

NILES/BUCHANAN/CASS AREA TRANSPORTATION STUDY

Policy Committee

MINUTES

June 23, 2009

Niles City Council Chambers

3:00 P.M.

Policy Members Present:	Paul Boggs, Milton Township Chuck Collins, Berrien County Road Commission Richard Cooper, Niles Township Irving Frost, Howard Township Darrell Harden, MDOT, Southwest Region Debbie Johnson, Cass County Commissioner Joseph Kring, Bertrand Township John LaMore, Berrien County Commissioner Ray Lenze, MDOT Planning Jane Mitchell, Buchanan Township Cliff Poehlman, Cass County Road Commission Tracy Vines, Berrien County Planning Commission Johnie Rodebush, Cass County Commissioner Don Ryman, Berrien County Commissioner
Policy Members Absent:	Robert Benjamin, Milton Township Supervisor Georgia Boggs, Niles City Council John Brielmaier, Ontwa Township Supervisor Fred Featherly, MDOT UPTRAN Dick Fintze, Four Flags Chamber Jim Kidwell, Niles Charter Township Mary Beth McAdams, MACOG (ex-officio) Stewart McKenzie, Federal Transit Administration (ex officio) Jessica Mitchell, MACOG (ex-officio) Meg Mullendore, City of Buchanan John Pleveich, Niles Dial-A-Ride Paul South, MDOT Coloma TSC Sarah Van Buren, Federal Highway Administration Sarah Woolcock, MDOT Coloma TSC
SWMPC Staff Present:	Nickolas Musson
Others Present:	Erin Kercheval, MDOT Coloma TSC

1. Call to Order & Introductions

- Chairman Rodebush called the meeting to order at 3:01 P.M.

2. Minutes

- Motion by Collins, supported by LaMore, to approve the minutes of the May 26, 2009 Policy meeting. Motion approved.*

3. Staff Report

- **NTI Course**

- Musson announced that he attended a National Transit Institute course in Cleveland, Ohio on May 19-21 titled Transportation Planning and Land Use. The goal of the course was to learn how transportation systems can support desired land uses, as well as help shape land uses that support the transportation system. Musson went over a handout explaining the problems that we face today, the links between transportation planning and land use planning and how transportation planning and land use planning can work together through coordination.

- **New Transportation Planner**

- Musson announced that SWMPC has hired a new transportation planner. Anna Rahtz has a Masters in Community Planning from University of Cincinnati. Her thesis was on public transportation; using GIS analysis to determine ideal locations for reverse commute bus routes for entry-level workers. She has a Bachelor in Architecture from Kent State University and was a magna cum laude graduate. She was a project assistant during her graduate studies at the Cincinnati Human Relations Commission. She has skills in ArcGIS, SPSS statistics software, and AutoCAD.

4. Old Business

- Collins announced that Niles Buchanan Road is open, but still needs to be striped. Police have been cracking down on people who proceeded past barricades.

5. New Business

TIP amendments – The following TIP amendments were discussed:

Niles Dial-A-Ride requested the following transit amendments to the NATS FY 2008-11 Transportation Improvement Program:

- Modified in FY 2010, the comments field of the project named AVL Systems. In the comments field the toll credits changed from \$5,000 to \$4,000.
- Modified in FY 2010, the comments field of the project named Preventative Maintenance. In the comments field the toll credits changed from \$32,000 to \$25,600.
- Amended in FY 2010, the project description, federal and state cost of the project named Facility rehab. The project description changed from "Office improvements such as repair/replacement of ceiling and floors, restroom rehab, etc." to "Improvements to façade, landscaping, parking lot or office furniture." The federal cost changed from \$20,000 to \$80,000 (5307) and the state cost changed from \$5,000 to \$20,000 (CTF).
- Deleted in FY 2010, project named Radio System to purchase replacement base radio system for a federal cost of \$16,000 (5307).
- Deleted in FY 2010, project named Maintenance equipment to purchase replacement shop maintenance equipment (parts, washer, tools, etc.) for a federal cost of \$10,000 (5307).
- Deleted in FY 2010, project named Facility Rehab to make garage improvements such as repair to walls (including insulation), repair/replacement of cooling/AC system for a federal cost of \$46,406 (5307) and a state cost of \$11,000 (CTF).
- Deleted in FY 2010, project named Bus Replacement to purchase replacement diesel cutaway with lift to replace bus #4 for a federal cost of \$55,566 (5307) and a state cost of \$29,891 (CTF).
- Add in FY 2010, project named Efficiency Study for operations and efficiency study for a federal cost of \$51,400 (5307). Comments will include the use of \$10,280 toll credits.
- Add in FY 2010, project named Staff Training to attend MI Public Transit Association annual conference for a federal cost of \$600 (5307). Comments will include the use of \$120 toll credits.
- Add in FY 2010, project named Connections to Utilities Building to connect to utilities building for shared network and internet service for a federal cost of \$20,000 (5307). Comments will include the use of \$4,000 toll credits.

