

NILES/BUCHANAN/CASS AREA TRANSPORTATION STUDY
 Technical Advisory Committee

MINUTES

September 27, 2011

1:30 P.M.

Niles City Council Chambers

TAC Members Present:	Brian Berndt, Berrien County Road Commission Barbara Cook, Cass County Planning Commission Neil Coulston, City of Niles DPW/Airport Irving Frost, Howard Township Juan Ganum, City of Niles Planning Don Kronewitter, Milton Township Ray Lenze, MDOT Planning Don Ryman, City of Buchanan Brad Sharlow, MDOT Planning (ex officio) Evan Smith, Niles Dial A Ride Transit
TAC Members Absent:	Jason Auvil, Pokagon Band of Potawatomi Indians Pat Bellaire, Village of Edwardsburg Joe Bellina, Cass County Road Commission Richard Cooper, Niles Charter Township Fred Featherly, MDOT-Multi-Modal Kelly Getman-Dissette, Niles Dial-A-Ride Transit John Gruchot, Berrien County Community Development Darrell Harden, MDOT Southwest Region Erin Kercheval, MDOT Coloma TSC Shelley Klug, Southwestern Michigan Economic Growth Alliance Joseph Kring, Bertrand Township Stewart McKenzie, Federal Transit Administration (ex officio) Jessica Mitchell, MACOG (ex officio) Kimberly O'Haver, Buchanan Dial a Ride Jennifer Osborne, MDOT Joe Ray, City of Niles Jan Personette, Four Flags Area Chamber of Commerce Robert Rusch, MDEQ Rachael Tupica, Federal Highway Administration (ex officio)
SWMPC Staff Present:	Suzann Flowers Trevor Thomas
Others Present:	Denelle Clark, Michigan Works

1. Call to Order & Introductions

- Bellina called the meeting to order at 1:33p.m.

2. Minutes

- Motion by Cook seconded by Frost to approve the minutes of the August 23, 2011 TAC Committee. Motion passed.

3. Staff Report

- **Meeting checklist**

Flowers stated that on suggestion from Lenze from the August 2011 meeting that a way to help people remember all necessary meeting materials would be to create a checklist. Flowers has created this list and will keep it on the website indefinitely.

- **Paperless by January 1, 2012**

In an effort to cut down on the amount of paper printed for each meeting, Flowers stated that the staff will be going paperless for meeting materials starting January 2, 2012. To ensure that visitors still have an opportunity to see meeting materials, Flowers and Thomas will display all meeting materials on the projector screen in the Council Chambers. Juan Ganum from the City of Niles will get Flowers information on how to access the Internet, including passwords if necessary.

- **Long Range Plan goal development workshop**

- TwinCATS-October 12, 2011 at Michigan Works from 5-6:30pm
- NATS-October 19, 2011 at Niles District Library from 6-7:30pm

Flowers handed out an item for that compared the 2035 and 2030 Long Range Plan goals, objectives, and strategies. Flowers stated that staff were at the beginning phases of the LRP goal development process, and that two public input meetings will be held for the new LRP. She also stated that another change with this update will be the combination of the TwinCATS and NATS plan documents. If anyone was interested in being on a subcommittee for the LRP they needed to contact Thomas or Flowers.

- **Title 6 Non-Discrimination Plan**

Flowers stated that the SWMPC's Title 6 plan is ready for review by all members and that SWMPC and all agencies that receive all agencies that receive federal money are required to have a Title 6 plan. Staff will be looking for a motion at September's meeting for passage of this plan. SWMPC's administrative committee and full Board will also be voting on the plan.

- **TwinCATS Walk and Roll Plan**

Thomas briefly discussed the status of the TwinCATS Walk and Roll Plan. He stated that if the NATS Committees were interested in pursuing a similar effort that a framework is now in place to do so.

- **Reducing the Impacts of Road Stream Crossings and Dams in the St. Joe River Watershed- October 14**

Flowers discussed a workshop event that will be happening in Elkhart, IN on October 14, 2011. The price is \$25/person and will last all day. Registration is limited so please register early for this event. Handouts were made available for meeting attendees.

4. Project Updates

- **2010**

- **Cass County Road Commission**

- Bell Rd-finished
- Lakeshore Dr.-finished

- **Michigan Department of Transportation(No MDOT representative present)**

- M-139 over St. Joseph River Bridge Replacement – in progress with draft hydraulics study,

base plan alignment, and traffic plan; will be holding a design charrette in the fall; environmental assessment will be done fall 2011-on schedule

- M-139 over Dowagiac River bridge work – Spring construction 2012/November letting

- **Niles Dial A Ride**

- No update

- **2011**

- **Berrien County Road Commission**

- **Michigan Department of Transportation (No MDOT representative present)**

- US-31 freeway signing upgrade (jn108921) – September 2011 letting and spring 2012 construction
- M-139 (Main St) over St. Joseph River bridge replacement SUB and PE phases (104152) – environmental assessment being done
- M-51 slope stabilization near Pucker St (108186) –continuing to monitor the slope since it seems to have stabilized and will push the project back indefinitely
- M-60 weigh station at US-12 interchange (110758) –September letting, Oct/Nov construction-September 2011 letting and construction to begin in Oct/Nov
- US-12 resurfacing from M-60 to Edwardsburg (90361) –on schedule for September letting and construction to begin in spring of 2012

- **Niles Dial-A-Ride**

- **Cass County Road Commission (no representative from Cass County was present)**

- Beebe Rd-finished
- Redfield St-received check
- M-62 Brande Creek-obligated, construction 2012
- Bridge replacement-property acquisition
- Redfield-finished
- Bertrand-finished

Lenze mentioned several other projects from the TIP that were not part of the project updates, and advised Thomas and Flowers to review all projects in the TIP to be included in the project updates portion of the meeting for next month.

5. Old Business

None

6. New Business

- **TIP Amendments**

There were no TIP Amendments for the month of September 2011. There were a few administrative modifications that staff were able to complete.

- **Travel Demand Model data**

Brad Sharlow discussed the new employment information that was presented to the members and Thomas provided each community with a table and map to verify their employment numbers in each Transportation Analysis Zone or TAZ. Sharlow stated that those TAZ areas that showed a 25% difference were flagged with bold type. Thomas stated that we will be looking to approve this information at the October 2011 meeting. Therefore, it is especially important that we get this data correct for the modeling process that Sharlow will be doing for the TwinCATS and NATS region.

- Questions were asked about the modeling process and if it had to do with where people lived or where people worked, this was of concern due to the people who live in Cass County but work in the South Bend, IN region.
- Smith asked if transit was included in the modeling to figure out the number of trips made by

other modes other than cars since NDAR has a fixed route system. Sharlow stated that he needed to obtain this route information.

- There was also questions regarding the data for the model from Berrien Bus and Buchanan Dial A Ride, Sharlow discussed that there is currently not a transit model but that they can look at transit data as it pertains to the modeling effort.
- Lenze added that the modeling demonstrates where the road system deficiencies are located, and is used as a planning tool to help the Committee develop projects for the LRP and the TIP.

7. Public Comment

None

8. Privilege of the Floor

Sharlow added that if any traffic counts were done in the region to please send them to him so that they can be included in the model.

9. Adjournment: 2:09 p.m.

- Motion by Bellina, seconded by Ganum to adjourn the meeting. Motion approved unanimously.
- The next meeting is **October 25, 2011 at 1:30 P.M.**

Minutes compiled by: Suzann Flowers and Trevor Thomas, Transportation Planners, 6/29/11