

Region Four RURAL TASK FORCE

Meeting Agenda
Tuesday, April 9, 2024, 10 AM
Hartford Public Library

1. Call to Order and Roll Call
2. Changes or Additions to the Agenda
3. Overview of the Meeting Purpose
4. Approval of Minutes from the November 29, 2023, Region 4 RTF Meeting *enclosed Action Item*
5. RTF Project Amendments *enclosed Action Item*
6. Discussion about the 2027-2029 Call for Projects
7. Public Comment or Privilege of the Floor
8. Adjournment

Voting Members of the Region Four County Rural Task Force:

BERRIEN COUNTY

Kevin Stack – Berrien County Road Department
Paul Gillespie – Berrien Bus
Dan Faulkner – Village of Three Oaks

CASS COUNTY

Joe Bellina – Cass County Road Commission
Gerry Bundle – Cass County Public Transit
Ben Anderson – Village of Cassopolis

VAN BUREN COUNTY

Barry Anttila – Van Buren County Road Commission
Laurie Schlipp – Van Buren County Public Transit
Steve Rogusta – Village of Breedsville

Staff

Brandon Kovnat, *Southwest Michigan Planning Commission*
Kim Gallagher, *Southwest Michigan Planning Commission*

REGION FOUR RURAL TASK FORCE

November 29, 2023 10 AM

Hartford Public Library, 12 Church St, Hartford, MI 49057

Meeting Minutes

Attendance	Name	Representing
Voting Members <i>In-person</i>	Kevin Stack	Berrien County Road Department
	Dan Faulkner	Village of Three Oaks
	Dennis Schuh	Berrien Bus
	Joe Bellina	Cass County Road Commission
	Ben Anderson	Village of Cassopolis
	Gerry Bundle	Cass County Transit
	Barry Anttila	Van Buren County Road Commission
	Steve Rogusta	Village of Breedsville
	Laurie Schlipp	Van Buren Public Transit
Staff <i>In-person</i>	Kim Gallagher	Southwest Michigan Planning Commission
	Brandon Kovnat	Southwest Michigan Planning Commission
Others Present <i>In Person</i>	Tony McGhee	Abonmarche
	Whitney Piazzala	AR Engineering on behalf of the Village of Lawrence
	Aaron Neitling	Wightman & Associates
	Mickey Bitner	Wightman & Associates
	Linnea Rader	Van Buren County Road Commission
	Jeff Wingard	Flies Vanderbink on behalf of the Village of Bloomingdale
	Emilee LaGrow	Village of Cassopolis
	Christopher Tapper	Village of Decatur
	Paul Gillespie	Berrien Bus
	Richard Veerland	City of Gobles
	Brian Stark	MDOT
Virtually Attendees via Zoom	Brian Johnson	Village of Lawrence

1. Call to Order and Roll Call
Dan Faulkner called the meeting to Order at 1 PM and led introductions.
2. Overview of the Meeting Purpose
Kovnat explained that the primary purpose of the meeting was to balance the RTF's FY 2024 budget.
3. Changes or Additions to the Agenda
None.
4. Approval of the Minutes of January 10, 2023, Region 4 RTF Meeting
Motion to approve the minutes from the Region Four RTF meeting held on January 10, 202. Introduced by Gerry Bundle and seconded by Ben Anderson. **Motion approved.**

5. Amendments to RTF Projects

Details on amendments were included in the meeting packet

Berrien County RTF: Dennis Schuh announced that Berrien Bus had savings from a 2018 RTF project to purchase security cameras. He requested to reallocate these savings for use on facilities and maintenance equipment.

Kevin Stack discussed the Red Arrow Highway Project, highlighting a cost increase due to adding in the full cost of a non-motorized path along with the road resurfacing. He applied for TAP funds for the non-motorized path. He hopes the project will be Let in January.

Motion to approve the amendments to Berrien County RTF projects as presented. Introduced by Kevin Stack and seconded by Laurie Schlipp. **Motion approved.**

Cass County RTF: Bellina explained that the Cass County RTF held a meeting on November 27th, where they voted to add a Cass County Transit project in FY 2024. To balance the federal funding in FY 2024 they would reduce federal funds and increase State D funding proportionally to keep the combined federal and State D funding for Cassopolis and the Cass County Road Commission the same.

