

NILES/BUCHANAN/CASS AREA TRANSPORTATION STUDY
Policy Committee

MINUTES

April 24, 2012

2:30 P.M.

Niles City Council Chambers

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

1. Call to Order & Introductions

- LaMore called the meeting to order at 2:35 p.m. Poehlman led the group in saying the Pledge of Allegiance.

2. Minutes

Motion by Poehlman with support by Woolcock to approve the March 27, 2012 NATS Policy Committee meeting minutes with the correction of several typos and usage errors as suggested by Collins. **Motion passed.**

3. Staff Report

▪ Transit presentation by Niles Dial-A-Ride

- Getman-Dissette presented on the services provided by Niles Dial-A-Ride (NDAR) and the ways in which these services are funded.
 - When asked if the mapped demand response pick-ups and drop-offs were located along existing fixed routes, Getman-Dissette answered that some are and some aren't.
 - Getman-Dissette clarified that Niles Dial-A-Ride is eligible to use federal funds for operating expenses. She also clarified the state policy for apply toll credits as matching funds for federal aid, saying that Niles Dial-A-Ride has never used these toll credits.

▪ By law change for Buchanan Dial A Ride

Thomas provided notice of a proposed amendment to the by-laws to include Kim O'Haver as a voting representative for Buchanan Dial-A-Ride on both the NATS Technical and Policy committees. Since by-law changes require at least a 30-day notice before voting, the official vote will occur at the May, 2012 NATS meetings.

- Collins asked how membership funds are determined for transit agencies. Thomas stated that membership funds for each municipality are determined by population proportions, but that he would have to consult the Unified Work Program to describe the exact method by which transit agency funds are determined.

4. Old Business

▪ NATS non-motorized subcommittee

- Thomas recapped the TAC and Policy Committee decisions to create a non-motorized subcommittee similar to the TwinCATS Walk & Roll Subcommittee. This subcommittee is intended to be primarily informational in focus, with the areas of greatest need for walking and biking facilities in the NATS area.
- Membership time obligations were discussed, with Thomas stating that the TAC agreed favored quarterly meetings, held on the same day as the NATS full committee meetings.
- Thomas solicited committee member participation, saying that Getman-Dissette had volunteered from the TAC. Larson, Mason, and Cooper all volunteered from the Policy Committee.

▪ Public Participation Plan

- Thomas presented staff updates to the official MPO Public Participation Plan. He stated that a NATS-approved version of the plan would appear before the full SWMPC Board in July for final approval. He requested a motion for TAC approval of the plan.
- Collins pointed out several typographical corrections to be made within the plans Objectives table.

Motion was made by Collins, supported by Poehlman. **Motion passed.**

5. Project Updates

Fiscal Year	Job Number	Agency	Project Name	Update Information	Date of last update
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2010			M-139 over Dowagiac River bridge work	2012 May-October-letting,	Mar-12
		MDOT	M-139 over St. Joseph River Bridge Replacement	Deplicate – PE phase of the same project listed in 2011	April-12
2011		Niles Dial A Ride	Bike racks-purchase up to 5 bicycle racks and install kits for buses	The grant was just awarded in September 2011 and the projects will be completed in 2012; April 2012 Update: project has been approved by Niles City Council	April-12
		Niles Dial A Ride	Generator	The grant was just awarded in September 2011 and the projects will be completed in 2012; April Update: project has been approved by Niles City Council	April-12
		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	Feb-12
		Niles Dial A Ride	Ramp lift	The grant was just awarded in September 2011 and the projects will be completed in 2013	April-12
		Niles Dial A Ride	Replacement tires-ordered October 2011	The grant was just awarded in September 2011 and the projects will be completed in 2016; April 2012 Update: Finished (2012 portion only?)	April-12
		Niles Dial A Ride	Landscaping	The grant was just awarded in September 2011 and the projects will be completed in 2017; April 2012 Update: Approved by City Council, to be finished in September	April-12
	112861	Cass County Road Commission	Pine Lake St. M-60 to Anderson Rd	Completed	Feb-12
	110364	Cass County Road Commission	Redfield St from Kline Rd to Conrad Rd	Completed	Feb-12
	109283	Cass County Road Commission	Redfield St. over Christina Creek-	let in Feb.	Feb-12
	107691	Cass County Road Commission	Redfield St and Bertrand Rd Berrien County Line to Ironwood Rd-	Completed	Feb-12
	114517	Cass County Road Commission	Redfield St. M-62 to Brande Creek Rd-	construction 2012, let in Jan.	Feb-12

	108921	MDOT	US-31 freeway signing upgrade	– Let, construction 2012 April-August; April 2012 Update: Construction Underway	April-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	Feb-12
	108186	MDOT	M-51 slope stabilization near Pucker St	–continuing to monitor the slope, consultant hired for base design; April 2012 Update: Project moved out of 2011-2014 TIP	April-12
	110758	MDOT	M-60 weigh station at US-12 interchange	–spring 2012 Construction	Feb-12
	90361	MDOT	US-12 resurfacing from M-60 to Edwardsburg	–let construction 2012 May-October; April 2012 Update: construction to begin week following NATS meeting	April-12
	86785	MDOT	M-139 Over Dowagiac River, near N limit of Niles bridge replacement-	2012 Construction	Feb-12
	112819	MDOT	US-12, .68 miles east of Cassopolis Rd	MDOT is obtaining culvert right of way	Feb-12
2012	114518	Berrien County Road Commission	Red Bud Trail at Old Bitty Creek	design phase	Feb-12
	112101	Berrien County Road Commission	West River Rd, Ullery Rd, Pucker St, and Main St. CON Phase	contract signed	Feb-12
	112086	Berrien County Road Commission	Bertrand Rd, Ontario Rd, Fulkerson, and Bell Rd.CON Phase	contract signed	Feb-12
	112863	Cass County Road Commission	Bertrand Rd from Ironwood Dr. to Batchelor JN 112863 CON Phase	In design	Feb-12
		Niles Dial A Ride	Garage equipment	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.	Feb-12
		Niles Dial A Ride	Garage 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.	Feb-12
		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.	Feb-12

