

MICHIANA AREA COUNCIL OF GOVERNMENTS
MINUTES
July 12, 2017

The July meeting of the Michiana Area Council of Governments' (MACOG) Policy Board was held jointly with the Transportation Technical Advisory Committee (TTAC) on July 12, 2017, at the Essenhaus Inn and Conference Center in Middlebury, Indiana. David Wood, 1st Vice-Chair of the Policy Board, called the meeting to order. It was noted there was a quorum present.

MEMBERS PRESENT: David Wood, Mayor, City of Mishawaka
(Policy Board) Jo M. Broden, South Bend Common Council
Deborah Fleming, St. Joseph County Commissioner
Phil Jenkins, Mayor, City of Nappanee
Todd Johnson, Deputy Commissioner, INDOT Fort Wayne
John Letherman, Elkhart County Council
Rick Powers, Deputy Commissioner, INDOT LaPorte
Mark Senter, Mayor, City of Plymouth
Judy Stone, Marshall County Council
Jeremy Stutsman, Mayor, City of Goshen
Joseph Thallemer, City of Warsaw
Suzanne Weirick, Elkhart County Commissioner

MEMBERS ABSENT: Pete Buttigieg, Mayor, City of South Bend
(Policy Board) Joe Canarecci, Mishawaka City Council
Tim Neese, Mayor, City of Elkhart
Kevin Overmyer, Marshall County Commissioner
Mark Root, St. Joseph County Council
Brian Thomas, Elkhart City Council
Ron Truex, Kosciusko County Commissioner
Ernest Wiggins, Kosciusko County Council

MEMBERS PRESENT: Jessica Clark, St. Joseph County
(TTAC) Ralph Booker, Marshall County Plan Commission
Chris Godlewski, Elkhart County
Mike Machlan, City of Elkhart
Marsha McSherry, Kosciusko County
Roger Nawrot, City of South Bend
Jeremy Skinner, City of Warsaw
Derek Spier, City of Mishawaka

OTHERS PRESENT: George Herendeen, MACOG Attorney
Crain Allebach, Town of Winona Lake
Barb Anguiano, WVPE
David Armstrong, INDOT Fort Wayne
Qasim Asghar, DLZ
H. Jason Avil, Elkhart County
Cathleen Beachy, Bristol on the River
Gabrielle Biciunas, Northwestern IN Regional Planning Commission
Leslie Biek, City of Goshen

Adam Bowden, St. Joseph County
Steve Braden, Friends of the Quaker Trace Trail
Gerry Brown, Town of North Libery
Richard Chapman II, Lawson Fisher Associates
Ryan Clark, Lochmueller Group
Laura Coyne, Elkhart County Planning
Mary Cripe, Town of Middlebury
Arvis Dawson, Vibrant Communities
Matt Deitchley, INDOT
Don DeLong, Ontwa Township, Michigan
Drew Duncan, Office of Community and Rural Affairs
Jami Erdmann, INDOT
Jim Finan, Abonmarche
Dwight Fish, Elkhart Common Council
Doug Flanagan, Traffic Control Corp
David Foutz, Elkhart County Council
Joellen Free, Town of Milford
Joe Fragomeni, American Structurepoint
Pete Fritz, Indiana State Department of Health
Jonathon Geels, Troyer Group
KK Gerhart-Fritz. The Planning Workshop
Tom Gustafson, Alta Planning + Design
Kyle Hannon, Elkhart Chamber of Commerce
Denny Heckman, Town of Lakeville
Benjamin Horvath, Elkhart County
Kay House-Clark, Greater Elkhart Chamber of Commerce
Sheri Howland, Middlebury Chamber of Commerce
Eman Ibrahim, Northwestern IN Regional Planning Commission
Chad Knipp, Abonmarche
Brent Kovnat, Southwest Michigan Planning Commission
Mae Kratzer, Elkhart County
Carl Lisek, South Shore Clean Cities
Martin Madigan, Town of Roseland
Ken Martin, INDOT
Megan McClellan, Syracuse-Wawasee Trails
Carol McDougal, Lakeville Redevelopment Commission
Susie Meeks-Wade
Andrea Milne, Dovetail Projects
Steven Narquart, Town of Milford
Joyce Newland, FHWA
Ron Norman, Town of Bristol
Carol McDougal, Lakeville Redevelopment Commission
Joyce Newland, FHWA
Whitney Pierle, Lochmueller Group
Clyde Riley, City of Elkhart
Kate Riordan, Health by Design
Shirley Rynearson, Town of Lakeville
Jeffrey Schaffer, City of Elkhart
Dilbert Schrock, Town of Bristol

