

NILES/BUCHANAN/CASS AREA TRANSPORTATION STUDY

Technical Advisory Committee and Policy Committee Joint Meeting

MINUTES

October 27, 2009

Niles City Council Chambers

2:00 P.M.

TAC and Policy Committee Members Present:	Joe Bellina, Cass County Road Commission Brian Berndt, Berrien County Road Commission Paul Boggs, Milton Township Chuck Collins, Berrien County Road Commission Richard Cooper, Niles Charter Township Neil Coulston, City of Niles DPW/Airport Kelly Getman-Dissette, Niles Dial-A-Ride John Gruchot, Berrien County Community Development Debbie Johnson, Cass County Commissioner Joseph Kring, Bertrand Township John LaMore, Berrien County Commissioner Ray Lenze, MDOT Planning Jane Mitchell, Buchanan Township Kimberly O'Haver, Buchanan Dial a Ride Cliff Pehlman, Cass County Road Commission Joe Ray, City of Niles Don Ryman, Berrien County Commissioner Paul South, MDOT Coloma TSC Tracy Vines, Berrien County Planning Commission Sarah Woolcock, MDOT Coloma TSC
TAC and Policy Committee Members Absent:	Georgia Boggs, Niles City Council Willie Brown, City of Buchanan John Egelhaaf, SWMPC (ex-officio) Fred Featherly, MDOT-Multi-Modal Irving Frost, Howard Township Juan Ganum, City of Niles Planning Darrell Harden, MDOT, Southwest Region Jim Kidwell, Niles Charter Township Stewart McKenzie, Federal Transit Administration (ex officio) Jessica Mitchell, MACOG (ex officio) John Monaghan, Village of Edwardsburg Public Works Meg Mullendore, City of Buchanan Sandra Naugle, City of Niles Finance Office Jennifer Osborne, MDOT Helen Parsons, Ontwa Township John Pleveich, Niles Dial-A-Ride Shelley Klug, Southwestern Michigan Economic Growth Alliance Robert Rusch, MDEQ Ron Sather, Four Flags Area Chamber of Commerce Sarah Van Buren, Federal Highway Administration (ex officio)
SWMPC Staff Present:	Nickolas Musson Anna Rahtz
Others Present:	Jason Auvil, Pokagon Band of Potawatomi Indians Christopher Dingman, Federal Highway Administration Melinda Michael, Four Flags Area Council on Tourism

1. Call to Order & Introductions

- Policy Committee Chairman Rodebush called the meeting to order at 2:02 P.M.

2. Minutes

- *Motion by Berndt, supported by Getman-Dissette, to approve the minutes of the September 22, 2009 TAC meeting. Motion approved.*
- *Motion by Vines, supported by South, to approve the minutes of the September 22, 2009 Policy Committee meeting. Motion approved.*

3. Staff Report

- **Planning Michigan Conference**
 - Musson and Rahtz talked about the highlights of what they learned at the conference, including: sustainable business districts; zoning issues; community marketing strategies; and social equity and diversity in the planning process.
- **TwinCATS Non-motorized Subcommittee**
 - Rahtz announced that the TwinCATS non-motorized subcommittee was established and is going to be holding its second meeting a couple of months from now to look over the map of non-motorized facilities in Berrien County, and would like a representative from NATS. The subcommittee will be connecting with key players in non-motorized transportation, such as biking groups, and will be identifying the priorities for connecting the non-motorized system throughout Berrien County and beyond.
 - The consensus was that staff should bring the subject up again once the non-motorized committee meeting date is set.
- **Regional Rail Web Pages**
 - Rahtz announced that there were now regional rail pages on the SWMPC website, and asked for feedback on them.

