accessible ramps and associated sidewalk and curb and gutter replacement. HMA resurfacing of the intersection 1.5 deep pedestrian push button and signalization **and realignment of 4<sup>th</sup> Street at the intersection.**

	Amount	Source
Federal	<b>\$203,200</b>	STP - Large Urban
Local	<b>\$158,800</b>	City of Buchanan
<b>Total</b>	<b>\$362,000</b>	

Activity	Estimated Date	Actual Date
Resolution of Support for Local Match Submitted to SMWPC		
Project Application Submitted to MOT	5/14/2018	<b>5/25/2018</b>
Grade Inspection Package Submitted to MDOT	5/14/2018	<b>5/25/2018</b>
Grade Inspection Meeting Scheduled	6/13/2018	<b>6/6/2018</b>
Final Plan and Estimate to MDOT	7/20/2018	
Project Obligated	8/12/2018	
Project Letting	10/05/2018	
Construction Start	3/01/2019	
Project Completion	6/15/2019	

Project is:  On Schedule  Behind Schedule; Explain:

Date: Click or tap to enter a date.

Name: \_\_\_\_\_



**Southwest Michigan Planning Commission**

376 West Main Street, Suite 130 • Benton Harbor, MI 49022-3651

**Project Update Sheet**

Project Name:	Mason Street
Fiscal Year of award:	2018
Responsible Agency:	Cass County Road Commission
MDOT Job Number:	130776
Project Limits:	Cassopolis Rd o Calvin Center Rd
Project Length:	2.15 miles
Location:	Mason Township
Work Type:	Resurface

Project Description: HMA Overlay with Shoulders, signage, and pavement markings

	Amount	Source
Federal	<b>\$156,000</b>	STP Large Urban
Local	<b>\$69,000</b>	Cass County Road Commission
<b>Total</b>	<b>\$225,000</b>	

Activity	Estimated Date	Actual Date
Resolution of Support for Local Match Submitted to SMWPC	11/21/17	3/28/18
Project Application Submitted to MOT	12/17	3/12/18
Grade Inspection Package Submitted to MDOT	12/17	3/12/18
Grade Inspection Meeting Scheduled	1/18	na
Final Plan and Estimate to MDOT	2/18	3/16/18
Project Obligated	2/18	3/26/18
Project Letting	5/18	5/4/18
Construction Start	6/18	
Project Completion	8/18	

Project is:  On Schedule  Behind Schedule; Explain:

Date: Click or tap to enter a date.

Name: \_\_\_\_\_



## Southwest Michigan Planning Commission

376 West Main Street, Suite 130 • Benton Harbor, MI 49022-3651

### Project Update Sheet

Project Name:	US-12 Path
Fiscal Year of award:	2018
Responsible Agency:	Cass County Road Commission
MDOT Job Number:	127757
Project Limits:	Clair St. to the Edwardsburg Sports Complex
Project Length:	0.5 miles
Location:	Ontwa Township
Work Type:	Roadside facility

Project Description: Construction of a 10 ft. multi-use pathway to connect Edwardsburg schools to Edwardsburg Sports Complex

	Amount	Source
Federal	<b>\$148,260</b>	CMAQ
Local	<b>\$37,065</b>	Cass County Road Commission
Total	<b>\$185,325</b>	

Activity	Estimated Date	Actual Date
Resolution of Support for Local Match Submitted to SMWPC	na	na
Project Application Submitted to MOT	3/27/17	6/21/17
Grade Inspection Package Submitted to MDOT	4/10/17	6/21/17
Grade Inspection Meeting Scheduled	5/17	7/25/17
Final Plan and Estimate to MDOT	7/18/17	3/16/18
Project Obligated	6/18	
Project Letting	8/18	
Construction Start	5/19	
Project Completion	7/19	

Project is:  On Schedule  Behind Schedule; Explain:

Project slowed to meet MDNR Grant timeline, ROW acquisition, and need for increased local funding.

Date: Click or tap to enter a date.

