



NILES-BUCHANAN-CASS AREA TRANSPORTATION STUDY

COMBINED TECHNICAL ADVISORY and POLICY COMMITTEE MEETING

FOR FURTHER INFORMATION CONTACT:

Brandon Kovnat, *Transportation Planner*

Kim Gallagher, *Transportation Planner*

(269)-925-1137 Ext: 1524 & 1518

DATE: Tuesday June 28, 2016

TIME: 1:30 PM

PLACE: Niles City Council Chambers

1345 E Main St Niles MI, 49120

AGENDA Comments will be solicited on each item following discussion and prior to any final action.

- **Call to Order for Technical Advisory Portion / Introductions and Pledged of Allegiance**
- **Changes to the Agenda**
- **Public Comment**
- **Approve Minutes of the May 24, 2016 TAC Meeting (enclosed) ACTION**
- **Staff Report:**
 - Call for Projects: 2018 Highway Safety Improvement Program (HSIP)
- **Public Transit**
 - Niles Dial a Ride
 - Buchanan Dial a Ride
 - Berrien County Service Plan
- **Community Land Use and Zoning Member Updates**
- **Agency Project Status Reports**
- **Technical Advisory Committee New Business Discussion.**
 - Cass County Road Commission amendments to the 2014-2017 TIP (enclosed)
 - MDOT amendment to the 2014-2017 TIP (enclosed)
 - 2017-2020 Transportation Improvement Program
 - State and Federal Updates
- **Public Comment**
- **Privilege of the Floor for TAC members**
- **Adjournment of TAC portion of the meeting**
- **Call to Order for Policy Committee Portion of the Meeting**
- **Approve Minutes of the May 24, 2016 Policy Meeting (enclosed) ACTION**
- **Policy Committee Voting**
 - Cass County Road Commission amendments to the 2014-2017 TIP (enclosed) ACTION
 - MDOT amendment to the 2014-2017 TIP (enclosed) ACTION
 - 2017-2020 Transportation Improvement Program ACTION
- **Privilege of the floor for Policy Committee members**
- **Adjournment of the meeting**



STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

RICK SNYDER
GOVERNOR

KIRK T. STEUDLE
DIRECTOR

June 21, 2016

Ms. Denise Donohue, Director
County Road Association of Michigan
417 Seymour, Suite 1
Lansing, Michigan 48933

Mr. John LaMacchia II, Legislative Associate
Michigan Municipal League
208 North Capitol Avenue, 1st Floor
Lansing, Michigan 48933-1354

Dear Ms. Donohue and Mr. LaMacchia:

Fiscal Year 2018 Federal Local (HSIP) Safety Program

The Michigan Department of Transportation (MDOT) is pleased to announce the solicitation of new applications for the fiscal year (FY) 2018 general Local Safety Program. Federal funds for the general Local Safety Program are to be used for highway safety improvements on the local roadway system. All locally controlled roadways, regardless of National Functional Classification, are eligible for the Local Safety Program. The FY 2018 federal budget for this program is estimated at \$6,000,000. This amount may be subject to revisions. We are asking the County Road Association of Michigan and the Michigan Municipal League to distribute this notice to their member agencies.

Local Agencies may submit more than one project application for consideration. Federal safety funds shall not exceed \$600,000 per project or a maximum amount of \$2,000,000 per Local Agency (HSIP and HRRR combined) for the fiscal year. FY 2018 projects are to be developed and obligated between October 1, 2017 and August 25, 2018.

Applications are to be electronically submitted or postmarked by Friday, September 23, 2016.

Refer to the enclosed Exhibits for information regarding submitting candidate Safety Project Applications.

Our goal is to maintain a fiscally constrained program while maximizing the use of available federal funds. If you have any questions, please feel free to contact Pamela Blazo, Safety Programs Engineer, at (517) 335-2224 or at blazop@michigan.gov.

Sincerely,

Tracie J. Leix
for Matthew W. DeLong, Administrator
Development Services Division

Enclosures

Cass County Road Commission

Board of Commissioners:
Pete Fournier, Chairman
Robert Thompson, Vice Chair

Roger Bowser, Member
Thomas Celis, Member
Jamie Stafne, Member

June 20, 2016

Southwest Michigan Planning Commission
376 West Main Street, Suite 130
Benton Harbor, Michigan 49022-3651

Re: 2016 TIP Amendments

Dear Ms. Gallagher:

The Cass County Road Commission is requesting the following amendments to the NATS TIP for 2014-2017, all changes occur in FY 2016.

