

NILES BUCHANAN CASS AREA TRANSPORTATION STUDY (NATS)

Joint Technical Advisory Committee (TAC) & Policy Committee Minutes – **FEBRUARY 26, 2019 (DRAFT)**

Niles District Library, Community Room, 620 E Main St, Niles, MI 49120

NATS MEMBER ORG./POSITION	MEMBERS (2019)	TAC	POL	J	F	M	A	M	J	J	A	S	O	N	D
Berrien Co. Board of Commissioners (1)	Michael Majerek		x	P	P										
Berrien Co. Board of Commissioners (2)	(vacant)		x	V	V										
Berrien Co. Community Dev. Dept.	Evan Smith	x		P	P										
Berrien Co. Planning Commission	Eric Lester, M.D.		x	N	N										
Berrien Co. Road Dept. (Policy)	(vacant)		x	V	V										
Berrien Co. Road Dept. (TAC)	Brian Berndt	x		P	P										
Bertrand Township	Butch Payton	x	x	P	P										
Buchanan Dial-A-Ride	Kim O'Haver	x	x	P	P										
Buchanan Township	Lynn Ferris	x	x	N	N										
Cass Co. Board of Commissioners (1)	Michael Grice		x	P	N										
Cass Co. Board of Commissioners (2)	Roseann Marchetti		x	P	P										
Cass Co. Planning Commission	Barbara Cook	x		N	N										
Cass Co. Road Comm. (Policy)	Sandra Seanor		x	N	P										
Cass Co. Road Comm. (TAC)	Joe Bellina (TAC Chair)	x		P	P										
City of Buchanan	Don Ryman	x	x	P	N										
City of Niles (1)	Georgia Boggs		x	N	P										
City of Niles (2)	Serita Mason		x	N	P										
City of Niles (3)	(vacant)		x	V	V										
City of Niles Community Dev. Director	Sanya Vitale	x		N	N										
City of Niles Dial-A-Ride Transit	Kelly Getman-Dissette	x	x	P	P										
City of Niles Public Works Dir./Airport	Joe Ray	x		P	P										
Four Flags Area CoC (TAC & Policy)	(vacant)	x	x	V	V										
Four Flags Area CoC (Policy)	(vacant)		x	V	V										
Howard Township (TAC & Policy)	Bill Kasprzak	x	x	P	P										
Howard Township (Policy)	(vacant)		x	V	V										
Kinexus	(vacant)	x		V	V										
Mason Township	Doug Fetters	x	x	P	P										
MDOT - Bureau of Trans. Planning	Jim Sturdevant	x	x	P	P										
MDOT - Southwest Region	Brian Sanada	x	x	P	A										
MDOT - Southwest Region (Alternate)	Amy Lipset	Alt	Alt	N	P										
MDOT - Transportation Service Center	Jonathon Smith	x	x	P	N										
Milton Township	Susan Flowers	x	x	P	N										
Niles Charter Township	Richard Cooper (P. Ch.)	x	x	P	P										
Ontwa Township	Dawn Bolock	x	x	P	P										
Pokagon Band of Potawatomi Indians	(vacant)	x	x	V	V										
SW Mich. Economic Growth Alliance	(vacant)	x		V	V										
Village of Edwardsburg	Dennis Peak	x	x	A	P										
Federal Highway Administration	Andrea Dewey	NV	NV	N	P										
Federal Transit Administration	Susan Weber	NV	NV	N	N										
MDEQ - Air Quality	Breanna Bukowski	NV		N	N										
MDOT - Modeling	Jon Roberts	NV		P	P										
MDOT - Office of Passenger Trans.	(vacant)	NV		V	N										
Michiana Area Council of Governments	(vacant)	NV	NV	V	V										
Southwest Michigan Planning Comm.	Kim Gallagher	NV	NV	N	N										

P. Ch.: Policy Chair; Alt: Alternate; NV: Non-voting; P: Present; N: Not present; A: Absent-Alternate attending; V: Vacant.

