

NILES/BUCHANAN/CASS AREA TRANSPORTATION STUDY

Joint Technical Advisory and Policy Committee

MINUTES

April 30, 2013

1:30 P.M.

Niles City Council Chambers

Policy Members Present:	Jason Auvil, Pokagon Band of Potawatomi Indians/BC Planning Commission Brian Berndt, Berrien County Road Commission Dawn Bolock, Ontwa Township Christopher Bolt, Cass County Road Commission Engineer/Manager Pamela Boyd, MDOT Planning Richard Cooper, Niles Charter Township Irving Frost, Howard Township Juan Ganum, City of Niles Kelly Getman-Dissette, Niles Dial A Ride John Gruchot, Berrien County Community Development Erin Jolivette, MDOT – Coloma TSC Joseph Kring, Bertrand Township Dale Lowe, Howard Township Serita Ann Mason, City of Niles Jess Minks, Berrien County Road Commission Kim O’Haver, Buchanan Dial A Ride Cliff Poehlman, Cass County Road Commission Joe Ray, City of Niles Don Ryman, City of Buchanan Joe Sobieralski, Southwest Michigan Economic Growth Alliance Kelly Sweeney, Milton Township Robert Ziliak, Cass County Commissioner
Policy Members Absent:	Pat Bellaire, Village of Edwardsburg Joe Bellina, Cass County Road Commission Georgia Boggs, City of Niles Barb Cook, Cass County Planning Commission Andrea Dewey, Federal Highway Administration (ex-officio) John Egelhaaf, SWMPC (ex-officio) Darrell Harden, MDOT, Southwest Region John Klimek, Berrien County Commissioner Jason Latham, MDOT-SW Region Larry Larson, City of Niles Stewart McKenzie, FTA (ex-officio) Jane Mitchell, Buchanan Township Jan Personette, Four Flags Area Chamber of Commerce Brad Sharlow, MDOT Planning (ex-officio) Evan Smith, Niles Dial A Ride Representative, MACOG (ex-officio)
SWMPC Staff Present:	Suzann Flowers Gautam Mani
Others Present:	Matt Kodis, Michigan Works

1. Call to Order & Introductions

- Lowe called the Joint NATS TAC and Policy Committee meeting to order at 1:33 p.m. Frost led the group in saying the Pledge of Allegiance.

2. Minutes

Motion by Ray with support by Frost to approve the March 26, 2013 NATS TAC Committee meeting minutes. **Motion passed.**

Motion by Frost with support by Mason to approve the March 26, 2013 NATS Policy Committee meeting minutes with the following correction: Change Dale Lowe’s affiliation to Howard Township representative. **Motion passed.**

Motion by Cooper with support by Poehlman to approve the Joint TAC and Policy Committee Meeting minutes from April 19, 2013 with the following correction to add a last name to Bruce from MDOT LAP. **Motion passed.**

3. Public Comment

No public comments were received.

4. Staff Report

- **Public meetings update**

Flowers noted some of the comments that had been received from the public input meetings in March and April. Many from the March meeting centered on transit improvements to service hours and coordination with other transit providers. The themes from the April meeting were on general conversations about the MPO and the types of work that it provides to local communities. Flowers also noted that staff will be pursuing a handbook for Committee members in the later summer and early fall, this has also come out of discussions at the input meetings.

- **Timeline for LRP and TIP**

The plans are moving along and there will be draft versions brought to the Committee next month for the official public comment period of 10 days on each plan. This will allow staff to continue to make improvements and adjustments while the public reviews the plans. The plans will come back to Committee for full approval in June and will go to SWMPC full board for approval in July and then submitted to MDOT, FHWA and FTA.

- **Projects for TIP years ensure accurate**

Flowers reminded members to review the project listings for accuracy for the 2014-2017 listings.

5. Project Updates

Fiscal Year	Job Number	Agency	Project Name	Update Information	Date of last update	Bid Savings	Potential Obligation Month
2011		Niles Dial A Ride	On bus camera system	The grant was just awarded in September 2011 and the projects will be completed in 2013; going out for bid	April 2013		