1. Delete JN 120694 Fir Road from Redfield Street to US 12.
2. Amend JN 120696 to increase the Federal share from \$60,569.00 to \$70,569.00, increase the local share from \$13,431.00 to \$15,936.10, and increase the total from \$74,000.00 to \$86,505.10.
3. Amend JN 120693 to increase the Federal share from 39,865.00 to \$47,865.00, increase the local share from \$8,840.00 to \$11,941.20 , and increase the total from 48,705.00 to \$59,806.20.

These proposed changes should move the federal allocation from JN 12694 (\$18,000) into JN's 120696 (\$10,000) and 120693 (\$8,000) while maintaining fiscal constraint in the program.

Sincerely,


Joseph J. Bellina III, PE
Chief Engineer.



STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
 SOUTHWEST REGION

RICK SNYDER
 GOVERNOR

KIRK T. STEUDLE
 DIRECTOR

May 18, 2016

Mr. K. John Egelhaaf, Executive Director
 Southwest Michigan Planning Commission
 376 W. Main Street, Suite 130
 Benton Harbor, Michigan 49022-3651

Dear Mr. Egelhaaf:

This letter is sent by the Michigan Department of Transportation (MDOT) to inform the Niles-Buchanan-Cass Area Transportation Study (NATS) committees of an amendment to the FY 2014-2017 Transportation Improvement Plan (TIP).

The MDOT TIP amendment is as follows: JN 131024, add Project Scoping.

Fiscal Year	Project Name	Limits	Project Description	Funding
2016 JN131024	US-12 over M-51	US-12 and M-51 Interchange, Berrien County	MDOT scoping for interchange road and bridge work.	Early Preliminary Engineering: Federal: \$122,775 State: \$27,225

Thank you for your attention to this request. If you have any questions or need additional information, please contact me at 269-337-3928 or rudlaffk@michigan.gov.

Sincerely,

Kyle Rudlaff
 Transportation Engineer

BOHOP:SWR:KR:lp

NILES/BUCHANAN/CASS AREA TRANSPORTATION STUDY

Technical Advisory Committee

MINUTES

May 24, 2016

1:00 P.M.

Niles City Council Chambers

TAC Members Present:	Joe Bellina, Cass County Road Commission Pat Bellaire, Village of Edwardsburg Brian Berndt, Berrien County Road Commission Craig Bradfield, Howard Township Richard Cooper, Niles Charter Township Kelly Getman-Dissette, Niles Dial A Ride Jan Personette, Four Flags Area Chamber of Commerce Bob Sutton, Mason Township Don Ryman, City of Buchanan Evan Smith, Berrien County Community Development/Berrien County Transit Jonathon Smith, MDOT Coloma Office Joe Ray, City of Niles
TAC Members Absent:	Malinda Cole-Crocker, Buchanan Township Andrea Dewey, Federal Highway Administration (ex officio) Fred Featherly, MDOT-Multi-Modal John Klimek, Berrien County Board of Commissioners John Lanum, Michigan Department of Transportation Bill Marx, City of Buchanan Stewart McKenzie, Federal Transit Administration (ex officio) Melinda Michael, Four Flags Area Council on Tourism Jason Latham, MDOT Southwest Region Barbara Cook, Cass County Planning Commission Steve Hicks, Bertrand Township Kim O’Haver, Buchanan Dial A Ride Representative, Southwestern Michigan Economic Growth Alliance Representative, Milton Township
SWMPC Staff Present:	John Egelhaaf Brandon Kovnat Jerrid Burdue
Others Present:	Pete Fournier, Cass County Road Commission

1. Call to Order & Pledge of Allegiance

Meeting was called to order by Joe Ray at 1:03 p.m. and he led the group in the Pledge of Allegiance. This was followed by introductions.

2. Changes to the Agenda

John Egelhaaf suggested the addition to discuss combining the meetings for TAC and Policy under New Business.

3. Public Comment

None.

4. Minutes

Motion to approve the April 26, 2016 TAC Meeting Minutes by Kelly Getman-Dissette and supported by Jan Personette.

Motion Approved.

5. Staff Report

John introduced Brandon Kovnat and Jerrid Burdue, both new SWMPC staff. Brandon is taking Gautam position and Jerrid is a summer intern.

Burdue introduced a new project update template. SWMPC will provide these templates to the respected agencies for them to fill out and submit prior to the meeting. The goal is to have these included in the meeting packet and PowerPoint so no updates are missed.

