

AGENDA
RURAL TASK FORCE 10-C (Benzie, Grand Traverse, Leelanau)
Friday, April 23, 2021
10:00am – <https://us02web.zoom.us/j/87078295680>

- I. Introductions

- II. Approval of agenda/meeting minutes

- III. Rural Task Force updates (MDOT)
 - a. FY 2024-2027 STIP

- IV. 2020-2023 Revision/Update of TIP projects
 - a. HIP-COVID Funding

- V. Public Comments

- VI. Adjourn

Minutes
Rural Task Force 10C (Benzie, Grand Traverse, and Leelanau)
May 14, 2020
2:00pm – Zoom Meeting

In Attendance: Dan Hawkins (Village of Kingsley), Wayne Schoonover (GT Road Commission), Matt Skeels (Benzie), Keith Moore (Leelanau County), Josh Grab (MDOT), Bill Kennis (Benzie Bus), Mathew Cooke (Networks Northwest), Kelli Dunham (BATA), Heather Bowden (MDOT), Jessica Carland (Benzie Bus), Rob Larrea (Village of Suttons Bay), Jon Moxey (Suttons Bay)

1. Introductions

Kelli Dunham, Chair, called the meeting to order at 2:03 p.m.

2. Approval of agenda/meeting minutes

Mathew Cooke noted that the dollar figures were not entered into minutes and Wayne Schoonover mentioned that the job number of Walton Road needed to be put in.

Motion to approve the December 15, 2020 agenda and May 14, 2020 minutes as amended by Bill Kennis, supported by Matt Skeels.

Motion approved by all members in attendance.

3. RTF Updates

Josh Grab provided updates on the Rural Task Force program:

- STP and State D monies are out. STP was a bit lower than anticipated and State D was about 16 to 17% down.
- New 1799 and 1797 forms to be used for new jobs and change requests
 - Non-local LAP amounts on form – if you have the information please provide, if not leave blank and default amounts will take place (10% PE phase, 15% CE Phase-found to be standard across State)
- 2021 Monthly meetings for the RTF program are out.
 - Anyone may attend meetings. If interested, please let Mathew Cooke know and he will forward you the information.
- MichiganRTF.Com has the recorded meetings
 - Website also has two webinars from the fall. One is on the STIP process and the other is on filling out 1799 and 1797 forms.
 - Webinar on programming jobs will be released soon.
- State D money older than 3 years is no longer allowed.
 - It was noted Kalkaska County had funds in danger, but John Rogers provided their plans (attached) to spend the money.

- LFFE Program has grown in popularity, but this year the numbers are down. This was affected by COVID uncertainties and the buying counties being more urban counties who are running out of rural roads to use purchased funds on.
 - RTF changes result in rural money being able to be used for urban projects now.

4. 2020-2023 Revision/Update of TIP projects

Mathew Cooke brought up RTF10B (Manistee, Missaukee, and Wexford Counties) met on December 14 and approved extending 9 Road and County Line Road to the All Season Network. He asked for support and approval from RTF 10C as it is a border road between Wexford and Grand Traverse. Wayne Schoonover asked about another all season road near an existing all season road. Mathew Cooke noted Karl Hanson (Wexford County) had noted it is a heavy traffic area and that they should make 9 road a complete all season road. Josh Grab mentioned that the roads must connect to the all season network.

Motion to approve and support 9 Road (from 4 Road to County Line Road) and County Line Road (from 9 Road/Pavills Road to 13 Road/CR 633) by Wayne Schoonover, supported by Matt Skeels. Motion approved by all members in attendance.

Mathew Cooke noted that the target numbers were updated in the spreadsheet and some changes would be necessary to become fiscally constraint. Wayne Schoonover mentioned that the Walton Road job came in under budget and the FY21 Advanced Construct Cost of \$121,731 was not needed.

Matt Skeels mentioned Benzie County would like to make the following changes: 1. They have a \$511,000 FLAP project on Esch Road and he was told it needs to be on the balance sheet, 2. FY21 River Road project change to stop project at Betsie River resulting in cost savings resulting in a total project cost of \$330,618, and 3. Would like to apply River Road STP savings into a new Esch Road project to supplement FLAP project.