Motion to approve the amendments to Cass County RTF projects as presented. Introduced by Introduced by Joe Bellina and seconded by Ben Anderson. **Motion approved.**

Van Buren RTF: Gallagher announced that the City of Bangor had dropped the Center Street project which had been programed for FY 2024, and requested to have it be given priority consideration in 2027. Kovnat explained that the Van Buren RTF had met in April, where they awarded additional federal funding to their two FY 2024 projects. The current proposal is to use the funds from the canceled Bangor project to swap out advanced construct conversions in 2025, keeping the combined federal and State D funding for Lawrence and Gobles the same.

Jeff Wingard announced that the limits for Bloomingdale's FY 2025 project on Van Buren St were changing from "Pine St to North Village Limits" to "Spring St to North Village Limits."

Motion to approve the amendments to Van Buren County RTF projects as presented. Introduced by Ben Anderson and seconded by Laurie Schlipp. **Motion approved.**

6. Notice by Cass County of Intention to Exchange FY 2024 Federal Aid Funds

Joe Bellina announced that the Cass County Road Commission was planning to exchange all \$410,482 of its FY 2024 federal funds with Oakland County.

7. Discussion of Next Steps for Using Unprogrammed 2024-2026 Funds.

Kovnat reported that the balances for 2025 and 2026 were included in the meeting packet. Plans for balancing the FY 2025 budget will be discussed in upcoming spring meetings. He also stated that he would contact the agencies with projects in FY 2025 beforehand to get updates and explore potential options.

8. Discussion about the effects of the 2020 Urban Boundary Changes

There was a discussion about how the changes between the 2020 Adjusted Census Urban Boundary (ACUB) versus the 2010 ACUB would impact the RTF funding. Brian Stark said that the ACUB change would take effect in 2025. Kovnat added that there were no RTF projects that would shift into urban areas, and no urban or small urban projects would be moving to rural areas. The primary consequence will be increased

competition in the 2026-2029 Call for Projects since several communities, previously categorized as small urban, will now be classified as rural.

9. Public Comment or Privilege of the Floor

Brian Stark gave several updates on the RTF program. He encouraged all agencies to sign up for the MDOT email newsletter to receive the latest RTF news.

10. Adjournment

The meeting was adjourned at 11:12 AM.

Minutes compiled by Brandon Kovnat, SWMPC Transportation Planner

Berrien County RTF 2023-2026 Project List and Funding Balance

Fiscal Year 2023

Agency	Project/Road name	Federal	State D	Local	AC Amount	ACC Year	Total
Available to Program		\$1,083,454	\$153,952				
Berrien CRD	Red Arrow Hwy from US-12 to Community Hall Rd	\$1,035,454	\$108,106	\$1,497,920			\$2,641,480
Berrien Bus	Bus support equipment & Facilities	\$48,000	\$12,000	\$0			\$60,000
Total Programed		\$1,083,454	\$120,106				
Balance		\$0	\$33,846				

Fiscal Year 2024

Agency	Project/Road name	Federal	State D	Local	AC Amount	ACC Year	Total
Available to Program		\$921,770	\$237,896				
Berrien CRD	Red Arrow Hwy from Berrien St. to Lakeshore Dr.	\$921,770	\$237,351	\$2,800,000	\$140,100	2026	\$2,000,000
Total Programed		\$921,000	\$237,351				
Balance		\$0	\$545				

Fiscal Year 2025

Agency	Project/Road name	Federal	State	Local	AC Amount	ACC Year	Total
Available to Program		\$941,000	\$133,271				
Berrien CRD	Cleveland Ave from Glendora Rd to Snow Rd	\$540,210	\$64,924	\$54,866			\$660,000
Three Oaks	N Elm St from US-12 to the North Village Limits	\$296,790	\$41,076	\$34,712	\$44,988	2026	\$417,566
Total Programed		\$837,000	\$106,000				
Balance		\$104,000	\$27,271				

Fiscal Year 2026

Agency	Project/Road name	Federal	State D	Local	AC Amount	AC Year	Total
Available to Program		\$986,000	\$159,997				
Berrien CRD	Red Arrow Hwy from Lakeshore Rd to Lakeside Rd	\$140,100	\$0	\$0	ACC	2024	\$2,000,000
Berrien CRD	Glendora Rd from Cleveland Ave to Hill Rd	\$476,997	\$77,129	\$28,644			\$582,770
Three Oaks	N Elm St from US-12 to the North Village Limits	\$44,988	\$0	\$0	ACC	2026	\$417,566
Three Oaks	S Elm St from US-12 to the south village limits	\$190,915	\$30,871	\$11,464			\$233,250
Total Programed		\$853,000	\$108,000				
Balance		\$133,000	\$51,997				

