

Rural Task Force 10B Fall 2025 Meeting

Draft Meeting Minutes

September 18, 2025

The meeting was called to order at 1:06 PM by Chair Karl Hansen.

I. Introductions

In person attendees:

Brad Kluczynski, Manistee County Road Commission
Julie Stec, Manistee Bus
Brad Siddall, Missaukee County Road Commission
Heather Bryant, Missaukee COA
Karl Hansen, CHAIR, Wexford County Road Commission
Keith Moore, Wexford County Road Commission
Carrie Thompson, WexExpress
Brian Stark, MDOT
Alex Simonetti, MDOT
Kyle Kobylski, MDOT
Ben DuBois, MDOT
Cassidy Robarts, Networks Northwest
Isha Pithwa, Networks Northwest

II. Approval of Agenda

Motion to approve the agenda as presented by Carrie Thompson and supported by Brad Siddall. All in favor, none opposed. Motion carried unanimously.

III. Approval of Meeting Minutes

Motion to approve the November 6, 2024 meeting minutes as presented by Carrie Thompson and supported by Julie Stec. All in favor, none opposed. Motion carried unanimously.

IV. Funding/Bid Savings Discussion

The group reviewed the process for utilizing bid savings, noting stricter deadlines and increased challenges due to project delays and environmental requirements. Four main ways to use bid savings were discussed, including inter-county transfers. The importance of tracking usage and considering smaller projects for leftover funds was emphasized. A detailed information and explanation is resented and uploaded on the RTF Resource Page.

V. Agreements Discussion - No changes were made.

VI. All Season Network Map Review - No changes were made.

VII. Review of 2026, 2027, 2028, and 2029 Projects

No changes on any projects for Manistee County - Note – Discussion point in next meeting for Manistee County CRC and Manistee Transit project findings.

Missaukee County	STP	STATE-D	LOCAL	20% Match	TOTAL
'25 END BAL		\$0	\$116,861		
'26 TARGET		\$639,000	\$108,607		
'26 BEG BAL		\$639,000	\$225,468		
Transit JN#215167 - Support/Admin Vehicle	\$16,000		\$4,000		\$20,000

Wexford County	STP	STATE-D	LOCAL	20% Match	TOTAL
'25 END BAL	\$0	\$0			
'26 TARGET	\$647,000	\$114,441			
'26 BEG BAL	\$647,000	\$114,441		\$129,400	
CRC JN#215415 - All Season - 34 Rd from S 25 Rd to M-115	\$884,560	\$222,140			\$1,105,700
CRC JNEWJOB #225424 - No State D - 34 Rd from S 25 Rd to S 23 Rd	\$393,440			\$357,799	\$751,239
'27 END BAL	\$0	\$119,336			
'28 TARGET	\$1,348,000	\$82,922			
'28 BEG BAL	\$1,348,000	\$202,258		\$129,400	
Transit JN#224391- Project description change to list up to 3 replacement vehicles	\$200,000		\$50,000		\$250,000

Motion to approve the Missaukee COA change request to update the project description from “Office Furniture” to “Admin Vehicle” for FY26, with no change in project cost, made by Carrie Thompson and supported by Julie Stec.

Motion to approve adjustments in project limits and costs for Wexford County Road Commission in FY26 making it two separate projects i.e., change request for FY 2026 project JN#215415 updating the project cost and limits for all season route portion only i.e., 34 Rd from S 25 Rd to M-115 and addition of a new project for the remaining STP amount with limits 34 Rd from S 25 Rd to S 23 Rd utilizing no State D funds made by Carrie Thompson, supported by Heather Bryant.

Motion to approve FY28 Wexpress project description change to add “up to three replacement vehicles” with no cost change using \$200,000 STP made by Julie Stec, supported by Brad Kluczynski.

VIII. Illustrative List Review

The group reviewed the current illustrative list and discussed the need to update cost estimates for these projects, as some figures may be outdated. It was suggested to add smaller-dollar projects (e.g., radios, communication, or computer equipment) to the list to help utilize leftover funds more effectively. The group agreed to bring updated project ideas and revised estimates to the next meeting for further review.

IX. Public Comments

Brian provided several updates. All RTF projects submitted to LAP were funded. With the August redistribution, there was approximately \$1.5 million in additional leftover funding, which will be utilized by the trunkline. This funding will roll over for obligation authority. More information will be available in the coming weeks regarding how the remaining funding will be used for Bridge Inspections.

The STP allocation targets are expected to be released at the end of October, and the TEDF funding targets will come out in December. If you have a project that is going to be obligated before December and you plan to use FY 2026 TEDF funding, please notify Brian. The funding must first be placed in your TEDF account, and up to 90% of the estimated TEDF amount can be used prior to the release of the final targets.

An upcoming RTF 101 training will be held virtually for any new staff or transit. It will be about a half-day session. In fall 2026, there will also be an in-person roadshow where LAP, OPT transit, and other partners will provide a comprehensive overview of the process.

There are currently no updates regarding the drunk driving felony changes. If any updates occur, new allocations for FY 2026–2029 will be issued.

For those participating in the Local Federal Fund Exchange (LFFE), Brian mentioned that the existing agreements cannot be modified. If any changes are needed, please inform him as soon as possible. Regarding TDFD direct distribution—if you are participating in the LFFE and have TEDF funding, you can also participate by letting Brian know so the TEDF team can initiate your grant. He also clarified that participation in the Local Federal Fund Exchange is only available if federal funding is being used on the project.

X. Adjournment

The meeting adjourned at 2:13 PM.