6. Public Transit Updates

▪ Niles Dial A Ride

Kelly described an issue with receiving the necessary funding for the Niles Dial A Ride. Niles requested \$266,000 but was offered far less by MACOG. There is a disagreement among MACOG, Transpo, and NICTD, and Niles Dial A Ride over splitting money. If no agreement is reached soon, a meeting between MACOG and SWMPC will be necessary. MACOG suggested that STP funding be used as an offset. Bellina asked if other agencies use STP funding; they do but run on a different TIP schedule than SWMPC. At this time all our 2016 STP funds have been programmed. The issue is in part by Niles using grants for some Dial A Ride funding last fiscal year, which lowered the 5-year average funding requirements. Disregarding last year, the 4-year average was close to \$220,000. \$230,000 is needed this year to keep current services. In a prior meeting, TICTD stated that Niles could increase fares, other possibilities mentioned by MACOG and Transpo included cutting service. Personette stated that the City advertizes to bring people in but there are limited resources for them to get around the area. There will be a half-mil, simply renewing the millage, in August.

▪ Buchanan Dial A Ride

Not present.

▪ Other Updates

Evan Smith discussed Berrien Bus service across the state line; they are now insured to do so. Citizens enjoy the South Bend - Mishawaka area for shopping.

7. Land Use Updates

Bob Sutton requested an updated land use map from SWMPC for Mason Township.

8. Project Updates

MDOT

Jonathon Smith said MDOT will start work on reconstructing shoulders on US-12 between M-139 and M-60 after July 4th. There may also be concrete patches in places. Smith asked about a TIP amendment for a scoping project for the US-12 bridge over M-51. This is not a TIP amendment month; this will need to wait until June. The round-a-bout construction for US-12 and Old M-205 intersection will start in about a week.

Niles Charter Township

Richard Cooper discussed the findings of an archaeological study for the Indiana Michigan River Valley Trail. The trail will need to be moved slightly due to historical artifacts being found.

Berrien County Road Commission

Berndt: The 2016 Bertrand Township project is scheduled to start in July.

Cass County Road Commission

Bellina: 2016 project in Ontwa Township of Adamsville Road letting is in June.

Fir Road (Redfield to US-12) correction: not HMA, but rather seal coating. June letting.

Fir Road (Stateline to Redfield) Letting is in May, bid came back high.

9. Old Business

None.

10. New Business

▪ Unified Work Program

Brandon outlined the UWP and stated the role that SWMPC plays. Some of the items mentioned were congestion management, public participation, and updating the SWMPC's website. He talked about the 18.15 percent local match which is based on Census population data. Egelhaaf stated that federal funds have increased by 2% since the 2016 UWP.

Motion to approve of the UWP and to send to Policy by Pat Miller and supported by Bob Sutton. **Motion Passed.**

▪ State and Federal Updates

None.

▪ TAC and Policy Meetings

Richard Cooper and Pete Fournier lead discussion on joining the TAC and Policy meetings into one. Many individuals belong to both and the material covered is very similar. The overall consensus is to try a joint meeting in June at 1:30pm.

11. Public Comment

None.

12. Privilege of the Floor

Joe Ray stated that the Grant Street viaduct construction will start June 6th and will be closed for around two months.

Bob Sutton asked when the US-12 roadwork would be done is Edwardsburg be completed; Bellina: when the railroad is done.

13. Adjournment at 1:59 p.m.

- The next meeting will be June 28 at 1:30 PM.

NILES/BUCHANAN/CASS AREA TRANSPORTATION STUDY

Policy Committee

MINUTES

May 24, 2016

2:30 P.M.

Niles City Council Chambers

Policy Members Present:	Pat Bellaire, Village of Edwardsburg Craig Bradfield, Howard Township Georgia Boggs, City of Niles Richard Cooper, Niles Charter Township Pete Fournier, Cass County Road Commission Jess Minks, Berrien County Road Commission Jan Personette, Four Flags Area Chamber of Commerce Don Ryman, City of Buchanan Jonathon Smith, MDOT Coloma Office Bob Sutton, Mason Township Robert Ziliak, Cass County Board of Commissioners Serita Mason, City of Niles Representative, City of Niles Dial-A-Ride
Policy Members Absent:	Dawn Bolock, Ontwa Township Melinda Cole-Crocker, Buchanan Township Andrea Dewey, Federal Highway Administration (ex-officio) John Klimek, Berrien County Board of Commissioners David Newell, Pokagon Band of Potawatomi Indians Representative, Buchanan Township Stewart McKenzie, FTA (ex-officio) Brad Sharlow, MDOT Planning (ex-officio) Representative, Southwest Michigan Economic Growth Alliance Kim O’Haver, Buchanan Dial A Ride Steve Hicks, Bertrand Township Jason Latham, MDOT Southwest Region
SWMPC Staff Present:	John Egelhaaf Brandon Kovnat Jerrid Burdue

1. Call to Order & Pledge of Allegiance

Meeting was called to order by Cooper at 2:30 p.m. and Personette led the group in the Pledge of Allegiance. This was followed by introductions.

2. Changes to the Agenda

Cooper asked that discussion over combining TAC and Policy meetings be added under new business. Mason made the motion and Personette supported. **Motion Approved.**

3. Public Comment

Jan Personette brought up that "Our Town Niles" will be featured on WNIT June 6th at 8:00pm.

