

Region Four RURAL TASK FORCE

Meeting Agenda
Wednesday, November 29, 2023, 10 AM
Hartford Public Library

1. Call to Order and Roll Call
2. Changes or Additions to the Agenda
3. Overview of the Meeting Purpose
4. Approval of the Minutes of the January 10, 2023, Region 4 RTF Meeting *enclosed Action Item*
5. Project Amendments *enclosed Action Item*
6. Discussion on the Next Steps for Balancing 2025-2026 Funding
7. Discussion about the effects of the 2020 Urban Boundary Changes
8. Public Comment or Privilege of the Floor
9. Adjournment

Voting Members of the Region Four County Rural Task Force:

BERRIEN COUNTY

Kevin Stack – Berrien County Road Department
Dennis Schuh – Berrien Bus
Dan Faulkner – Village of Three Oaks

CASS COUNTY

Joe Bellina – Cass County Road Commission
Gerry Bundle – Cass County Public Transit
Ben Anderson – Village of Cassopolis

VAN BUREN COUNTY

Barry Anttila – Van Buren County Road Commission
Laurie Schlipp – Van Buren County Public Transit
Steve Rogusta – Village of Breedsville

Staff

Brandon Kovnat, *Southwest Michigan Planning Commission*
Kim Gallagher, *Southwest Michigan Planning Commission*

REGION FOUR RURAL TASK FORCE

January 26, 2022 1:30 PM
 Hartford Public Library, 12 Church St, Hartford, MI 49057
 Meeting Minutes

Attendance	Name	Representing
Voting Members <i>In-person</i>	Kevin Stack	Berrien County Road Department
	Dan Faulkner	Village of Three Oaks
	Dennis Schuh	Berrien Bus
	Joe Bellina	Cass County Road Commission
	Ben Anderson	Village of Cassopolis
	Gerry Bundle	Cass County Transit
	Barry Anttila	Van Buren County Road Commission
	Steve Rogusta	Village of Breedsville
	Tami Naber	Van Buren Public Transit
Staff <i>In-person</i>	Kim Gallagher	Southwest Michigan Planning Commission
	Brandon Kovnat	Southwest Michigan Planning Commission
Others Present <i>In Person</i>	Tony McGhee	Abonmarche
	Whitney Izzala	AR Engineering on behalf of the Village of Lawrence
	Jerry Muenzger	City of Bangor
	Tommy Simpson	City of Bangor
	Jeff Wingard	Fleis Vandenbrink for the Village of Bloomingdale
	Dave Clift	Van Buren County Road Commission
	Christopher Tapper	Village of Decatur
	Mickey Bitner	Wightman
	Brian Stark	MDOT
	Don Mayle	MDOT
Virtually Attendees via Zoom	Emilie LaGrow	Village of Cassopolis
	Jaqueline Terrill	Village of Marcellus
	Aaron Neitling	Wightman
	Brian Johnson	Village of Lawrence
	Jim Sturdevant	MDOT

1. Call to Order and Roll Call

Kevin Stack Called the Meeting to Order at 1 PM and took roll Call.

Tami Naber announced that she was the alternate voting member representing Van Buren County Public transit.

2. Overview of the Meeting Purpose

Stack said that the purpose of the meeting was to vote on the project changes which were included in the meeting handouts (***see attached***)

3. Changes or Additions to the Agenda

None.

4. Approval of the Minutes of January 26, 2022, Region 4 RTF Meeting

A typo in the minutes was brought up.

Motion to approve the minutes from the Region Four RTF meeting held on January 26, 2022 – with the typo corrected. Introduced by Kevin Stack with a second by Gerry Bundle. **Motion approved.**

5. Amendments to RTF projects

Agencies presented proposed project changes, noting that all amendments were approved at county RTF meetings except for a new project in Cass County.

Gerry Bundle requested a description change for the Cass County Transit Project from "security cameras" to "facility security upgrades," explaining that additional security features would be included.

Bellina explained that the Gumwood Realignment project, had an update to the funding amount. The Cass RTF held a meeting just before the Region meeting, approving funding for the 2023 project using \$532,244 in FY 2026 Cass RTF funds through an Advance Construct, with construction scheduled for FY 2024.

Gallagher announced that there was a public comment submitted about the Gumwood project. These comments were included in the Cass County RTF meeting packet but not in the Region 4 meeting packet. The gmwood Realignment requires building Gumwood through the property on the Northeast corner of Gumwood & Redfield. The comment, from lawyer Peter Agostino representing the property owner, opposed the realignment and supported an alternate option with two separate roundabouts.

