

**MINUTES**  
**NILES/BUCHANAN/CASS AREA TRANSPORTATION STUDY**  
**Policy Committee**  
 March 27, 2007  
 Niles City Council Chambers  
 3:00 P.M.

POLICY Members Present:	Chuck Collins, Berrien County Road Commission Dick Fintze, Four Flags Chamber, BCPC Darrell Harden, MDOT Regional Planner Debbie Johnson, Cass County Commissioner John LaMore, Berrien County Commissioner Ray Lenze, MDOT – Planning Jane Mitchell, Buchanan Township Cliff Poehlman, Cass County Road Commission (Chair) Johnie Rodebush, Cass County Commissioner Sarah Woolcock, MDOT Coloma TSC
POLICY Members Absent:	Tim Batton, GNCDC Georgia Boggs, Niles City Council John Brielmaier, Ontwa Township Supervisor Ron Goodwin, Niles Township Fred Featherly, MDOT UPTRAN Sarah Koepke, Federal Highway Administration Alice Kring, Bertrand Township Mary Beth McAdams, MACOG (ex-officio) William Myers, Niles Township Sandra Naugle, City of Niles (Dial-A-Ride) Art Reed, Berrien County Planning Commission Don Ryman, Berrien County Commissioner Paul South, MDOT Coloma TSC Tim Whitfield, Milton Township Supervisor
SWMPC Staff Present:	Kelly Getman-Dissette, SWMPC Rachael Tupica, SWMPC
Others Present:	

**1. Call to Order & Introductions**

- Chairman Dick Fintze called the meeting to order at 3:02 PM.

**2. Pledge of Allegiance**

**3. Minutes**

- *Motion by Johnie Rodebush, seconded by Sarah Woolcock: “TO APPROVE THE MINUTES OF THE FEBRUARY 27, 2007 MEETING.” Motion approved.*

**4. Staff Report**

- Kelly and Rachael hosted Asset Management Training on the Internet Based Reporting Tool on March 12<sup>th</sup> and attended PASER road ratings training on March 19<sup>th</sup> at the Kalamazoo County Road Commission. Both Kelly and Rachael will also be attending the 2007 Annual Conference on April 11<sup>th</sup> at the Kellogg Center on MSU Campus in East Lansing.

- Kelly attended the 2007 Michigan Traffic Safety Summit in East Lansing. The conference was good, but geared more toward Police than MPOs. An interesting presentation was on a study of distracted driving.
- The SWMPC has hired a new Traffic Count Supervisor, since George Tabbert is retiring after many years of service. Roger is a retired Xerox employee, where he used to repair copy machines in southwest Michigan. Roger also attended the PASER training as he will be the representative doing road ratings for the SWMPC.
- The SWMPC has applied for an EDA grant to get money to create a traffic count database that would be available on our website. If we receive the grant, this new database would have to be in place by December 31, 2007, as that is when the grant ends. We would work with LIAA, who hosts our current website, to put these counts online.
- We are still working on the Environmental Mitigation Plan that we are required to do to become SAFETEA-LU compliant. This should be approved at the April Meeting if possible. Kelly and Rachael will be contacting members soon to review this plan. We are taking examples from SEMCOG, GVMC, and others.
- Rachael will be off work for 2-3 weeks beginning April 18<sup>th</sup> for eye surgery. If you need anything during this time, please call Kelly.

## 5. New Business

- **FY07 CMAQ Project List** – A listing of the proposed CMAQ projects for FY07 was distributed. It was explained that FHWA has not approved the list yet, but it is expected soon. The Committee is asked to review and make an approval pending the FHWA approval, as this will expedite the process after they have made their approval. At TAC, MDOT included a project in Cass County on M-62 and Redfield that is not on the list that needs to be added. *Motion by Darrell Harden, seconded by Johnie Rodebush: “TO APPROVE THE FY07 CMAQ PROJECT LIST, PENDING FHWA APPROVAL, WITH THE ADDITION OF THE MDOT PROJECT, AND ALSO TO ALLOW THE SWMPC TO MAKE MINOR ADJUSTMENTS TO PROJECTS IF NECESSARY TO EXPEDITE THE APPROVAL PROCESS.” Motion approved.*
- **FY08-11 Proposed TIP Projects** – The proposed project list for the FY08-11 TIP was handed out in the new Uniform TIP/STIP format. The new format is being used by all MPOs in Michigan and MDOT is also using. The list of project was put together and prioritized by the Project Selection Sub-Committee in February. MDOT noted that funding had been pulled for the US-12 project at M-62, M-149, and US-12. GPA projects were not on the list but will be added. The State Fund Source code for transit projects is being worked on by MDOT and will added when this has been decided upon. *Motion by Sarah Woolcock, seconded by Tim Batton: “TO RECOMMEND APPROVE THE PROPOSED FY08-11 TIP PROJECT LIST.” Motion approved.*
- **Illustrative/Working Project List** – There was an announcement for projects to go in the illustrative/working list. This prioritized list is important to have in place in case the NATS area comes upon more funding, the SWMPC can call the agencies on the list, in priority, to see if they are ready to go to be added into the TIP. This list will need to be prioritized for the final approval of the TIP document. Please have projects to Rachael by Wednesday April 4<sup>th</sup>.

## 6. Old Business

- **Howard Twp** – Discussions regarding Howard Township not sending representation to meetings or paying their dues. Joe Bellina and Kelly Getman-Dissette attended the Township’s meeting and explained the benefits of participating in NATS.

## 7. Public Comment

- None

## 8. Privilege of the Floor

- ITS Stakeholder Meeting – Discussion of the MDOT Southwest Region ITS project. The next stakeholder meeting is Tuesday May 1<sup>st</sup> from 9:00 am to 3:00 pm at Western Michigan University Fetzer Center in Kalamazoo. RSVP to Marc Start by April 20 at (616) 574-8323 or by email at [mdot-architecture-study@urscorp.com](mailto:mdot-architecture-study@urscorp.com).

- Kelly Getman-Disette recommended everyone go to, and encourage your local officials to also go, to a Site Plan Review workshop. Transportation is discussed and it would be a great learning opportunity.
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#### **9. Adjournment**

- The meeting adjourned at 4:00 PM – Next meeting, April 24, 2007

Minutes compiled by: Rachael Tupica, Transportation Planner 04/05/07