Cass County RTF 2023-2026 Project List and Funding Balance

Fiscal Year 2023

Agency	Project/Road name	Federal	State D	Local/CTF	AC Amount	ACC Year	Total
Available to Program		\$875,698	\$284,765				
Cass CRC	Calvin Center Rd from US-12 to Grange St	\$198,400	\$24,800	\$24,800			\$248,000
Cass CRC	Calvin Hill St from Robinson Rd to Cassopolis Rd	\$152,426	\$0	\$38,107			\$190,533
Cass CRC	Pine Lake St from Hess to M-62	\$335,152	\$181,990	\$15,798			\$532,940
Cass CRC	Pavement markings on various roads	\$75,000	\$0	\$0			\$75,000
Cassopolis	Hilton St from N. Broadway to N. O'keefe St	\$95,520	\$14,557	\$119,923			\$230,000
Cass Transit	Bus Support Equipment	\$19,200		\$4,800			\$24,000
Total Programed		\$875,698	\$226,147				
Balance		\$0	\$58,516				

Fiscal Year 2024

Agency	Project/Road name	Federal	State D	Local/CTF	AC Amount	ACC Year	Total
Available to Program		\$754,649	\$170,933				
Cass CRC	Pine Lake St from Conrad Rd to Hess Rd	\$137,107	\$20,926	\$51,225			\$209,258
Cass CRC	Daily Rd from Pine Lake St to Coulter St	\$111,954	\$28,896	\$15,650			\$156,500
Cass CRC	Gumwood Rd realignment	\$0	\$0	\$133,061	\$532,244	2026	\$1,165,000
Cassopolis	State St from village limits to Broadway St	\$324,167	\$31,105	\$139,728			\$470,000
Cass Transit	Radios	\$20,000	\$5,000	\$0	\$0		\$25,000
Total Programed		\$754,649	\$115,851				
Balance		\$0	\$55,082				

Fiscal Year 2025

Agency	Project/Road name	Federal	State	Local	AC Amount	ACC Year	Total
Available to Program		\$770,000	\$147,165				
Cass CRC	Calvin Hill St from Cassopolis Rd to Calvin Center Rd	\$281,563	\$0	\$70,391			\$351,954
Cass CRC	Pine Lake St from M-62 to Robinson Rd	\$513,436	\$0	\$128,364			\$641,800
Total Programed		\$794,999	\$0				
Balance		-\$24,999	\$147,165				

Fiscal Year 2026

Agency	Project/Road name	Federal	State	Local	AC Amount	AC Year	Total
Available to Program		\$803,000	\$239,248				
Cass CRC	Gumwood Rd realignment	\$532,244	\$0	NA	ACC	2024	NA
Total Programed		\$532,244	\$0				
Balance		\$270,756	\$239,248				

Van Buren County RTF 2023-2026 Project List and Funding Balance

Fiscal Year 2023

Agency	Project/Road name	Federal	State D	Local	AC Amount	ACC Year	Total
Available to Program		\$1,140,419	\$176,624				
Van Buren CRC	County Road 388 from CR 653 to 26th St	\$1,140,419	\$126,820	\$522,761			\$1,790,000
Total Programed		\$1,140,419	\$126,820				
Balance		\$0	\$49,804				

Fiscal Year 2024

Agency	Project/Road name	Federal	State D	Local	AC Amount	ACC Year	Total
Available to Program		\$1,032,312	\$199,540				
Gobles	E Van Buren St from State St to Hughson Ct	\$676,975	\$48,386	\$200,201			\$925,562
Lawrence	S Paw Paw St from South Village Limits to Bangor Rd	\$355,337	\$17,859	\$141,827			\$515,023
Total Programed		\$1,032,312	\$66,245				
Balance		\$0	\$133,295				

