

**MINUTES**  
**NILES/BUCHANAN/CASS AREA TRANSPORTATION STUDY**  
**Policy Committee**  
 June 26, 2007  
 Niles City Council Chambers  
 3:00 P.M.

Policy Members Present:	Tim Batton, GNCDC 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 William Myers, Niles Charter Township Cliff Poehlman, Cass County Road Commission (Chair) Art Reed, Berrien County Planning Commission Johnie Rodebush, Cass County Commissioner Don Ryman, Berrien County Commissioner Paul South, MDOT Coloma TSC Mike Sutherland, Howard Township Joe VanderMuelen, City of Buchanan
Policy Members Absent:	Georgia Boggs, Niles City Council John Brielmaier, Ontwa Township Supervisor Fred Featherly, MDOT UPTRAN Richard Cooper, Niles Township Sarah Koepke, Federal Highway Administration Alice Kring, Bertrand Township Mary Beth McAdams, MACOG (ex-officio) Sandra Naugle, City of Niles (Dial-A-Ride) Tim Whitfield, Milton Township Supervisor Sarah Woolcock, MDOT Coloma TSC
SWMPC Staff Present:	Kelly Getman-Dissette, SWMPC Rachael Tupica, SWMPC
Others Present:	

**1. Call to Order & Introductions**

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

**2. Pledge of Allegiance**

**3. Minutes**

- Motion by Rodebush, seconded by Poehlman, to approve the minutes of the May 22, 2007 meeting. Motion approved.

**4. Staff Report**

- **Growing Communities Conference** – Getman-Dissette attended the annual Growing Communities Conference, hosted by the Grand Valley Metro Council at Calvin College’s Prince Center on June 14. The conference focused on transportation and infrastructure, and there were many great sessions.

## 5. Old Business

- **Asset Management** – MDOT has indicated that PASER data collection can now begin. The team conducting the ratings will include staff from MDOT and SWMPC as well as a local representative. Committee members can participate in their communities if they so desire. MDOT representatives are only available in July, so the schedule will be very tight. Only federal-aid eligible roads will be rated.
- **TIP amendment application** – The TIP amendment application has been revised and is ready for use. The application will be online at [http://www.swmpc.org/nats\\_tipapp.asp](http://www.swmpc.org/nats_tipapp.asp).
- **Howard Township** – Sutherland explained that he would like to serve on the committee and that the Howard Township Board has agreed to pay local match for 2007, but not for 2006. There was much discussion on this item, because the committee had hoped to receive payment for 2006, but there is no policy that dictates what to do when a community does not pay its local match. Johnson and Poehlman both expressed a desire for the township to become a part of the committee, and that all the township residents should not be punished because the board will not agree to pay past dues. *A motion was made by Poehlman, supported by Reed, to accept the payment and committee membership offered by Howard Township. Motion approved.*

## 6. New Business

- **FY 2008-11 TIP** – Tupica led the committee through a review of the FY 2008-11 TIP document. There is a new finance section that includes data from the Act 51 reports. At the TAC meeting, Coulston pointed out that funding listed under “Construction” for the City of Niles should be moved to the “Maintenance” category. A couple of changes need to be made to the Air Quality section. First, we must now conform to EPA budgets, rather than using the 2002 baseline. This is because the counties were recently redesignated as maintenance areas (instead of non-attainment). In addition, an interagency work group (IAWG) meeting will need to be held to ensure that no projects require conformity testing. It is not anticipated that any currently programmed projects will require testing. Questions were asked about where air quality monitors are placed, and Lenze stated that this information would be made available at a subsequent meeting. Another item that remains to be completed is the finalization of the environmental justice maps. At the TAC meeting, committee members selected the set of maps that most accurately represented the locations of the various environmental justice populations in the NATS area.

*A motion was made by Rodebush, supported by Reed, to approve the FY 2008-11 TIP document and to recommend approval to the SWMPC full commission, pending the appropriate revisions and additions to the financial, air quality, and environmental justice sections, and with the understanding that if there are issues that require public comment or which substantially alter the direction of the document, that staff will bring the document back to the committee for approval. Motion approved.*

- **FY 2008 UWP** – Getman-Dissette distributed an updated budget page that included calculations for FTA local match, and led the committee through a review of the FY 2008 UWP. Getman-Dissette explained that SWMPC would add the number of hours MDOT plans to spend in each budgeted category to the UWP prior to receiving final approval by the Full Commission. In addition, transit agreements for pass-through dollars need to be finalized. With no additional questions, *a motion was made by Lenze, supported by South, to recommend approval of the FY 2008 UWP, with the necessary minor corrections and additions, to the Policy Committee and the SWMPC Full Commission. Motion approved.*
- **Bylaws Subcommittee** – The Bylaws Subcommittee met for the first time prior to the TAC meeting, and much work was accomplished in a short amount of time. Rodebush provided a summary of the tasks accomplished, and the subcommittee agreed to meet again at 12:30 pm on July 24<sup>th</sup> (prior to the TAC meeting). John Gruchot has agreed to join the subcommittee and represent the TAC.
- **CMAQ Meeting** – There is a CMAQ meeting scheduled for Thursday, July 12 at 10:00 am at the Berrien County Road Commission to finalize projects for 2008 and 2009.
- **MTPA/MAR Conference** – The annual MTPA/MAR Conference is scheduled for July 18-20 in Bay City. Tupica and Getman-Dissette will be in attendance. If any committee members wish to go, they should contact Tupica or Getman-Dissette for registration information. Tupica also noted that there were vendor booths available if anyone wanted to participate in that way.

**7. Public Comment**

- None

**8. Privilege of the Floor**

- Johnson asked if any committee members had information on the proposed ethanol plant slated for the Niles area.

**9. Adjournment**

- The meeting adjourned at 3:45 PM – Next meeting July 24, 2007 at 3:00 pm.

Minutes compiled by: Kelly Getman-Dissette, Transportation Planner 6/28/07