

**MINUTES**  
**NILES/BUCHANAN/CASS AREA TRANSPORTATION STUDY**  
**Technical Advisory Committee**  
 May 22, 2007  
 Niles City Council Chambers  
 1:30 P.M.

TAC Members Present:	Brian Berndt, Berrien County Road Commission Richard Cooper, Niles Charter Township Neil Coulston, City of Niles & DPW/Airport Juan Ganum, City of Niles Planning Darrell Harden, MDOT, Southwest Region Ray Lenze, MDOT – Planning Kate McIlwee, Berrien County Planning Joe Ray, City of Niles
TAC Members Absent:	Tim Batton, GNCD Joe Bellina, Cass County Road Commission Fred Featherly, MDOT-Multi-Modal Sarah Koepke, Federal Highway Administration Mary Beth McAdams, MACOG (ex officio) John Monaghan, Village of Edwardsburg Public Works Robert Rusch, MI Department of Environmental Quality/Air Quality Division Meg Mullendore, City of Buchanan Paul South, MDOT Coloma TSC Sharon Tyler, Southwestern Michigan Economic Growth Alliance/Cass Sarah Woolcock, MDOT Coloma TSC
SWMPC Staff Present:	Kelly Getman-Dissette, SWMPC Rachael Tupica, SWMPC
Others Present:	Don Ryman, Berrien County Commissioner

**1. Call to Order & Introductions**

- Vice-Chairman Ray called the meeting to order at 1:36 PM. Bellina was absent.

**2. Minutes**

- Motion by Harden, seconded by Berndt to approve the minutes of the April 24, 2007 TAC meeting. Motion approved.

**3. Staff Report**

- ITS Stakeholder Workshop – MDOT, with the assistance of URS Corporation, is developing an Intelligent Transportation Systems (ITS) Architecture and Deployment Plan for the Southwest Region. The second in a series of workshops was held on May 1, 2007 from 9am – 3pm at WMU’s Fetzer Center. Getman-Dissette and members from the TwinCATS committee were in attendance. Stakeholders were asked to assist in developing “market packages” and identify various forms of ITS that were currently used or needed in the region. Additional workshops will follow, and TAC members will be alerted when meeting dates become available.
- Berrien Transit Study – SWMPC received a grant to study the transit agencies in Berrien County. However, a directive from the Governor has placed this grant on hold until further notice, and the SWMPC is not to incur costs on the project.

**4. Old Business**

- **TIP amendment application** – Because Tupica has been away from the office, the TIP amendment application is not yet finished. This item will be placed on the June agenda.
- **Environmental Mitigation/Consultation Document** – Getman-Dissette explained that the Environmental Mitigation and Consultation plans have been modified from the draft that was covered at the April meeting. A “Findings” section

has been added to the environmental mitigation portion and “Consultation” has been made into its own separate chapter. In addition, a map with conservation easements and improved parks data has been added.

*A motion was made by Berndt, supported by Harden, to recommend approval of the Environmental Mitigation and Consultation document so that it may be submitted to FHWA for SAFETEA-LU compliance. Motion approved.*

## 5. New Business

- **LRP and TIP administrative vs. amendment policies and procedures** – There are times when MPO staff can administratively amend the TIP or LRP in order to process minor amendments more quickly. Examples of minor amendments include a change in funding source, changes to GPA accounts, changes to a transit project that do not affect STP funds. In most cases, the amendments must still be formally approved by FHWA, but the process moves quicker than if the amendment were to require approval by the Policy Committee. If the TIP/LRP is amended administratively, MPO staff will inform the committee of the changes at the next regular meeting.

Per Harden’s suggestion, the TIP procedures were modified so that the first sentence of bullet two reads, “Projects may be postponed within the TIP provided that financial constraint is maintained.” *A motion was made by Berndt, supported by Coulston to recommend approval of the administrative amendment procedures for the TIP and LRP, as amended. Motion approved.*

- **LRP resolution** – In order to conform to SAFETEA-LU legislation, there have been several additions to the LRP. In addition, it is necessary for the Policy Committee to reaffirm that the 2030 LRP conforms to SAFETEA-LU requirements. *A motion was made by Harden, supported by McIlwee, to recommend approval of the resolution (see page 3) to reaffirm the 2030 LRP to the NATS Policy Committee. Motion approved.*
- **Bylaws** – Bylaws were redrafted based on a template provided by Lenze, since committee bylaws must also be SAFETEA-LU compliant. Some small changes were made to clarify items like meeting information, members needed for a quorum, election of officers. The SWMPC has been changed to be a non-voting member. SWMPC is represented on the committee via staff, and the SWMPC, as the MPO, has final approval of documents. Therefore, it is not necessary for SWMPC to be a voting member of the TAC. Otherwise, the membership information was not changed. TAC members should examine the membership list and be prepared to discuss the composition of the committee at future meetings. One error was found: “Edwardsburg Township” should be listed as “Ontwa Township.”

