

NILES/BUCHANAN/CASS AREA TRANSPORTATION STUDY

Policy Committee

MINUTES

May 28, 2013

2:30 P.M.

Niles City Council Chambers

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

1. Call to Order & Introductions

- Lowe called the meeting to order at 2:33p.m. Poehlman led the group in the Pledge of Allegiance.

2. Minutes

A motion by Poehlman with support by Cooper to approve the NATS Joint TAC and Policy Committee Meeting minutes from April 30, 2013 with the following changes proposed by Kim O’Haver

- On page 7 it should state Michigan Works is now Kinexus

Motion passed.

3. Public Comment

No public comments were received.

4. Staff Report

- **Remaining CMAQ Balances**

Mani discussed that as there were some changes that happened with the CMAQ funding and projects have been moved around to accommodate the removal of a project. There are remaining balances in 2015, 2016 and a small balance in 2017 and therefore a project meeting will be held on August 8, 2013 at 10:00a.m. at the Berrien County Road Commission offices to review projects and to program the remaining funds. Flowers and Mani encouraged communities in the southern portion of Berrien County to think of projects that could use these funds as there are very few projects in the NATS MPO area that are using CMAQ funds.

- **Joint MPO Meeting in September (TwinCATS and NATS)**

Flowers discussed the opportunity to hold a joint TwinCATS and NATS MPO meeting in September to discuss the status of the region, share ideas, discuss funding, etc. There will be a formal motion on the June agenda. Flowers also noted that this would replace the standing meeting and would not result in two different meetings for members to attend. Locations suggested for the meeting included Berrien RESA, Andrews University, or Berrien Township.

- **Inactive Project Listing**

Flowers handed out copies of a presentation that she had received regarding inactive projects. She noted that there had been some changes and wanted to alert those with projects in the current and future year TIP to note those changes. Andrea Dewey from FHWA also noted that there are tiers of projects and that you are placed on that list if the agency with the project had not submitted billings. This is a process that MDOT also gets involved in with local agencies as they will have to justify why the project should still receive federal funds and how those funds will be used. In addition, they have to justify why there had been delays in the project billing process.

5. Project Updates

Fiscal Year	Job Number	Agency	Project Name	Update Information	Date of last update	Bid Savings	Potential Obligation Month
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; going out for bid	April 2013		
		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; going out for bid	April 2013		

	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...	March 2013		
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; Contract awarded, will be built in calendar year 2013 in the spring, May CON; Paving has started and should be completed in May	May 2013		
		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	June 2012		
		Niles Dial A Ride	Fuel capitalization	¾ spent	November 2012		
		Niles Dial A Ride	Free fare days-CMAQ project	Extended to summer 2013; happening in the summer	April 2013		
		Niles Dial A Ride	Bus replacement	Working with MDOT on this project; bus purchased but wrong color	April 2013		
		Niles Dial A Ride	Parking lot	Spring of 2013; done in the summer of 2013	April 2013		

	116115	MDOT	US 12 West of Mayflower Road to M-139	2013 construction-in design; Design complete let in September CON begin summer 2013; construction has started ending July 19; in Construction	May 2013		
2013	112094	Berrien County	Walton Road (City of Buchanan limit to Old 31)	Hot patching and single coat CON phase; Force account project; submitted GI package; plans submitted; have a contract; Starting in July	May 2013		May
	112101	Berrien County	Warren Woods Rd and Red Bud Trail	Hot patching and single seal coat-CON phase; Force account; submitted GI package; plans submitted; have a contract; Starting in May	May 2013		May
	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 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	March 2013		May/June
		Buchanan Dial A Ride	Transit operations	Still operating	March 2013		
		Niles Dial a Ride	Transit maintenance equipment and parts	Copy machine; not allowed to enter grant yet; Getting ready to submit grant	May 2013		
		Niles Dial a Ride	Transit operations equipment	Replacement tires; not allowed to enter grant yet; Getting ready to submit grant	May 2013		
		Niles Dial a Ride	Transit maintenance equipment and parts	Software upgrades; not allowed to enter grant yet; Getting ready to submit grant	May 2013		

	115699	MDOT	On US 31 from end of freeway at Napier Ave to I-94 CON phase	Overband crack fill-CON phase; construction from May 27-August there are several location; Construction has started	May 2013		
	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.; Still under force account; submitted to GI and only need 32,798.60 of federal funds; force account in June/July; Start late June-contracts done	May 2013	17,601.40	May
	108186	MDOT	Near Pucker St. M-51 widening for 4 ft alignment away from Dowagiac River (CON phase)	CON this year July let CON in August; letting in 2 weeks construction will begin August and be done in August; let in July CON August and completed in August	May 2013		

