

**MICHIANA AREA COUNCIL OF GOVERNMENTS
MINUTES
February 8, 2016**

The February meeting of the Michiana Area Council of Governments' (MACOG) Policy Board was held on February 8, 2017, in The MACOG Conference Room, on the 11th floor of the County-City Building in South Bend, Indiana. Kevin Overmyer, Chair of the Policy Board, called the meeting to order. It was noted there was a quorum present.

MEMBERS PRESENT:
(Policy Board)

- Kevin Overmyer, Marshall County Commissioner
- Joe Canarecci, Mishawaka City Council
- Deborah Fleming, St. Joseph County Commissioner
- Phil Jenkins, Mayor, City of Nappanee
- Rick Powers, Deputy Commissioner, INDOT LaPorte
- Mark Root, St. Joseph County Council
- Mark Senter, Mayor, City of Plymouth
- Judy Stone, Marshall County Council
- Joseph Thallemer, City of Warsaw
- Brian Thomas, Elkhart City Council
- Ernest Wiggins, Kosciusko County Council
- David Wood, Mayor, City of Mishawaka

MEMBERS ABSENT:
(Policy Board)

- Jo M. Broden, South Bend Common Council
- Pete Buttigieg, Mayor, City of South Bend
- Todd Johnson, Deputy Commissioner, INDOT Fort Wayne
- John Letherman, Elkhart County Council
- Tim Neese, Mayor, City of Elkhart
- Jeremy Stutsman, Mayor, City of Goshen
- Ron Truex, Kosciusko County Commissioner
- Suzanne Weirick, Elkhart County Commissioner

OTHERS PRESENT:

- George Herendeen, MACOG Attorney
- Richard Chapman II, Lawson Fisher Associates
- Patrick Conner, Indiana LTAP / Purdue University
- Ken Herceg, South Bend Regional Chamber
- Don Lehman, City of Nappanee
- Leah Thill, Solsmart
- Lauren Varga, Senator Donnelly's Office
- James Turnwald, MACOG
- Zach Dripps, MACOG
- Debbie Gardner, MACOG
- Tierra Harris, MACOG
- Carla Keirnan, MACOG
- Donny Ritsema, MACOG
- Erin Roznik, MACOG
- Caitlin Stevens, MACOG

MINUTES OF JANUARY 11, 2017 MEETING

The minutes from January 11, 2017, were distributed for review prior to the meeting. Kevin Overmyer asked the Policy Board if there were any additions or corrections. There being none, the Chair asked for the Policy Boards approval of the minutes.

A MOTION WAS MADE BY MARK SENTER AND
SECONDED BY PHIL JENKINS TO APPROVE THE
MINUTES OF JANUARY 2017. THE MOTION CARRIED.

CHAIRMAN'S REPORT

There was no report.

FINANCIAL REPORT

Debbie Gardner presented the January 2017 MACOG Financial Report and reviewed the amounts for total current assets, fiscal year to date expenditures, and the cash balance. She then asked the Policy Board for any questions. There being no questions, Debbie asked for the Policy Board's approval of the Financial Report.

A MOTION WAS MADE BY DAVID WOOD AND
SECONDED BY MARK SENTER TO APPROVE THE
JANUARY 2017 FINANCIAL REPORT. THE MOTION CARRIED.

SECRETARY'S REPORT

There was no report.

OLD BUSINESS

SolSmart Advisor

James introduced Leah Thill, a SolSmart Advisor placed at MACOG. Leah explained she will be working specifically with the cities of Goshen, Nappanee, and South Bend providing technical assistance to make it easier, cheaper, and faster for residents go solar. To begin, Leah and the Cities will look internally at zoning, permitting, and inspection processes. If there are any questions or if other communities are interested in additional information, please contact Leah at: (574) 287-1829 extension 801 or lthill@solsmart.org.

James indicated Leah is one of 12 Advisors placed across the country and will be housed at MACOG for six months.