4. Project Updates

2009 Projects

• MDOT

- M-51, bridge replacement - completed
- US-31 NB, Preliminary Engineering - Under way
- US-31 SB, Preliminary Engineering - Completed
- US-12 BR, Early Preliminary Engineering - Under way
- US-12, Preliminary Engineering - Started
- US-12, Right of Way - Started

• Niles Dial-A-Ride

- Computer Purchase - Completed
- Bus Replacement - Ordered
- Maintenance Equipment - Completed
- Bus Shelters - Not finished
- Building Rehab - Under way
- Maintenance - On going
- Facility Rehabilitation - Under Construction
- Construction Management - Under way
- Preventative Maintenance - On going
- Bus Washing Equipment - Spring
- Facility Equipment - Spring
- Radio System - Next year
- Trolley Repair - On going
- Getman-Dissette announced that all transit projects were ongoing, and there was discussion

about whether the projects would need to be moved from 2009 to 2010 in the TIP. *Getman-Dissette moved to approve an amendment to the FY08-11 TIP to change the year of all 2009 Niles Dial-A-Ride projects to 2010. The motion was seconded by Woolcock. Motion approved.*

- **Cass County Road Commission**

- Huntly Road - Completed
- Elkhart Road - Completed

2010 Projects

- **Berrien County Road Commission**

- Stateline Road and Third Street - Been put in budget, looking for 20% match

- **MDOT**

- US-12 BR - Advertised

- **Cass County Road Commission**

- Ironwood - On target
- Gumwood - On target

5. Old Business

- **By-law change**

- Jason Auvil asked to table the motion to add the Pokagon Band as an official voting member until he could get it approved by the Tribal Council.

6. New Business

- **TIP modifications** – The following administrative modifications to the TIP were discussed:

The Cass County Road Commission requested the following modification to the NATS FY 2008-11 Transportation Improvement Program:

- Change from FY 2009 to FY 2010, the resurfacing project named Redfield Street.

The City of Niles requested the following modifications to the NATS FY 2008-11 Transportation Improvement Program:

- Change from FY 2009 to FY 2010, the resurfacing project named East Main Street.
- Change from FY 2009 to FY 2010, the resurfacing project named Lake Street.

- **FY 2011-2014 TIP Application, Project Ranking System, and Public Outreach**

- Rahtz went over the revisions that had been made to the application for FY 2014 TIP projects, according to the suggestions of the TIP project selection subcommittee members. *TAC motion by Woolcock, with support from Bellina, to recommend that the Policy Committee approve the TIP Project Application. Motion approved. Policy Committee motion by Vines, with support from Poehlman, to approve the TIP Project Application. Motion approved.*
- Rahtz went over a handout of the revised transportation criteria importance survey, which had been recommended by the TIP project selection subcommittee. There was debate regarding how detailed the survey should be, versus how short and simple it should be. Suggestions were given to make the survey more eye-catching, and to ask about what respondents would like to see addressed in transportation within certain timeframes.
- The TAC and Policy Committee decided not to move on the survey or ranking process, and it was agreed that once revisions were made to the survey it would be run past the TIP project selection subcommittee again.
- Rahtz also went over a handout of the TIP public outreach schedule/plan, stating that the dates on the schedule would no longer hold valid, since the schedule was made on the assumption that the survey would be approved at this meeting.
- Discussion was held about how the optimal number of survey participants could be achieved. It was agreed that once the survey is approved SWMPC staff will distribute it to TAC and Policy Committee members, who will have their constituents fill out the survey at their public meetings.

- Collins also suggested that the survey be translated into Arabic in addition to Spanish.

7. Public Comment

- Ryman asked MDOT TSC staff a question about a new four-way stop. Woolcock and South answered that it was a temporary four-way stop because of a construction detour.

8. Privilege of the Floor

- Christopher Dingman, Planner & Research Coordinator at the Federal Highway Administration - Michigan Division, gave a presentation on the basics of freight planning. (Handouts from the presentation are available.)
- Johnson and Vines brought up the issue of a local freight carrier being fined at the Canadian border crossing for carrying too much weight. Dingman said he would follow up on that issue.

9. Adjournment

Motion by Vines, supported by South, to dismiss the meeting. Motion approved.

- The meeting was adjourned at 3:33 P.M. The next meetings are November 17, 2009 at 1:30 P.M. for TAC and 3:00 for Policy Committee.

Minutes compiled by: Anna Rahtz and Nickolas Musson, Transportation Planners, 11/2/09