Ryman noted that the committee did not really follow Roberts’s Rules of Order, as described in Section 3.7, and asked that this language be stricken from the section. The committee agreed that Section 3.7 would read, “At the Chairman’s discretion, an informal, practical parliamentary procedure shall be followed.” *A motion was made by Berndt, supported by Coulston, to approve the TAC bylaws, as amended. Motion approved.*

- **MDOT FY 2007 TIP amendment** – Lenze explained that right-of-way (ROW) acquisitions and preliminary engineering (PE) work was needed for a US-12 project that is programmed in an out year. Since the project cost is over \$5 million, the ROW and PE cannot be included in the GPA, and must be included as separate line items. *A motion was made by Harden, supported by Coulston, to recommend approval of an amendment of the FY 2007 TIP to include ROW acquisition (\$204,000 federal) and PE (\$613,000 federal) costs for the US-12 project (M-60 to the Edwardsburg Village limits). Motion approved.*

## 6. Public Comment

- None

## 7. Privilege of the Floor

- Tupica noted that the TIP document will be presented for approval at the June meeting.

## 8. Adjournment

- The meeting adjourned at 2:10 PM – Next meeting June 26, 2007 at 1:30 PM.

Minutes compiled by: Kelly Getman-Dissette, Transportation Planner, 5/25/07

**NATS Policy Committee Resolution  
to Reaffirm the 2030 Long Range Transportation Plan**

WHEREAS, the Southwest Michigan Planning Commission (SWMPC), is the designated Metropolitan Planning Organization for the Niles-Buchanan-Cass Area Transportation Study (NATS) and is responsible for developing a long-range transportation plan addressing a minimum 20-year planning horizon;

WHEREAS, the 2030 Long Range Transportation Plan (LRP) for NATS was developed pursuant to 23 USC 134 and adopted by SWMPC on April 19, 2005;

WHEREAS, the 2030 LRP contains policies, initiatives, and projects aimed at achieving area goals and objectives;

WHEREAS, the LRP must be reviewed and updated at least every four years to confirm its validity and consistency with current and forecast trends and to extend the planning horizon, if necessary;

WHEREAS, it is necessary to document compliance with the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), the federal transportation legislation passed in August 2005 and SWMPC conducted such a review;

WHEREAS, SWMPC has analyzed potential impacts of planned transportation projects on environmentally sensitive resources and developed a series of mitigation guidelines to be considered by road and transit implementing agencies in all phases of project planning, design, construction, and maintenance, as outlined in the Environmental Mitigation and Consultation section of the updated 2030 LRP;

WHEREAS, SWMPC developed a list of contacts and a Consultation process to ensure that the LRP does not conflict with the plans, maps, or other inventories completed by state, local, and private agencies, as well as Indian Tribes responsible for economic development, environmental protection, airport operations, freight movement, land use, natural resources, conservation, historic preservation, and human service transportation providers;

WHEREAS, SWMPC approved the Public Participation Plan on July 18, 2006, to ensure availability of information, timely notice of meetings, full access to key decisions, and support for early and continuing involvement in every aspect of the transportation planning process;

WHEREAS, the 2030 LRP was open to public and agency review and comment;

NOW THEREFORE BE IT RESOLVED, this **22nd day of May 2007**, THAT the NATS Policy Committee adopts the reaffirmation of the 2030 Long Range Plan;

BE IT FURTHER RESOLVED THAT the 2030 LRP remains valid and consistent with current and forecast conditions, maintains a minimum 20-year planning horizon, and is in keeping with all SAFETEA-LU requirements;

BE IT FURTHER RESOLVED THAT the 2030 LRP remains consistent with regional goals and objectives;

BE IT FURTHER RESOLVED THAT the 2030 LRP remains consistent with mandated federal planning factors;

BE IT FURTHER RESOLVED THAT impacts resulting from the 2030 LRP remain balanced across the area, so that no one population bears a disproportionate negative impact and that benefits are shared across the area;

BE IT FURTHER RESOLVED THAT the 2030 LRP remains within established mobile source emissions budgets for ozone precursors and carbon monoxide and below the base year level for fine particulate matter;

BE IT FURTHER RESOLVED THAT the 2030 LRP remains constrained to identified funding resources;

BE IT FURTHER RESOLVED THAT the 2030 LRP, as amended, remains in conformity with the State Implementation Plan for Air Quality as required by the provisions of 40 CFR 51 and 23 CFR 450;

AND BE IT FURTHER RESOLVED THAT the NATS Policy Committee submits this reaffirmation of the 2030 Long Range Plan to the Michigan Department of Transportation, as designee for the Governor's Office of the State of Michigan, for review and transmittal to the Michigan Department of Environmental Quality, Federal Highway Administration, Federal Transit Administration, and U.S. Environmental Protection Agency.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Policy Committee Chairman