Bellina addressed the public comment, referencing a 2014 study that determined a single 4-way roundabout at Gumwood & Redfield was the best option. He added that the Costs presented were for construction only, and do not include property purchase.

Barry Anttila mentioned that the CR 388 request would lower the local match with no total cost change. The project, having recently had the GI meeting, plans to use \$1.2 million in ARRPA funds in 2024 to continue work from 29th street to the county line.

Motion to approve all project changes as presented. Introduced by Joe Bellina, and seconded by Gerry Bundle. **Motion approved.**

6. Notice by Cass County of Intention to Exchange FY 2023 Federal Aid Funds

Bellina notified the attendees that the Cass County Road Commission (Cass CRC) has an arrangement with Kent County to exchange all of Cass CRC's FY 2023 federal RTF funds (\$733,752) for local funding at an 80% exchange rate. He said that he could construct the projects for at least 80% cheaper himself than if he had to go through the LAP bidding process. The exchange process requires him to use the funds on the programmed projects, with rules on how any remaining funds can be used.

Don Mayle added that the Local Federal Fund Exchange (LFFE) was for county-to-county exchanges. Villages and cities can partner with a county to conduct the exchange. The LFFE is a negotiated exchange. This is different from the Federal Aid Buyout, where MDOT takes the federal funds and the exchange is a set of 90% local funds for federal funds. The state exchange also has requirements not included in the LFFE, such as having to follow prevailing wage laws (Davis-Bacon wages). Mayle also discussed a proposed Buyout program for State D funds. The process is under development.

7. Discussion / Changes to the All-Season Network

Maye clarified that an All-Season Road refers to a road designated by the RTF as All-Season and currently constructed to meet those standards. The All-Season Proposed category involves roads for which the RTF has approved the use of State D funds to upgrade them to All-Season standards.

Kovnat highlighted upcoming projects where State D funds were granted, but the roads aren't presently State D eligible. He encouraged agencies to consult the state's All-Season map to confirm that any road with State D funds is approved as All-Season by the RTF.

8. Discussion of Next Steps for Using Unprogrammed 2024-2026 Funds.

The unprogrammed balanced for FY 2024, 2025, and 2026 were presented. There was a discussion on when engineers estimates needed to be completed and when the RTF should meet again. Attendees agreed that the county RTF meetings should occur in March or April, and the Region RTF should meet again in April. Kovnat added that a county RTF meeting was not necessarily required if decisions were simple.

9. Public Comment or Privilege of the Floor

None.

10. Adjournment

The meeting was adjourned at 1:55 pm.

Minutes compiled by Brandon Kovnat, SWMPC Transportation Planner

Berrien County RTF 2023-2026 Project List and Funding Balance

Fiscal Year 2023

Agency	Project/Road name	Federal	State D	Local	AC Amount	ACC Year	Total
Available to Program		\$1,083,454	\$153,952				
Berrien CRD	Red Arrow Hwy from US-12 to Community Hall Rd	\$1,035,454	\$108,106	\$1,497,920			\$2,641,480
Berrien Bus	Bus support equipment & Facilities	\$48,000	\$12,000	\$0			\$60,000
Total Programmed		\$1,083,454	\$120,106				
Balance		\$0	\$33,846				

Fiscal Year 2024

Agency	Project/Road name	Federal	State D	Local	AC Amount	ACC Year	Total
Available to Program		\$921,770	\$237,351				
Berrien CRD	Red Arrow Hwy from Lakeshore Rd to Lakeside Rd	\$821,000	\$105,000	\$933,900	\$140,100	2026	\$2,000,000
Total Programmed		\$821,000	\$105,000				
Balance		\$100,770	\$132,351				

Fiscal Year 2025

Agency	Project/Road name	Federal	State	Local	AC Amount	ACC Year	Total
Available to Program		\$941,000	\$299,547				
Berrien CRD	Cleveland Ave from Glendora Rd to Snow Rd	\$540,210	\$64,924	\$54,866			\$660,000
Three Oaks	N Elm St from US-12 to the North Village Limits	\$296,790	\$41,076	\$34,712	\$44,988	2026	\$417,566
Total Programmed		\$837,000	\$106,000				
Balance		\$941,000	\$299,547				

