

NILES/BUCHANAN/CASS AREA TRANSPORTATION STUDY
Policy Committee

MINUTES

October 23, 2012

2:30 P.M.

Niles City Council Chambers

Policy Members Present:	Dawn Bolock, Ontwa Township Richard Cooper, Niles Charter Township Kelly Getman-Dissette, Niles Dial A Ride Erin Jolivette, MDOT -Coloma TSC Joseph Kring, Bertrand Township John LaMore, Berrien County Commissioner Ray Lenze, MDOT Planning Dale Lowe, Cass County Commissioner Zach Perkins, Berrien County Commissioner Jan Personette, Four Flags Area Chamber of Commerce Cliff Poehlman, Cass County Road Commission Johnie Rodebush, Cass County Commissioner Don Ryman, City of Buchanan Sarah Woolcock, MDOT Coloma TSC
Policy Members Absent:	Jason Auvil, Pokagon Band of Potawatomi Indians Pat Bellaire, Village of Edwardsburg Georgia Boggs, City of Niles John Egelhaaf, SWMPC (ex-officio) Irving Frost, Howard Township Darrell Harden, MDOT, Southwest Region Don Kronewitter, Milton Township Larry Larson, City of Niles Serita Ann Mason, City of Niles Stewart McKenzie, FTA (ex-officio) Jane Mitchell, Buchanan Township Kim O’Haver, Buchanan Dial A Ride Dennis Patterson, Howard Township Brad Sharlow, MDOT Planning (ex-officio) Evan Smith, Niles Dial A Ride Rachael Tupica, Federal Highway Administration (ex-officio) Representative, Berrien County Planning Commission Representative, Berrien County Road Commission Representative, MACOG (ex-officio)
SWMPC Staff Present:	Suzann Flowers Kim Gallagher
Others Present:	Matt Kodis, Michigan Works

1. Call to Order & Introductions

- LaMore called the meeting to order at 2:30p.m. Perkins led the group in saying the Pledge of Allegiance.

2. Minutes

A motion by Poehlman with support by Rodebush to approve the NATS Policy Committee Meeting Minutes for September 25, 2012. **Motion passed.**

Flowers asked if the agenda could be changed to give Kim Gallagher time to discuss transit. The Committee members agreed.

Transit Discussion

Kim Gallagher discussed the status of the Berrien County coordinated transit study. She provided handouts on the presentation. There was discussion regarding the coordination of the Senior Centers transportation providers and the other transportation providers in Berrien County. Gallagher also stated that another reason to think about coordination of the transit services in Berrien County would be the proposed HB 5306 of 2012 which discusses a 10% reduction in operating funds if there is more than 1 transit provider in a county. While this bill is on hold, it is still a point that our legislature is discussing. Gallagher spoke about the need to coordinate with the 7 senior centers and also encouraged people to use the MyWayThere.org website to help people find transportation in the region.

3. Staff Report

▪ **NATS Walk and Roll**

Flowers reported that Mani was at a training workshop but stated that the maps for the walk and roll meetings would be done by the end of the month and then stakeholder engagement would be able to begin in November.

▪ **Funding discussions with MDOT**

Flowers stated that there is a projected shortfall of local STP dollars that would impact the MPO. She explained that with the reduction of funding, creation of another MPO in the state and the change of a MPO to a TMA, and that population is taken as a dominate factor in the formula for funds, that there will be a reduction. Lenze added that he is recommending that all FY 2013 projects get obligated quickly. Those projects around the state that have not been obligated will not get their project funded.

▪ **Committee Changes**

Flowers stated that as new members are added to the Committee that we will get those people up to speed on what the MPO is doing so that they can be an engaged representative for their respective agency.

▪ **Public Comment vs. Privilege of the Floor**

Flowers was asked to have this on the agenda so that there is less confusion regarding what each agenda item is. She stated that her understanding of Public Comment was for citizens attending that are not a voting member on the Committee to make comments. She continued that the Privilege of the Floor item is for Committee members to make comments. The Committee members agreed.

▪ **Agenda modification**

Flowers discussed the potential change to the agenda format and move public comment to the beginning of the agenda directly after the approval of the minutes. She stated that this was the format for TwinCATS and would give the public an opportunity to make comments on action items before the Committee members. Cooper added that his community has two public comment periods, and he also has an item for approval of the agenda or changes to the agenda. Flowers suggested that the members consider this and we will take action on this next month.

- **Urban boundary changes**

Flowers stated that after each census the MPO planning boundaries are reviewed. This process needs to occur again and meetings are being set up right now to discuss this. Flowers encouraged all Committee members to attend.

- **Climate Change evaluations**

Flowers stated at the September meeting, Mani supplied the members with information regarding the climate change workshop. One thing that was noticed from the evaluations was the lack of decision makers in attendance. When more workshops are scheduled, we will try to capture this audience.