Allie Shook, Discover Plymouth
Charlie Short, Alta Planning + Design
Steve Slauson, St. Joseph County Parks
David Stanton, St. Joseph County Area Plan Commission
Randy Strasser, VS Engineering
Jim Swartz, Town of Bristol
Justin Taylor, City of Warsaw
Leah Thill, SolSmart
Shann Tilghman, Region 3-A
Nitin Timble, A&Z Engineering
Jeff Troxel, Town of Wakarusa
Jennifer Vandeburg, Office of Community and Rural Affairs
Chris Vanden Bossche, Bike Michiana Coalition
Lauren Varga, Senator Donnelly's Office
Jim Weingart, IDEM
Mike Yoder, Elkhart County
Rhonda Yoder, City of Goshen
James Turnwald, MACOG
Ryan DeLine, MACOG
Zach Dripps, MACOG
Debbie Gardner, MACOG
Carla Keirnan, MACOG
Lori Ratliff, MACOG
Donald Ritsema, MACOG
Caitlin Stevens, MACOG

MINUTES OF JUNE 14, 2017 MEETING

The minutes from June 14, 2017, were distributed for review prior to the meeting. David Wood asked the Policy Board if there were any additions or corrections. There being none, he asked for the Policy Boards approval of the minutes.

A MOTION WAS MADE BY JOSEPH THALLEMER
AND SECONDED BY JO M. BRODEN TO APPROVE THE
MINUTES OF JUNE 2017. THE MOTION CARRIED.

CHAIRMAN'S REPORT

There was no report.

FINANCIAL REPORT

Debbie Gardner presented the JUNE 2017 MACOG Financial Report and reviewed the amounts for total current assets, total May 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 TODD JOHNSON AND
SECONDED BY JUDY STONE TO APPROVE THE

JUNE 2017 FINANCIAL REPORT. THE MOTION CARRIED.

SECRETARY'S REPORT

James Turnwald presented the Secretary's Report on behalf of Ernest Wiggins. Administrative Modifications for the month of June were reported to the Policy Board prior to the meeting and are available on the MACOG website for review. There were no questions or concerns.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Amendments to the FY 2018-2021 Transportation Improvement Program (TIP)

Transit Resolution

Transit Initiated – Resolution 26-17

A. Transpo Amendment Exempt Project in St. Joseph County
Resolution 26-17 Decrease Federal Funding by \$40,000 SFY: 2018
Des#: 1382647 **Location: South Bend Urbanized Area**

Tire Lease

Total: \$62,500 Federal: \$50,000 (5307) Local: \$12,500

B. Transpo Amendment Exempt Project in St. Joseph County
Resolution 26-17 Add Project SFY: 2018
Des#: 1701573 **Location: South Bend Urbanized Area**

Computer Hardware

Total: \$25,000 Federal: \$20,000 (5307) Local: \$5,000

C. Transpo Amendment Exempt Project in St. Joseph County
Resolution 26-17 Add Project SFY: 2018
Des#: 1701574 **Location: South Bend Urbanized Area**

Operating Assistance – Fixed Routes

Total: \$4,521,555 Federal: \$771,555 (5307) Local: \$3,750,000

D. Transpo Amendment Exempt Project in St. Joseph County
Resolutuion 26-17 Add Project SFY: 2018
Des#: 1701575 **Location: South Bend Urbanized Area**

Operating Assistance – ADA

Total: \$533,638 Federal: \$426,910 (5307) Local: \$106,728

Caitlin Stevens presented Resolution 26-17 containing Transpo initiated amendments and asked if there were any questions. Phil Jenkins asked for an explanation of a tire lease. James explained that it is common for transit providers to lease tires rather than purchase them. Tires are leased from a vendor and used to a predetermined tread depth and then replaced.

