

NILES/BUCHANAN/CASS AREA TRANSPORTATION STUDY

Policy Committee

MINUTES

June 25, 2013

2:30 P.M.

Niles City Council Chambers

Policy Members Present:	Jason Auvil, Pokagon Band of Potawatomi Indians/BC Planning Commission Township Georgia Boggs, City of Niles Dawn Bolock, Ontwa Township Pamela Boyd, MDOT Planning Richard Cooper, Niles Charter Township Erin Jolivette, MDOT – Coloma TSC Joseph Kring, Bertrand Township Dale Lowe, Howard Township Jess Minks, Berrien County Road Commission Jane Mitchell, Buchanan Township Kim O’Haver, Buchanan Dial A Ride Cliff Poehlman, Cass County Road Commission Kris Welch, MDOT Planning Robert Ziliak, Cass County Commissioner
Policy Members Absent:	Pat Bellaire, Village of Edwardsburg 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 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) Jan Personette, Four Flags Area Chamber of Commerce Don Ryman, City of Buchanan Evan Smith, Niles Dial A Ride Brad Sharlow, MDOT Planning (ex-officio) Joe Sobieralski, Southwest Michigan Economic Growth Alliance Kelly Sweeney, Milton Township Representative, MACOG (ex-officio)
SWMPC Staff Present:	Suzann Flowers Gautam Mani
Others Present:	Matt Kodis, Michigan Works Deb Panozzo

1. Call to Order & Introductions

- Lowe called the meeting to order at 2:36 p.m. Ziliak led the group in the Pledge of Allegiance. Kris Welch introduced herself as a new MDOT employee working with Pam Boyd in statewide planning and will be the new MDOT representative.

2. Minutes

A motion by Ziliak with support by Auvil to approve the Policy Committee Meeting minutes from May 28, 2013, with the following changes proposed by Flowers:

- Adding Elkhart Road project to project table
- Adding IN-MI River Valley Trail project to table as well.

Motion passed.

3. Public Comment

Deb Panozzo introduced herself as the Mobility Manager and told people about the MyWayThere.org website and that she is focused on targeting transportation for low income, seniors and disabled citizens.

4. Staff Report

▪ Training Events

- MTPA Conference-Flowers noted that if anyone was interested in attending the conference to contact Flowers immediately as the time for registration is nearing an end.
- Training Wheels Report Out-Mani noted that MDOT held a training wheels course that reviewed the opportunities and challenges of non-motorized transportation planning. They also reviewed an intersection in the area (2nd and Broadway). There were about 20 attendees.
- Green Town Conference-Mani noted that a conference in South Bend, IN will be held on October 11, 2013 that will focus on health, environment, and economic development. Marcy Colclough, Senior Planner at the SWMPC has been involved in cultivating this one-day conference.

- **Traffic Counts Program**-Mani noted that the traffic count program is underway at that this free service is available to all communities in southwest Michigan. If you need a count please contact Mr. Mani.

- **Regional Prosperity Initiative**-Flowers noted an initiative by the Governor called the Regional Prosperity Initiative. Flowers noted that this would impact communities and that they should review the information that Flowers noted that she had received from the Michigan Association of Regions Executive Director Don Stypula. Flowers will email the information to all members. Boyd noted that MDOT is preparing a white paper on this to send to the Governor and noted that people should learn more if they did not know much about it.

- **TIGER Grants**-Flowers noted that there were three TIGER (Transportation Investments Generating Economic Recovery) grants that were submitted from southwest Michigan. One from Berrien County, one from New Buffalo, and one from the Pokagon Band. Flowers asked representatives to explain the grants to the group:
 - New Buffalo-Jason Auvil noted that it is a variety of street renovations, updating utilities, upgrading the train station; the total submission was for \$10 million.
 - Berrien County-John Gruchot noted that this project had to do with the commercial shipping harbor, ensuring that this stays viable and for enhancing more recreational and residential development along the recreational portion of the harbor.
 - Pokagon Band-Auvil also provided information about this project, he stated that 5 agencies had coordinated on the project, County Road Commission, Bureau of Indian Affairs, Pokagon Township, and many others and was a shovel ready project. The project focused on the replacement of the Sink Road Bridge which is a central route to the Pokagon's headquarters and that they will also upgrade the boat launch area with coordination from the DNR.

- **Joint MPO Meeting September 30, 2013 at Berrien RESA from 1-4:00pm**

Flowers stated that the joint MPO meeting will take place on September 30, 2013 from 1-4:30p.m. At the Berrien RESA or ISD in Berrien Springs. The order of the meeting will be for normal business to be conducted first and then for the programming and presenters to happen. RSVP is requested to ensure that the room is set up to accommodate all of the attendees.

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		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 July	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, start in July	June 2013	17,601.40	May
	112107	Cass County	Elkhart Road	From Redfield to May St. Partial Milling and Total Resurface			
	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		
	119285	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.			

6. Old Business

- **Transportation Alternatives Process for FY 2014-2017**

Flowers noted that with the progress of the UWP, TIP, and LRP at a good point that staff's focus can now move to this process. Flowers reviewed what is being proposed for the timeline and she asked for volunteers for a subcommittee, Bellina, Berndt, Auvil and O'Haver volunteered. Flowers thanked the members. Flowers noted that she will make sure that she coordinates with Matt Wiitala on the process that she outlined.

7. New Business

- **FY 2014 UWP 10 day public comment period**

Flowers stated that the UWP is the listing of what the transportation staff plans to work on over the next fiscal year and that we need to put the document out for public comment.

A motion by Mitchell with support from Auvil to release the FY 2014 UWP for the required 10 day comment period.
Motion passed.

▪ **Long Range Transportation Plan and TIP Approvals**

Flowers brought one section of the LRP and TIP before members; this is the public comment and consultation section of the plans, which are the same. Flowers reviewed the comments and provided a handout for this item as well. Flowers did make a special note that she and Mani had done a 1-day engagement session with students at Edwardsburg High School. There is a section in the plan that discusses this effort and the comments received. Flowers noted that the motion would need to include a formal response from transportation staff to those that commented on the plans and that we approve the plans. If any changes need to be made, staff will bring them before the Committees for additional approval.

A motion by Auvil with support from Cooper to approve the 2014-2017 Transportation Improvement Program and the NATS 2013-2040 Long Range Transportation Plan and for staff to formally respond to the comments received.

Motion passed.

▪ **Legislative Updates-Federal and State**

○ **Federal**

Andrea Dewey was not at the meeting and Pam Boyd stated that she will ask when the decisions will be made regarding the TIGER grants.

○ **State**

Boyd noted that while MDOT asked for an additional \$1.2 billion dollars in their budget, the new budget was a onetime infusion of \$351 million, \$121 million will go to match federal aid while creating 2 new programs with the remaining funds. Boyd encouraged members to continue to engage in conversations with their legislative members about needing a long term funding solution to the infrastructure issue. She noted that since the members are on recess until September that no additional funding is expected to be discussed at 2014 is an election year.

8. Public Comment

Matt Kodis noted that if Flowers wanted to do the activity in Berrien County as what was done in Edwardsburg that she should work with Junior Achievement.

9. Privilege of the Floor

Jolivette noted that the Coloma TSC has a new manager, his name is Bill Meeks and he is coming from the Indiana DOT LaPorte district.

10. Adjournment at 3:27 p.m.

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

- The next meeting July 23, 2013 at 2:30p.m.

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