



NILES-BUCHANAN-CASS AREA TRANSPORTATION STUDY

COMBINED TECHNICAL ADVISORY and POLICY COMMITTEE MEETING

FOR FURTHER INFORMATION, CONTACT:

Brandon Kovnat, *Transportation Planner*

Kim Gallagher, *Transportation Planner*

(269) 925-1137 Ext: 1524 & 1518

DATE: May 28, 2019

TIME: 1:30 PM

PLACE: Niles District Library
620 E Main St, Niles, MI 49120

AGENDA Comments will be solicited on each item following discussion and prior to any final action.

1. **Call to Order / Introductions and Pledge of Allegiance**
2. **Changes to the Agenda**
3. **Public Comment**
4. **Approve Minutes from the March 26, 2019 Meeting** *(Enclosed) Action*
5. **Staff Report**
6. **Community Land Use and Zoning Member Updates**
7. **Public Transit**
 - Niles Dial a Ride *(Kelly Getman Dissette)*
 - Buchanan Dial a Ride *(Kim O'Haver)*
8. **Road Project Amendments** *Action*
 - Berrien County Road Department Project Updates *(Enclosed)*
 - Cass County Road Commission Project Updates *(Enclosed)*
 - Cass County Road Amendment *(Enclosed)*
 - MDOT Updates
 - MDOT Amendments *(Enclosed)*
9. **Old Business**
10. **New Business**
 - Affirm/Approve 2020 TIP Projects *(Enclosed) Action*
 - Approval of the Fiscal Year 2020 Unified Work Program *Action*
Available at: https://www.swmpc.org/nats_uwp.asp
11. **State and Federal Updates**
12. **Public Comment**
13. **Privilege of the Floor**
14. **Adjournment**
 - The next NATS meeting is scheduled for **Tuesday, June 25, 2019 @ 1:30 pm.**

NILES BUCHANAN CASS AREA TRANSPORTATION STUDY (NATS)

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

Joe Bellina, Technical Advisory chair called the meeting to order at 1:30 PM, and Serita Mason led the group in the Pledge of Allegiance. SWMPC staff present: Brandon Kovnat and Kim Gallagher. Others present: Louis Csokasy.

2. **Changes to the Agenda**

None.

3. **Public Comment**

None.

4. **Approve Minutes**

There was a change on page 5 to correct the motion approving the 2019 safety targets.

Motion to approve the minutes from the February 26, 2019 joint Technical Advisory Committee and Policy Committee meeting as corrected. Made by Jim Sturdevant, second by Sandra Seanor. **Motion approved.**

5. **Staff Report**

Brandon Kovnat presented a report on the pavement condition in the NATS area. The report can be found at https://www.swmpc.org/downloads/nats_pavement_condition_report_20172018.pdf.

Kim Gallagher encouraged everyone to take the MDOT 2045 Long Range Plan survey available at: <https://michiganmobility2045.metroquest.com/>.

Gallagher also informed the group about the major planning documents which will be voted on at upcoming meetings. The Unified Work Program for 2020 will be presented and voted on in May. The NATS 2045 Long Range Plan (LRP) will be voted on in June along with the 2020-2023 Transportation Improvement Program (TIP).

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

Susan Flowers said that Milton Township had approved two subdivisions along Gumwood Road (Hidden Hills Estates – about 20 units with accessibility via Redfield Road; and Glenayre at Knollwood).

7. **Public Transit Updates**

None.

8. **Road Project Updates and Amendments**

Cass County Road Commission - Redfield Road is on track. The applications are being submitted to MDOT today (March 26, 2019)

Berrien County Road Department:

- **Bertrand Road:** Project Obligated

- **North Main Street:** Kevin Stack explained that the initial estimate included a wider shoulder. Upon design, it was found that the requirements for a wide shoulder would not apply. Therefore, the project will only be an HMA overlay of existing pavement. This will lower the cost of the project as follows:

	Original	Revised
Federal Cost	\$153,286	\$115,554
Local Cost	\$157,732	\$49,446
Total Cost	\$273,286	\$165,000

This is more than a 25% cost change and requires a federal amendment.

Motion for the Technical Advisory Committee to recommend that the Policy Committee approve The cost change for the 2019 North Main Street Project. Made by Dawn Bolock, second by Joe Bellina. **Motion approved.**

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

9. Old Business

None.

10. New Business

A) **Add Performance Measure Language to the 2017-2020 TIP:** Kim Gallagher explained that the Transportation Improvement Program (TIP) is both a list of project and an accompanying document that explains the analysis undertaken during project approval. FHWA is requiring TIP documents to include language on performance measures and how MPOs are contributing to meeting performance targets. The amendment being presented is to add language about the road, bridge, and system reliability performance targets.