		Niles Dial A Ride	Preventative maintenance	The grant was just awarded in September 2011 and the projects will be completed in 2013; ongoing	August 2013		
		Niles Dial A Ride	Ramp lift	The grant was just awarded in September 2011 and the projects will be completed in 2013; going out for bid	April 2013		
	104152	MDOT	M-139 (Main St) over St. Joseph River bridge replacement SUB and PE phases	Design phase-public meeting will happen soon and public will be able to view design options; public comment process is underway, December 2013 letting; presentation in January to the public regarding the project;public input meeting held in Feb..	March 2013		
2012	112863	Cass County Road Commission	Bertrand Rd from Ironwood Dr. to Batchelor JN 112863 CON Phase	In design, Grade inspection is done, final plans going in; bid/letting October; Bid date was October 5, PreCon was held October 12. We are trying to construct yet this year if the weather cooperates and contractor can get mix design approval, otherwise it will be in the spring; Contract awarded, will be built in calendar year 2013 in the spring, May CON	March 2013		
		Niles Dial A Ride	Preventative maintenance	The projects have been assigned grant numbers and the projects should move forward summer 2012. There will be some project changes for the March meeting, need last approved TIP letter; ongoing	June 2012		
		Niles Dial A Ride	Fuel capitalization	¾ spent	November 2012		

		Niles Dial A Ride	Free fare days-CMAQ project	Extended to summer 2013; happening in the summer	April 2013		
		Niles Dial A Ride	Bus replacement	Working with MDOT on this project; bus purchased but wrong color	April 2013		
		Niles Dial A Ride	Parking lot	Spring of 2013; done in the summer of 2013	April 2013		
	116115	MDOT	US 12 West of Mayflower Road to M-139	2013 construction-in design; Design complete let in September CON begin summer 2013; construction has started ending July 19	April 2013		
2013	112094	Berrien County	Walton Road (City of Buchanan limit to Old 31)	Hot patching and single coat CON phase; Force account project; submitted GI package; plans submitted; have a contract	April 2013		May
	112101	Berrien County	Warren Woods Rd and Red Bud Trail	Hot patching and single seal coat-CON phase; Force account; submitted GI package; plans submitted; have a contract	April 2013		May
	112102	Buchanan	Front St. Red Bud Trail to east city of Buchanan limit	Resurface, sidewalks, streetscaping, non-motorized path; working with consultant Wightman and Assoc to move this project along; TA grant, but need to coordinate funds—without coordination, letting could be delayed; will be submitting GI package in the next month; letting in August or Sept	March 2013		May/June
		Buchanan Dial A Ride	Transit operations	Still operating	March 2013		
		Niles Dial a Ride	Transit maintenance equipment and parts	Copy machine; not allowed to enter grant yet	April 2013		
		Niles Dial a Ride	Transit operations equipment	Replacement tires; not allowed to enter grant yet	April 2013		

		Niles Dial a Ride	Transit maintenance equipment and parts	Software upgrades; not allowed to enter grant yet	April 2013		
	115699	MDOT	On US 31 from end of freeway at Napier Ave to I-94 CON phase	Overband crack fill- CON phase; construction from May 27-August there are several location	April 2013		
	112103	Cass County	Redfield St.	Oak St. to Elkhart Rd-CON phase; do not have a letting or obligation schedule, we will be reviewing our Force Account limitations and funding capacity for bid projects.; Still under force account; submitted to GI and only need 32,798.60 of federal funds; force account in June/July	March 2013	17,601.40	May
	115698	MDOT	M-62 Indiana state line to US-12 (CON phase)	Cold milling, HMA one course and sidewalk ramp upgrades; on schedule; under construction May 10	April 2013		
	108186	MDOT	Near Pucker St. M-51 widening for 4 ft alignment away from Dowagiac River (CON phase)	CON this year July let CON in August; letting in 2 weeks construction will begin August and be done in August	April 2013		

6. Old Business

There were not items of old business to discuss.

7. New Business

- **No more amendments to 2014 project listing (May will be the last month)**

Flowers noted that there will not be any more amendments to the FY 2014 project listing after May so that the fiscal years in both TIPs will be the same. We will process TIP amendments in the month of May. If you have changes to projects in FY 2014 get them to Flowers immediately.

- **2014-2017 TIP Project List**

Flowers stated that the official public comment period for the public to comment on the project listing has ended. Staff did not receive any comments regarding the projects.

A motion by Auvil with support by Ray to recommend to the Policy Committee to approve the 2014-2017 NATS TIP project listing. **Motion passed.**

A motion by O'Haver with support by Ziliak to approve the 2014-2017 NATS TIP project listing. **Motion passed.**

- **Resolution of support for FY 2014 projects with local match**

Flowers noted that there had been considerable discussions regarding any local community with a project in the 2014-2017 TIP to have a local resolution of support for local funding. Flowers reviewed the language of the resolution. Staff will provide copies of the resolution to each community that has a project in the 2014 TIP that will be using local funds to leverage federal funding. A resolution will be needed prior to each fiscal year where local matching funds are needed.