Fiscal Year 2026

Agency	Project/Road name	Federal	State D	Local	AC Amount	AC Year	Total
Available to Program		\$986,000	\$360,744				
Berrien CRD	Red Arrow Hwy from Lakeshore Rd to Lakeside Rd	\$140,100	\$0	\$0	ACC	2024	\$2,000,000
Berrien CRD	Glendora Rd from Cleveland Ave to Hill Rd	\$476,997	\$77,129	\$28,644			\$582,770
Three Oaks	N Elm St from US-12 to the North Village Limits	\$44,988	\$0	\$0	ACC	2026	\$417,566
Three Oaks	S Elm St from US-12 to the south village limits	\$190,915	\$30,871	\$11,464			\$233,250
Total Programmed		\$853,000	\$108,000				
Balance		\$133,000	\$252,744				

Cass County RTF 2023-2026 Project List and Funding Balance

Fiscal Year 2023

Agency	Project/Road name	Federal	State D	Local/CTF	AC Amount	ACC Year	Total
Available to Program		\$875,698	\$284,764				
Cass CRC	Calvin Center Rd from US-12 to Grange St	\$198,400	\$24,800	\$24,800			\$248,000
Cass CRC	Calvin Hill St from Robinson Rd to Cassopolis Rd	\$152,426	\$0	\$38,107			\$190,533
Cass CRC	Pine Lake St from Hess to M-62	\$335,152	\$181,990	\$15,798			\$532,940
Cass CRC	Pavement markings on various roads	\$75,000	\$0	\$0			\$75,000
Cassopolis	Hilton St from N. Broadway to N. O'keefe St	\$95,520	\$14,557	\$119,923			\$230,000
Cass Transit		\$19,200		\$4,800			\$24,000
Total Programed		\$875,698	\$14,557				
Balance		\$0	\$270,207				

Fiscal Year 2024

Agency	Project/Road name	Federal	State D	Local	AC Amount	ACC Year	Total
Available to Program							
Cass CRC	Pine Lake St from Conrad Rd to Hess Rd	\$298,528	\$50,850	\$159,118			\$508,496
Cass CRC	Daily Rd from Pine Lake St to Coulter St	\$125,200	\$15,650	\$15,650			\$156,500
Cass CRC	Gumwood Rd realignment	\$0	\$0	\$133,061	\$532,244	2026	\$665,305
Cassopolis	State St from village limits to Broadway St	\$355,272	\$0	\$114,728			\$470,000
Total Programed		\$779,000	\$66,500				
Balance		-\$24,351	\$334,263				

Fiscal Year 2025

Agency	Project/Road name	Federal	State	Local	AC Amount	ACC Year	Total
Available to Program		\$770,000	\$450,261				
Cass CRC	Calvin Hill St from Cassopolis Rd to Calvin Center Rd	\$281,563	\$0	\$70,391			\$351,954
Cass CRC	Pine Lake St from M-62 to Robinson Rd	\$513,436	\$0	\$128,364			\$641,800
Total Programed		\$794,999	\$0				
Balance		-\$24,999	\$450,261				

Fiscal Year 2026

Agency	Project/Road name	Federal	State	Local	AC Amount	AC Year	Total
Available to Program		\$803,000	\$566,260				
Cass CRC	Gumwood Rd realignment	\$532,244	\$0	NA	ACC	2024	NA
Total Programed		\$532,244	\$0				
Balance		\$270,756	\$566,260				

Van Buren County RTF 2023-2026 Project List and Funding Balance

Fiscal Year 2023

Agency	Project/Road name	Federal	State D	Local	AC Amount	ACC Year	Total
Available to Program		\$1,140,419	\$172,087				
Van Buren CRC	County Road 388 from CR 653 to 26th St	\$1,140,419	\$126,820	\$522,761			\$1,790,000
Total Programed		\$1,140,419	\$126,820				
Balance		\$0	\$45,267				

Fiscal Year 2024

Agency	Project/Road name	Federal	State D	Local	AC Amount	ACC Year	Total
Available to Program		\$1,032,312	\$199,038				
Gobles	E Van Buren St from State St to Hughson Ct	\$589,449	\$54,792	\$200,201	\$81,120	2025	\$925,562
Lawrence	S Paw Paw St from South Village Limits to Bangor Rd	\$267,814	\$24,262	\$125,228	\$81,120	2025	\$498,424
Bangor	Center St from Monroe St to North city limits	\$190,737	\$16,946	\$314,297	\$81,120	2025	\$603,11
Total Programed		\$857,263	\$79,054				
Balance		\$175,049	\$119,984				