For FY 21 Benzie County's JN 210806 (River Road) new numbers were \$270,610 (STP) and \$67,614 (State D), new Esch Road project would use \$47,491 (STP) and \$7000 (State D), and Transit would remain the same \$65,000 (STP). Revised 1799's will need to be submitted.

Wayne Schoonover noted that the ending balance of FY20 State D funds should be \$0 as they were able to use all the funds available. He said that they would reduce their JN 205773. Kelly Dunham said she would like to convert BATA's FY21, 22, and 23 projects to be for technology upgrades. New forms will be needed from Wayne Schoonover and Kelly Dunham.

Keith Moore said that Bugai Road project was the previous engineer's job and Keith Moore had designed a crush and shape for the same road at a total cost of \$568,000. He noted that they anticipated using around \$94,600 of State D and \$150,000 of local match. Keith Moore added that the

FY22 project on Bugai Road would no longer be needed and they would move their FY23 Lake Leelanau job to FY22. Jon Moxey said that the Village of Suttons Bay would like to add an Elm Street project.

FY21 Bugai Road total project cost will increase to approximately \$568,000 with around \$94,600 of State D and \$128,000 budgeted for local match, although that could decrease based on State D usage. Keith Moore said that they would absorb the \$5,547 in their project to balance out Leelanau County. JN205809 Bugai Road in FY22 will be removed with FY23 JN205818 moving up to FY22. Keith Moore noted that the Lake Leelanau FY22 project would need numbers updated but did not have those as it was a project from the previous engineer.

Josh Grab mentioned that the Bugai Road project needs to be made an All Season road.

Motion to add Bugai Road (from Cherry Bend Road to Bingham Road) as an All Season Road by Matt Skeels, supported by Wayne Schoonover.

Motion approved by all members in attendance.

Jon Moxey said the Village of Suttons Bay project would be replacing two short span bridges with longer span or three sided culverts and estimated the cost to be around \$500,000. They are currently working on estimates but believe the request would be around \$400,000 (STP) and \$100,000 (State D). Keith Moore said he knew some discussions have occurred with the new Leelanau County Road Commission manager but couldn't commit to anything at this time.

Wayne Schoonover asked if there had been a local Leelanau County meeting, which there had not. Mathew Cooke said that he could get something scheduled in the new year for the local County meeting to further discuss the request from the Village of Suttons Bay. Josh Grab noted that next fall there will be a call for projects for the next STIP and local meetings will be needed. Kelly Dunham said that this would be an appropriate time to discuss the potential project.

Motion to approve changes as discussed and identified on the spreadsheet by Wayne Schoonover, supported by Bill Kennis.

Motion approved by all members in attendance.

Bill Kennis requested the removal of dispatch software and add Electric Vehicle Charging Shed (\$40,000) on the Benzie County illustrative list. Kelly Dunham requested removing conference room rehab and changing to technology (at \$150,000) and remove barn floor scrubber on both Grand Traverse County and Leelanau County illustrative lists.

Motion to approve changes to the illustrative list as discussed and identified by Bill Kennis, supported by Keith Moore.

Motion approved by all members in attendance.

5. Public Comments

Mathew Cooke said that he would send out a poll for the next meeting in April.

6. Adjourn

Meeting adjourned at 3:27 p.m.

Table 7: FY 2021 HIP COVID Relief Funding Allocations for Local Program – Rural Task Force (RTF)