There being no additional questions, David Wood requested the Policy Board's approval.

A MOTION WAS MADE BY MARK SENTER AND
SECONDED BY JUDY STONE TO APPROVE
RESOLUTION 26-17. THE MOTION CARRIED.

Other Actions

Resolution 27-17 – A Resolution Endorsing an Agreement for the Exchange of Transit Funds between Urbanized Areas.

WHEREAS, the Michiana Area Council of Governments operates transportation services for the citizenry of Elkhart and Goshen, Indiana. The transit services are funded through local matching funds, state funds, and by annually apportioned Federal Transit Administration Section 5307 program fund; and

WHEREAS, the MACOG has available to it certain Federal Transit Administrative funds, which to be usable, require certain matching funds to be from local sources of revenue; and

WHEREAS, the Greater Lafayette Public Transportation Corporation (GLPTC) has available to it certain local funds, which for proper consideration, may be transferred to MACOG for its use in providing support for the Elkhart Goshen transit services. Additional local funds will ensure the continuation of Elkhart and Goshen services to their citizenry, while providing a stable source of local mass transit revenue for the services; and

WHEREAS, the Greater Lafayette Public Transportation Corporation operates transportation services for Lafayette and West Lafayette area residents. The services are partially funded by local funds and by annually apportioned Section 5307 program funds. The Greater Lafayette PTC is in need of additional operating and capital assistance. The addition of Section 5307 funds will provide the funds needed and make additional capital improvements possible while making Greater Lafayette PTC local funds available for other uses; and

WHEREAS, an exchange of Elkhart-Goshen apportioned Section 5307 for Greater Lafayette PTC local funds will permit the more efficient use of both funds and will benefit all of the region's public transit services. As the designated recipient, MACOG will agree to transfer Elkhart-Goshen apportioned Section 5307 funds in cooperation with the Indiana Department of Transportation Transit representative of the Governor of Indiana under the provisions of Federal Transit Administration Circular 9030.1C, Chapter IV, Section 6; and

WHEREAS, the MACOG is the Metropolitan Planning Organization for the area. It is responsible for the continuing, cooperative, and comprehensive planning and coordinating for the administration of the Interurban Trolley fixed route and the Interurban Trolley ADA Access public transportation services; and

WHEREAS, that the MACOG endorses and recommends approval of the exchange of Elkhart-Goshen and Greater Lafayette PTC funds as benefiting both community public transportation systems and their riders; and

WHEREAS, the MACOG will manage the exchanged funds in an interest bearing account, which will be used to support the operating, capital and planning needs of the Interurban Trolley fixed route and the Interurban Trolley ADA Access public transit services.

BE IT THEREFORE RESOLVED, that this resolution authorizes the Executive Director of the MACOG to enter into agreements with the Greater Lafayette PTC for the transfer and exchange of FTA Section 5307 funds in cooperation with the Greater Lafayette PTC, and state and federal agencies.

James Turnwald presented Resolution 27-17 and asked for any questions. Todd Johnson asked if it was a dollar for dollar exchange. James explained that it is not, due to the way federal funding is available for transit. For capital expenses, with every two dollars received in local funds; eight dollars in federal funds may be used (80/20). Operating expense is 50/50. MACOG is providing the Greater Lafayette Public Transportation Corporation with \$100,000 in federal funds and will receive \$500,000 in local dollars.

There being no additional questions, James asked for the Policy Boards approval.

A MOTION WAS MADE BY SUZANNE WEIRICK AND
SECONDED BY JEREMY STUTSMAN TO ENDORSE
RESOLUTION 27-17. THE MOTION CARRIED.

Staff Updates

SolSmart Program Update

Leah Thill announced that in May, the U.S. Department of Energy (DOE) recognized the City of Nappanee with SolSmart Bronze. A Solsmart designation recognizes local governments for making it faster, easier, and cheaper to go solar.

Leah indicated the Cities of Goshen and South Bend have also been working to streamline their solar processes and in the coming months, are anticipating designations of SolSmart Gold and Silver respectively.