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

Joe Bellina, Technical Advisory chair called the meeting to order at 1:30 PM. The Pledge of Allegiance was recited followed by a moment of silence for Craig Bradfield, Howard Township Supervisor, who recently passed away. Bill Kasprzak will serve as the Policy committee and TAC representative for Howard Township. Dennis Peak was welcomed as the new Policy and TAC representative for the Village of Edwardsburg. SWMPC staff present: Brandon Kovnat and Ryan Fellows.

2. **Changes to the Agenda**

Approval of RTF funded projects in the NATS area was added to the agenda and it was approved by consensus.

3. **Public Comment**

None.

4. **Approve Minutes**

Motion to approve the minutes from the January 22, 2018 joint Technical Advisory Committee and Policy Committee meeting. Made by Dawn Bolock, second by Roseann Marchetti. **Motion approved.**

5. **Staff Report**

Ryan Fellows presented an attendance report that SWMPC generated for NATS Policy Committee and TAC for calendar 2018. He noted that in conformance with the bylaws of both committees this attendance report will be available via the SWMPC website, and will also be provided to the manager, supervisor, or governing board member from each NATS member community.

Along with the attendance report, a new sign in sheet and new attendance chart for the minutes were created to better facilitate attendance reporting. Fellows noted that the bylaws state that if any voting member or their designated alternate fails to attend three (3) consecutive meetings, SWMPC staff shall notify his/her governmental unit or agency and request appropriate action to encourage representation. With the new attendance chart, the minutes can now be used to show the attendance of member's year-to-date.

Fellows also noted that Policy Committee and Technical Advisory Committee officer elections were due per the Bylaws, and they would occur during the next regular meeting.

Brandon Kovnat reported to the members on a new MDOT grant program: Transportation Economic Development Fund (TEDF), Category B - Villages and Small Cities. There is a maximum of \$250,000 per grant for any public road in villages and cities with populations less than 10,000 people. Applications are due by Friday, April 5, 2019. For more information, see: <https://www.michigan.gov/tedf>.

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

None.

7. **Public Transit Updates**

Niles Dial-A-Ride Transit: Kelly Getman-Dissette: Nothing to report.

Buchanan Dial A Ride: Kim O'Haver reported that Buchanan Dial-A-Ride was closed for four days in late January due to extreme cold and had limited operation for one day in early February – which is unprecedented in their history.

8. **Transportation Improvement Program (TIP) Amendments**

Bertrand Road TIP Amendment:

Motion for the Technical Advisory Committee to recommend that the Policy Committee approve the following Transportation Improvement Program amendment to Berrien County Road Department's Bertrand Road Project:

	Original	Revised
Federal Cost	\$191,000	\$191,000 (No change)
Local Cost	\$53,000	\$217,000
Total Cost	\$244,000	\$408,000

Made by Kelly Getman-Dissette, second by Joe Ray. **Motion approved.**

Motion for the Policy Committee to approve the Technical Advisory Committee's recommendation. Made by Serita Mason, second by Roseann Marchetti. **Motion approved.**

MDOT TIP Amendment:

Motion for the Technical Advisory Committee to recommend that the Policy Committee approve the FY-2019 & 2020 Transportation Improvement Program amendments as included in the MDOT amendment request letter dated February 15, 2019. Made by Jim Sturdevant, second by Brian Berndt. **Motion approved.**

Motion for the Policy Committee to approve the Technical Advisory Committee's recommendation. Made by Roseann Marchetti, second by Sandra Seanor. **Motion approved.**

9. **Old Business**

None.

10. **New Business**

A) 2020-2023 Projects for Buchanan Dial-A-Ride:

Motion for the Technical Advisory Committee to recommend that the Policy Committee approve the presented 2020-2023 projects for Buchanan Dial-A-Ride. Made by Brian Berndt, second by Kelly Getman-Dissette. **Motion approved.**

Motion for the Policy Committee to approve the Technical Advisory Committee's recommendation. Made by Roseann Marchetti, second by Serita Mason. **Motion approved.**

B) 2020-2023 Projects for MDOT:

Repaving US-31 and changing the interchange of US-12 at M-51 are major project during the 2020-2023 cycle. The US-12 and M-51 interchange will be changed to an at-grade intersection with a

traffic light. This will be a cost saving measure compared to the expense if fixing/replacing the overpass bridges. This change will be easier for drivers changing from US-12 to M-51, which is very difficult in the current configuration.