FY 2021 HIP COVID Relief				2/11/2021			
RURAL TASK FORCE							
2970 (HIP)							
RTF 1	Livingston	\$	298,635	RTF 9	Alcona	\$	164,461
	Monroe	\$	285,508		Alpena	\$	155,296
	St.Clair	\$	357,112		Cheboygan	\$	232,754
	Washtenaw	\$	308,033		Crawford	\$	148,745
	RTF 1 Total	\$	1,249,288		Montmorency	\$	141,737
	Hillsdale	\$	251,371		Oscoda	\$	147,945
	Jackson	\$	357,866		Otsego	\$	161,070
	Lenawee	\$	340,593		Presque Isle	\$	170,068
RTF 2	RTF 2 Total	\$	949,830		RTF 9 Total	\$	1,322,076
	Barry	\$	271,772	RTF 10A	Antrim	\$	189,791
	Branch	\$	212,839		Charlevoix	\$	155,655
	Calhoun	\$	281,471		Emmet	\$	184,124
RTF 3	Kalamazoo	\$	238,691		Kalkaska	\$	173,063
	St.Joseph	\$	225,153	RTF 10A	RTF 10A	\$	702,633
	RTF 3 Total	\$	1,229,926		Manistee	\$	184,649
	Berrien	\$	282,220		Missaukee	\$	174,681
	Cass	\$	231,246		Wexford	\$	200,281
	Van Buren	\$	314,083	RTF 10B Total	RTF 10B Total	\$	559,611
RTF 4	RTF 4 Total	\$	827,549	RTF 10C	Benzie	\$	135,265
	Lapeer	\$	359,121		Grand Traverse	\$	228,402
	Shiawassee	\$	251,542		Leelanau	\$	138,635
RTF 5	RTF 5 Total	\$	610,663	RTF 10C Total	RTF 10C Total	\$	502,302
	Clinton	\$	253,825	RTF 11	Chippewa	\$	331,043
	Eaton	\$	250,030		Luce	\$	142,910
	Ingham	\$	228,963		Mackinac	\$	191,980
RTF 6	RTF 6 Total	\$	732,818	RTF 11 Total	RTF 11 Total	\$	665,933
	Huron	\$	307,967	RTF 12A	Alger	\$	161,223
	Sanilac	\$	361,437		Marquette	\$	377,838
	Tuscola	\$	350,546		Schoolcraft	\$	181,244
RTF 7A	RTF 7A Total	\$	1,019,950	RTF 12A Total	RTF 12A Total	\$	720,305
	Bay	\$	203,182	RTF 12B	Delta	\$	243,005
	Gratiot	\$	228,056		Dickinson	\$	147,153
	Saginaw	\$	372,056		Menominee	\$	251,188
RTF 7B	RTF 7B Total	\$	803,294	RTF 12B Total	RTF 12B Total	\$	641,346
	Clare	\$	203,651	RTF 13A	Baraga	\$	166,047
	Gladwin	\$	191,035		Houghton	\$	210,635
	Isabella	\$	243,079		Keweenaw	\$	81,499
RTF 7C	Midland	\$	212,909	RTF 13A Total	RTF 13A Total	\$	458,181
	RTF 7C Total	\$	850,674	RTF 13B	Gogebic	\$	203,096
	Arenac	\$	136,836		Iron	\$	206,318
	Iosco	\$	163,038		Ontonagon	\$	215,035
	Ogemaw	\$	191,537	RTF 13B Total	RTF 13B Total	\$	624,449
RTF 7D	Roscommon	\$	160,804	RTF 14	Lake	\$	177,181
	RTF 7D Total	\$	652,215		Mason	\$	178,813
	Mecosta	\$	228,611		Muskegon	\$	221,348
	Montcalm	\$	346,675		Newaygo	\$	321,842
	Osceola	\$	204,041		Oceana	\$	215,289
RTF 8A	RTF 8A Total	\$	779,327	RTF 14 Total	RTF 14 Total	\$	1,114,473
	Allegan	\$	427,174	Rural Total			
	Ionia	\$	252,055			\$	17,968,728
	Ottawa	\$	272,656				
RTF 8B	RTF 8B Total	\$	951,885				

The funds listed to the left are being allocated directly to RTFs for local project selection through their rural planning process. Projects should be programmed for eligible activities using the HIP fin sys code in the template HIP Rural. If the RTF chooses to use the funds for activities listed in eligible activities #2 (page 6), then the RTF needs to contact the MDOT RTF Coordinator on or before June 1, 2021 to discuss how to program the funds.