Name: \_\_\_\_\_



**Southwest Michigan Planning Commission**

376 West Main Street, Suite 130 • Benton Harbor, MI 49022-3651

**Project Update Sheet**

Project Name:	Gumwood road Phase 3
Fiscal Year of award:	2018
Responsible Agency:	Cass County Road Commission
MDOT Job Number:	200409
Project Limits:	North of Indiana State line to 0.1 miles south of Redfield
Project Length:	0.2 miles
Location:	Milton township
Work Type:	Non-Motorized Facility
Phase:	CON

Project Description: Non-motorized, multi-use path

	Amount	Source
Federal	\$80,514	TAP
State		
Local	\$17854	Cass County
Total	\$98,368	

Activity	Estimated Date	Actual Date
Resolution of Support for Local Match Submitted to SMWPC		3/28/18
Project Application Submitted to MOT	3/17	8/14/17
Grade Inspection Package Submitted to MDOT	4/17	8/15/17
Grade Inspection Meeting Scheduled	5/17	8/18/17
Final Plan and Estimate to MDOT	6/17	2/22/18
Project Obligated		4/2/18
Project Letting	6/18	6/1/18
Construction Start	9/3/18	
Project Completion	4/30/19	

Project is:  On Schedule  Behind Schedule; Explain:

Project moved from 2017 to 2018 due to design contract selection delay and obligation authority expired in 2017. Project request to move to FY 2018 was in January, 2018.



## Southwest Michigan Planning Commission

376 West Main Street, Suite 130 • Benton Harbor, MI 49022-3651

### Project Update Sheet

Project Name:	US-12
Fiscal Year of award:	2018
Responsible Agency:	MDOT
MDOT Job Number:	
Project Limits:	West Village Limits of Edwardsburg to M-62
Project Length:	0.910 miles
Location:	Village of Edwardsburg
Work Type:	Resurface
Phase	CON

Project Description: Cold Milling and Multiple Course HMA Overlay

	Amount	Source
Federal	\$1,702,480	ST
State	\$377,520	M
Total	\$2,080,000	

Activity	Estimated Date	Actual Date
Project Application Submitted		
Grade Inspection Package Submitted	09/2017	09/2017
Grade Inspection Meeting Scheduled	11/02/2017	11/02/2017
Final Plan and Estimate		
Project Obligated		
Project Letting	04/2018	
Construction Start	06/25/2018	
Project Completion	10/2018	

Project is:  On Schedule  Behind Schedule; Explain:

Project was let in April and came in 4.9% over engineers estimate at \$1.488M.  
A pre-construction open house was recently held and construction is set to begin 06/25.



## Southwest Michigan Planning Commission

376 West Main Street, Suite 130 • Benton Harbor, MI 49022-3651

### Project Update Sheet

Project Name:	M-62
Fiscal Year of award:	2018
Responsible Agency:	MDOT
MDOT Job Number:	200483
Project Limits:	US-12 (in Edwardsburg) to Hilton Street (in Village of Cassopolis)
Project Length:	9.45
Location:	Edwardsburg, Ontwa Township
Work Type:	Resurface
Phase:	CON

Project Description: Mill and One Course Hot Mix Asphalt Overlay

	Amount	Source
Federal	\$0	
State	\$2,347,325	M
Local	\$0	
Total	\$2,347,325	

Activity	Estimated Date	Actual Date
Resolution of Support for Local Match Submitted to SMWPC		
Project Application Submitted to MOT		
Grade Inspection Package Submitted to MDOT		
Grade Inspection Meeting Scheduled		
Final Plan and Estimate to MDOT		
Project Obligated		
Project Letting	02/2018	
Construction Start	04/10/2018	
Project Completion	05/18/2018	

Project is:  On Schedule  Behind Schedule; Explain:

Project was let and came in 18.18% under engineers estimate at \$1.425M. Construction has been completed.



