

NILES/BUCHANAN/CASS AREA TRANSPORTATION STUDY

Policy Committee

MINUTES

September 22, 2009

Niles City Council Chambers

3:00 P.M.

Policy Members Present:	Paul Boggs, Milton Township Chuck Collins, Berrien County Road Commission Irving Frost, Howard Township Darrell Harden, MDOT, Southwest Region Debbie Johnson, Cass County Commissioner Joseph Kring, Bertrand Township Ray Lenze, MDOT Planning Jane Mitchell, Buchanan Township John Pleveich, Niles Dial-A-Ride Cliff Poehlman, Cass County Road Commission Johnie Rodebush, Cass County Commissioner Don Ryman, Berrien County Commissioner Paul South, MDOT Coloma TSC Tracy Vines, Berrien County Planning Commission Sarah Woolcock, MDOT Coloma TSC
Policy Members Absent:	Georgia Boggs, Niles City Council Richard Cooper, Niles Township John Egelhaaf, SWMPC (ex-officio) Dick Fintze, Four Flags Chamber Jim Kidwell, Niles Charter Township John LaMore, Berrien County Commissioner Stewart McKenzie, FTA (ex-officio) Jessica Mitchell, MACOG (ex-officio) John Monaghan, Village of Edwardsburg Meg Mullendore, City of Buchanan Sandra Naugle, City of Niles Finance Office Helen Parsons, Ontwa Township Sarah Van Buren, FHWA –Michigan Division (ex-officio)
SWMPC Staff Present:	Nickolas Musson Anna Rahtz
Others Present:	Jason Auvil, Pokagon Band of Potawatomi Indians

1. Call to Order & Introductions

- Chairman Rodebush called the meeting to order at 3:00 P.M.

2. Minutes

- Motion by Woolcock, supported by Vines, to approve the minutes of the August 25, 2009 Policy Committee meeting, with a correction of "Vice Chair" to "Vice-chair" and a mention of the discussion about amending the by-laws to include the Pokagon Band. Motion approved.*

3. Staff Report

- **ITS Meeting** – Musson announced that he and Rahtz attended a MACOG (Michiana Area Council of Governments) meeting about MACOG’s regional Intelligent Transportation Systems (ITS) Plan. In case NATS decides to develop a stand-alone regional ITS plan, it will be informative to attend MACOG’s meetings to understand the process of developing such a plan.
- **We Can Healthy Berrien Coalition Meeting**
 - Rahtz announced that she and Musson attended a meeting of the We Can Healthy Berrien Coalition, which SWMPC staff member Suzann Flowers also regularly attends. This was part of an effort to connect to health professionals and forge potential partnerships for complete streets and healthy communities.
- **Training Wheels Workshop**
 - Rahtz announced that she attended a workshop in Grand Rapids about the design of safe pedestrian and bicycle facilities based on AASHTO guidelines, and that she has the workshop materials available.

4. Old Business

By-law change – Musson announced that he had been asked at the previous meeting to look up the procedure for amending the by-laws to include a new voting member. He passed out a handout with the excerpt from the by-laws stating that a motion must be made by a member of the committee to amend the by-laws, and then a written statement must be passed out explaining the proposed amendment. The handout also included the written explanation of the proposed amendment. *A motion was made by Poehlman, supported by Woolcock, to propose an amendment to the by-laws of the NATS Policy Committee to include the Pokagon Band of Potawatomi Indians as a voting member, to be voted on at the October meeting. Motion was passed.* The vote will be taken at the next Policy Committee meeting, and by that time Musson will also clarify with John Egelhaaf, SWMPC director, the procedure for paying membership dues.

5. New Business

- **TIP amendments** – The following administrative modifications to the TIP were discussed:

The Berrien County Road Commission requested the following modification to the NATS FY 2008-11 Transportation Improvement Program:

- Modify in FY 2009, the project named Range Line Road. The federal cost changed from \$80,000 to \$68,535. Musson explained that the project came in under estimate, and the remaining funds are being moved to another project (see below).

The Cass County Road Commission requested the following modification to the NATS FY 2008-11 Transportation Improvement Program:

- Modify in FY 2009, the project named Gumwood Road. The year changed from 2009 to 2010. The federal cost changed from \$212,173 to \$223,638. Musson explained that because there was a bid savings on the Range Line Road project (above) and both are ARRA (stimulus) projects, that extra money is being used to move Gumwood Road from the Illustrative Projects list to the TIP.

- **FY 2011-2014 TIP Application and TIP Amendment Application form**

- Musson announced that he had gone over with TAC the new application forms for TIP amendments and new TIP projects. He stated that due to the complicated nature of the ranking system involved, he would be convening the TAC TIP Project Selection Committee to go over the TIP Project Application more in-depth before asking for approval of the form.

- **Next Year Calendar**

- *Motion by Woolcock, seconded by Vines, to approve the 2010 calendar year dates for NATS*

meetings.

- The 2010 NATS meeting dates will be: January 26, February 23, March 23, April 27, May 25, June 22, July 27, August 24, September 28, October 26, November 16, and December 21.

6. Public Comment

7. Privilege of the Floor

8. Adjournment

Motion by Frost, supported by South, to dismiss the meeting. Motion approved.

- The meeting was adjourned at 3:17 P.M. The next meeting is October 27, 2009 at 1:30 P.M.

Minutes compiled by: Anna Rahtz and Nickolas Musson, Transportation Planners, 9/23/09