**NILES BUCHANAN CASS AREA TRANSPORTATION STUDY (NATS)**

Joint Technical Advisory Committee (TAC) & Policy Committee Minutes **– June 25, 2019**

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

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **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 | P |  | P | P |  |  |  |  |  |   |
| Berrien Co. Board of Commissioners (2) | (vacant) |   | x | V | V |  V |   |  V |  V |   |   |   |   |   |   |
| Berrien Co. Community Dev. Dept. | Evan Smith | x |   | P | P | P |  | P | P |  |  |  |  |  |   |
| Berrien Co. Planning Commission | Eric Lester, M.D. |   | x | N | N |  N |   | P | P  |   |   |   |   |   |   |
| Berrien Co. Road Dept. (Policy) | (vacant) |   | x | V | V | V |  | V | V |  |  |  |  |  |   |
| Berrien Co. Road Dept. (TAC) | Brian Berndt | Retired | P | P |  A |  |  |  |  |  |  |  |  |  |
| Berrien Co. Road Dept. (TAC) | Kevin Stack | X |  |  | O |  P |   | P  |  P |   |   |   |   |   |   |
| Bertrand Township | Butch Payton | x | x | P | P | P |  | P | P |  |  |  |  |  |   |
| Buchanan Dial-A-Ride | Kim O'Haver | x | x | P | P | P |  | N | P |  |  |  |  |  |   |
| Buchanan Township | Lynn Ferris | x | x | N | N |  P |   |  P |  P |   |   |   |   |   |   |
| Cass Co. Board of Commissioners (1) | Michael Grice |   | x | P | N | N |  | P | P |  |  |  |  |  |   |
| Cass Co. Board of Commissioners (2) | Roseann Marchetti |   | x | P | P |  N |   | P |  P |   |   |   |   |   |   |
| Cass Co. Planning Commission | Barbara Cook | x |   | N | N | N |  | V | V |  |  |  |  |  |   |
| Cass Co. Road Comm. (Policy) | Sandra Seanor |   | x | N | P | P |  | P | P |  |  |  |  |  |   |
| Cass Co. Road Comm. (TAC) | Joe Bellina (TAC Chair) | x |   | P | P |  P |   | P |  N |   |   |   |   |   |   |
| City of Buchanan | Don Ryman | x | x | P | N |  N |   | P  |  N |   |   |   |   |   |   |
| City of Niles (1) | Georgia Boggs |   | x | N | P | N |  | N | P |  |  |  |  |  |   |
| City of Niles (2) | Serita Mason  |   | x | N | P | P |  | N | P |  |  |  |  |  |   |
| City of Niles (3) | (vacant) |   | x | V | V |  V |   | V | V |   |   |   |   |   |   |
| City of Niles Community Dev. Director | Sanya Vitale | x |   | N | N | N |  | N | N |  |  |  |  |  |   |
| City of Niles Dial-A-Ride Transit | Kelly Getman-Dissette | x | x | P | P | N |  | P | P |  |  |  |  |  |   |
| City of Niles Public Works Dir./Airport | Joe Ray | x |   | P | P |  N |   | P  |  N |   |   |   |   |   |   |
| ~~Four Flags Area CoC (TAC & Policy)~~ | (vacant) | x | x | V | V | V |  | V | V |  |  |  |  |  |   |
| ~~Four Flags Area CoC (Policy)~~ | (vacant) |   | x | V | V |  V |   | V |  V |   |   |   |   |   |   |
| Howard Township (TAC & Policy) | Bill Kasprzak | x | x | P | P | P |  | P | P |  |  |  |  |  |   |
| Howard Township (Policy) | (vacant) |   | x | V | V |  V |   | V  |  V |   |   |   |   |   |   |
| Kinexus | (vacant) | x |   | V | V | V |  | V | V |  |  |  |  |  |   |
| Mason Township | Doug Fetters | x | x | P | P |  P |   | N  |  N |   |   |   |   |   |   |
| MDOT - Bureau of Trans. Planning | Jim Sturdevant | x | x | P | P | P |  | P | N |  |  |  |  |  |   |
| MDOT - Southwest Region  | Brian Sanada | x | x | P | A | P |  | P | P |  |  |  |  |  |   |
| MDOT - Southwest Region (Alternate) | Amy Lipset | Alt | Alt | N | P | N |  | N | N |  |  |  |  |  |   |
| MDOT - Transportation Service Center | Jonathon Smith | x | x | P | N |  P |   | N |  P |   |   |   |   |   |   |
| Milton Township | Susan Flowers | x | x | P | N | P |  | P | P |  |  |  |  |  |   |
| Niles Charter Township | Richard Cooper (P. Ch.) | x | x | P | P | P |  | P | P |  |  |  |  |  |   |
| Ontwa Township | Dawn Bolock | x | x | P | P |  P |   | P |  P |   |   |   |   |   |   |
| Pokagon Band of Potawatomi Indians | (vacant) | x | x | V | V | V |  | V | V |  |  |  |  |  |   |
| ~~SW Mich. Economic Growth Alliance~~ | (vacant) | x |   | V | V | V |  | V | V |  |  |  |  |  |   |
| Village of Edwardsburg | Dennis Peak | x | x | A | P | P |  | P | N |  |  |  |  |  |   |
| Federal Highway Administration | Andrea Dewey | NV | NV | N | P |  N |   | P  |  N |   |   |   |   |   |   |
| Federal Transit Administration | Susan Weber | NV | NV | N | N |  N |   | N  |  N |   |   |   |   |   |   |
| MDEQ - Air Quality | Breanna Bukowski | NV |   | N | N | N |  | N | N |  |  |  |  |  |   |
| MDOT - Modeling | Jon Roberts | NV |   | P | P | N |  | N | N |  |  |  |  |  |   |
| MDOT - Office of Passenger Trans. | (vacant) | NV |   | V | N |  V |   |  N |  V |   |   |   |   |   |   |
| Michiana Area Council of Governments | (vacant) | NV | NV | V | V | V |  | V | V |  |  |  |  |  |   |
| Southwest Michigan Planning Comm. | Kim Gallagher | NV | NV | N | N | P |  | P | P |  |  |  |  |  |   |
| P. Ch.: Policy Chair; Alt: Alternate; NV: Non-voting; P: Present; N: Not present; A: Absent-Alternate attending; V: Vacant; O: Observer. |

