

# NILES/BUCHANAN/CASS AREA TRANSPORTATION STUDY

Technical Advisory Committee

## MINUTES

March 31, 2009

Niles City Council Chambers

1:30 P.M.

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 Kelly Getman-Dissette, Niles Dial-A-Ride John Gruchot, Berrien County Community Development Darrell Harden, MDOT, Southwest Region Ray Lenze, MDOT Planning Kimberly O'Haver, Buchanan Dial a Ride Joe Ray, City of Niles Paul South, MDOT Coloma TSC
TAC Members Absent:	Fred Featherly, MDOT-Multi-Modal Juan Ganum, City of Niles Planning Jim Kidwell, Niles Charter Township Sarah Koepke, Federal Highway Administration (ex officio) Stewart McKenzie, Federal Transit Administration (ex officio) Jessica Mitchell, MACOG (ex officio) John Monaghan, Village of Edwardsburg Public Works Jennifer Osborne, MDOT John Pleveich, Niles Dial-A-Ride Robert Rusch, MDEQ Shelley Klug, Southwestern Michigan Economic Growth Alliance Sarah Woolcock, MDOT Coloma TSC
SWMPC Staff Present:	Nickolas Musson
Others Present:	Don Ryman, Berrien County Commissioner Sue Ellen Don Kronewitter

### 1. Call to Order & Introductions

- Vice Chairman Ray called the meeting to order at 1:34 P.M. Chairman Bellina arrived soon after the meeting started.

### 2. Minutes

- *Motion by Gruchot, supported by Harden, to approve the minutes of the February 24, 2009 TAC meeting. Motion approved.*

### 3. Staff Report

- **Asset Management for Elected Officials Workshop**

Musson announced that SWMPC hosted an Asset Management for Elected Officials workshop on Monday, March 30, 2009 at 1:00 to 4:00 P.M. in Berrien Springs, Michigan at the Berrien RESA Administration Center. We had a disappointing turnout, with 11 know shows. The power point and handouts from the workshop will be on the SWMPC website for anyone who is interested.

- **Facilitator Workshop**

Musson attended a facilitator workshop in Hastings Michigan. The workshop provided technical techniques and tricks to become a better facilitator. Musson intends to incorporate what he learned at the workshop into the committee meetings to make them more interesting and exciting.

#### 4. Project Updates

- Berrien County Road Commission
  - Nile-Buchanan Road – April 1<sup>st</sup>, start building
- City of Buchanan
  - Front Street – Completed
- Cass County Road Commission
  - Lake Street – Done
  - Ironwood Road – Begin in June
- MDOT
  - US-31 BR (Front Street) and Main Street- Being let by the City
  - M-51, over Mckinzie Creek – Begin next month
  - US-31 NB/SB – Start next week
  - US-12 at Bell Road, traffic operations – South will update next time

#### 5. Old Business

- **Membership Outreach**

Musson explained that the Policy committee at the last meeting asked me to send out letters to those agencies that don't have representation on the NATS committee asking them to appoint someone. A letter was sent out to Bertrand, and Ontwa Townships requesting appointments. A follow up phone call took place two weeks after the letter was sent. Both Bertrand and Ontwa explained that they are in the process of appointing representatives.

- **CMAQ Projects**

Musson asked Bellina if Cass County had selected 2009 CMAQ project yet. Bellina explained that his committee has selected a project and in process of submitting it. Lenze warned Bellina that he is running out of time.

- **Stimulus Projects**

Musson announced that estimates have changed for the NATS area from \$833,224 to \$778,107. Estimates are not final and are subject to change. The difference in the estimate change was taken away from the Gumwood project.

A discussion took place on pro rata vs. lump sum. Lenze explained that we are still waiting on the MPO director collective decision and MDOT on the pro rata vs lump sum debate. The committee was in favor of lump sum. NATS should discuss this issue before they obligate stimulus funds.

Niles stimulus projects- The City of Niles was worried that they would not be able to get their projects done in time. Lenze reassured them that if they are able to finish their projects by the summer of 2010, they would be fine.

## **6. New Business**

**TIP amendments** – The following TIP amendments were discussed:

- Adding in FY 2009, project name building rehab to design/engineering for facility renovation for a federal cost of \$43,424 and a total cost of \$43,424 (5307).

*A motion was made by Berndt, supported by Coulston to recommend that the Policy committee amend the FY 2008-2011 TIP to add to design/engineering for facility renovation for a federal cost of \$43,424. Motion Approved*

Niles Dial-A-Ride requested the following administrative amendments to the NATS FY 2008-11 Transportation Improvement Program:

- Delete in FY 2008, project name bus shelters to purchase 2 satellite, passenger bus shelters for a total federal cost of \$11,424 (5307) and state \$2,856 (CTF) for a total cost of \$14,280.
- Delete in FY 2008, project name building rehab to rehab existing break room and bathroom facilities for a federal cost of \$32,000 (5307) and state cost of \$8,000 (CTF) for a total cost of \$40,000.
- Delete in FY 2008, project name service vehicle to purchase a service vehicle for a federal cost of \$12,000 (5307) and a state cost of \$3,000 (CTF) for a total cost of \$15,000.
- Delete in FY 2008, project name maintenance rehab to rehab the lighting/heating/painting for a federal and total cost of \$15,200 (5307).
- Delete in FY 2008, project name facility equipment to purchase new fence for a federal and total cost of \$20,000 (5307).
- Delete in FY 2009, project name replacement computer to purchase replacement computer hardware for a federal and total cost of \$3,680 (5307).
- Delete in FY 2009, project name facility equipment to purchase security system camera for a federal and total cost of \$12,800 (5307).
- Delete in FY 2009, project name facility equipment to purchase security alarm system for a federal and total cost of \$10,400 (5307).
- Delete in FY 2009, project name facility equipment to purchase cameras for fence area for a federal and total cost of \$2,400 (5307).
- Delete in FY 2009, project name facility equipment to purchase storage cabinets for a federal and total cost of \$2,000 (5307).
- Delete in FY 2011, project name computer replacement for a federal and total cost of \$1,840 (5307).
- Amended in FY 2008, project name computer server, the year, project name, project description, and federal (5307) cost. The fiscal year was changed from 2008 to 2009 and the project name was changed from computer server to computer purchase. The project description was changed from purchase computer server to purchase replacement office computer. The federal cost was changed from \$4,800 to \$7,000 (5307) for a total cost of \$7,000.
- Amended in FY 2008, the year was changed from 2008 to 2009 for project name bus shelters for a federal and total cost of \$10,880 (5307).
- Amended in FY 2008, the year was changed from 2008 to 2009 for project name maintenance equipment for total cost of \$16,000 (5307).

- Amended in FY 2008, the year was changed from 2008 to 2009 for project name bus replacement for a total cost of \$50,400 (5307) and state cost of \$12,600 (CTF).
- Amended in FY 2008, the year was changed from 2008 to 2009 for project name bus replacement for a total cost of \$48,000 (5307) and state cost of \$12,600 (CTF).
- Amended in FY 2009, project name bus washing equipment to purchase and replace bus washing equipment federal cost was reduced from \$20,000 to \$4,000.
- Amended in FY 2011, project name preventive maintenance federal cost from \$132,000 to \$133,840 (5307).
- Combining in FY 2009, FY 08 maintenance rehab lighting/heating/painting for a federal cost of \$15,200 and FY 08 facility equipment to purchase new fence for a federal cost of \$20,000. Also combined was FY 08 service vehicle purchase federal cost \$12,000. The final combined project reads maintenance rehab to make facility improvements, such as lighting, heating, painting, and fence repair for a federal cost of \$47,200 (5307) and a total cost of \$47,200.
- Combining in FY 2009, three FY 09 projects including the facility equipment to purchase security system camera for federal cost of \$12,800, security alarm system for federal cost of \$10,400 and cameras for fence for a federal cost \$2,400. The FY 09 facility equipment storage cabinets for federal cost of \$2,000 was deleted and added to create the final combined project that reads facility equipment to purchase security alarm system and cameras for DART facility for a federal cost of \$27,600 (5307) and a total cost of \$27,600.
- Combining in FY 2009, \$16,000 federal dollars were taken from FY 09 bus washing equipment and the federal dollars of \$3,680 was taken from the deleted FY 09 computer purchase. The combined federal funding of \$19,680 was added to create the facility equipment project to make office improvements such as repair/replacement of furnace, air conditioning, electric, ceiling and floors, restroom rehab and etc. for a federal cost of \$19,680 (5307) and state cost of \$5,420 (CTF) and a total cost of \$25,100.

MDOT requested the following administrative amendment to the NATS FY 2008-11 Transportation Improvement Program:

- Adding in FY 2009 M-51 (JN 106234) over Peavine Creek to replace Culvert for a federal cost of \$597,000 (ST) and a state cost of \$132,000 (M) and a total cost of \$729,000.

*A motion was made by South, supported by Berndt to recommend that the Policy committee amend the FY 2008-2011 TIP to add the FY 2009 M-51 over Peavine Creek to replace Culvert for a federal cost of \$597,000 (ST) and a state cost of \$132,000 (M) and a total cost of \$729,000. Motion Approved*

- **LRP**

Musson handed out updated financial analysis, environmental mitigation, and consultation sections based on federal highways recommendations to the committee and asked for additional comments from the committee and the public. Musson received comments from Harden, Getman-Dissette, and Coulston that he will look over and incorporate into the plan.

A discussion took place on whether or not US-31 should be included in the environmental mitigation section and it was decided that it is an important topic, but

does not belong in that particular section. The alternative fuels section was decided to be unrelated to the NATS area and will be take out as well.

*A motion was made by Bellina, supported by Gruchot to recommend that the Policy committee approve the NATS long range plan based on the suggested changes made by Getman-Dissette, Coulston and the rest of the committee. Motion Approved*

**7. Public Comment**

- None

**8. Privilege of the Floor**

- Lenze announced that the Pre-UWP meeting went very well and NATS is certified for another year.

**9. Adjournment**

- The meeting was adjourned at 2:43 pm. The next meeting is April 28, 2009 at 1:30 P.M.

Minutes compiled by: Nickolas Musson, Transportation Planner, 4/03/09