NEW BUSINESS

Presentation – MACOG Call for Projects Selection

Erin Roznik and Caitlin Stevens reviewed the results of the MACOG Call of Projects for fiscal year 2021. The call was for new projects requests or additional funding requests for projects that are already programed into the Transportation Improvement Program (TIP).

Erin presented a summary for Elkhart County. MACOG received six (6) new project requests and two (2) requests for additional funds for a total funding request of \$36,056,931. (MACOG receives \$4.2 million annually to award projects in this area.) Two (2) new projects were awarded; Preliminary Engineering (PE) and Right of Way (RW) for Bridge 152 Replacement and County Road 17 Multi-Use Path. The federal funds awarded, \$4,209,600, include the Construction (CN) phase but construction is outside the FY 2017-2021 TIP.

There were two (2) projects awarded additional funds in Elkhart County. Erin explained the funding amount is \$788,012 and the projects are in the City of Elkhart; RW was funded for the Cassopolis Sidewalk, and in the City of Goshen; RW was funded for Wilden Avenue.

Caitlin presented a summary for St. Joseph County. MACOG received ten (10) new project requests and eight (8) requests for additional funds for a total of \$41,870,260 requested. (MACOG receives \$7.2 million annually for project awards.) Two (2) new projects were awarded; Transpo received funds for the purchase of up to three (3) fixed route vehicles and provide operating assistant for a pilot Sunday service which they do not currently offer.

Caitlin indicated 2 projects were award additional funds in St. Joseph County for a total amount of \$7,652,000. The funding is for the Right of Way phase of the Edison Road at Ash Road Intersection Improvement and the Construction phase for McKinley from Birch to Ash Added Travel Lanes project. Additionally, two (2) projects were awarded additional funds in the City of South Bend; Coal Line Trail Phase I for Preliminary Engineering and Right of Way and Coal Line Trail Phase II, for Preliminary Engineering, Right of Way, and Construction for a total amount of \$2,192,000.

Amendments to the FY 2016-2019 Transportation Improvement Program (TIP)

Fort Wayne

Locally Initiated – Resolution 03-17

A. Winona Lake Amendment Exempt Project in Kosciusko County
Resolution 03-17 Add Project Phase: PE
Des#: 1600788 **Location: Intersection of Argonne Rd, Winona Ave, Kings Highway and
Park Ave Intersection Improvement, Roundabout SFY: 2018**
Total: \$350,000 Federal: \$0 Local: \$350,000

B. Elkhart County Amendment Exempt Project in Elkhart County
Resolution 03-17 Add Project
Des#: 1700309 **Location: Bridge 152 on Mishawaka Road over Yellow Creek
Bridge Replacement**
PE: Total: \$240,000 Federal: \$192,000 (Grp II STP) Local: \$48,000 SFY: 2017
RW: Total: \$100,000 Federal: \$80,000 (Grp II STP) Local: \$20,000 SFY: 2019

C. Elkhart County Amendment Exempt Project in Elkhart County
 Resolution 03-17 Add Project
 Des#: 1700310 **Location: CR 17 Multi-Use Path: From US 33 to CR 45**
Bike/Pedestrian Facilities
 PE: Total: \$230,000 Federal: \$184,000 (CMAQ) Local: \$46,000 SFY: 2017
 RW: Total: \$90,000 Federal: \$72,000 (CMAQ) Local: \$18,000 SFY: 2019

D. Goshen Administrative Modification Exempt Project in Elkhart County
 Resolution 03-17 Increase Federal Funding by \$608,000 Phase: RW
 Des#: 1400715 **Location: Wilden Ave from Rock Run Creek to 6th St**
Road Reconstruction SFY: 2019
 Total: \$960,000 Federal: \$768,000 (Grp II STP) Local: \$192,000

E. Elkhart Administrative Modification Exempt Project in Elkhart County
 Resolution 03-17 Increase Federal Funding by \$180,012 Phase: RW
 Des#: 1400712 **Location: Cassopolis Sidewalk from Windsor Ave to Bristol St**
Bike/Pedestrian Facilities SFY: 2017
 Total: \$740,686 Federal: \$592,549 (Grp II STP) Local: \$148,137

Erin Roznik presented Resolution 03-17 containing locally initiated amendments and administrative modifications and asked for any questions. There being none, Erin requested the Policy Board's approval.