4. Project Updates

Fiscal Year	Job Number	Agency	Project Name	Update Information	Date of last update	Bid Savings
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	Feb-12	
		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	Apr-12	
	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	October 2012	
	90361	MDOT	US-12 resurfacing from M-60 to Edwardsburg	Let construction 2012; projected to be completed the end of October	October 2012	
	86785	MDOT	M-139 Over Dowagiac River, near N limit of Niles bridge replacement-	2012 Construction; on schedule for completion at the end of October	October 2012	
2012	114518	Berrien County Road Commission	Red Bud Trail at Old Bitty Creek	Design phase, DEQ permits, obtaining final plan; local agency obligation filled; Sept 7 let; October 8 start	September 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.	October 2012	
		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	June 2012	
		Niles Dial A Ride	Fuel capitalization			
		Niles Dial A Ride	Free fare days-CMAQ project			
		Niles Dial A Ride	Bus replacement	Working with MDOT on this project	October 2012	
		Niles Dial A Ride	Parking lot	Spring of 2013	October 2012	
	115698	MDOT	Design phase: M-62 Indiana State Line-US12; cold milling, overlay, sidewalk ramp upgrades	Design phase	May 2012	
	116115	MDOT	US 12 West of Mayflower Road to M-139	2013 construction-in design; Design complete let in September CON begin summer 2013	October 2012	
	115699	MDOT	US 31 From End of Freeway at Napier Avenue to I-94. - On M60 Bridge from M51-M60-crack seal	In design	October 2012	

2013	112094	Berrien County	Walton Road (City of Buchanan limit to Old 31)	Hot patching and single coat CON phase		
	112101	Berrien County	Warren Woods Rd and Red Bud Trail	Hot patching and single seal coat-CON phase		
	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.	October 2012	
		Buchanan Dial A Ride	Transit operations			
		Niles Dial a Ride	Transit maintenance equipment and parts	Copy machine		
		Niles Dial a Ride	Transit operations equipment	Replacement tired		
		Niles Dial a Ride	Transit maintenance equipment and parts	Software upgrades		
	115699	MDOT	On US 31 from end of freeway at Napier Ave to I-94	Overband crack fill-CON phase		
	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.		
	115698	MDOT	M-62 Indiana state line to US-12	Cold milling, HMA one course and sidewalk ramp upgrades		

5. Old Business

- **Long Range Plan Goals**

Flowers stated that after the great discussion from the NATS Committees last month that she and Mani decided to split up the Long Range Plan for each of the planning areas and to redo the goals. She asked that everyone review the goals and take some time to give their feedback before the vote at the November meeting.

- **Officer nominations**

Motion by Rodebush with support by LaMore to wait until after the November meeting to select officers.

6. New Business

- **Annual Report for FY 2012**

Flowers stated that the annual report for the NATS MPO FY 2012 report was completed and that the purpose of the report was to show what had been accomplished and how much money had been spent.

A motion by Rodebush with support by Personette to approve the FY 2012 Annual Report for the NATS MPO. **Motion passed.**

▪ **Legislative Updates-Federal and State**

○ **Federal**

Flowers stated that she did not have anything to report with the elections coming for federal, state, and local positions. As information is supplied she will share with the members.

○ **State**

7. Public Comment

Matt Kodis suggested that Gallagher seek out the resources from the Crowne Point, IN facility and how that connection could be made for folks living in southwest Michigan.

8. Privilege of the Floor

Flowers asked about the status of the traffic light request from the City of Niles. Woolcock asked that she be the primary contact person on this. She stated that the pre-screening for the request has been underway. This results in traffic counting tubes being placed near the intersection to monitor to flow of traffic-she stated that there were placed on the 4 legs of the intersection (so each road has a tube monitoring traffic counts). The hoses have been there 1 week, I am not sure if they will be there another week or not. Once that portion is done, they send the data to the signal unit in Lansing. If there is enough traffic there then this COULD result in a full study. The last request was done in 2004 or 2005.

Woolcock addressed Ryman's discussion regarding roundabouts. She stated that MDOT have completed 5 roundabouts and that each are very different but that they have been very successful and after initial pushback from some of the communities, they are now well received. She also mentioned the safety training that she attended and that FHWA will be hosting a webinar on High Friction Surface Treatments.

Personette stated that Ms. Pat Gallagher a longtime member of the Niles City Council passed away.

9. Adjournment: 3:55 p.m.

A motion by Personette with support by Perkins to adjourn the NATS Policy Committee meeting. **Motion passed.**

- The next meeting is **November 27, 2012 at 2:30 P.M.**

Minutes compiled by: Suzann Flowers and Gautam Mani, Transportation Planners, 2012