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

Policy Committee chair Richard Cooper called the meeting to order at 1:30 PM, and led the group in introductions. Serita Mason led the Pledge of Allegiance. SWMPC staff present: Kim Gallagher and Kris Martin. Others present: Dan Carrick staff member of Michigan State Senator Kim LaSata.

1. **Changes to the Agenda**

Kim Gallagher requested to add a revision to the Niles Dial A Ride three party memorandum of understanding (MOU) and add a Technical Advisory Committee vote to recommend/deny the Cass Air Quality Conformity Analysis Document.

1. **Public Comment**

None.

1. **Approve Minutes**

**Motion** to approve the minutes from the May 28, 2019 joint Technical Advisory Committee and Policy Committee meeting. Made by Serita Mason, second by Bill Kasprzak. **Motion approved.**

1. **Staff Report**

Kris Martin announced that the Southwest Michigan Planning Commission has just finished hosting the final Non-Motorized Summit in Kalamazoo on Monday evening (June 24th). These summits were funded by MDOT and are part of a larger effort to update the Southwest Michigan Non-Motorized Plan and Bicycling Guide for seven counties (Berrien, Branch, Calhoun, Cass, Kalamazoo, St. Joseph, and Van Buren). Martin spoke about the Berrien County Non-Motorized Summit that took place in February at Andrews University in Berrien Springs. He also spoke about the Cass County Non-Motorized Summit that took place in June at Southwestern Michigan College in Dowagiac.

Martin presented on the Indiana-Michigan River Valley Trail, a 34-mile trail connecting Niles, MI to Mishawaka, IN. Work is occurring on the two final segments the trail. There is a collaboration between Be Healthy Berrien, Berrien County Health Department, and SWMPC, to extend the Indiana-Michigan River Valley Trail 9-miles from its

end-point in the City of Niles to the Village of Berrien Springs.

Kim Gallagher announced that PASER Ratings are being conducted on the southern portion of each county, which includes the entire NATS area. The data will be available by September.

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

None.