A MOTION WAS MADE BY DAVID WOOD AND
 SECONDED BY JOSEPH THALLEMER TO APPROVE
 RESOLUTION 03-17. THE MOTION CARRIED.

INDOT Initiated – Resolution 04-17

A. INDOT Amendment Exempt Project in Kosciusko County
 Resolution 04-17 Delete Project
 Des#: 1401540 **Location: SR 13, Bridge over Plunge Creek, 0.60 miles S of SR 14**
Substructure Repair and Rehabilitation
 PE: Total: \$0 Federal: \$0 (ST STP) State: \$0 SFY: 2017
 CN: Total: \$0 Federal: \$0 (ST STP) State: \$0 SFY: 2018

B. INDOT Amendment Exempt Project in Elkhart County
 Resolution 04-17 Add Project Phase: PE
 Des#: 1600520 **Location: US 6, 1.03 miles west of SR 13 West Junction (at CR 29)**
Other Intersection Improvement SFY: 2017
 Total: \$100,000 Federal: \$90,000 (ST STP) State: \$10,000

C. INDOT Amendment Exempt Project in Elkhart County
 Resolution 04-17 Add Project Phase: PE
 Des#: 1700127 **Location: SR 119, From 1.83 Miles West of SR 15 to SR 15**
HMA Overlay, Preventative Maintenance SFY: 2017
 Total: \$55,000 Federal: \$49,500 (ST STP) State: \$5,500

D. INDOT Amendment Exempt Project in Kosciusko County
 Resolution 04-17 Add Project Phase: PE
 Des#: 1700251 **Location: SR 25, From 0.62 Miles West of SR 15 to SR 15**
HMA Overlay, Preventative Maintenance SFY: 2017
 Total: \$100,000 Federal: \$90,000 (ST STP) State: \$10,000

Erin Roznik presented Resolution 04-17 containing INDOT initiated amendments and asked for any questions. There being none, Erin requested the Policy Board’s approval.

A MOTION WAS MADE BY JOE CANARECCI AND
 SECONDED BY JUDY STONE TO APPROVE
 RESOLUTION 04-17. THE MOTION CARRIED.

LaPorte District

Locally Initiated – Resolution 05-17

A. St. Joseph County Amendment Exempt Project in St. Joseph County
 Resolution 05-17 Add Project Phase: RW
 Des#: 1382759 **Location: Edison Rd at Ash Rd - Roundabout** SFY: 2017
Intersection Improvement
 Total: \$375,000 Federal: \$300,000 (CMAQ) Local: \$75,000

B. St. Joseph County Administrative Modification Non-Exempt Project in St. Joseph County
 Resolution 05-17 Change FY Phase: RW
 Des#: 1400639 **Location: Douglas Rd at Ironwood Rd & ATL from Ivy Rd to SR23**
Added Travel Lanes SFY: 2018
 Total: \$1,000,000 Federal: \$800,000 (Grp I STP) Local: \$200,000

C. South Bend Administrative Modification Exempt Project in St. Joseph County
 Resolution 05-17 Increase Federal Funds by \$112,000 Phase: PE
 Des#: 1401810 **Location: Coal Line Trail (Phase I) from Lincolnway W to Riverside Dr**
Bike/Pedestrian Facilities
 SFY: 2017 Total: \$440,000 Federal: \$352,000 (CMAQ) Local: \$88,000
 SFY: 2016 Total: \$100,000 Federal: \$80,000 (SMFR) Local: \$20,000

D. South Bend Amendment Exempt Project in St. Joseph County
 Resolution 05-17 Increase Federal Funds by \$112,000 Phase: PE
 Des#: 1401812 **Location: Coal Line Trail (Phase II) from Riverside Dr to Angela Blvd**
Bike/Pedestrian Facilities
 SFY: 2017 Total: \$340,000 Federal: \$272,000 (CMAQ) Local: \$68,000
 SFY: 2018 Total: \$100,000 Federal: \$80,000 (CMAQ) Local: \$20,000
 SFY: 2016 Total: \$50,000 Federal: \$40,000 (SMFR) Local: \$10,000