Fiscal Year 2025

Agency	Project/Road name	Federal	State D	Local	AC Amount	ACC Year	Total
Available to Program		\$1,054,000	\$273,754				
Gobles	E Van Buren St from State St to Hughson Ct	\$81,120	NA	NA	ACC	2024	NA
Lawrence	S Paw Paw St from South Village Limits to Bangor Rd	\$81,120	NA	NA	ACC	2024	NA
Bangor	Center St from Monroe St to North city limits	\$81,120	NA	NA	ACC	2024	NA
Bloomingtondale	Van Buren St from Pine St to the North village limits	\$497,578	\$22,262	\$129,960			\$649,800
Van Buren CRC	Red Arrow Hwy from 59.5 St to CR 681	\$155,062	\$6,938	\$40,500			\$202,500
Total Programed		\$814,880	\$29,200				
Balance		\$239,120	\$244,554				

Fiscal Year 2026

Agency	Project/Road name	Federal	State D	Local	AC Amount	ACC Year	Total
Available to Program		\$1,099,000	\$398,325				
Breedsville	Main St from West village limits to Pine St	\$400,000	\$0	\$100,000			\$500,000
Decatur	N Phelps St from Cedar St to North village limits	\$186,874	\$61,126	\$62,000			\$310,000
Van Buren CRC	CR 388 from Bloomingtondale village limits to CR 380	\$326,126	\$106,674	\$108,200			\$541,000
Total Programed		\$913,000	\$167,800				
Balance		\$186,000	\$230,525				

Amendment Requests

Berrien County RTF

1) **Berrien Bus** was awarded \$50,000 of RTF funding in 2018 for Security Cameras, but only utilized \$31,697 of this funding. Berrien Bus is requesting approval to use the remaining \$18,033 toward carpet and tile for the bus facility, a tire changer and miscellaneous shop tools and equipment.

2) The **Berrien County Road Department** is requesting to use all of the unprogrammed 2024 federal and State D funds for the Red Arrow Highway resurfacing project, since it is the only Berrien RTF project scheduled for that year. They have also updated the limits and revised the estimated cost.

Berrien RTF 2024 Project Proposal

	Agency	Project/Road name	Federal	State D	Local	AC Amount	Total
		Available to Program	\$921,770	\$237,351			
Current	BCRD	Red Arrow Hwy from Lakeside Rd. to Lakeshore Rd.	\$821,000	\$105,000	\$933,900	\$140,100	\$2,000,000
Proposed	BCRD	Red Arrow Hwy from Berrien St. to Lakeshore Dr.	\$921,770	\$237,351	\$2,800,000	\$140,100	\$4,099,221
		Revised total Programed	\$921,770	\$237,351			
		Revised Balance	\$0	\$0			

Van Buren County RTF

The combined Federal and State D funding for the two 2024 projects will remain the same. The following changes are proposed to balance the FY 2024 federal funding:

Van Buren 2024 Project Proposal

Agency	Project/Road name		Federal	State D	Local	AC Amount	Total
	Available to Program		\$1,032,312	\$199,038			
Gobles	E Van Buren St from State St to Hughson Ct	Current	\$589,449	\$54,792	\$200,201	\$81,120	\$925,562
		Proposed	\$676,974	\$48,388	\$200,201	\$0	\$925,562
Lawrence	S Paw Paw St from South Village Limits to Bangor Rd	Current	\$267,814	\$24,262	\$125,228	\$81,120	\$498,424
		Proposed	\$355,339	\$17,858	\$125,228	\$0	\$498,424
	Revised total Programed		\$857,263	\$79,054			
	Revised Balance		\$0	\$132,793			

Note: The total federal funding has increased, and the State D has decreased but the combined Federal plus State D remains the same; Local match is unaffected.

Cass County RTF: The Cass County RTF is holding a County RTF meeting on November 27th to discuss how to reduce the programed federal funding in 2024 to balance the budget and on ways to utilize their remaining State D funding.