Fiscal Year 2025

Agency	Project/Road name	Federal	State D	Local	AC Amount	ACC Year	Total
Available to Program		\$1,054,000	\$255,363				
Bloomingtondale	Van Buren St from Pine St to the North village limits	\$497,578	\$22,262	\$129,960			\$649,800
Van Buren CRC	Red Arrow Hwy from 59.5 St to CR 681	\$155,062	\$6,938	\$40,500			\$202,500
Total Programed		\$652,640	\$29,200				
Balance		\$401,360	\$226,163				

Fiscal Year 2026

Agency	Project/Road name	Federal	State D	Local	AC Amount	ACC Year	Total
Available to Program		\$1,099,000	\$348,231				
Breedsville	Main St from West village limits to Pine St	\$400,000	\$0	\$100,000			\$500,000
Decatur	N Phelps St from Cedar St to North village limits	\$186,874	\$61,126	\$62,000			\$310,000
Van Buren CRC	CR 388 from Bloomingtondale village limits to CR 380	\$326,126	\$106,674	\$108,200			\$541,000
Total Programed		\$913,000	\$167,800				
Balance		\$186,000	\$180,431				

Berrien County Road Department Amendment Request

Red Arrow Resurfacing and Non-Motorized Path – FY 2024

The RTF initially approved the resurfacing and the construction of a non-motorized path along Red Arrow Highway from Berrien St. to Lakeshore Dr. The Berrien County Road Department was recently awarded a TAP grant for the non-motorized path, requiring the path to be programed under a separate job number (JN 220925). The proposed amendment is to adjust the scope and cost of the RTF-funded project (JN 216289) to remove the path and its associated cost. A summary of the funding changes is shown below:

	Approved	Revised	Change
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Rural Task Force Funded Project – JN 216289

Federal STBG-Rural Funding	\$1,061,770	\$1,061,770	\$0
State D	\$237,351	\$237,351	\$0
Local match for RTF Funds	\$2,800,000	\$1,002,644	-\$1,797,356
Total RTF Project Estimate	\$4,099,121	\$2,301,765	-\$1,797,356

TAP Funded Project – JN 220925

Federal TAP Funding	\$0	\$1,495,134	\$1,495,134
Local Match for TAP Funds	\$0	\$373,800	\$373,800
Total TAP Project Estimate	\$0	\$1,868,934	\$1,868,934

Grand Total

Total Federal (RTF+TAP)	\$1,061,770	\$2,556,904	\$1,495,134
Total State Funding	\$237,351	\$237,351	\$0
Total Local Match	\$2,800,000	\$1,376,444	-\$1,423,556
Total Estimate	\$4,099,121	\$4,170,699	+\$71,578

Van Burren County Road Commission Amendment Request

CR 388 Resurfacing – FY 2026

To utilize the unprogrammed balance in FY 2025, the Van Buren County Road Commission is requesting to move the project on CR 388 from Bloomingdale to CR 380 from FY 2026 to FY 2025. In addition, the Federal Funding will be increase and the State D reduced proportionally. The local match and total estimate will remain the same.

	Approved	Revised	Change
Fiscal Year	2026	2025	
Federal STBG-Rural Funding	\$326,126	\$401,360	+\$75,234
State D	\$106,674	\$31,440	-\$75,234
Local Match	\$108,200	\$108,200	\$0
Total Estimate	\$541,000	\$541,000	\$0

The Revised Balance for the Van Buren RTF is shown Below:

Van Buren RTF Balance FY 2025

JN	Agency	Federal	State D	Local	Total
	Available to Program	\$1,054,000	\$273,754		
216338	Bloomingdale - N Van Buren St	\$497,578	\$22,262	\$129,960	\$649,800
216509	Van Buren CRC - Red Arrow Hwy	\$155,062	\$6,938	\$40,500	\$202,500
216511	Van Buren CRC - CR 388	\$401,360	\$31,440	\$108,200	\$541,000
	Total Programed	\$1,054,000	\$60,640		
	Balance	\$0	\$236,706		

Van Buren RTF Balance FY 2026

JN	Agency	Federal	State D	Local	Total
	Available to Program	\$1,099,000	\$398,325		
216336	Breedsville – Main St.	\$400,000	\$0	\$100,000	\$500,000
216346	Decatur – N Phelps St.	\$186,874	\$61,126	\$62,000	\$310,000
	Total Programed	\$586,874	\$61,126		
	Balance	\$512,126	\$297,648		

Total Federal + State D available in FY 2026 = \$809,774