1. **Public Transit Updates**

**Niles Dial A Ride**: Kelly Getman-Dissette said that they received a new bus, which is being customized for their use, and it should be on the road in a few weeks.

**Buchanan Dial A Ride**: None.

1. **Road Project Updates and Amendments**

Kim Gallagher announced that all projects using NATS local allocation of 2019 Surface Transportation Funds have been obligated.

1. **Old Business**

None.

1. **New Business**

**NATS Long Range Transportation Plan:** KimGallagher gave a brief overview of the Long Range Plan and the process of creating and approving it. Gallagher explained that SWMPC staff in partnership with NATS members are responsible for developing and maintaining four key products in the metropolitan planning process, which include the Long Range Plan (LRP), Unified Work Program (UWP), Transportation Improvement Program (TIP), and Public Participation Plan. Under the FAST act, the Long Range Plan must be updated every four years in order for MPO transportation agencies to be eligible to capture federal transportation funds.

**Motion** for the Technical Advisory Committee to recommend that the Policy Committee approve NATS 2045 Long Rang Transportation Plan. Made by Kevin Stack, second by Evan Smith. **Motion approved.**

**Motion** for the Technical Advisory Committee to recommend that the Policy Committee approve Cass County Air Quality Conformity Analysis. Made by Kevin Stack, second by Evan Smith. **Motion approved.**

**Motion** for the Policy Committee to approve the Technical Advisory Committee’s recommendation for approve Cass County Air Quality Conformity Analysis. Made by Sandra Seanor, second by Bill Kasprzak. **Motion approved**.

**2020-2023 Transportation Improvement Program:** Gallaghergave an overview of the 2020-2023 transportation Improvement program (TIP) document. All projects contained within the plan were previously presented and approved by the NATS Committees.

**Motion** for the Technical Advisory Committee to recommend that the Policy Committee approve 2020-2023 Transportation Improvement Program. Made by Bill Kasprzak, second by Kevin Stack. **Motion approved.**

**2019 UWP Budget Revision**: Gallagher explained that SWMPC had to rearrange the funding in budget categories but that the total budget was not being changed.

**Motion** for the Technical Advisory Committee to recommend that the Policy Committee approve NATS 2019 UWP Budget Revision. Made by Dawn Bolock, second by Kelly Getman-Dissette. **Motion approved.**

**Niles Dial A Ride Three party MOU**: Gallagher explained that the MOU is an agreement between MDOT, NATS, and Niles Dial A Ride to cooperate on planning for performance measures and reporting requirements. The MOU was just approved by the City of Niles (who govern Niles Dial A Ride), and now needs NATS approval.

**Motion** for the Technical Advisory Committee to recommend that the Policy Committee approve Exhibit A in the Metropolitan Planning Responsibilities for the Niles Area Transportation Study MOU. Made by Kevin Stack, second by Kelly Getman-Dissette. **Motion approved.**

The July NATS meeting will be canceled.

1. **State and Federal Updates**

Brian Sanada announced that the Friends of Berrien County Trails group met for the first time last week. If individuals are interested in being involved, please reach out to Susan Cooper who is with the Strategic Leadership Council.

1. **Public Comment**

None.

1. **Privilege of the Floor**

Eric Lester spoke about the need to go in more depth and detail about terms and plans to help educate the committees on transportation topics.

Kim Gallagher talked about inviting speakers to address topics at upcoming committee meetings. The next one could focus on public transit.

Kevin Stack spoke about the current state of bridge funding and the status of the bridges in Berrien County. Stack highlighted the two bridge projects on Walton Road in Buchanan crossing the St. Joseph River and the bridge on Napier Ave in St. Joseph crossing the St. Joseph River.

Brian Sanada spoke about the new MDOT website that has all of the Michigan bridges available to view the status and condition of them. That can be view on the website at: [www.michigan.gov/bridges](http://www.michigan.gov/bridges)

1. **Adjournment**

**Motion** for the Policy Committee to approve all of the Technical Advisory Committee’s recommendations made at this meeting. Made by Serita Mason, second by Bill Kasprzak. **Motion approved unanimously**.

Meeting was adjourned at 2:45 PM. The next NATS meeting is scheduled for **Tuesday, August 25, 2019 at 1:30 PM.**

*Minutes compiled by Kris Martin, Associate Planner, SWMPC.*