Brandon Kovnat

From: Dennis Schuh <dschuh@berriencounty.org>
Sent: Thursday, November 16, 2023 10:16 AM
To: Brandon Kovnat
Cc: Kim Gallagher
Subject: Rural Task Force Meeting
Attachments: 20231116101231893.pdf

Brandon – If you look at the second page of the attached contract, Line No. 1, Bus Security Cameras (129845NI), Line Item 11.42.09, Federal \$50,000 / State \$12,500 / Total \$62,500. The bus security cameras project has been completed for \$31,967 Federal / \$7992 State / Total \$39,959.19. To spend the remaining \$18,033 Federal / \$4508 State / \$\$22,541 Fred Featherly, MDOT Project Manager, says the RTF must approve spending the remaining funds on something else. I want to request RTF approval to spend the remaining funds on carpet and tile for the bus facility, a tire changer and miscellaneous shop tools and equipment. Please put this on the agenda for the RTF meeting. Any questions, call me. Thanks.

Dennis Schuh
Transportation Coordinator

RURAL TASK FORCE DATA SHEET ROAD JOB

(To be completed by each county or city for every job submitted to the Task Force)

ALL ITEMS MUST BE COMPLETED

JOB REQUEST

NEW JOB <input type="checkbox"/> OR JOB CHANGE <input checked="" type="checkbox"/>	JOB NUMBER 216289	CHANGE TYPE <input type="checkbox"/> FY <input type="checkbox"/> COST <input checked="" type="checkbox"/> SCOPE <input type="checkbox"/> DELETE <input type="checkbox"/> MOVE TO ILLUSTRATIVE
FISCAL YEAR 2024	COUNTY Berrien	CITY / VILLAGE (If applicable) NA

ROAD JOB DESCRIPTION

ROAD NAME FROM NFC MAP (http://mcgi.state.mi.us/nfc) Red Arrow Highway	NFC FUNCTIONAL CLASSIFICATION 5 MAJOR Collector	LENGTH (Miles) 2.3
FROM Berrien Street	TO Lakeshore Drive	
PHYSICAL REFERENCE (PR) NUMBER:	BEGINNING MILE:	ENDING MILE: <input type="checkbox"/> OR MAP ATTACHED: <input type="checkbox"/>

CONTRACT PROCESS: MDOT Let

CONTRACT TYPE: Design-Bid-Build

ALL SEASON ROAD STATUS

<input type="checkbox"/> PROPOSED ALL SEASON	<input checked="" type="checkbox"/> ALL SEASON NETWORK	<input type="checkbox"/> N/A (NO STATE "D" FUNDING ON JOB)	https://mdot.maps.arcgis.com/apps/webappviewer/index.html?id=ac067829f74e49eba28b33605ccd87c0
ANTICIPATED LETTING DATE (Month/Year) February 2024	ELEMENTS NEEDING COMMITTEE APPROVAL <input type="checkbox"/> GRAVEL ROAD <input type="checkbox"/> SIDEWALK <input checked="" type="checkbox"/> N/A		

MAJOR WORK TYPE: Milling and Two Course Asphalt Resurfacing (GPA)

JOB BUDGET CONSTRUCTION PHASE ONLY: (Not to include ROW, feasibility studies, design, or testing.)		ADDITIONAL JOB INFORMATION
1) STP	\$ 921,770.00	TAP Grant has been submitted for a total amount of \$2,000,000 80 percent fund with 20 percent match request. Very high chance project will be select which would reduce the Local Match amount
2) STP CE (RTF 1 ONLY)	\$	
3) LOCAL MATCH	\$ 2,800,000.00	
4) ACC FY	\$ 140,100.00	
5) TOTAL PARTICIPATING STP BUDGET (Line 1-4)	\$ 3,861,870.00	
6) TEDF "D" AMOUNT:	\$ 237,351.00	
7) OTHER PARTICIPATING AMOUNT: (CMAQ, BRIDGE, EARMARKS)	\$	
8) NON-LAP PARTICIPATING		
a) CE	\$	
b) PE	\$	
c) Other	\$	
9) NON-PARTICIPATING AMOUNT: GRANTS, LOCAL UTILITIES, ETC.	\$	
TOTAL JOB COST:	\$ 4,099,221.00	
JOB COST INCLUDING NON-LAP:	\$ 4,099,221.00	

By checking this box, the person completing this form certifies that the job identified in this document is eligible to be funded with federal Surface Transportation Program (STP) or state Transportation Economic Development Fund Category D funds.

SUBMITTED BY (Please print) Kevin Stack	TITLE Engineering Supervisor	DATE 11/16/23
SIGNATURE Region 4 Rural Kevin Stack	Digitally signed by Kevin Stack November 16, 2023 Date: 2023.11.16 08:34:21 -05'00'	PHONE NUMBER (269) 929-1196