

**NILES/BUCHANAN/CASS AREA TRANSPORTATION STUDY (NATS)  
 Joint Technical Advisory Committee (TAC) & Policy Committee (POL) MINUTES  
 April 24, 2018**

Present		Committee	
Name	Representing	TAC	Policy
Barbara Cook	Cass County Planning Commission	x	
Brandon Kovnat	SWMPC	Staff	
Brian Berndt	Berrien County Road Commission	x	
Brian Sanada	MDOT Southwest Region	x	x
Butch Payton	Bertrand Township	x	x
Don Ryman	City of Buchanan	x	x
Jim Sturdevant	MDOT Bureau of Transportation Planning	x	x
Joe Bellina	Cass County Road Commission	x	
Joe Ray	City of Niles	x	
Jon Roberts	MDOT Urban Travel Analysis*	x	
Kim Gallagher	SWMPC	Staff	
Kim O'Haver	Buchanan Dial A Ride	x	x
Michael Majerek	Berrien County Board of Commissioners		x
Robert Ziliak	Cass County Board of Commissioners		x
Sandra Seanor	Cass County Road Commission		x
Eric Lester, M.D.	Berrien County Planning Commission		x
Jonathon Smith	MDOT Coloma Business Office	x	x
Kelly Getman-Dissette	Niles Dial A Ride	x	x
Serita Mason	City of Niles		x
Susan Flowers	Milton Township	x	x

Absent		Committee	
Name	Representing	TAC	Policy
Andrea Dewey	Federal Highway Administration*	x	x
Bob Sutton	Mason Township	x	x
Craig Bradfield	Howard Township	x	x
Dawn Bolock	Ontwa Township	x	x
Evan Smith	Berrien County Community Development	x	
Roseann Marchetti	Cass County Board of Commissioners		x
Georgia Boggs	City of Niles		x
Jan Personette	Four Flag Chamber of Commerce	x	x
Malinda Cole-Crocker	Buchanan Township	x	x
Rich Low	Village of Edwardsburg	x	x
Richard Cooper	Niles Charter Township	x	x

\*non-Voting Member

1. **Call to Order / Introductions and Pledge of Allegiance**

Joe Ray, Technical Advisory Vice chair called the meeting to order at 1:40 PM.

2. **Changes to the Agenda**

None.

3. **Public Comment**

None.

4. **Approve Minutes from the February 27, 2018 Meeting**

Don Ryman asked for clarification when mentioning the technical committee for connect Berrien to make it clear that it does not refer to the NATS Technical Committee.

**Motion** to approve the minutes from the March 27, 2018 joint Technical Advisory Committee and Policy Committee Meeting. Made by Don Ryman, second by Susan Flowers. **Motion Approved.**

5. **Staff Report**

Kim Gallagher discussed the traffic-counting program offered by SWMPC. Any local jurisdiction in Berrien, Cass, or Van Buren Counties are eligible to request traffic counts from SWMPC free of charge. Kim asked that people check to see if a count was already done at the location in the last few years before requesting a new count.

Kim Gallagher presented the updated website for MyWayThere.org. The mobility manager position was moved from SWMPC's office to the Twin Cities Area Transportation Authority, but the website maintenance is still SWMPC's responsibility. The update puts the website in a new format that is easier to read on mobile devices and accessible for people with disabilities. The information on the website is the same.

Kim O'Haver requested that all transit agencies review the information for accuracy since she had to request a correction.

6. **Community Land Use and Zoning Member Updates**

None.

7. **Public Transit**

**Berrien Countywide Service Plan:** Kim Gallagher said that Connect Berrien steering committee met on April 8 with the consultants. They discussed evaluation metrics and went over the draft of the countywide service designs.

**Niles Dial a Ride:** Kelly Getman-Dissette said that Niles Dial A Ride was still displaced due to flooding, and were operating out of the law enforcement building. She is working with the insurance company and a contractor to reopen the facility but that is still several months away.

**Buchanan Dial a Ride:** None.

## 8. Project Status Reports

Kim Gallagher said that due to the JobNet Phase 2 roll out, there is a June 22 deadline for all amendments to be approved therefore any amendments need to be submitted to SWMPC staff by Friday May 11, to be added to the meeting packet for the MAY NATS meeting. Administrative Amendment will be still be accepted.

**City of Niles – 17<sup>th</sup> Street Project:** Joe Ray said that he was working to ensure the project would get on the June letting. He project cost had been increased to add Loop detectors for MDOT traffic signals. This necessitated reevaluation of the project by MDOT and pushed the letting back.

**City of Buchanan – River Road Signal:** The application is expected to be submitted in May, obligated in August, and let in September. It will be constructed in spring 2019.

There was concern that MDOT might run out of obligation authority by August. Jim Sturdevant said that if that happened then the project would still be obligated in FY 2019. The money would not be lost nor taken from NATS 2019 budget.

### Cass County Road Commission

- **Mason Street:** On schedule for May letting, and construction on June 18, 2018.
- **US-12 Edwardsburg Path:** Working on final plans and Right of Way acquisition. Ontwa Township increased the local match so that the path could be built out of concrete. There may be a potential conflict with the resurfacing of US-12. They may have to move the path construction to 2019.
- **Gumwood Path:** Ready to go. Construction will occur in the fall.

### MDOT:

- **US-12 Resurface:** Letting occurred and bids were 5% over the estimate. This is within the 10% range MDOT budgets for.
- **M60:** The project has been obligated but won't be constructed till 2019
- **M-62:** Construction has begun
- **US-31 over US-12:** Preliminary Engineering for 2020 construction.

