

# NILES/BUCHANAN/CASS AREA TRANSPORTATION STUDY

Technical Advisory Committee

## MINUTES

December 17, 2013

1:00 P.M.

Niles Public Safety Complex, 1600 Silverbrook Avenue, Niles, MI

TAC Members Present:	Joe Bellina, Cass County Road Commission Brian Berndt, Berrien County Road Commission Richard Cooper, Niles Charter Township Erin Jolivette, MDOT Coloma TSC Kim O’Haver, Buchanan Dial A Ride Don Ryman, City of Buchanan
TAC Members Absent:	Jason Auvil, Pokagon Band of Potawatomi Indians Pat Bellaire, Village of Edwardsburg Barbara Cook, Cass County Planning Commission Andrea Dewey, Federal Highway Administration (ex officio) Fred Featherly, MDOT-Multi-Modal Irving Frost, Howard Township Juan Ganum, City of Niles Community Development Kelly Getman-Dissette, Niles Dial-A-Ride Transit John Gruchot, Berrien County Community Development Darrell Harden, MDOT Southwest Region John Klimek, Berrien County Commissioner Joseph Kring, Bertrand Township Jason Latham, MDOT Southwest Region (Alternate) John Lanum, MDOT Planning Paul Lott, MDOT Planning Bill Marx, City of Buchanan Stewart McKenzie, Federal Transit Administration (ex officio) Jess Minks, Berrien County Road Commission John Monaghan, Village of Edwardsburg (Alternate) Jan Personette, Four Flags Area Chamber of Commerce Joe Ray, City of Niles Brad Sharlow, MDOT Planning (ex officio) Joe Sobieralski, Southwestern Michigan Economic Growth Alliance Kelly Sweeney, Milton Township Kris Welch, MDOT Planning Sarah Woolcock, MDOT Coloma TSC Representative, MDEQ Representative, MACOG (ex officio)
SWMPC Staff Present:	Gautam Mani
Others Present:	Matt Kodis, Kinexus Bob Sutton, Mason Township Planning Commission

### 1. Call to Order & Introductions

- Bellina called the meeting to order at 1:02 p.m. and led the group in introductions.

### 2. Minutes

A motion by Berndt with support by Cooper to approve the TAC 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**. Bellina strongly advised holding off programming beyond 2017 because the State TIP (STIP) only goes to 2018. 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 23<sup>rd</sup> at 2 PM at the Berrien County Road Commission**.

### 5. Project Updates

There were no updates to any projects this month. Berndt said that he would have a TIP amendment at next month's meeting.

Fiscal Year	Job Number	Agency	Project Name	Update Information	Date of last update	Bid Savings	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 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	August 2013		May/June
		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 <sup>th</sup> 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.

Bellina suggested tabling any changes to MPO policies given low attendance at this meeting. The committee did not vote on the CMAQ MPO supplemental questions.

- **Transportation Alternatives Project Selection**

O'Haver 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.. O'Haver 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. O’Haver 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. O’Haver also noted that the project met several of the NATS non-motorized goals.

Ryman said that he still wanted to understand what the project was exactly. 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.

Ryman expressed the City of Buchanan’s displeasure that the Moccasin Trail non-motorized project application from the City did not get funded during the last call for projects, when no other jurisdictions had applied. Ryman said that there was a serious communication issue between MDOT, the City of Buchanan, SWMPC, and the consultants regarding the application. Ryman said that he would not try to hold up the vote, but would simply abstain from voting.

Motion by O’Haver with support by Cooper to recommend that the Policy Committee 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.
- **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 Berndt with support by Cooper to allow Mason Township to have one voting member on the NATS TAC Committee. **Motion passed.**

▪ **Bylaw review-formation of subcommittee for TAC**

Mani said that after looking through the MPO committee bylaw review document, staff suggested that a subcommittee be formed to handle changes to TAC first. Once membership in TAC is determined, it might be

easier to determine rules and membership for Policy based on who is missing from the decision-making table. The subcommittee may just involve conference phone call, or it could mean a meeting before the regular NATS meetings. Mani said he would looking for approval of a subcommittee, and volunteers from the current TAC group.

Ryman volunteered, given his experience doing the last re-write of the bylaws. Cooper also volunteered, though he noted that he may have to back out due to other major commitments.

A motion by Cooper with support by Sutton to approve

## 7. New Business

- **January meeting date change**

In order to respect committee members' absence due to the Michigan Township Association (MTA) annual meeting in January 2014, Mani proposed an alternate meeting date for both TAC and Policy of **Wednesday January 22, 2014. Berndt requested a TAC start time of 1:30 PM for this meeting only.** Mani said he would check and see if the fire station is available.

Motion by Berndt with support by Cooper to move the January NATS TAC Committee meeting to Wednesday January 22, 2014 at 1:30 PM. **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 13<sup>th</sup> St and 17<sup>th</sup> St, and Bailey Road. MDOT has not yet finalized templates for its own CMAQ projects.

## 10. Adjournment at 1:46 p.m.

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

- The next meeting is January 22, 2013 at 1:30p.m. at the Fire Station.

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