		Niles Dial A Ride	Scheduling software	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.	Feb-12
	108186	MDOT	M-51 near Pucker St. CON-Phase restore and-rehabilitate design phase-2013-	construction consultant working on design; April 2012 Update: project removed from 2011-2014 TIP	April-12
	111239	MDOT	US-31 Walton Rd over US-31, US-31 NB CON Phase-bridge	let in June 2012	

6. New Business

▪ TIP Amendments

- Niles Dial-A-Ride requested amendments affecting 11 projects in the 2011-2014 TIP:
 - Projects added:
 - FY 2012 Fuel Capitalization project with federal cost of \$32k and state match of \$8k
 - Projects modified:
 - FY 2012 Preventative Maintenance project reduces federal costs from \$160k to \$140k and state match from \$40k to \$35k
 - FY 2013 Preventative Maintenance project reduces federal costs from \$160k to \$140k and state match from \$40k to \$35k
 - FY 2014 Maintenance Software project reduces federal costs from \$3k to \$2k, keeping state match at \$1k
 - FY 2014 Preventative Maintenance project reduces federal costs from \$164k to \$140k and state match from \$41k to \$35k
 - Projects deleted
 - FY 2012 Garage Maintenance project with federal cost of \$12k and state match of \$3k
 - FY 2012 Scheduling Software project with federal cost of \$36k and state match of \$9k
 - FY 2012 Garage Equipment project with federal cost of \$10k and state match of \$3k
 - FY 2013 Bus Replacement project with federal cost of \$63k and state match of \$16k
 - FY 2014 Parking Lot project with federal cost of \$6k and state match of \$2k
 - FY 2014 Trolley Façade project with federal cost of \$5k and state match of \$1k

LaMore asked why so many NDAR project costs were decreased. Getman-Dissette responded that they were always trying to be more cost effective, and that bringing their operations management in-house has helped with that goal.

Motion to accept NDAR amendments was made by Lowe and supported by Cooper. **Motion passed.**

- MDOT requested Amendments affecting 4 projects in the 2011-2014 TIP
 - Projects added:
 - FY 2012 Resurface project on US-12 (PE phase) for \$57k federal cost and \$13k state cost
 - FY 2012 Resurface project on US-12 (Con phase) for \$1,989k federal cost and \$441k state cost
 - Projects deleted:
 - FY 2012 Slope Restoration project near Pucker Street (Con phase) for \$1,097k federal cost and \$243k (project delayed to FY 2018)
 - FY 2014 Roadside Facility project at Niles-Buchanan Road carpool lot (PE phase) for \$6k federal cost and \$1k state cost (project was a duplication)

Woolcock clarified that the US-12 project would be constructed in FY2013 using FY2012 money and will have a blacktop finish.

Motion to accept MDOT amendments was made by Mason and supported by Kring. **Motion passed.**

▪ **Legislative Updates**

- Federal

Thomas reminded the committee of the July time frame for federal transportation reauthorization (with the likelihood of further extension of the existing transportation bill), but there were no other updates.
- State

7. Public Comment

None

8. Privilege of the Floor

- Auvil introduced Morgan Sweeney as a new Policy Committee member, representing the Berrien County Planning Commission
- Lowe mentioned M-60s designation some time ago as one of the worst roads in the nation, and that it hasn't been improved since. Woolcock said that it's high on MDOT list, but that I94 takes up a such a large portion of state funding, that it's difficult to fit in other major road projects.
- Mason started a discussion on the lack of Niles Twp contributions to Niles Dial-A-Ride, saying that the township gets service without paying for it.
 - Cooper said that he would give a copy of Getman-Dissette's presentation to Niles Twp board members.
 - Collins stated that it would be useful to see counts of NDAR by municipality of residence.
 - LaMore commented on the importance of the township to the wellbeing of the City of Niles.
 - Ryman agreed that it would make sense for the township to contribute for bus service.
 - Woolcock drew an analogy to the funds received by Twin Cities Area Transportation Authority, with the only local funds coming from Benton Harbor, despite a wider service area. Getman-Dissette added that with TCATA, non-Benton Harbor residents pay higher fares, while with NDAR, higher fares are applied solely on the basis of trip location (inside or outside Niles city limits).

- Collins discussed the possibility of getting left turns on flashing red on highways, specifically on Bertrand Rd and M-51. Woolcock said that she'll review the intersection, adding that the light in question used to be a flashing yellow, and that separate left-turn phases can disrupt signal coordination along corridors.
- Lowe inquired about the purpose of removing sod along 11th Street. Woolcock responded that it was for better drainage.
- LaMore Stated that there need to be some paper copies of meeting materials present at all committee meetings.

9. Adjournment: 4:10 p.m.

Motion was made by Frost with support by Auvil to adjourn the NATS Technical Committee meeting.

Motion passed.

- The next meeting is **May 22, 2012 at 2:30 P.M.**

Minutes compiled by: Suzann Flowers and Trevor Thomas, Transportation Planners, April 2012