

**Minutes**  
*Twin Cities Area Transportation Study*  
*Policy Committee Meeting*  
 May 17, 2010  
 10:30 A.M.  
 Southwest Michigan Regional Airport

<b>POLICY MEMBERS PRESENT:</b>	Izzy DiMaggio, Berrien County Road Commission Robert Judd, City of St. Joseph Ray Lenze, MDOT Planning Debra Panozzo, Berrien County Commission Bill Purvis, TCATA Lee Scherwitz, SW Michigan Regional Airport Donald Schlipp, Village of Stevensville Roger Seely, St. Joseph Charter Township Terrie Smith, Lincoln Charter Township Jim Soteriou, Royalton Township Paul South, MDOT Coloma TSC Bruno Trapikas, Village of Shoreham Sarah Woolcock, MDOT Coloma TSC
<b>POLICY MEMBERS ABSENT:</b>	Aaron Anthony, City of Bridgman Mickey Bennett, Sodus Township Bill Brown, NIRPC (ex officio) Ron Carter, City of Benton Harbor John Egelhaaf, SWMPC Tim Fenderbosch, St. Joseph Charter Township Carolyn Fowler, Benton Charter Township John Gast, Lake Charter Township Jason Latham, MDOT Regional Planning Stewart McKenzie, Federal Transit Administration (ex officio) Representative, Cornerstone Alliance Dick Stauffer, Lincoln Charter Township Sarah Van Buren, FHWA (ex officio) Kevin Wordelman, Berrien County Planning Commission
<b>SWMPC STAFF PRESENT:</b>	Suzann Flowers Anna Rahtz
<b>OTHERS PRESENT:</b>	Joanne Johnson, Disability Network Michele McGowen, Disability Network SWMI

**1. CALL TO ORDER:**

- Chairman Judd called the meeting to order at 10:45 A.M.

**2. MINUTES:**

- *A motion was made by DiMaggio, seconded by Woolcock, to approve the minutes of the April 19, 2010 Policy Committee meeting. Motion approved.*

**3. STAFF REPORT:**

- **Training Wheels Workshop**
  - Rahtz reported that the Training Wheels workshop held by MDOT and hosted by SWMPC on May 13, 2010 had gone well but with low attendance. She explained that the instructor had been John LaPlante from T.Y. Lin International, who authored the AASHTO Bike Guide and Ped Guide and is on the national MUTCD committee. He presented on new non-motorized design standards that have not yet been published. He complimented the non-motorized facility design that has been done in the City of Benton Harbor, including the new roundabouts on Main Street. The workshop

included a short bike ride around Benton Harbor, during which the participants who came from Chicago and other parts of Michigan learned about designing different types of non-motorized facilities.

- **TwinCATS Member Participation Status Report**

- Rahtz announced that she had been doing a regular membership update of every committee, so that all representatives know who all the other representatives are and can encourage each other to attend.
- She clarified that Schlipp agreed to fill the Policy slot for the Village, which had been vacant; and that Scherwitz is checking on who the representative will be from the St. Joseph River Harbor Authority, replacing Bob Burkholz.

#### 4. **OLD BUSINESS:**

- **Walk and Roll work plan**

- Rahtz stated that the Technical Advisory Committee had passed a motion to give approval to the Walk and Roll subcommittee for conducting public outreach and writing up a summary of non-motorized priorities to amend into the TwinCATS Long Range Plan.
- It was asked how the construction costs for new non-motorized facilities would be covered. It was discussed that the funding would be pieced together over time, but that having the priorities in the Long Range Plan would help justify the need for the projects on funding applications.
- *Motion by DiMaggio, seconded by Purvis, to give the Walk and Roll subcommittee approval to continue with planning for priority non-motorized facilities. Motion approved.*
- It was suggested that the Walk and Roll plan be kept on the TwinCATS agenda every month so that it will not slip under the radar.
- **Sidewalk Liability Letter**
- Rahtz announced that when Gary Soper had worked at Benton Charter Township he had conducted surveys about sidewalk construction on Fairplain Avenue and Mall Drive in the township. The township had discussed using CMAQ funding to build sidewalks but had decided against it because of liability and maintenance issues. Rahtz had sent Debbie Boothby, Township Treasurer, an opinion from the State Attorney General stating that a municipality does not have liability on non-motorized facilities unless there is an obvious design defect. Rahtz passed out a letter she had received from the township's attorney, which dismissed the Attorney General's opinion and expressed opposition to constructing sidewalks in the township. She asked if the committee had any suggestions on how to respond to the letter, or whether a response should be made.
  - Judd spoke about the City of St. Joseph's sidewalk replacement program. Both the City of St. Joseph and Lincoln Charter Township use cost-sharing between the municipality and the adjacent property owners.
  - Judd suggested that the need for sidewalks in Benton Charter Township be included in the Walk and Roll plan. It was also suggested that the Benton Charter Township representatives be followed up with and encouraged to attend the TwinCATS meetings, so that they can be included in the conversation.

