

MINUTES
NILES/BUCHANAN/CASS AREA TRANSPORTATION STUDY
Policy Committee

March 25, 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 Darrell Harden, MDOT, Southwest Region Debbie Johnson, Cass County Commissioner John LaMore, Berrien County Commissioner Ray Lenze, MDOT Planning William Myers, Niles Charter Township John Pleveich, Niles Dial-A-Ride Cliff Poehlman, Cass County Road Commission Art Reed, Berrien County Planning Commission Johnie Rodebush, Cass County Commissioner Don Ryman, Berrien County Commissioner Paul South, MDOT Coloma TSC Jane Mitchell, Buchanan Township</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) Meg Mullendore, City of Buchanan Sandra Naugle, City of Niles (Dial-A-Ride) Mike Sutherland, Howard Township Tim Whitfield, Milton Township Supervisor Sarah Woolcock, MDOT Coloma TSC</p>
SWMPC Staff Present:	<p>Kelly Getman-Dissette Nickolas Musson</p>
Others Present:	<p>Don Kronewitter</p>

1. Call to Order & Introductions

- Chairman Fintze called the meeting to order at 3:00 p.m.

2. Pledge of Allegiance

3. Minutes

- Motion by Rodebush, supported by South to approve the minutes of the February 26, 2008. Motion approved.

4. Staff Report

- **Kelly Getman-Dissette returns** – Getman-Dissette has returned from maternity leave and will be working part time through December of 2008. She will work full days, Monday-Wednesday, unless an event requires her to work Thursday or Friday.
- **Pre-UWP** – Each year, SWMPC staff participates in a pre-UWP meeting with MDOT and FHWA officials to discuss the planning activities of the previous year and to prepare for the next year. This year’s meeting went well, and staff will continue on the current path of work to update the long range transportation plan (LRP).
- **Non-motorized trail study** – Musson and Getman-Dissette attended a meeting in which a group of representatives from several local governments in Berrien County were gathered to discuss a study that would consider possibility of

developing a non-motorized trail that would extend from the lakeshore near New Buffalo to Three Oaks. The group is seeking a consultant to conduct the study and would eventually seek funding to develop the trail. This is an effort about which NATS members should be aware during the process to update the LRP. In addition, Bryan Volstorf expressed interest in participating with the NATS committees during the update of the LRP in order to assist in the development of the non-motorized section.

5. New Business

- **Niles Dial-A-Ride amendments** – SWMPC staff has worked with Pleveich over the past few months to update and correct the Dial-A-Ride (DAR) projects listed in the TIP. Some of the projects listed required updates to funding amounts or matching fund sources, unused funds from 2007 needed to be added as new projects, and additional projects for 2008-2011 needed to be added. All projects are funded with 5307 dollars (from FTA), and are matched with toll credits or Comprehensive Transportation Fund dollars. The current listing of projects, as amended, was distributed to committee members and is ready to be amended into the TIP. *A motion was made by Rodebush, supported by Myers, to amend FY 2008-11 TIP to include the corrected transit project list submitted by the Niles Dial-A-Ride. Motion approved.*
- **Future year SE data input** – Musson has diligently worked with the REMI data that SWMPC received from MDOT, and he created tables with estimated projections of population, household, and employment numbers for each of the NATS jurisdictions by TAZ. Musson distributed the tables to committee members and asked everyone to review the data and contact him with changes. Maps will be mailed or e-mailed to each committee member in order to supplement the data tables.
- **LRP goals subcommittee** – Getman-Dissette distributed copies of the goals and objectives from the current LRP, and explained that the next step in updating the plan is to review and revise the goals and objectives. A TAC subcommittee (Harden, Coulston, Bellina, and Pleveich) will review the goals and make a recommendation to the full committee. The subcommittee will meet April 22 at 11:00 a.m. at the Niles Dial-A-Ride Board Room.
- **Asset management resources** – Musson reported that the March 4 Internet Reporting Tool workshop went well. There are extra copies of the workshop materials, including a PowerPoint presentation and a handbook. If members would like a copy of these materials, they should contact Musson.
- **MDOT work items/M-139 route re-designation discussion** – South presented information on MDOT projects, either completed or in progress. South noted that the Main St. project in Niles may go to 9th St. instead of 5th. He also explained that the 11th St. project cannot allow a permissive left turn on green due to the speed of the road. However, a new flashing yellow signal may be used if it is determined to be needed. Finally, South reported that a letter announcing a public comment period will be sent to local governments and the MPO regarding the M-139 re-designation. The route has changed because a portion was turned back over to the Berrien County Road Commission.

6. Old Business

- **City of Buchanan Illustrative Project** – Vandermeulen has decided not to pursue an illustrative project at this time. He also announced to the TAC that it was his last NATS meeting. He has resigned from the City of Buchanan and will be returning to the Grand Rapids area. Willie Brown will serve as the new Public Service Director.

7. Public Comment

- None

8. Privilege of the Floor

- Pleveich noted that only eight people attended the public meetings for the dial-a-ride schedule changes.

9. Adjournment

- *Motion by Rodebush, supported by Myers, to adjourn the meeting. Motion approved.* The meeting adjourned at 3:45 p.m.
- The next meeting is April 22, 2008 at 3:00 p.m.

Minutes compiled by: Kelly Getman-Dissette, Transportation Planner, 04/02/08