## 9. Old Business

None.

## 10. New Business

### **MDOT amendments**

Briana Sanada presented an amendment to the MDOT signal project. The project consists of 10 signals throughout southwest Michigan, with 4 of the signals in the NATS planning area. Initially the request was to place this as a signal project in the NATS TIP. MDOT has stated that only the signal within the NATS planning area can appear in the NATS TIP though. The Costs for the signals have been revised to reflect the costs being spent in the NATS area (**See attached amendment request**). This project will appear as a General Program Account in the efile. There will be single line for each phase of the project in the efile with the individual locations found in the GPA tab.

**Motion** for the Technical Advisory Committee to recommend that the Policy Committee approve the amendment as presented. Made by Jim Sturdevant, second by Joe Ray. **Motion Approved.**

**Motion** for the Policy Committee to approve the amendment as presented. Made by Jim Sturdevant, second by Bob Zilliak. **Motion Approved.**

### **Reaffirmation of the 2040 Long Range Plan**

Kim Gallagher said that NATS, MACOG and MDOT, are working on a joint travel demand model to cover the entire south Bend urbanized area. The 2045 Long Range Plan will not be completed by June, to allow more time to analyze model results and align NATS and MACOG's long range plan timelines.

Kim Gallagher stated that the current NATS 2040 long range Plan will expire on June 30, 2018. NATS must reaffirm the 2040 LRP to assure that a valid LRP is in place after June 30, 2018. Kim said that staff reviewed the 2040 LRP and found the analysis and recommendation of the plan are still valid and applicable.

Kim Gallagher presented a resolution for the reaffirmation of the 2040 NATS Long Range Plan. She requested public comment and discussion on the resolution. Seeing none:

**Motion** by the Technical Advisory Committee to recommend that the Policy committee reaffirm the NATS 2040 Long Range Plan. Made by Susan Flowers, second by Kelly Gettman-Dissette. **Motion Approved.**

**Motion** by the Policy Committee to approve the resolution to reaffirm the NATS 2040 Long Range Plan. Made by Jim Sturdevant, second by Sandra Seanor. **Motion carried unanimously and the resolution was signed by Serita Mason, Policy Vice Chair.**

#### **Amendment to the 2017-2020 Transportation Improvement Program document to include Performance Measures**

Brandon Kovnat said that along with including performance measures in the Long Range Plan, the Transportation Improvement Program (TIP) also needed to mention performance measures. Currently the only measure in effect is safety. The TIP is expected to show how projects will contribute to improving performance measures. To do this each project in the TIP was analyzed based on what safety countermeasures it includes. Crash Reduction Factors, which are metrics for assessing the effect of safety features, were used to give a score for each safety feature a project included.

**Motion** by the Technical Advisory Committee to recommend that the Policy Committee approve adding the performance measure amendment to the 2017-20202 TIP document. Made by Kim O’Haver, second by Jim Stuurdevant. **Motion Approved.**

Motion by the Policy Committee to approve adding the performance measure amendment to the 2017-20202 TIP document. Made by Jim Sturdevant, second by Sandra Seanor. **Motion Approved.**

#### **Memorandum of Understanding between MPO, Transit, and MDOT**

Kim Gallagher said that performance based planning also required a new MOU. She said that MDOT initiated and drafted the language in the MOU and it is being used by each MPO in the state. This language has been approved by FHWA and FTA. Previously NATS had an MOU with Niles Dial A Ride and NATS and a separate MOU with MDOT.

Kelly Getman-Dissette said that the City of Niles as the operator of Niles Dial A Ride was not prepared to sign the MOU. She said that the council would need time to review the language. Eric Lester said that the NATS committee could sign it now and then the City of Niles could sign it later. If changes were made NATS would have to reapprove it.

Jim Sturdevant noticed a typo and asked to amend Article 5, line 2. The CFR was incorrect. Instead of 23 CFR 450.324 (f) (10) it has to be amended to t 23 CFR 450.324 (h) (10).

**Motion** by the Technical Advisory Committee to recommend that the Policy Committee approve the MOU. Made by Barbara Cook, second by Susan Flowers. Opposition was voiced by Kelly Gettman-Dissette and Joe Ray. **Motion Approved.**

**Motion** by the Policy Committee to approve and sign the MOU. Made by Michael Majerek, second by Susan Flowers. Opposition was voiced by Kelly Gettman-Dissette. **Motion Approved.**

### **Base Year Travel Demand Model**

Jon Roberts gave a presentation on the joint travel demand model, which is between MDOT, NATS, and MACOG. His presentation covered how the new model is different from previous models and why this model will produce more accurate results. He then displayed a map of the 2015 base year estimated traffic patterns for the NATS planning area.

Several comments were made about the model under estimating traffic volumes on Gumwood Road.

### **11. State and Federal Updates**

Jim Sturdevant said he was reviewing the TIP and Job Net to look for any inconsistencies and he might call local agencies if he has questions.

Jonathon Smith said that there will be a stakeholder meeting for the M-51 scoping project in May. A public meeting will follow in July.

### **12. Privilege of the Floor**

Serita Mason thanked Joe Ray for handling the flooding that occurring in Niles.

Brandon Kovnat presented information about Clean Commute Day. He encouraged all to sign up and to promote the event to others ([www.cleancommuteday.org](http://www.cleancommuteday.org)).

### **13. Adjournment**

Meeting was adjourned at 3:20 PM. The next NATS meeting is scheduled for Tuesday, May 22, 2018 @ 1:30 pm.

*Minutes Compiled by Brandon Kovnat, SWMPC associate planner*