

## TWIN CITIES AREA TRANSPORTATION STUDY

### TECHNICAL ADVISORY COMMITTEE AND POLICY COMMITTEE COMBINED MINUTES

November 19, 2018 9:30 A.M. Kinexus, Lighthouse Room

<i>Present</i>		<i>Committee Representing</i>	
<b>Name</b>	<b>Representing</b>	<b>TAC</b>	<b>Pol</b>
Brian Berndt	Berrien County Road Department	x	
Chris Cook	City of Benton Harbor & Stevensville	x	x**
Juan Ganum	City of Bridgman	x	x
Tim Zebell	City of St. Joseph	x	
John Hodgson	City of St. Joseph		x
Sue Wyman	Cornerstone Alliance	x	x
Terrie Smith	Lincoln Charter Township	x	
Dick Stauffer	Lincoln Charter Township		x
Amy Lipset	MDOT - Southwest Region	x	x
Jonathon Smith	MDOT Coloma Business Office	x	x
Jim Sturdevant	MDOT Statewide Planning	x	x
Katie Beck*	MDOT Urban travel Analysis	x	
Scott Weber*	NIRPC	x	x
Johnathon Fisk**	St. Joseph Charter Township	x	
Denise Cook	St. Joseph Charter Township		x
Alex Little	TCATA	x	x
Bob Lawrence	Village of Shoreham	x	x
Brandon Kovnat	SWMPC	Staff	
Kim Gallagher	SWMPC	Staff	

<i>Absent</i>		<i>Committee Representing</i>	
<b>Name</b>	<b>Representing</b>	<b>TAC</b>	<b>Pol</b>
Carolyn Fowler	Benton Charter Township		x
Bill Chickering	Berrien County Commissioner		x
Evan Smith	Berrien County Community Development	x	
Eric Lester	Berrien County Planning Commission		x
Andrea Dewey*	Federal Highway Administration	x	x
Gloria Payne	Lake Charter Township	x	x
Steve Tilly	Royalton Township	x	x
Roger Seeley	St. Joseph Charter Township	x	
Vince Desjardins	Southwest Michigan Regional Airport	x	x

\*Non-voting member \*\*Alternate Member

**1. Call to Order / Introductions**

Technical Advisory Committee Chair Brian Berndt called the meeting to order at 9:35 and led the group in introductions. Sue Wyman is replacing Stacey Stevens as the Cornerstone Alliance representative.

**2. Changes to the Agenda**

No changes to the agenda.

**3. Public Comment**

None.

**4. Approve Minutes**

**Motion** to approve the minutes from the September 17, 2018 combined Technical Advisory and Policy Committee meeting. Made by Dick Stauffer, second by Chris Cook. **Motion approved.**

**5. Staff Report**

**2020-2023 Transportation Improvement Program:** Kim Gallagher discussed the 2020-2023 Transportation Improvement Program timeline. She explained that SWMPC administers three funding programs which get incorporated into the TIP if the projects are within the TwinCATS planning area; Surface Transportation Block Grant (STBG) allocated to TwinCATS, Rural Task Force (RTF), and Congestion Mitigation and Air Quality (CMAQ).

Kim explained that TwinCATS is only directly responsible for the STBG. The call for STBG projects was sent on October 5<sup>th</sup>. A Project Selection Subcommittee meeting will occur on December 17. At that meeting, a subcommittee will discuss the application and create a fiscally constrained candidate project list that will be given to the Technical Advisory Committee and Policy Committee. Members of the project selection subcommittee will be chosen during new business.

**2045 Long Range Transportation Plan:** Kim Gallagher explained that when the 2045 long range transportation plan (LRP) was sent to TwinCATS members the initial approval date was this meeting (November 19, 2018). MDOT has requested the approval be moved to December 17 to allow more time for review. Kim encouraged all members to read the plan and provide comments through an online form or by email.

**6. Land Use and Zoning Updates**

Tim Zebell mentioned that St. Joseph was working on a downtown plan.

**7. Airport Updates**

None.

**8. Public Transit - Twin Cities Area Transportation Authority**

Alex Little said he was now working on FY 2019 projects. He received a bid on a security fence. He is applying for a grant for an additional storage facility. TCATA along with Benton Harbor received a National Science Foundation grant to continue work with the University of Michigan. He said the grant was not only focused on transit but also water issues. So far, they have conducted travel diaries. They are working on software and apps to alert riders of when buses will arrive.

**TCATA Amendments:** TCATA had requested to purchase a steam cleaner, pickup truck, and snowplow blade using federal 5339 funds. Alex explained that a steam cleaner is more effective at cleaning and it

removes bed bugs which is a national problem with transit. The truck will be used for snow removal and maintenance on TCATA properties.

Alex said that the sign project using 5307 funds in 2019 was a duplicate of the sign project programed in 2018 and the 2019 project would be removed. He then requested to purchase vehicle cameras using federal 5307 funds.

Alex explained that the actual cost for purchasing nine buses came in above the programed amount. He requested to program 5307 funds to cover the extra costs. These buses have already been purchased and delivered.