FY 2021 HIP COVID Relief General Information

- Must be obligated by September 30, 2024. MDOT recommends obligation as soon as possible.
- These funds come with their own obligation authority and are not subject to any limitations on obligation.
- Federal share is 100% payable. No match required.
- Eligible activities:
 1. Surface Transportation Block Grant (STBG) program activities eligible under 23 USC 133 (b) see Appendix A (page 6) for the full list of items.
 2. **Special eligibilities:** costs related to preventative maintenance, routine maintenance, operations, personnel, including salaries of employees (including those employees who have been placed on administrative leave) or contractors, debt service payments, availability payments, and coverage for other revenue losses. Contact your MDOT representative or coordinator if you intend to utilize the funds in this way.
- TMA funds must be used in the TMA area they are assigned to.
- Must be programmed in S/TIP.
- Disadvantaged Business Enterprises (DBE) Program Section 1101 of FAST Act applies to this funding.
- FHWA Program Codes are listed below. If a special eligibility is intended to be used, please contact MDOT to discuss how to program the project.
 1. Z970 (parent) HIP COVID Supplemental – any area (regular STBG activities)
 2. Z971 (child) HIP COVID Supplemental special eligibilities– any area
 3. Z972 (parent) HIP COVID Supplemental – TMA areas (regular STBG activities)
 4. Z973 (child) HIP COVID Supplemental special eligibilities– TMA areas

Appendix A: Eligible Activities under Surface Transportation Block Grant (STBG) program 23 USC 133

(b) source: <https://www.law.cornell.edu/uscode/text/23/133>

(1) Construction of—

- (A) highways, bridges, tunnels, including designated routes of the Appalachian development highway system and local access roads under section 14501 of title 40;
- (B) ferry boats and terminal facilities eligible for funding under section 129(c);
- (C) transit capital projects eligible for assistance under chapter 53 of title 49;
- (D) infrastructure-based intelligent transportation systems capital improvements, including the installation of vehicle-to-infrastructure communication equipment;
- (E) truck parking facilities eligible for funding under section 1401 of MAP-21 (23 U.S.C. 137 note); and
- (F) border infrastructure projects eligible for funding under section 1303 of SAFETEA-LU (23 U.S.C. 101 note).

- (2) [Operational improvements](#) and capital and [operating costs for traffic monitoring, management, and control](#) facilities and programs.
- (3) Environmental measures eligible under sections 119(g), 328, and 329 and transportation control measures listed in section 108(f)(1)(A) (other than clause (xvi) of that section) of the [Clean Air Act \(42 U.S.C. 7408\(f\)\(1\)\(A\)\)](#).
- (4) [Highway](#) and transit safety infrastructure improvements and programs, including railway-[highway](#) grade crossings.
- (5) Fringe and corridor parking facilities and programs in accordance with section 137 and [carpool projects](#) in accordance with section 146.
- (6) Recreational trails [projects](#) eligible for funding under section 206, pedestrian and bicycle [projects](#) in accordance with [section 217](#) (including modifications to comply with accessibility requirements under the [Americans with Disabilities Act of 1990 \(42 U.S.C. 12101 et seq.\)](#)), and the safe routes to school program under section 1404 of SAFETEA-LU ([23 U.S.C. 402](#) note).
- (7) Planning, design, or [construction](#) of boulevards and other roadways largely in the right-of-way of former [Interstate System](#) routes or other divided [highways](#).
- (8) Development and implementation of a [State asset management](#) plan for the [National Highway System](#) and a performance-based management program for other [public roads](#).
- (9) Protection (including painting, scour countermeasures, seismic retrofits, impact protection measures, security countermeasures, and protection against extreme events) for bridges (including approaches to bridges and other elevated structures) and tunnels on [public roads](#), and inspection and evaluation of bridges and tunnels and other [highway](#) assets.
- (10) Surface transportation planning programs, [highway](#) and transit research and development and technology transfer programs, and workforce development, training, and education under [chapter 5 of this title](#).
- (11) Surface transportation infrastructure modifications to facilitate direct intermodal interchange, transfer, and access into and out of a port terminal.
- (12) [Projects](#) and strategies designed to support congestion pricing, including electronic toll collection and travel demand management strategies and programs.
- (13) At the request of a [State](#), and upon Secretarial approval of credit assistance under chapter 6, subsidy and administrative costs necessary to provide an [eligible entity](#) Federal credit assistance under chapter 6 with respect to a [project](#) eligible for assistance under this section.
- (14) The creation and operation by a [State](#) of an office to assist in the design, implementation, and oversight of public-private partnerships eligible to receive funding under this title and chapter 53 of title 49, and the payment of a stipend to unsuccessful private bidders to offset their proposal development costs, if necessary to encourage robust competition in public-private partnership procurements.
- (15) Any type of [project](#) eligible under this section as in effect on the day before the date of enactment of the FAST Act, including [projects](#) described under [section 101\(a\)\(29\)](#) as in effect on such day.