

MINUTES
NILES/BUCHANAN/CASS AREA TRANSPORTATION STUDY
Technical Advisory Committee
 June 26, 2007
 Niles City Council Chambers
 1:30 P.M.

TAC Members Present:	Tim Batton, GNCDC Brian Berndt, Berrien County Road Commission Neil Coulston, City of Niles & DPW/Airport John Gruchot, Berrien County Planning Darrell Harden, MDOT, Southwest Region Ray Lenze, MDOT – Planning Mary Beth McAdams, MACOG (ex officio) William Myers, Niles Charter Township Joe Ray, City of Niles
TAC Members Absent:	Joe Bellina, Cass County Road Commission Fred Featherly, MDOT-Multi-Modal Juan Ganum, City of Niles Planning Sarah Koepke, Federal Highway Administration 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 1:37 PM. Bellina was absent.

2. Minutes

- Motion by Berndt, seconded by Coulston, to approve the minutes of the May 22, 2007 TAC meeting. Motion approved.

3. Staff Report

- **Growing Communities Conference** – Getman-Dissette attended the annual Growing Communities Conference, hosted by the Grand Valley Metro Council at Calvin College’s Prince Center on June 14. The conference focused on transportation and infrastructure, and there were many great sessions.

4. Old Business

- **Asset Management** – MDOT has indicated that PASER data collection can now begin. The team conducting the ratings will include staff from MDOT and SWMPC as well as a local representative. Committee members can participate in their communities if they so desire. MDOT representatives are only available in July, so the schedule will be very tight. Only federal-aid eligible roads will be rated. Coulston noted that Niles would be willing to be rated first during the first week in July.
- **TIP amendment application** – The TIP amendment application has been revised and is ready for use. The application will be online at http://www.swmpc.org/nats_tipapp.asp.

5. New Business

- **FY 2008-11 TIP** – Tupica led the committee through a review of the FY 2008-11 TIP document. There is a new finance section that includes data from the Act 51 reports. Coulston pointed out that funding listed under “Construction” for the City of Niles should be moved to the “Maintenance” category. A couple of changes need to be made to the Air Quality section. First, Lenze provided EPA budgets to which we must conform, rather than using the 2002 baseline. This is because the counties were recently redesignated as maintenance areas (instead of non-attainment). In addition, an interagency work group (IAWG) meeting will need to be held to ensure that no projects require conformity testing. It is not anticipated that any currently programmed projects will require testing. Another item that remains to be completed is a decision regarding which environmental justice maps will be used. One set of maps was created using the population in Southwest Michigan (Berrien, Cass, and Van Buren Counties), and another set was created using only the population within the NATS boundaries. Maps were projected onto the wall and committee members were asked to determine which maps most accurately represented the locations of the various environmental justice populations in the NATS area. After much discussion, the committee decided to use maps based on the NATS population.

A motion was made by Harden, supported by Batton, to recommend approval of the FY 2008-11 TIP document to the Policy Committee and the SWMPC full commission, pending the appropriate revisions and additions to the financial, air quality, and environmental justice sections, and with the understanding that if there are issues that require public comment or which substantially alter the direction of the document, that staff will bring the document back to the committee for approval. Motion approved.

- **FY 2008 UWP** – Getman-Dissette distributed an updated budget page that included calculations for FTA local match, and led the committee through a review of the FY 2008 UWP. Getman-Dissette explained that SWMPC would add the number of hours MDOT plans to spend in each budgeted category to the UWP prior to receiving final approval by the Full Commission. In addition, transit agreements for pass-through dollars need to be finalized. Lenze reminded staff to include the Certificate of Indirect Costs. With no additional questions, *a motion was made by Lenze, supported by South, to recommend approval of the FY 2008 UWP, with the necessary minor corrections and additions, to the Policy Committee and the SWMPC Full Commission. Motion approved.*
- **Bylaws Subcommittee** – The Policy Committee has formed a Bylaws Subcommittee to review the composition of the committees. The subcommittee met for the first time prior to the TAC meeting, and it was recommended by staff that someone from TAC join the subcommittee. Gruchot agreed to serve on the subcommittee.
- **CMAQ Meeting** – There is a CMAQ meeting scheduled for Thursday, July 12 at 10:00 am at the Berrien County Road Commission to finalize projects for 2008 and 2009.
- **MTPA/MAR Conference** – The annual MTPA/MAR Conference is scheduled for July 18-20 in Bay City. Tupica and Getman-Dissette will be in attendance. If any committee members wish to go, they should contact Tupica or Getman-Dissette for registration information. Tupica also noted that there were vendor booths available if anyone wanted to participate in that way.

6. Public Comment

- None

7. Privilege of the Floor

- Batton announced that MacDonald Transit has hired a full-time operations manager for Niles Dial-a-Ride. Tim will introduce him at the next meeting.

8. Adjournment

- The meeting adjourned at 2:45 PM – Next meeting July 24, 2007 at 1:30 PM.

Minutes compiled by: Kelly Getman-Dissette, Transportation Planner, 6/28/07