4. Minutes

Motion to approve the April 26, 2016 Policy Meeting Minutes by Personette and supported by Mason. **Motion Approved.**

5. Staff Report

John introduced Brandon Kovnat and Jerrid Burdue, both new SWMPC staff. Brandon is taking Gautam position and Jerrid is a summer intern.

Burdue introduced a new project update template. SWMPC will provide these templates to the respected agencies for them to fill out and submit prior to the meeting. The goal is to have these included in the meeting packet and PowerPoint so no updates are missed.

6. Public Transit Updates

- **Niles Dial A Ride**

Kelly described an issue with receiving the necessary funding for the Niles Dial A Ride. Niles requested \$266,000 but was offered only \$165,000 by MACOG. There is a disagreement among MACOG, Transpo, NICTD, and Niles Dial A Ride over splitting money. If no agreement is reached soon, a meeting between MACOG and SWMPC will be necessary. MACOG suggested that STP funding be used as an offset. At this time all our 2016 STP funds have been programmed. The issue is in part by Niles using grants for some Dial A Ride funding last fiscal year, which lowered the 5-year average funding requirements. With the use of grants, Niles only needed \$163,000 last year; the year before that, 2014, no additional grants were used and Niles received \$219,000 for transit funding from MACOG. Disregarding last year, the 4-year average was close to \$220,000. Between \$220,000 and \$230,000 is needed this year to keep current services. Boggs asked how much money was being split; John answered \$3,924,155 was given to MACOG to split between the three agencies. In a prior meeting, NICTD stated that Niles could increase fares, other possibilities mentioned by MACOG and Transpo included cutting service to townships and cutting Saturday services. While cutting funds to Niles Dial A Ride, Transpo discussed adding Sunday services at a prior meeting. Bradfield was interested in receiving ridership data for Howard Township from Niles Dial A Ride. Mason is concerned that cutting service would cost jobs.

- **Buchanan Dial A Ride**

Not present.

- **Other Updates**

Copper mentioned the importance of adding public transit into Niles Charter Township's Master Plan.

7. Land Use Updates

Cooper said that the Niles Senior Center purchased property east of their current location and requesting it be rezoned to general business possibly for more parking availability.

8. Project Updates

MDOT

Jonathon Smith said MDOT will start work on reconstructing shoulders on US-12 between M-139 and M-60 after July 4th. There may also be concrete patches in places. Smith asked about a TIP amendment for a scoping project for the US-12 bridge over M-51. This is not a TIP amendment month; this will need to wait until June. The round-a-bout construction for US-12 and Old M-205 intersection will start in about a week.

9. Old Business

None.

10. New Business

▪ Unified Work Program

Brandon outlined the UWP and stated the role that SWMPC plays. Some of the items mentioned were congestion management, public participation, and updating the SWMPC's website. He talked about the 18.15 percent local match which is based on Census population data. Egelhaaf stated that federal funds have increased by 2% since the 2016 UWP. Fournier asked that a correction be made to include Cass County Road Commission on p. 40. Ryman questioned if Buchanan should be included under the Bi-State Commission; SWMPC staff will check this. Egelhaaf read the resolution to approve the UWP after corrections.

A roll call vote was conducted: Bellaire: Y, Bradfield: Y, Boggs: Y, Cooper: Y, Fournier: Y, Minks: Y, Personette: Y, Ryman: Y, Smith: Y, Sutton: Y, Ziliak: Y, Mason: Y, Bolock: NP, Cole-Crocker: NP, Klimek: NP, Newell: NP, Representative - Buchanan Township: NP, Representative – Southwest Michigan Economic Growth Alliance: NP, O'Haver: NP, Hicks: NP, Latham: NP.

Y: Yea

NP: Not Present

▪ State and Federal Updates

None.

▪ TAC and Policy Meetings

Richard Cooper and Pete Fournier lead discussion on joining the TAC and Policy meetings into one. Many individuals belong to both and the material covered is very similar. Minks asked if roll call votes should be implemented to make sure voting is conducted properly among the two groups. SWMPC will make sure changes are legal. The overall consensus is to try a joint meeting in June at 1:30pm. A motion was made by Sutton and supported by Personette to move the meeting to 1:30pm. **Motion Approved.**

11. Public Comment

None.

12. Privilege of the Floor

There will be work on the Grant Street viaduct starting June 6. Cooper mentioned that the Indiana Michigan River Valley Trail will need to be moved in some locations due to findings in an archeological study. Local groups and individuals have risen close to \$38,000 for the trail project.

13. Adjournment at 3:15 p.m.

- The next meeting will be June 28 at 1:30 PM.