Motion for the Technical Advisory Committee to recommend that the Policy Committee approve the amendment to the 2017-2020 Transportation Improvement Program document to include language on performance measures for road, bridge, and system reliability. Made by Jim Sturdevant, second by Kim O'Haver. **Motion approved.**

Motion for the Policy Committee to approve the recommendation from the Technical Advisory Committee. Made by Bill Kasprzak, second by Sandra Seanor. **Motion approved.**

B) **Election of Committee Chairs & Vice Chairs:** Bill Kasprzak nominated Joe Bellina for Technical Advisory Committee Chair. Second by Michael Majerak. Joe Bellina nominated Joe Ray for Technical Advisory Committee Vice Chair. Second by Richard Cooper.

Motion to elect Joe Bellina as chair of the Technical Advisory Committee and Joe Ray as Vice Chair, made by Joe Bellina, second by Jim Sturdevant. **Motion approved.**

Motion to elect Richard Cooper as Chair of the Policy Committee and Serita Mason as Vice Chair. Made by Dawn Bollock, second by Serita Mason. **Motion approved.**

11. **State and Federal Updates**

Jim Sturdevant said he was looking forward to reviewing the draft of the NATS LRP.

12. **Public Comment**

None.

13. **Privilege of the Floor**

Kim Gallagher announced that Brian Berndt was retiring from the Berrien County Road Department in April. Kevin Stack would be permanently replacing him on the NATS Technical Advisory Committee.

14. **Adjournment**

Meeting was adjourned at 2:40 PM. The next NATS meeting is scheduled for **Tuesday, April 23, 2019 at 1:30 PM.**

Minutes compiled by Brandon Kovnat, Associate Planner, SWMPC.



Southwest Michigan Planning Commission

376 West Main Street, Suite 130 • Benton Harbor, MI 49022-3651

Project Update Sheet

Filled out by: Brain Berndt

Date:

Project Name:	Bertrand Rd.
Fiscal Year of award:	2019
Responsible Agency:	Berrien County
MDOT Job Number:	130775
Project Limits	Portage Rd. to Copp Rd.
Project Length:	1.514
Location:	Bertrand Township
Primary Work Type:	Road Rehabilitation
Phase	CON

Project Description:

2 in HMA overlay and gravel shoulder

Fund Source	Federal	State/Local	Total
STU	\$191,000	\$217,000	\$408,000

Activity	Estimated Date	Actual Date
Resolution of Support for Local Match Submitted to SWMPC		
Project Application Submitted to MDOT	November 2018	November 2018
Grade Inspection Package Submitted to MDOT	January 2019	February 2019
Grade Inspection Meeting Scheduled	February 2019	February 2019
Final Plan and Estimate to MDOT	March 2019	February 2019
Project Obligated	April 2019	March 2019
Project Letting	June 2019	
Construction Start	July 2019	
Project Completion	September 2019	

Project is: ☒ On Schedule ☐ Behind Schedule (explain below)

Briefly describe the work done to date:

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Southwest Michigan Planning Commission

376 West Main Street, Suite 130 • Benton Harbor, MI 49022-3651

Project Update Sheet

Filled out by: Brian Berndt

Date: 10/29/2018

Project Name:	Main Street.
Fiscal Year of award:	2019
Responsible Agency:	Berrien County
MDOT Job Number:	130684
Project Limits	City of Buchanan limits to 400 ft South of Reed
Project Length:	1.204
Location:	Buchanan Township
Primary Work Type:	Road Rehabilitation
Phase	CON

Project Description:

2 in HMA overlay

Note – AC/ACC between 2019 & 2020

Fund Source	Federal	State/Local	Total
2019 STUL	\$115,554	\$49,446	
AC/ACC – 2020 STUL	\$0.00		
Total	\$155,554	\$49,446	\$165,000

Activity	Estimated Date	Actual Date
Resolution of Support for Local Match Submitted to SWMPC		
Project Application Submitted to MDOT	November 2018	November 2018
Grade Inspection Package Submitted to MDOT	December 2018	February 2019
Grade Inspection Meeting Scheduled	January 2019	February 2019
Final Plan and Estimate to MDOT	February 2019	February 2019
Project Obligated	March 2019	March 2019
Project Letting	June 2019	
Construction Start	July 2019	
Project Completion	September 2019	

Project is: ☒ On Schedule ☐ Behind Schedule (explain below)

Briefly describe the work done to date:



Southwest Michigan Planning Commission

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Project Update Sheet

Filled out by: Joe Bellina

Date: 1/15/2019

Project Name:	Redfield Road
Fiscal Year of award:	2019
Responsible Agency:	Cass County Road commission
MDOT Job Number:	130772
Project Limits	Conrad Rd. To M-62
Project Length:	1.035 miles
Location:	Ontwa
Primary Work Type:	Resurface
Phase	CON