A motion was made by Johnson, supported by Harden to amend the FY 2008-2011 TIP to include the above mentioned modifications. Motion Approved.

Berrien and Cass County Road Commission requested the following amendments to the NATS FY 2008-11 Transportation Improvement Program:

- Amended in FY 2010, length, federal and local cost of the project named Stateline Road and Third Street. The length changed from 1.78 to 1.82, the federal cost changed from \$325,571 to \$478,000 and the local cost changed from \$106,429 to \$112,000.
- Amended in FY 2011, the limits, length, federal and local cost of project named Bertrand Road. The limits changed from "Red Bud Trail to Orange, Orange to Mayflower, Mayflower to Portage, Portage to Weaver" to "Red Bud Trail to Weaver Road". The length changed from 3.77 to 4.00, the federal cost changed from \$359,514 to \$313,000 and the local cost changed from \$155,486 to \$307,000.
- Amended in FY 2009, the year of project named Gumwood Road. The year changed from 2009 to 2011.
- Amended in FY 2009, the year of project named Elkhart Road. The year changed from 2009 to 2011.
- Add in FY 2009, project named Elkhart Road from Indiana/Michigan State Line to Redfield to resurface with structural overlay and a length of 0.54 miles. The federal cost is \$54,800 and the local cost is \$41,200. Project is being Advanced Constructed in 2009 and Advanced Constructed Converted in 2010 for \$22,000.
- Add in FY 2010, project named Elkhart Road from Indiana/Michigan State Line to Redfield to resurface with structural overlay and a length of 0.54 miles. The federal cost is \$22,000. Project was Advanced constructed in 2009 and Advanced Constructed Converted in 2010 for \$22,000.
- Add in FY 2011, project named Bell Road from Berrien/Cass County State Line to Ironwood Road to widen road from 20' to 22' with resurfacing of existing surface and a length of 0.26 miles. The federal cost is \$48,000 and a local cost of \$12,000.
- Add in FY 2011, project named Redfield Road from Berrien County Line to Ironwood to resurface with structural overlay and a length of 0.45 miles. The federal cost is \$64,300 and a local cost of \$16,700.

A motion was made by Ryman, supported by Vines to amend the FY 2008-2011 TIP to include the above mentioned modifications. Motion Approved.

- **2010 UWP Draft**

- Musson handed out a copy of the 2010 UWP Draft and went over the major changes. Musson also went over comments received from Federal Highway. The comments received from the committee members was to update committee membership, to adjust program management budget total to match cost total, remove TwinCATS from long range plan goal and to update attainment status in the interagency work group description. Musson asked the committee to approve that the 2010 UWP draft be considered for approval from the policy committee based on Federal Highway and committee comments.

A motion was made by Mitchell, supported by Frost, to approve the 2010 UWP based on Federal Highway and committee comments.

MOTION CARRIED UNANIMOUSLY.

- **LRTP Approval**

- Musson announced that the NATS LRTP has been approved. A PDF of the plan will be put on the SWMPC website for your access. If anyone would like a paper copy or a CD please let me know. Rodebush requested a paper copy when they become available.

- **2010 & 2011 CMAQ project submittal**

- Musson announced that he is in the process of collecting 2010 and 2011 CMAQ applications for submittal. If you have not already submitted your application please do so.
- Lenze explained that aerial photos need to be submitted with non-motorized and intersection improvement CMAQ applications. More documentation requirements will be required in the future.

6. Public Comment

- None

7. Privilege of the Floor

- None

8. Adjournment

Motion by Harden to dismiss the meeting. Motion approved.

- The meeting was adjourned at 4:12 pm. The next meeting is July 28, 2009 at 3:00 P.M.

Minutes compiled by: Nickolas Musson, Transportation Planner, 6/30/09