

NILES/BUCHANAN/CASS AREA TRANSPORTATION STUDY

Policy Committee

MINUTES

December 17, 2013

2:30 P.M.

Niles City Council Chambers

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

1. Call to Order & Introductions

- Cooper called the meeting to order at 2:30 p.m. and led the group in introductions.

2. Minutes

A motion by Poehlman with support by Ryman to approve the Policy Committee Meeting minutes from November 26, 2013. **Motion passed.**

3. Public Comment

None.

4. Staff Report

▪ **CMAQ Call for Projects 2015-2019**

Mani noted that MDOT had issued a new CMAQ Call for Projects for 2015-2019, and that funding targets had increased just slightly for 2018 and 2019, though not enough for any major new projects. Mani noted that Cass County would be meeting on **December 20 at 10:00 AM at the Cass County Road Commission to program funding for 2018-2019 and review funding for 2014- 2017.** This would be at the same time as **the Rural Task Force (RTF) meeting.** Mani said staff had asked about why counties were being asked to program out to 2019, and had not received a clear answer.

Berrien County will be having its CMAQ/RTF meeting on **January 23rd at 2 PM at the Berrien County Road Commission.**

5. Project Updates

There were no project updates this month.

Fiscal Year	Job Number	Agency	Project Name	Update Information	Date of last update	Potential Obligation Month
	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...December letting	October 2013	
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; ongoing	July 2013	
		Niles Dial A Ride	Free fare days-CMAQ project	Extended to summer 2013; happening in the summer; ongoing	July 2013	
2013	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	August 2013	May/June

				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; update from discussion with consultant and project had GI meeting a week ago, will obligate by end of Aug; submitted for obligation; February letting-spring/summer construction		
		Buchanan Dial A Ride	Transit operations	Still operating	November 2013	
	112107	Cass County	Elkhart Road	From Redfield to May St. Partial Milling and Total Resurface; design; obligated; let November 4; spring Construction	November 2013	
	118207	Berrien County	IN-MI River Valley Trail	Construction of four miles of separated 10' nonmotorized pathway and improvements to two trailheads. Part of 34 mile IN-MI river valley trail project.; combined job numbers on project and was submitted for obligation; continuing to receive donations; matching funds are coming in	November 2013	
2014	112104	Berrien County RC	Red Bud Trail, Third St., Portage Rd	Plans developed; in process	November 2013	
	104152	MDOT	CON phase Bridge replacement	Let in December, Construct in 2014; not constructing in 2014, will be constructed in 2015	November 2013	
	112105	Niles	17 th Street	GI submitted, January letting	October 2013	
	118114	Niles DAR	Free fare days			

		Niles DAR	Maintenance software			
		Niles DAR	Preventative maintenance			
		Niles DAR	Replacement computers			
		Niles DAR	Replacement bus			
		Niles DAR	Operating assistance			
		Cass County RC	Bertrand Rd (Batchelor road to Gumwood) - Resurface	Plans in development	October 2013	
		Cass County RC	Redfield (Fir to Kline) -Resurface	Plans in development	October 2013	
		Cass County RC	Elkhart (From Redfield to May)- Resurface	Submitted for reimbursement	October 2013	

6. Old Business

- **CMAQ MPO supplemental questions**

Mani said that the MPO supplemental questions were designed to assist applicants so that they would not have to submit a TIP amendment form in addition to the CMAQ application when submitting a new CMAQ project. Instead, they would submit responses to these questions to make sure that their project conformed to the MPO long range plan goals, along with the required MDOT CMAQ application.

The committee did not vote on the CMAQ MPO supplemental questions due to low attendance.

- **Transportation Alternatives Subcommittee Recommendations**

Mani stated that the Transportation Alternatives subcommittee met earlier in the day to discuss the project application that was submitted in the September 1- December 1 Call for Projects. The application was from the Cass County Road Commission for a non-motorized path along Gumwood Road in Milton Township, from north of the Michigan state line to 0.50 miles south of Redfield St in 2014. Mani noted that MDOT thought the project was a viable use of TAP funds, although they did have some concerns about where the first phase of the project would dump pedestrians and cyclists coming off the path, because of now, they would be back on a relatively high traffic road. Mani said that MDOT technical reviewers thought the project was certainly filling a need by providing a ready connection to commercial facilities across the state line in Indiana, and provide better non-motorized connections within Cass County. Mani also noted that the project met several of the NATS non-motorized goals.

Bellina clarified that it was a concrete path, which would connect to a pathway beginning along state road 23 in Granger, Indiana, near new commercial developments there, to the new residential developments taking shape in Milton Township. Bellina said that he was only looking for 2014 as of now due to uncertainties with the northern portion of the project. Bellina said that the Indiana portion of the

path will be constructed in 2015, and that he is looking to obligate the Michigan portion in 2014 and build in 2015. Bellina said that future phases would address these issues, and that he would be seeking the 2015-2017 NATS allocation once there was more certainty. In addition, Bellina said he might pursue the statewide TAP competitive process.

Motion by Poehlman with support by Cooper to approve the use of NATS entire allocation of 2014 Transportation Alternatives funds for the Gumwood Road non-motorized path Project. **Motion passed.**

▪ **Walk and Roll**

- **Survey**-Mani thanked those that have submitted changes to the non-motorized planning survey. SWMPC will be releasing the survey the second week of January. Sutton suggested doing outreach to churches in Mason Township.
- **Community stakeholder meetings**
Mani said that all communities have been contacted by SWMPC and staff will be setting these meetings after the first of the year. Mani said that one jurisdiction has responded affirmatively, and that meeting is being set up. Ryman said that non-motorized planning ought to take into account grassroots sentiment in the individual communities, and Mani re-iterated that this was exactly what the meetings were designed to do. Mani encouraged communities to respond to emails and phone calls that came from SWMPC in order to set up the meeting.

▪ **Mason Township Update**

Mani said that now that the ACUB boundaries had been approved, Mason Township should legally have one representative each on TAC and Policy.

Motion by Poehlman with support by Ziliak to allow Mason Township to have one voting member on the NATS TAC Committee. **Motion passed.**

7. New Business

▪ **January meeting date change**

Mani noted that out of respect for committee members who needed to attend the Michigan Township Association (MTA) annual meeting, TAC had approved a meeting date change to **Wednesday January 22 at 1:30 PM**. The 1:30 PM start time would be for this meeting only, and it would be at the usual location of the fire station. Mani suggested that **given the weighty agenda in January, the Policy Committee plan to start at 3:00 PM that day**.

Motion by Ziliak with support by Poehlman to move the January NATS Policy Committee meeting to Wednesday January 22 at 3:00 PM at the usual location of the fire station. **Motion passed.**

▪ **Redraft of UWP**

Mani noted that staff had made required changes to the 2014 Unified Planning Work Program for the NATS area, and would be submitting shortly. No action is required.

▪ **Legislative Updates-Federal and State**

- **Federal**
None.
- **State**
None.

8. Public Comment

None.

9. Privilege of the Floor

Jolivette commented that the Coloma-TSC had received approval to submit concepts for Capital Preventative Maintenance (CPM) jobs. Areas within or near the MPO that might be affected include the intersection of M-140 and M-139, the M-60 business route between 13th St and 17th St, and Bailey Road. MDOT has not yet finalized templates for its own CMAQ projects.

10. Adjournment at 2:54 p.m.

- The next meeting January 22, 2013 at 3:00 p.m.

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