

BERRIEN COUNTY RURAL TASK FORCE  
November 7, 2022 at 11:00 AM  
Southwest Michigan Planning Commission, 376 W. Main St, Benton Harbor, MI 49022  
Meeting Minutes

Kevin Stack called the Meeting to Order at 11:15, and took roll call

| Attendance     | Name           | Representing                                |
|----------------|----------------|---|
| Voting Members | Kevin Stack    | Berrien County Road Department              |
|                | Dennis Schuh   | Berrien County Public Transit (Berrien Bus) |
| Staff          | Brandon Kovnat | SWMPC                                       |
|                | Kim Gallagher  | SWMPC                                       |

Gallagher explained that there were two items to discuss at this meeting:

- Changing the work items for the Berrien Bus 2019 RTF project.
- Programming the remaining FY 2023 balance.

**Berrien Bus 2019 Project:** Schuh explained that Berrien currently has a FY 2019 STBG funded grant for garage equipment which covers a lift, tire changer, and bus washer. The total project cost is \$62,500. Schuh said upon inspection they found that the lift can be rehabilitated and does not need to be replaced. But Berrien bus has several other items they need for maintenance. Schuh requested to change the project to fund Lift rehab, a floor scrubber, facility security cameras, an engine analyzer, and tools & toolbox. There will be no change in the funding amount. Stack said that it makes sense to rehab instead of replacing the lift and had no objection to the proposed changes.

**Motion** to change the work type for the Berrien Bus 2019 project. Made by Kevin Stack and seconded by Dennis Schuh. **Motion approved.**

**FY 2023 Funding:** Foy FY 2023, Berrien County RTF has \$263,454 of STBG reaming. Schuh requested Berrien Bus receive \$48,000 of this (along with the \$12,00 CTF match for a \$60,000 total cost), to purchase a floor sweeper, backup generator, and bus washer. Stack said that the Road Department would like to add the rest of the funding (\$215,454) to their FY 2023 Red Arrow Project.

The List f Project in FY 2023 will be:

| Responsible Agency             | Road / Project name | Limits                     | STBG               | State D          | Local or CTF | Total       |
|--------------------------------|---------------------|----------------------------|--------------------|------------------|--------------|-------------|
| <b>Total Available</b>         |                     |                            | <b>\$1,083,454</b> | <b>\$124,227</b> |              |             |
| Berrien County Road Department | Red Arrow Hwy       | US-12 to Community Hall Rd | \$1,035,454        | \$108,176        | \$1,059,001  | \$2,202,632 |
| Berrien Bus                    | Transit Capital     | Areawide                   | \$48,000           |                  | \$12,000     | \$60,000    |
| <b>End of FY 2023 Balance</b>  |                     |                            | <b>\$0</b>         | <b>\$16,051</b>  |              |             |

**Motion** to approve the proposed FY 2023 project list and funding amounts. Made by Dennis Schuh and seconded by Kevin Stack. **Motion approved.**

The meeting was adjourned at 11:35 AM.

*Minutes compiled by Brandon Kovnat, SWMPC Transportation Planner*