6. Old Business

▪ Resolution of Support for Roads and Transit

Flowers stated that she had received an email from Kim O’Haver asking if transit agencies needed to submit a resolution of support for their transit projects. She noted that upon further examination of the resolution, it is clear that only those projects using STP funds need to use the resolution. The members agreed. There was also additional clarification provided by Flowers regarding when the resolutions needed to be submitted. She stated that a project that is going to be funded in FY 2014 should have their resolution in place and to the MPO by the start of the Fiscal year in which the project is to be funded.

7. New Business

▪ Call for Transportation Alternative Funds-Process

Flowers wanted to discuss with the group the option of how far out that the funds should be programmed and when to do the call. Harden noted that the Kalamazoo MPO is doing their call out to 2017 and that they are only giving those selected conditional commitments to the funds until more is known about the transportation bill. Bellina noted that we should program out the funds to match the TIP years. Flowers stated that the call will be done in July.

▪ TIP Amendments

○ FY 2013

▪ Adding in FY 2013:

- JN 117387 Cass County Road Commission at State Line Road, Traffic Operations and Safety project to install new LED Stop Signs at Redfield and Stateline Road. Federal cost 4K, Local cost 1K for a total project and phase cost of 5K.
- JN 117388 Cass County Road Commission, Traffic Operations and Safety Project to install guardrail installation at Eagle Lake Road at curve north of South Shore Drive. Federal cost 13K, Local cost 3K for a total project and phase cost of 17K.

- MDOT Pre construction on Phases GPA on trunkline. Federal 14K, state 3K for a total project and phase cost of 17K.
 - Amending in FY 2013:
 - MDOT CPM Trunkline GPA. Federal change from 749K to 1,052K, State cost change from 166K to 233K for a change in total phase and project cost from 915K to 1,285 million.
 - JN 115699 MDOT various projects, PE phase. Change in Fiscal year from FY 2012 to FY 2013, **this was handled as an administrative modification.**
 - JN 108186 MDOT M-51 near Pucker Street widening change in length to reflect the accuracy of the plans.
 - Niles DAR operating assistance. Change in Federal cost from 65K to 85K and total project and phase change from 406K to 426,350.
- FY 2014
 - Deleting in FY 2014:
 - JN 100024 city of Niles Sycamore Street.
 - Amending in FY 2014:
 - Niles DAR Replacement Bus. Federal cost change from 64K to 72K, state cost change from 10K to 12K, and a total phase and project change from 80K to 90K.
 - JN 112864 Cass County Road Commission Redfield Street change in limits to reflect Fir to Kline, change in length to 1.27. Federal cost change from 73K to 166K, change in local cost from 18K to 37K resulting in a total phase and project change from 91K to 203K.
 - JN112106 Cass County Road Commission Bertrand Road. Change in Federal cost from 75K to 81,293, change in state cost from 19K to 18,027, change in total project cost and phase change from 94K to 99,320.
 - JN 104152 MDOT M-139 CON phase. Change in federal cost from 4.531 million to 7.360 million state changes from 1.133 million to 1,840 million. Resulting in a total phase change from 5.664 million to 9.2 million and a total project change from 7.1 million to 10.874 million.
 - Niles DAR operating assistance. Change in federal funds from 65K to 85K resulting in a change of total phase and project change from 406K to 426,350.

A motion by Harden with support from Poehlman to approve the proposed amendments to the 2011-2014 NATS TIP. **Motion passed.**

- Long Range Transportation Plan and TIP Release for Public Comment
Flowers noted that there is a required 10 day public comment period for both documents.

A motion by Personette with support from Poehlman to release the LRP and TIP for the required 10 day public comment period. **Motion passed.**

- **Legislative Updates-Federal and State**
 - **Federal**
No updates were given.
 - **State**
No updates were given.

8. Public Comment

No public comments were received.

9. Privilege of the Floor

Poehlman asked Harden and Jolivette when M-60 from Barron Lake Road to Cassopolis would be fixed. Jolivette noted that the project was not in the 5 year STIP.

10. Adjournment at 3:02p.m.

A motion by Cooper with support by Ryman to adjourn the meeting.

- The next meeting June 25, 2013 at 2:30p.m.

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