E. South Bend Amendment Exempt Project in St. Joseph County
 Resolution 05-17 Add Project Phase: RW

Des#: 1401812 **Location: Coal Line Trail (Phase II) from Riverside Dr to Angela Blvd**
Bike/Pedestrian Facilities SFY: 2019
Total: \$790,000 Federal: \$632,000 (CMAQ) Local: \$158,000

Caitlin Stevens presented Resolution 05-17 containing locally initiated amendments and administrative modifications and asked for any questions. There being none, Caitlin requested the Policy Board's approval.

A MOTION WAS MADE BY PHIL JENKINS AND
SECONDED BY MARK ROOT TO APPROVE
RESOLUTION 05-17. THE MOTION CARRIED.

Transit

Resolution 06-17

A. Transpo Amendment Exempt Project in St. Joseph County
Resolution 06-17 Add Project
Des#: 1700307 **Location: South Bend Urbanized Area - Purchase of up to 3 fixed route vehicles** **Transit Purchase Vehicle** SFY: 2017
Total: \$1,470,000 Federal: \$1,176,000 (CMAQ) Local: \$294,000

B. Transpo Amendment Exempt Project in St. Joseph County
Resolution 06-17 Add Project
Des#: 1700308 **Location: South Bend Urbanized Area - Sunday Service Pilot** SFY: 2018
Transit Operating
Total: \$500,000 Federal: \$400,000 (CMAQ) Local: \$100,000

Tierra Harris presented Resolution 06-17 containing Transpo initiated amendments and asked for any questions. There being none, Tierra requested the Policy Board's approval.

A MOTION WAS MADE BY PHIL JENKINS AND
SECONDED BY RICK POWERS TO APPROVE
RESOLUTION 06-17. THE MOTION CARRIED.

Resolution 07-17

Endorsement of Kosciusko Community Senior Services, Section 5310 Grant Application to procure the following:

One (1) 12 Passenger Medium Duty Transit Vehicle with lift – Section 5310
Calendar Year – 02/2017 Total: \$52,000 Federal: \$41,600 Local: \$10,400

Tierra Harris explained that the Federal Transit Administration (FTA) Section 5310 grant program assists private nonprofit groups in meeting the transportation needs of older adults and people with disabilities when transportation services are unavailable, insufficient, or inappropriate to meeting the needs. Small urbanized (50,000 – 200,000 population) and rural (under 50,000 population) providers apply for grant funds for capital purchases (vehicles) through INDOT.

Rick Powers proposed to the Chair, if there was no objection, that the Policy Board collectively endorse Resolutions 07-17, 08-17, and 09-18. Hearing none, the Chair concurred and Tierra presented the remaining Resolutions for Section 5310 endorsement.

Resolution 08-17

Endorsement of Marshall County Council on Aging, Section 5310 Grant Application to procure the following:

Three (3) Low Floor Mini-Vans and One (1) MV-1 Mobility Van – Section 5310
Calendar Year – 02/2017 Total: \$158,000 Federal: \$126,400 Local: \$31,600

Resolution 09-17

Endorsement of Elkhart County Council on Aging, Section 5310 Grant Application to procure the following:

One (1) Low Floor Mini-Van with lift – Section 5310
Calendar Year – 02/2017 Total: \$38,000 Federal: \$30,400 Local: \$7,600

Tierra completed presenting Resolutions 07-17, 08-17, and 09-17 and asked for any questions.

Joseph Thallemer confirmed the local funding share is provided by the requesting agency.

Brian Thomas inquired about the grant cycle. Tierra indicated that Section 5310 grant applications are submitted annually.

There being no additional questions or remarks, Tierra requested the Policy Board’s approval.

A MOTION WAS MADE BY MARK SENTER AND
SECONDED BY JUDY STONE TO APPROVE RESOLUTIONS
07-17, 08-17, AND 09-17. THE MOTION CARRIED.