Project Description:

Mill and replace HMA

Fund Source	Federal	State/Local	Total
STU	\$174,341	\$38,659	\$213,000

Activity	Estimated Date	Actual Date
Resolution of Support for Local Match Submitted to SWMPC	February 2019	February 2019
Project Application Submitted to MDOT	March 2019	March 2019
Grade Inspection Package Submitted to MDOT	March 2019	March 2019
Grade Inspection Meeting Scheduled	April 2019	April 2019
Final Plan and Estimate to MDOT	April 2019	April 2019
Project Obligated	May 2019	
Project Letting	June 2019	July 2019
Construction Start	July 2019	
Project Completion	September 2019	

Project is: ☐ On Schedule ☒ Behind Schedule (explain below)

Briefly describe the work done to date:

Project approximately 1 month behind schedule due to backlog of projects at MDOT.

Cass County Road Commission

Board of Commissioners:
Robert Thompson, Chairman
Sandra Seanor, Vice Chair

Jamie Stafne, Member
Kent Clark, Member
Les McClelland, Member

May 15, 2019

Mr. Brandon Kovnat
Associate Transportation Planner
Southwest Michigan Planning Commission
376 West Main Street Suite 130
Benton Harbor, MI 49022

Re: Redfield Street: Gumwood Road to Fir Road
MDOT JN 203014

Dear Brandon,

The Cass County Road Commission requests an amendment to the FY 2019 project on Redfield Street from Gumwood Road to Fir Road (a RTF project). This request is necessary due to a 38% increase in estimated cost above the programmed amount; this exceeds the 25% threshold thereby requiring a TIP amendment. This change has been approved by the RTF, but because this project is within the MPO boundary it requires MPO approval as well.

The Cass County Road Commission requests the following funding change:

	Original	Amended
Federal	\$115,200	\$115,200
Local	\$ 28,800	\$ 83,851
Total	\$144,000	\$199,051

The change does not impact federal RTF funds, all increases in cost are to be covered with Cass County Road Commission funds.

The change in cost is attributed to a larger area of cold milling than previously anticipated as well as increased item costs in hot mix asphalt and other bid items.

Sincerely,

Joseph J. Bellina, P.E.
Chief Engineer



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

PAUL C. AJEGBA
DIRECTOR

April 26, 2019

Mr. K. John Egelhaaf, Executive Director
Southwest Michigan Planning Commission
376 W. Main Street, Suite 130
Benton Harbor, Michigan 49022

Dear Mr. Egelhaaf:

The Michigan Department of Transportation (MDOT) would like to inform the Niles-Buchanan-Cass Area Transportation Study (NATS) MPO committees of several amendment requests to the FY2017-2020 Transportation Improvement Plan (TIP). Additional details for these projects are included in the table below:

FY	Project Name	Project Limits	Primary Work Type	Phase	Federal Cost & Source	State Cost & Source	MDOT Job #	Proposed Change
2019	Southwest Region Longitudinal Pavement Markings	Parts of Berrien and Cass Counties	Traffic Safety	PE	\$608.00 HSIP	\$68.00 M	203024	Phase Abandoned
2019	Southwest Region Longitudinal Pavement Markings	Parts of Berrien and Cass Counties	Traffic Safety	PE	\$1,080.00 HSIP	\$120.00 M	203025	Phase Abandoned
2019	US-12	US-12 west and east of Edwardsburg and M-62	Road Capital Preventative Maintenance – Crack Seal Pre-Treatment w/Chip Seal	CON	\$1,307,153.00 ST	\$286,936.00 M	203694	Scope Construction Length Change

If you have any questions, please contact me at (269) 337-3922 or sanadab1@michigan.gov.

Sincerely,

Brian Sanada
Transportation Planner

DATE: May 15, 2019

TO: NATS TAC and Policy Committee

PREPARED BY: Kim Gallagher and Brandon Kovnat

SUBJECT: Affirmation/Approval of Fiscal Year 2020 Propjets

REQUESTED ACTION:

Make a motion to affirm and approve all fiscal year 2020 projects as presented on the following pages.

Background

The Transportation Improvement Program (TIP) covers a four-year period but it is programed every three years. This means that the last year of the 2017—2020 overlaps with the first year of the 2020-2023 TIP. In order to receive federal approval of the 2020-2023 TIP, the projects in FY 2020 that are submitted for the 2020-2023 TIP must match the currently approved list of projects for FY 2020. The vote to affirmation of FY 2020 projects (and to approve any amendments necessary) is being done to ensure that the 2020 projects match the project list approved during the NATS 2020-2023 call for projects process.