A motion by Ray with support by Auvil to recommend to the Policy Committee to approve the support resolution for projects using local STP funds with local match requirements beginning with projects in 2014. **Motion passed.**

A motion by Auvil with support by Cooper approve the support resolution for projects using local STP funds with local match requirements beginning with projects in 2014. **Motion passed.**

- **Public Comment Meeting-Public Comments**

Flowers stated that she wanted the authority to respond to the public comments and incorporate them into the public comment sections of the LRP.

A motion by Auvil with support by Ray to recommend to the Policy Committee include the comments received from the March and April public comment meetings and for staff to send responses to those individuals and incorporate those comments into the LRP. **Motion passed.**

A motion by Poehlman with support by Kring to include the comments received from the March and April public comment meetings and for staff to send responses to those individuals and incorporate those comments into the LRP. **Motion passed.**

- **Long Range Transportation Plan Sections**

Flowers discussed several sections of the long range plan including:

- **Travel demand model**

- Flowers noted that most of the information came from Brad Sharlow at MDOT since MDOT handles the MPO modeling process.

- **Regional issues**

- Getman-Dissette noted that staff should reference MACOG's LRP for regional issues.

- **Performance Measures**

- Flowers notes that the section had been changed to reflect comments from Committee members. Boyd noted that from the UWP meeting with MDOT, FHWA and others this week that MDOT is encouraging all agencies to include the specific language presented by FHWA into this section of the plan. It will need to be in the TIP and LRP.

- **Deficiency analysis**

- Most of the data came from MDOT and staff provided a short analysis of what was happening in the region in the years 2020, 2030, and 2040.

- **SE data**

- This section provides a review of how we got to 2010 with the use of imagery instead of tables with lots of numbers. The point is to tell a story of what the trends are from the U.S. Census over the past 50 years.

- **Environmental Mitigation**

This section is still under construction due to maps needing updating.

- **Annotated bibliography**

This is a new section of the plan to help provide some clarity for those who are unfamiliar with the complexity of regional planning to house regionally significant plans in one location.

- **Transportation Improvement Program Draft Sections**

Flowers brought a couple of copies of the plan as it is being assembled and that the financial section is almost complete with some additional tweaking needing to be done.

- **Financial Section**

- **Project listing**

Now that projects have been approved, the projects can be listed in the plan.

A motion by Auvil with support by Gruchot to recommend to the Policy Committee for staff to keep making progress on the TIP and LRP documents and bring them to the Committee for release to the public in May. **Motion passed.**

A motion by Poehlman with support by Minks for staff to keep making progress on the TIP and LRP documents and bring them to the Committee for release to the public in May. **Motion passed.**

- **Legislative Updates**

- **Federal**

Boyd stated that sequester is impacting people, and that the FAA now has the funds to stop the delays with the air traffic controllers. There is still no US DOT budget for fiscal year 2014.

- **State**

Boyd restated that MDOT's budget added 1.4 billion dollars worth of revenue but it has not been determined how that will be paid for.

8. Public Comment

Matt Kodis stated that Michigan Works is not Kenexus, and the organization wanted to rebrand itself from just an unemployment agency. There are many more programs than just unemployment services offered at the agency.

9. Privilege of the Floor

Kelly Sweeney introduced himself to the group as the new representative from Milton Township, he was replacing Don Kronewitter.

Jason Auvil stated that the US DOT has announced their next round of TIGER grants and Pam Boyd from MDOT was able to explain the intent and structure of the program.

Christopher Bolt introduced himself as the Cass County Road Commission Engineer/Manager and that he shares his time with St. Joseph County as well.

Joe Sobieralski introduced himself as the new Executive Director of SMEGA, the former director was Shelley Klug.

Pam Boyd commended Flowers and Mani on the wonderful work that they had been doing this past year and how much they were commended at the UWP meeting in Lansing this week with FHWA. The members applauded the staff.

10. Adjournment: 2:32p.m.

Motion by Auvil with support by Cooper to adjourn the NATS Joint Technical Advisory and Policy Committee meeting. **Motion passed.**

- The next meeting is **May 28, 2013 at 1:30 P.M for TAC and 2:30 P.M. for policy.**

Minutes compiled by: Suzann Flowers and Gautam Mani, Transportation Planners, 2013