- **Benton Harbor Local Match Update**

- Rahtz stated that there had been no action on the local match issue since the April meeting.

- **Brown School Road Nation Functional Classification Change**

- Rahtz stated that, following the April meeting, the full Southwest Michigan Planning Commission approved the resolution supporting the Village of Shoreham's application to change the NFC of Brown School Road from a local road to an urban collector. The application has been submitted to MDOT and is being reviewed.

#### 5. **NEW BUSINESS:**

- **TIP Amendments**

- **MDOT**

- Amend in FY 2010, the general program account named Capital Preventive Maintenance (CPM) Capital Structural Maintenance (CSM) Bridge Trunkline GPA. Federal cost changed from \$16,337 to

\$61,927, and State cost changed from \$1,185 to \$6,811.

- Amend in FY 2010, the general program account named Early Preliminary Engineering (EPE) / Preliminary Engineering (PE) / Right of Way (ROW) Trunkline GPA. Federal cost changed from \$5,990 to \$29,676, and State cost changed from \$665 to \$3,297.
- *Motion by Scherwitz, seconded by South, to approve the above two amendments to the FY 2008-2011 Transportation Improvement Program. Motion approved.*

○ **Berrien County Road Commission**

- Delete in FY 2010, the project named Date Road Bridge for Replacement of Date Road Bridge over Keelo Creek. Federal cost (BRT) was \$320,000, State cost (M) was \$60,000, and county cost was \$20,000. Project is being postponed until 2015.
- Amend in FY 2010, the project named Hilltop Road for new route/structure (capacity increase) for .95 miles from Washington Avenue to Lakeshore Drive. The project description changed from "Construct a non-motorized path 10 feet wide along the south side of Hilltop Road from Washington to Cleveland then along the north side from Cleveland to Lakeshore Drive to provide access from the nearby residential areas to the commercial business areas located along the roadway" to "Construct a 6 foot wide pedestrian walkway along the south side of Hilltop Road from Washington Avenue to Cleveland Avenue then along the north side from Cleveland Avenue to Lakeshore Drive to provide access from nearby residential uses to the commercial business areas located along the roadway." The federal cost changed from \$358,400 to \$326,400 and the county/city cost changed from \$89,600 to \$81,600.

➤ Rahtz stated that Lenze had said CMAQ projects may now be eligible to receive 100 percent federal funding. Lenze stated that MDOT had discovered that the federal energy bill allows a state to use 100 percent federal money on all local and state CMAQ projects. MDOT will make the decision of whether to take advantage of this opportunity within the next couple of weeks.

➤ Zebell stated that the City of St. Joseph's share of the local match for the Hilltop non-motorized path had been contributed through in-house engineering, not construction costs. Lenze explained that this means that no more federal funding can be acquired for this project.

➤ Lenze stated that Berrien County has \$109,000 of unallocated CMAQ funding for 2010, and that they could put the unallocated funding toward the 20 percent match for the approved projects. Rahtz asked whether another CMAQ meeting would have to be held, and Lenze replied that she should ask the agencies receiving CMAQ money if they would be interested in doing this. It would only apply to projects that have not yet been obligated. Rahtz was asked to communicate with agencies with CMAQ projects and bring back their recommendations at the next meeting.

➤ *Motion by DiMaggio, seconded by Seely, to approve the above two amendments to the FY 2008-2011 Transportation Improvement Program. Motion approved.*

● **Draft TIP Projects List – MDOT Dual List**

- Rahtz explained that this item was being taken off of the agenda because both of MDOT's potential project lists had been shown at the April meeting. The project shown as "Illustrative" will be done if MDOT receives funding for its full program.

● **NATS By-law Change**

- Rahtz announced that the Niles-Buchanan-Cass Area Transportation Study had amended its by-laws to include Jason Auvil from the Pokagon Band of Potawatomi Indians as a voting member. She explained that this was an opportunity for dialogue and potential partnerships on projects that both Pokagon and TwinCATS agencies may be interested in. She stated that John Egelhaaf had calculated the membership dues for Pokagon, which are based on population. Pokagon has 49 tribal members who reside within the TwinCATS boundaries.
- Rahtz stated that the Technical Advisory Committee had discussed how the Pokagon Band and TwinCATS agencies could partner on a project and leverage funds in both the tribal TIP and the TwinCATS TIP. She stated that the TAC had passed a motion to invite the Pokagon Band to join as a voting member of TwinCATS.

- *Motion by DiMaggio, seconded by Scherwitz, to invite the Pokagon Band of Potawatomi Indians to become a voting member of TwinCATS. Motion approved.*

**6. PUBLIC COMMENT:**

- None

**7. PRIVILEGE OF THE FLOOR:**

- Purvis announced that the buses running the three scheduled routes now have racks for bicycles.

**8. ADJOURNMENT: 11:30 A.M.**

- Next meeting is June 21, 2010 at 10:00 A.M. (joint meeting for the Context Sensitive Solutions presentation).