Moving forward, two groups have been organized in South Bend and Goshen to launch Solarize Programs. This effort will make it even more affordable to go solar by leveraging collective buying power. “Going Solar” workshops will be held in South Bend on July 19 and in Goshen on August 3.

A Request for Proposals (RFP) will be issued to secure a solar installer with the hope of opening up the opportunity for residence for the entire MACOG region to participate.

Phil Jenkins thanked MACOG and SolSmart for the efforts in assisting the City of Nappanee. James Turnwald acknowledged the gratitude and indicated the “thanks” should be passed to Leah for her work on solar projects.

National Complete Streets Coalition (NCSC) Technical Assistance

MACOG will be offering communities within the MACOG region the opportunity to apply for a free Complete Streets workshop. Up to three communities will be selected to receive a customized workshop delivered by the NCSC. Applications will open later this summer. To receive updates on how to apply, email: erin.evenhouse@t4america.org.

Quarterly Tracking and Review Meeting – Thursday, July 13

Due to the July 4 holiday, Independence Day, the Quarterly Tracking and Review meeting will be held on Thursday, July 13.

Community Crossings Matching Grant Program

The Community Crossings Matching Grant (CCMG) application process is opened until July 14, 2017. The program provides funding to cities, towns, and counties across Indiana to make improvements to local roads and bridges. In order to receive funds, an INDOT approved asset management plan must be in place, along with the application, a preliminary estimate, project location map, and financial commitment letter.

This year the matching portion of the grant has changed to two levels of matches depending on community size. For cities smaller than 10,000 people and counties with fewer than 50,000 people the state match is 75% up to \$1 million dollars, for larger cities or counties the state match is 50%, also up to \$1 million dollars, for larger cities or counties the state match is 50%, also up to \$1 million dollars. The communities that request more than the cap are responsible for the overages as well as the match. MACOG staff are available to answer questions and help with the application process.

David Wood inquired about unspent funds from the 2016 CCMG Program. James explained the unused funds were from those designated for rural communities. Some rural communities were not able to apply because of the short time frame allowed for applications and the matching funds were too restrictive. Additionally, the grant was provided on a 50/50 match. The 2016 left over funds were added to the available funds for the 2017 program.

USDOT Transportation Infrastructure:

Notice of Review of Policy, Guidance, and Regulation – Request for Input

Comments must be received on or before July 24

Federal Register: <https://www.gpo.gov/fdsys/pkg/FR-2017-06-08/pdf/2017-11791.pdf>

Office of Community and Rural Affairs (OCRA) Listening Sessions

OCRA is inviting local groups to join their team at listening sessions around the State over the next few weeks. They are interested in hearing about rural Indiana's strengths, weaknesses, threats, and opportunities and will use any feedback to guide future OCRA programming and initiatives. The nearest session in the MACOG region will be held on August 2 at the Plymouth public library.

Indiana MPO Conference

The annual Indiana Metropolitan Planning Organization (MPO) Conference will be held September 26-28, in Michigan City, Indiana, at the Stardust Event Center.

MACOG Website Update

Work is nearly complete on a new MACOG website: <http://macog.com/> The site will be available to the public within the next couple of weeks.

PRIVILEGE OF THE FLOOR

David Wood shared he will be hosting the Northern Indiana Mayor's Roundtable on Friday, July 21, at Morgans and Little Black Dog in the 100 Center, Mishawaka. He welcomed Mayor's on the Policy Board to participate.

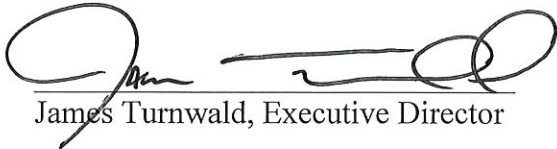
PUBLIC COMMENT

There were no comments.

ADJOURNMENT

There being no further business, the David Wood called for a motion to adjourn to the meeting to the Livable Communities Workshop.

A MOTION WAS MADE BY JOHN LETHERMAN
AND SECONDED BY TODD JOHNSON TO ADJOURN
THE MEETING. THE MOTION CARRIED.


James Turnwald, Executive Director


Kevin Overmyer, Policy Board Chair