## Southwest Michigan Planning Commission

376 West Main Street, Suite 130 • Benton Harbor, MI 49022-3651

### Project Update Sheet

Project Name:	M-60
Fiscal Year of award:	M-60 near Pine Lake Road
Responsible Agency:	MDOT
MDOT Job Number:	132633
Project Limits:	M-60 near Pine Lake Road
Project Length:	0.74
Location:	Howard Township
Work Type:	Safety
Phase:	PE & CON

Project Description: High Friction Surface Treatment

	Amount	Source
Federal	\$354,039	HSIP
State	\$39,338	MTF
Local		
<b>Total</b>	<b>\$393,377</b>	

Activity	Estimated Date	Actual Date
Resolution of Support for Local Match Submitted to SMWPC		
Project Application Submitted to MOT		
Grade Inspection Package Submitted to MDOT		
Grade Inspection Meeting Scheduled		
Final Plan and Estimate to MDOT		
Project Obligated		
Project Letting	10/2018	
Construction Start	Spring 2019	
Project Completion		

Project is:  On Schedule  Behind Schedule; Explain:

Project design has begun and is on schedule.



## Southwest Michigan Planning Commission

376 West Main Street, Suite 130 • Benton Harbor, MI 49022-3651

### Project Update Sheet

Project Name:	US-12
Fiscal Year of award:	2018
Responsible Agency:	MDOT
MDOT Job Number:	
Project Limits:	West Village Limits of Edwardsburg to M-62
Project Length:	0.910 miles
Location:	Village of Edwardsburg
Work Type:	Resurface
Phase	CON

Project Description: Cold Milling and Multiple Course HMA Overlay

	Amount	Source
Federal	\$1,702,480	ST
State	\$377,520	M
Total	\$2,080,000	

Activity	Estimated Date	Actual Date
Project Application Submitted		
Grade Inspection Package Submitted	09/2017	09/2017
Grade Inspection Meeting Scheduled	11/02/2017	11/02/2017
Final Plan and Estimate		
Project Obligated		
Project Letting	04/2018	
Construction Start	06/25/2018	
Project Completion	10/2018	

Project is:  On Schedule  Behind Schedule; Explain:

Project was let in April and came in 4.9% over engineers estimate at \$1.488M.  
A pre-construction open house was recently held and construction is set to begin 06/25.





June 1, 2018

Southwest Michigan Planning Commission  
376 W. Main Street, Suite 130  
Benton Harbor, MI 49022

Attention: Mrs. Kim Gallagher, Sr. Planner

**RE: CITY OF BUCHANAN – RIVER STREET AND RED BUD TRAFFIC SIGNAL, JN 130766**

Dear Kim:

On behalf of the City of Buchanan, we are formally requesting a TIP amendment for the River Street and Red Bud Trail intersection project. During our design process, the City decided to improve 4<sup>th</sup> Street to better align with the proposed traffic signal. This additional work has added approximately \$108,000 to the project, increasing the total construction cost to \$362,000. This additional work does not impact the amount of Federal funds allocated to the project (\$203,200). We have prepared a table to illustrate the proposed changes to the construction cost:

	STU Funds	City Share	Total Construction Cost
Original TIP Amount	\$203,200	\$50,800	\$254,000
Revised TIP Request	\$203,200	\$158,800	\$362,000

We will be seeking obligation within the next 4 to 6 weeks, so your earliest consideration of this request would be appreciated.

If you have any questions, please feel free to contact me.

Very truly yours,

Steve C. Carlisle, PE, Project Manager  
scarlisle@gowightman.com

cc: Mr. Brandon Kovnat, SWMPC

**BENTON HARBOR**

▲ 2303 PIPESTONE ROAD  
BENTON HARBOR, MI 49022  
○ 269.927.0100

**ALLEGAN**

▲ 1670 LINCOLN ROAD (M-40)  
ALLEGAN, MI 49010  
○ 269.673.8465

**PORTAGE**

▲ 9835 PORTAGE ROAD  
PORTAGE, MI 49002  
○ 269.327.3532