Resolution 10-17 – Endorsement of the MACOG Internal Control System and Policy

James Turnwald presented Resolution 10-17 establishing internal control standards and materiality thresholds as specified in Indiana Code 5-11-1-27. Members of the Policy Board were provided copies of Resolution 10-17, Exhibit A; the Internal Control System and Policy, and Exhibit B; Materiality, Irregular Variances, Losses and Shortages for review. It was confirmed there were no changes in MACOG’s processes or procedures and the written document was necessary for compliance with Indiana Code.

A MOTION WAS MADE BY RICK POWERS AND
SECONDED BY PHIL JENKINS TO APPROVE
RESOLUTION 10-17. THE MOTION CARRIED.

Presentation – Indiana LTAP Local Road and Bridge Conditions Report – Patrick Conner, LTAP

Patrick “Pat” Conner from Indiana LTAP and Purdue University provided a presentation on the Indiana LTAP Road and Bridge Conditions Report from December 2016. Pat distributed copies of the report to the Policy Board and indicated the report is also available on the LTAP website at: <http://docs.lib.purdue.edu/inltappubs/111/>

LTAP was able to collect 64,684 out of 84,525 centerline miles of road data to analyze for the report. Data for pavement conditions, percent of unpaved roads, breakdown in surface types, breakdown in pavement condition rating methods, pavement treatment data and treatment cost data was entered into a template. Pat shared the results of the of the data in all areas, as well as the projected costs of necessary infrastructure rehabilitation and replacement.

For questions or hard copies of the report you may contact Patrick Conner at (765) 494-4971 or connerp@purdue.edu.

Staff Updates

Argos Comprehensive Plan Update

MACOG is entering the final stages of the Argos Comprehensive Plan. Last month the Steering Committee was presented the draft Plan and organized a schedule for the 30-day public engagement period, which began on February 3 and go until March 6. During this time, the Steering Committee will be giving presentations on the Plan at several local meetings to help sell the Plan and educate what this Plan means to them. Next month, following the 30-day process, MACOG will present the Plan to the Town’s Plan Commission for their endorsement and then adoption by the Town Council.

US 31 Project Update

INDOT has hired CHA Consulting to conduct a Corridor Planning Study of the US 31 Corridor. An Existing Conditions Report will be prepared in the first quarter of 2017. In the summer of 2017, a Problem Analysis Report will be ready and the final Corridor Planning Study is due to be completed in January 2018. David Wood noted that during the last US 31 Coalition meeting, Governor Holcomb indicated his support of the US 31 project.

OCRA’s New Rural Indiana States Data Platform

OCRA and the Purdue Center for Regional Development developed an online interactive mapping and data collection tool to make it easier for individuals, local decision-makers, organizations, and agencies to access community data on demographics, housing, economics, and fiscal data. Data is provided at the county level. The data is used to help make comparisons amongst the counties and track community improvements over time. Rural Indiana Stats also distinguishes the typologies for county geographic classification such as metropolitan versus nonmetropolitan, urban, rural/mixed counties. It also provides data for the Community Vitality Indicators issued from OCRA. This helps gauge a community’s vibrancy and can be compared with other counties and track progressive improvements over time. Additional information can be found at: <https://pcrd.purdue.edu/ruralindianastats/>.

South Shore Clean Cities Annual Meeting and Awards – February 14

South Shore Clean Cities Annual Meeting and Awards will be held on February 14 at the Stardust Event Center in Michigan City from 11:00 AM to 2:30 PM (Central). Local and regional leaders who focused on using clean fuel, clean vehicle, clean energy and clean technology will be

recognized for their efforts and contributions toward a cleaner environment for the region. The event will also include speakers and an expo with vendors explaining the benefits of their technology and available funding. Additional information can be found at: <http://southshorecleancities.org/events.php>.