**Motion** for the Technical Advisory Committee to recommend that the Policy Committee approve the amendments presented by TCATA and as outlined in the TCATA November 12, 2018 TIP change request letter. Made by Tim Zebell, second by Juan Ganum. **Motion approved.**

**Motion** for the Policy Committee to approve the Technical Advisory Committees recommendation. Made by John Hodgson. Second by Amy Lipset. **Motion approved.**

## 9. Special Studies

**Connect Berrien:** Kim Gallagher said that the final plan had been released. There were four public meetings on it. A county committee is being formed to consider next steps.

**Napier Avenue:** The Berrien County Road Department (BCRD) is considering a road diet from the river to Colfax Ave., which was recommended in the plan. In 2019, BCRD will be repaving Napier from the river east as far as the budget will allow (estimated to be to Colfax Ave.)

## 10. Project Updates and Amendment

### **Berrien County Road Department Project Updates**

- **Napier Avenue:** MDOT Project Application expected to be submitted in January.
- **John Beers Road:** MDOT Project Application expected to be submitted this month.  
**Administrative modification of John Beers to change the limits.** The project was originally programed from Hollywood Rd. to Scottdale Rd. Repaving in 2018 ended at Yellow Creek. The limits were revised to Yellow Creek to Eidson Rd. This is a change of less than ½ mile does not require an amendment.
- **Roosevelt Road Path:** The engineering survey shows a need for deeper borings for the bridge over Hickory Creek. MDOT also has more robust bridge standards. This has increased the project cost. An info meeting will be held on November 29 at 6 pm at Lakeshore High School.

### **MDOT Project Updates**

- **M-139 Maintenance:** Project turned in for a January letting
- **M-139 Passing Flares:** Project turned in for a January letting  
Note: work/bidding combined between both M-139 projects
- **I-94 BL over St. Joseph River Bridge Maintenance:** Project turned in for a December letting
- **M-63 over St. Joseph River Bridge Maintenance:** Project turned in for a December letting  
Note: work/bidding combined between both bridge projects I-94
- **I-94 Glenlord and Cleveland Rd overpasses:** Project turned in for a December letting

**MDOT Amendments:** MDOT presented six projects to add to the 2017-2020 TIP. Three projects are pavement markings using safety funds. One projects was for traffic signals using safety funds. Two projects are preventative maintenance projects using Surface Transportation funds. All projects cover multiple locations throughout Southwest Michigan

**Motion** for the Technical Advisory Committee to recommend that the Policy Committee approve the amendments presented by MDOT and as outlined in the MDOT October 29, 2018 TIP change request letter. Made by Alex Little, second by Terrie Smith. **Motion approved.**

**Motion** for the Policy Committee to approve the Technical Advisory Committees recommendation. Made by John Denise Cook. Second by Alex Little. **Motion approved.**

#### **11. Old Business**

None.

#### **12. New Business**

**2020-2023 TIP Project Selection Subcommittee:** The subcommittee will meet on December 17, 2018 following the TwinCATS meeting. A seven-member subcommittee of volunteers was proposed by Staff. The following members volunteered to serve on the subcommittee:

1. Brian Berndt, Berrien County Road Department
2. Tim Zebell, City of St. Joseph
3. Chris Cook, City of Benton Harbor & Stevensville
4. Dick Stauffer, Lincoln Charter Township
5. Jonathan Fisk, St. Joseph Charter Township
6. Alex Little, Twin Cities Area transportation Authority
7. Sue Wyman, Cornerstone Alliance

**Motion** for the Technical Advisory Committee to recommend that the Policy Committee appoint all seven volunteers to the Project Selection Subcommittee. Made by Chris Cook, second by Juan Ganum. **Motion approved.**

**Motion** for the Policy Committee to approve the Technical Advisory Committees recommendation. Made by Jim Sturdevant. Second by Amy Lipset. **Motion approved.**

**CMAQ Committee:** Kim explained that there has never been a formally approved committee that votes on Berrien County's CMAQ funds. She said that for the 2021-2023 CMAQ program the SWMPC board would officially approve a committee to oversee the CMAQ program. A suggested membership was presented with one act 51 agency (city or village) from TwinCATS.

Chris Cook nominated Tim Zebell to serve on the Berrien County CMAQ Committee. Tim Zebell accepted the nomination.

**Motion** for the Technical Advisory Committee to recommend that the Policy Committee appoint all Tim Zebell to the Berrien County CMAQ committee. Made by Terrie Smith, second by Bob Lawrence. **Motion approved.**

**Motion** for the Policy Committee to approve the Technical Advisory Committees recommendation. Made by Jim Sturdevant. Second by Alex Little. **Motion approved.**

**13. State and Federal Updates**

Jim Sturdevant said that MDOT was reviewing the TwinCATS Long Range Transportation Plan to be ready for a December approval.

**14. Privilege of the Floor and Public Comment**

None.

**15. Adjournment**

Meeting was adjourned at 10:50 AM. The next TwinCATS meeting is scheduled for Monday, December 17, 2018 @ 9:30 am.