Serita Mason reported that the pavement on the Niles-Buchanan Road exit ramp of US-31 is in exceedingly bad shape. There is a need for complete reconstruction now. However, that work is not scheduled until 2023. Amy Lipset noted that Gov. Gretchen Whitmer has asked people to take pictures of potholes and share them on social media such as Twitter with the hashtag #FTDR (in reference to her "Fix the Damn Roads" campaign).

Motion for the Technical Advisory Committee to recommend that the Policy Committee approve the presented 2020-2023 projects for MDOT. Made by Brian Berndt, second by Joe Ray. **Motion approved.**

Motion for the Policy Committee to approve the Technical Advisory Committee's recommendation. Made by Roseann Marchetti, second by Dawn Bolock. **Motion approved.**

C) 2020-2023 CMAQ Project Approval:

Motion for the Technical Advisory Committee to recommend that the Policy Committee approve the CMAQ funded projects within the NATS Planning Area proposed for 2021-2023. Made by Brian Berndt, second by Amy Lipset. **Motion approved.**

Motion for the Policy Committee to approve the Technical Advisory Committee's recommendation. Made by Kelly Getman-Dissette, second by Roseann Marchetti. **Motion approved.**

D) 2020-2023 RTF Project Approval:

Motion for the Technical Advisory Committee to recommend that the Policy Committee approve the 2020-2023 Rural Task Force projects within the NATS planning area. Made by Joe Ray, second by Brian Berndt. **Motion approved.**

Motion for the Policy Committee to approve the Technical Advisory Committee's recommendation. Made by Serita Mason, second by Roseann Marchetti. **Motion approved.**

E) Cass County Air Quality Conformity Document Approval:

Motion for the Technical Advisory Committee to recommend that the Policy Committee approve the findings in the Cass County Air Quality Conformity Document. Made by Jim Sturdevant, second by Dawn Bolock. **Motion approved.**

Motion for the Policy Committee to approve the Technical Advisory Committee's recommendation. Made by Dawn Bolock, second by Sandra Seanor. **Motion approved.**

F) 2019 Safety Target Approval:

Motion for the Technical Advisory Committee to recommend that the Policy Committee support MDOT's safety targets for calendar year 2019, and to plan and program projects that contribute to the accomplishment of the state safety targets. Made by Joe Ray, second by Brian Berndt. **Motion approved.**

Motion for the Policy Committee to approve the Technical Advisory Committee's recommendation. Made by Serita Mason, second by Roseann Marchetti. Motion approved.

G) Presentation on the Niles-MACOG Travel Demand Model

Jon Roberts gave a presentation on the Niles-MACOG Travel Demand Model. (See presentation for more information.) Roberts said he would check about posting maps of congestion online, and in the meantime, he would email members a pdf version of the presentation. He noted this presentation is to be considered a draft – for discussion purposes only. Andrea Dewey congratulated the two MPOs working together on this model.

11. State and Federal Updates

Amy Lipset, Jim Sturtevant, and Andrea Dewey provided updates to the members regarding the 2020 TIP snapshot occurring Monday March 4, 2019 locking in projects for the 2020-2023 funding cycle until the beginning on FY 2020 on October 1, 2019. FY 2019 projects can still be amended until July.

12. Public Comment

None.

13. Privilege of the Floor

Serita Mason thanks the road crews for their good work during the winter storms. She also noted that MDOT webcams were down when she needed them to check conditions during a storm.

14. Adjournment

Meeting was adjourned at 3:00 PM. The next NATS meeting is scheduled for **Tuesday, March 26, 2019 at 1:30 PM.**

Minutes compiled by Ryan D. Fellows, Associate Planner, SWMPC.