Stellar Communities Designation Program Informational Webinar

The 2017 Stellar Communities Designation Program will begin with an informational webinar on February 16, from 10:00 to 11:30 AM. The Program is a multi-agency partnership designed to recognize Indiana's smaller communities that have identified comprehensive community and economic development projects and activities as well as next step and key partnership. A Stellar Information Workshop will be held on March 2 from 9:30 AM to 12:00 PM in Carmel, Indiana. Letters of Interest will be due on April 28. Additional Program information and dates can be found at: <http://www.in.gov/ocra/stellar.htm>.

Road Funding Day at the Indiana Statehouse

Road Funding Day at the Indiana Statehouse will be held at the Indianapolis Marriott Downtown on February 21 from 10:00 AM to 4:00 PM. Road Funding day provides an opportunity to urge legislators to enact a long-term road funding plan that will keep roads and bridges safe, boost economic development, and help create jobs in Indiana.

Coinciding with Road Funding Day, the Indiana Citizens Alliance for Transit (ICAT) will be hosting Transit Day at the State House. ICAT will be educating the public regarding the value of public transit. The event will give transit organizations and transit riders the opportunity to communicate to their legislators directly as to why their support for transit is important to communities.

Kevin Overmyer noted that the Association of Indiana Counties (AIC) Legislative Conference was held January 31 – February 1. In discussion with Indiana Senators, there was indication that HB 1002 will have changes made to it when it comes out of the Senate.

INDOT STIP (State Transportation Improvement Program) Public Meetings

INDOT is updating and developing the State Fiscal Year (SFY) 2018-2021 STIP. Public meetings are being held in March and April for each District. STIP open houses for the two Districts in the MACOG region will be held at the LaPorte District Office on April 11 from 4:00 to 7:00 PM (EST) and the Fort Wayne District Office on April 12 from 4:00 to 7:00 PM.

MACOG TIP (Transportation Improvement Program) Public Meeting

MACOG is updating its Transportation Improvement Program (TIP) for the region and will be providing the SFY 2018-2021 TIP for public comment from March 27 through April 26. An open house is scheduled at the MACOG office on April 20 from 10:00 AM to 7:00 PM. The TIP and any comments received will be provided to the Policy Board for consideration on May 10.

Purdue Road School – March 6 through 9

The 103rd Annual Purdue Road School will be held March 6 through 9 at Purdue University in West Lafayette. The conference provides updates on transportation issues and other topics of general interest. Registration is required to attend and can be completed at: <https://roadschool.purdue.edu/>.

March 15 Policy Board Meeting

Due to a conflict with the dates of the Purdue Road School, the March Policy Board meeting will be held one week later than usual. The meeting will be held on March 15.

Hometown Collaboration Initiative (HCI)

The Indiana Office of Community and Rural Affairs (OCRA) has announced they are accepting applications for the fifth generation of the HCI. Communities (or counties) with a population of 25,000 or less that wish to: (1) promote the launch, survival and growth of small businesses and entrepreneurs; (2) invest in place through community design, public space developments, local foods or other quality of life initiatives; or (3) develop a new generation of local leaders, are eligible to apply.

In the MACOG region, the Town of Bremen received the HCI designation in January. For information regarding the application or eligibility requirements please visit <http://indianahci.org>.

PRIVILEGE OF THE FLOOR

Rick Powers offered positive comments and observations about the new INDOT Commissioner, Joe McGuinness. Commissioner McGuinness is the former Mayor of the City of Franklin. Joe Thallemer echoed Rick's comments.

Kevin Overmyer remarked that Commissioner Steve Braun, Department of Workforce Development, would like to address the Policy Board regarding economic development in the MACOG region. Kevin suggested Commissioner Braun speak at the MACOG Regional Economic Development District (MREDD) meeting in May.

David Wood announced there will be a Round Table discussion on Friday, February 10, for northwest Indiana in Hammond. The primary topic of discussion will be road funding.


PUBLIC COMMENT

There were no comments.

ADJOURNMENT

There being no further business, the Chair called for a motion to adjourn.

A MOTION WAS MADE BY RICK POWERS AND
SECONDED BY MARK SENTER TO ADJOURN
THE MEETING. THE MOTION CARRIED.


James Turnwald, Executive Director


Kevin Overmyer, Policy Board Chair