The list of FY 2020 projects begins on the following page broken down by:

- NATS local road agency projects,
- Public transit projects
- MDOT projects.

List of 2020 Projects in the NATS Transportation Improvement Program

2020 Local Agency Road Projects

2020 STBG Funded Projects

Job #	Agency	Project	Limits	Description	Federal	Local	Total
130763	Cass CRC Howard Township	Lake Street	Airport Rd. to Huntly Rd.	Mill & resurface	\$233,191	\$51,709	\$284,900
130769	Berrien CRD Niles Township	Third Street	US-12 to Fulkerson Rd.	Crush & Shape resurface	\$269,996	\$60,004	\$330,000
130776	Cass CRC Mason Township	Mason Street	Cassopolis Rd. to Calvin Center Rd.	Asphalt Overlay	\$28,081	ACC form 2018	\$28,081
Total Funds Programed					\$531,268	\$111,713	\$642,981
Federal STBG Funds Allocated					\$569,000		
Balance					\$37,732		

Other Federal Funded Projects on Locally Maintained Roads

Job #	Agency	Project	Limits/Location	Description	Source	Federal	State	Local	Total
202425	City of Niles	Lake Street	Over Amtrak RR, Str# 1059.	Bridge Preventative Maintenance	BHT	\$555,200	\$104,100	\$34,700	\$694,000

BHT funds are applied for through a statewide grant and chosen through regional bridge councils.

2020 Transit Projects

Job #	Description	Federal	State	Local	Total	
Niles Dial A Ride 5307 Funded Items						Fiscal Constraint
206452	Operating	\$133,080	\$164,500	\$134,060	\$431,640	5307 Available: \$262,159
206688	Maintenance Equipment	\$119,340	\$29,835		\$149,175	5307 Programed: 252,420
						Balance: \$9,739
Niles Dial A Ride 5339 Funded Items						
206696	Bus Purchase	\$60,800	\$15,200		\$76,000	5339 Available: \$60,800
						5339 Programed: \$60,800
						Balance: \$0
Buchanan Dial A Ride 5311 Funding						Fiscal Constraint
206717	Operating	\$24,219	\$80,380	\$99,700	\$204,299	5311 Available: \$24,219
						5311 Programed: \$24,219
						Balance: \$0
Buchanan Dial A Ride 5399 Funded items						
207673	Onboard cameras	7,600	\$1,900	\$0	\$9,500	5339 Available: \$7,600
						5339 Programed: \$7,600
						Balance: \$0

Summary of Transit Funding in 2020

	Federal	State	Local	Total
Revenue in 2020	\$354,778	\$291,815	\$233,760	\$880,353
Amount programed	\$345,039	\$291,815	\$233,760	\$870,614
Balance	\$9,739	\$0	\$0	\$9,739

FY 2020 MDOT Projects

Job #	Project Name	Limits	Description	Source	Phase	Federal	State	Total
206006	Pavement Markings Retro Readings	All of NATS	Retroreflectivity pavement markings	HSIP	CON	\$1,534	\$170	\$1,704
206546	Longitudinal Pavement Marking	All of NATS	Longitudinal Pavement Marking	HSIP	PE	\$639	\$71	\$710
206546	Longitudinal Pavement Marking	All of NATS	Longitudinal Pavement Marking	HSIP	CON	\$232,596	\$25,844	\$258,440
206547	Special Pavement Markings	All of NATS	Special Pavement Markings	HSIP	PE	\$639	\$71	\$710
206547	Special Pavement Markings	All of NATS	Special Pavement Markings	HSIP	CON	\$57,510	\$6,390	\$63,900
203792	M-51	Main Street to North City Limits of Niles	Mill and One Course Hot Mix Asphalt Overlay	NH	CON	\$642,199	\$142,406	\$784,605
203698	M-139	M-139 from Niles to Berrien Springs	Overband Crack Fill	ST	CON	\$80,524	\$17,676	\$98,200
200366	M-60 E	Various	Traffic Signal Modernizations; connected vehicle installations.	STG	CON	\$856,160	\$0	\$856,160
202654	M-40	Signing Update	Non-freeway signing	STG	PE	\$50,000	\$0	\$50,000
204423	Singage	Various	Cantilevers Replacement Project	STG	CON	\$230,000	\$0	\$230,000

Total MDOT Spending

\$2,151,801	\$192,628	\$2,344,429
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Fiscal constraint for MDOT is not demonstrated at the MPO level. MDOT's funding is distributed at the southwest region level. Furthermore, a single project may cover multiple locations within and outside of the NATS area.