

MINUTES
NILES/BUCHANAN/CASS AREA TRANSPORTATION STUDY
Technical Advisory Committee

July 22, 2008
Niles City Council Chambers
1:30 P.M.

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| TAC Members Present: | Joe Bellina, Cass County Road Commission Brian Berndt, Berrien County Road Commission Paul Boggs, Milton Township Willie Brown, City of Buchanan Richard Cooper, Niles Charter Township Neil Coulston, City of Niles DPW/Airport Juan Ganum, City of Niles Planning John Gruchot, Berrien County Community Development Darrell Harden, MDOT, Southwest Region Ray Lenze, MDOT Planning John Monaghan, Village of Edwardsburg Public Works William Myers, Niles Charter Township Kimberly O’Haver, Buchanan Dial a Ride John Pleveich, Niles Dial-A-Ride Sarah Woolcock, MDOT Coloma TSC |
| TAC Members Absent: | Fred Featherly, MDOT-Multi-Modal Sarah Koepke, Federal Highway Administration (ex officio) Stewart McKenzie, Federal Transit Administration (ex officio) Jessica Mitchell, MACOG (ex officio) Jennifer Osborne, MDOT Joe Ray, City of Niles Robert Rusch, MDEQ Paul South, MDOT Coloma TSC Sharon Tyler, Southwestern Michigan Economic Growth Alliance |
| SWMPC Staff Present: | Nickolas Musson Kelly Getman-Dissette |
| Others Present: | Don Ryman, Berrien County Commissioner |

1. Call to Order & Introductions

- Ganum called the meeting to order at 1:31 P.M. Bellina and Ray were absent. Chairman Bellina arrived shortly after the meeting started and resumed the chair position.

2. Minutes

- *Motion by Berndt, supported by Harden, to approve the minutes of the June 24, 2008 TAC meeting. Motion approved.*

3. Staff Report

- **MTPA Conference** – Getman-Dissette and Musson attended the annual Michigan Transportation Planners Association conference July 16th to the 18th. The conference included sessions on airport cities (called “aerotropolis”), transit initiatives, roundabouts, emergency response to motor vehicle crashes, and using American community survey data for transportation. Next year’s conference is in Kalamazoo, and SWMPC staff will forward registration information when it becomes available.

- **Bicycle/Driver Safety Fair Booth** – SWMPC staff has developed a bicycle/driver safety table-top exhibit that will be on display at the Berrien and Cass County fairs as well as at area libraries. This is an attempt to educate the public on sharing the road.
- **Traffic Count Software** – SWMPC has recently participated in traffic counting software demonstrations with two web-based companies, Miovision and Midwestern. The software will allow the traffic count data to be better organized and more accessible to local agencies and the general public. A decision to purchase a product will be made in the next couple of months.
- **PASER Rating Update** – PASER rating for Berrien and Cass Counties is complete. This year the Transportation Asset Management Council required each county to rate 50% of the federal aid eligible network. Therefore, the northern half of each county was rated this year, and the southern half will be rated next year.
- **LRP Goals and Objectives Public Meeting** - Public input regarding the LRP goals and objectives will be sought at the Niles City Council meeting on August 11 at 6:00 p.m. at the Niles City Council Chambers. Notice of the meeting will be distributed via postal mail and e-mail to relevant local units of government, human service organizations, schools, media, etc.

4. Project Updates

- **Niles-Buchanan Road** – Scheduled for September 5 letting.
- **M-62**- Under construction.
- **Asphalt prices** – Discussion was held regarding the increased asphalt prices and how to handle cost estimates in the 2010-2013 TIP.

5. New Business

- **FY 2008 UWP Budget Amendments** – Due to recent changes to procedures related to the Transportation Improvement Program (TIP), more staff time has been spent processing TIP amendments and finishing the TIP document than was originally anticipated. Therefore, the Program Management, Database Management, and Short Range Planning program element budgets and associated hour estimates required adjustments to more accurately represent expenditures to date and funding necessary for the remainder for the fiscal year. *A motion was made by Woolcock, seconded by Coulston, to recommend that the Policy Committee approve an amendment to the FY 2008 UWP. Specifically, the changes are as follows:*
 - *The Program Management budget was changed from \$39,398 to \$36,666;*
 - *The Long Range Planning budget was changed from \$19,194 to \$18,577; and*
 - *The Short Range Planning budget was changed from \$7,072 to \$10,421.**Motion approved.*
- **Meeting Attendance Letter** – Pursuant to NATS bylaws, letters were mailed to committee members who have missed at least three consecutive meetings to remind them of their NATS membership. Response to the mailing has been positive.

6. Old Business

- None

7. Public Comment

- None

8. Privilege of the Floor

- None

9. Adjournment

- *A motion was made by Woolcock, supported by Harden to adjourn the TAC meeting at 2:08 p.m. Motion approved.*
- The next meeting is August 26, 2008 at 1:30 P.M.

Minutes compiled by: Nickolas Musson/Kelly Getman-Dissette, Transportation Planners, 08/07/08