

MINUTES
NILES/BUCHANAN/CASS AREA TRANSPORTATION STUDY
Policy Committee

February 26, 2008
Niles City Council Chambers
3:00 p.m.

Policy Members Present:	<p>Chuck Collins, Berrien County Road Commission Richard Cooper, Niles Township Dick Fintze, Four Flags Chamber, BCPC Debbie Johnson, Cass County Commissioner Ray Lenze, MDOT – Planning John Plevnich, Niles Dial-A-Ride Cliff Poehlman, Cass County Road Commission Art Reed, Berrien County Planning Commission John LaMore, Berrien County Commissioner Jason Latham, MDOT, Southwest Region Johnie Rodebush, Cass County Commissioner</p>
Policy Members Absent:	<p>Georgia Boggs, Niles City Council John Brielmaier, Ontwa Township Supervisor Fred Featherly, MDOT UPTRAN Sarah Koepke, Federal Highway Administration Mary Beth McAdams, MACOG (ex-officio) Stewart McKenzie, Federal Transit Administration (ex officio) Jane Mitchell, Buchanan Township Meg Mullendore, City of Buchanan Sandra Naugle, City of Niles (Dial-A-Ride) Don Ryman, Berrien County Commissioner Paul South, MDOT Coloma TSC Mike Sutherland, Howard Township Tim Whitfield, Milton Township Supervisor Sarah Woolcock, MDOT Coloma TSC Darrell Harden, MDOT Regional Planner William Myers, Niles Charter Township</p>
SWMPC Staff Present:	Nickolas Musson, SWMPC
Others Present:	

1. Call to Order & Introductions

- Chairman Fintze called the meeting to order at 3:02 p.m.

2. Minutes

- *Motion by Fintze, seconded by Reed to approve the minutes of the January 22, 2008 Policy meeting minutes contingent upon the corrections stated. Motion approved.*

3. Staff Report

- **2008 PASER Training**

PASER training is required for any person who plans to participate in the TAMC federal aid PASER data collection process and expects to be reimbursed for their time during the rating activity. There is no cost for this training for participants from public road agencies. Travel and training time will be reimbursed by your county's planning organization. Meeting dates and locations are located at the back of the PASER Training handout. A link to the 2008 PASER training handout is located on the SWMPC website.

(http://www.swmpc.org/twincats_fy08.asp)

Musson suggested that if you are involved with PASER data collection or would like to use it for an Asset Management Plan to attend the PASER training session.

Discussion

There was a discussion on what PASER stands for and who should attend PASER training. Lenze stated that it would be beneficial for the townships to attend to get background information on how road commissions make decisions on what the roads need.

- **SE Data Status**

Musson is in the process of projecting the base data to the year 2035. Projections are based on REMI State TAZ data. Projection results will consist of numbers that will be distributed throughout the local TAZs. Musson will contact local municipalities and agencies to get information that will help in the distribution of the projected numbers. Musson is planning on creating maps of local TAZs to send via email and mailed paper copies to the local agencies for their input.

Discussion on socioeconomic data presentation-

Fintze suggested that a paper copy be sent out to those people who don't work for government agencies.

Collins suggested that Musson provide actual numbers for local agencies to challenge.

- **TIP Status**

The TIP has conditional approval and is still waiting for final approval from Federal Highway. The CMAQ amendments were made and sent to Federal Highway and it waits for approval.

- **Asset Management Training Session Reminder**

Investment Reporting Tool Training Session

The Southwest Michigan Planning Commission is hosting an investment reporting tool training session on Tuesday March 4 in Lawrence at 9:30 a.m. to 12:00 p.m.

4. Old Business

- None

5. New Business

- **City of Buchanan Illustrative Project**

Project discussion will be postponed to the next meeting.

Musson will get the proper information to be able to formulate a discussion at the next meeting.

- **Safety Projects**

None reported

Discussion on what qualifies for a safety project-

For the use of the safety fund projects you need to have data on accidents on a particular area to qualify for the funds. The safety funds are for local projects not for MDOT projects. Berrien and Cass County both have projects, but don't have the local funds to put toward the projects.

6. Public Comment

- None

7. Privilege of the Floor

- Cass and Berrien County both lack the funding to be able to complete all the projects they would like.
- **Kelly Getman-Dissette**
Kelly had a baby boy and is doing fine. She plans on being back around the second week of March. She should be here for the next meeting.
- **Niles Dial A Ride Fixed Routes**
The fixed routes for Niles Dial-A-Ride passed with a vote of 8 to 1 in favor. Target start date is for April 1, 2008. The hours will be Monday through Friday 6 AM to 8 PM and Saturday 8 Am to 8 PM and closed Sundays. There will be a slight fare increase. There will be a public announcement in the next week.

Discussion on shelters-

Shelters will be built in areas that have larger number of people congregating for a ride. Data will be collected this summer to determine which areas have the most people congregating.

8. Adjournment

- The meeting adjourned at 3:37 p.m. The next meeting is March 25, 2008 at 3:00 p.m.
- *Motion by Johnson, seconded by Pleveich, to adjourn the meeting. Motion approved.*

Minutes compiled by: Nickolas Musson, Transportation Planner, 02/27/08