

Meeting Minutes  
**Coloma-Watervliet-Hartford Small Urban Area**  
**Thursday, April 13 2023 at 10 AM**  
**Hartford Public Library**

**Attendance**

	<b>Name</b>	<b>Representing</b>
Voting Committee	Barry Antilla	Van Buren County Road Commission
	Laurie Schlipp	Van Buren County Public Transit
	Kevin Stack	Berrien County Road Department
	Dennis Schuh	Berrien Bus
	Rod Burkholder	City of Coloma
Staff	Kim Gallagher	SWMPC
	Brandon Kovnat	SWMPC
Others Present	Dave Clift	Van Buren County Road Commission
	Todd Bohle	City of Coloma
	Steve Carlisle	Wightman & Associates, on behalf of Coloma

1. Call to Order & Introductions

Kim Gallagher called the meeting to order at 10 AM and led the roll call.

2. Overview of the Small Urban Program & Meeting Purpose

Gallagher explained that MDOT allocates, in alternating years, \$375,000 in federal Surface Transportation Block Grant (STBG) funding to every census-designated urban area in Michigan with a population between 5,000 and 49,000 funding. The purpose of this meeting is to program the \$375,000 in federal funding for FY 2023.

Stack added that the FY 2023 funds are unprogrammed due to the cancelation of the Road Department's Red Arrow project. The project was completed using only local funding, no federal funds were used.

3. Approval of the Minutes from the January 12, 2022, Small Urban Meeting

**Motion** to approve the minutes from the January 12, 2022, Colom-Hartford-Watervliet Small Urban Meeting. Made by Barry Anttila and seconded by Laurie Schlipp. **Motion approved.**

4. Discussion and Vote on Funding Transit Projects with the FY 2023 Small Urban Funds

SWMPC staff discovered that the FY 2023 funding was available in March. However, there is not enough time to get a road project approved before the fiscal constraint runs out. Only transit projects could be approved in time to use the funds.

Dennis Schuh presented the following requests for Berrien Bus:

- **Ford Transit Vans:** The previous state contract for Ford Transit Vans expired, resulting in an increased cost of \$17,000 to \$20,000 per van. Berrien Bus requested four vans in a previous grant but can now only afford three due to the higher costs. Schuh requested \$56,000 in Small Urban funds to cover the remaining costs for the fourth van.

- **Communication Upgrade:** Berrien Bus is switching to 800 MHz communication, requiring new radios, antennas, and other transmission equipment. Schuh trusted \$104,000 in Small urban funds for the communication equipment.

Laurie Schlipp presented the following request for Van Buren County Transit

- **Bus Funding:** Schlipp explained that CMAQ funds were programmed for a bus replacement. The CMAQ funding for Van Buren County has been reduced, while the cost of a medium-duty bus has risen by approximately \$73,000. She highlighted that about 50% of Van Buren County Transit’s buses have either met or exceeded their useful life. Schlipp said she could use as much funding as possible to replace buses.

Schlipp and Schuh agreed to split the small urban funding as follows:

Agency	Project	Federal	CTF Match	Local	Total
Berrien Bus	Radio Equipment	\$104,000	\$26,000	\$0	\$130,000
	Transit Van	\$56,000	\$14,000	\$0	\$70,000
Van Buren Public Transit	Replace one medium-duty bus.	\$133,200	\$33,300	\$6,900	\$173,400
	Replace one medium-duty bus <i>Partially funded by CMAQ</i>	\$81,800	\$20,450	\$0	\$102,250
<b>Total</b>		<b>\$375,000</b>			

**Motion** to award the FY 2023 Coloma-Watervliet-Hartford Small Urban federal funding to the projects as shown in the table above. Made by Dennis Schuh and seconded by Laurie Schlipp. **Motion approved.**

5. Privilege of the Floor or Public Comment

There was a brief discussion about the 2020 urban area boundaries and how these may affect Small urban funding.

6. Adjournment

The meeting was adjourned at 10:35 AM.

Minutes taken by Brandon Kovnat, *SWMPC Transportation Planner*