

Minutes
Rural Task Force 10A (Antrim, Charlevoix, Emmet, Kalkaska)
December 15, 2020

10:00am – Zoom Meeting

In Attendance: Al Meacham (Antrim County Transportation), Jill Drury (Charlevoix County Transit), Mary Cook (Beaver Island Transportation Authority), Brian Gutowski (Emmet County Road Commission), Tracy Fisher (Kalkaska Public Transit Authority), Heather Bowden (MDOT), Josh Grab (MDOT), Tina Makarewicz (MDOT), Mathew Cooke (Networks Northwest), Tim Faas (Boyer City), Pat Harmon, Mike Cain

1. Introductions

Brian Gutowski, Emmet County, Chair, called the meeting to order at 10:02 a.m.

2. Approval of agenda/meeting minutes

Motion to approve the December 15, 2020 agenda and April 29, 2020 minutes by John Rogers, supported by Jill Drury.

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 noted that the new numbers for targets were put into the spreadsheet. He noted some changes would be necessary to become fiscally constraint. It was noted that FY20 spreadsheet needed to be updated to reflect that there was no money left over. Mathew Cooke noted that we made adjustments with bid savings but he missed adjusting the spreadsheet for FY20. Brian Gutowski confirmed that the Emmet County FY21 project would be \$587,256 STP and not \$595,255. Mathew Cooke said he would get in touch with Burt Thompson to make necessary adjustments to Antrim County's STP.

Jim Vanek said Charlevoix County's Clarion Road was programmed to the engineers estimate, but Jill Drury said they could adjust transits transit capital job to balance out Charlevoix's STP. A new form will be needed for JN205639.

Mathew Cooke mentioned that he had not yet entered in John Rogers's numbers for Kalkaska County. John Rogers noted for FY 21, Kalkaska County would have projects for CR 517 at \$492,368 STP and CR 612 at \$320,000 State D. The FY21 Transit job was removed and FY22 would be increased to \$100,000 STP.

Tracy Fisher mentioned that there was some leftover funds from FY19 project that they would like to use for fixing floors.

Motion to approve moving \$4,634.80 of FY19 funds for Kalkaska Transit to use for fixing of flooring moved by Jill Drury and seconded by Tracy Fisher.

Motion Carries- unanimous

Jill Drury requested that left over FY19 funds (\$5,242) be used for security equipment for cameras around facility. She also asked to change the scope of FY21's project from storage building to a canopy, paving, and a new generator for the fueling station and building.

Motion to approve moving \$5,242 of FY19 funds to security equipment and change scope of FY21 project to a canopy, paving and generator for fueling station and building by John Rogers, seconded by Tracy Fisher.

Motion Carries- unanimous

It was noted that while the Antrim-Emmet exchange has previously been done, it was done again just to ensure no issues.

Motion to approve Antrim-Emmet exchange (\$73,255 STP to Emmet County in exchange for \$73,255 State D to Antrim County) in FY21 and approve changes to balance sheet by John Rogers, seconded by Jill Drury.

5. Public Comments

Mathew Cooke noted that he would send out a survey for the next meeting in April.

6. Adjourn

Meeting adjourned at 10:40 a.m.

Kalkaska County

	STP	State D	Safety	Local
19 Unspent	\$ -	\$ 14,422		
20 Target	\$ 494,991	\$ 79,554		
20 Begin	\$ 494,991	\$ 256,297		
Plum Valley Chip seal	\$ (393,400)	\$ -		\$ (348,900)
Transit	\$ (100,000)	\$ -		

	STP	State D	Safety	Local
20 end	\$ 1,591	\$ 256,297		
21 Target	\$ 500,000	\$ 72,747		
21 Begin	\$ 501,591	\$ 329,044		
C.R. 571	\$ (501,591)	\$ -		\$ (126,000)
CR 612 Safety		\$ (320,000)	\$ (600,000)	\$ (130,671)
	\$ -	\$ 9,044		

	STP	State D	Safety	Local
21 end	\$ -	\$ 9,044		
22 Target	\$ 510,000	\$ 72,747		
22 Begin	\$ 510,000	\$ 81,791		
Transit	\$ (100,000)			
CR 571	\$ (410,000)			\$ (190,000)
	\$ -	\$ 81,791		

	STP	State D	Safety	Local
22 end	\$ -	\$ 81,791		
23 Target	\$ 520,000	\$ 72,747		
23 Begin	\$ 520,000	\$ 154,538		
CR 571	\$ (520,000)			\$ (130,000)
	\$ -	\$ 154,538		

	STP	State D	Safety	Local
23 end	\$ -	\$ 154,538		
24 Target	\$ 520,000	\$ 72,747		
24 Begin	\$ 520,000	\$ 227,285		
CR 571	\$ (420,000)	\$ (180,000)		
Transit	\$ (100,000)			
	\$ -	\$ 47,285		

	STP	State D	Safety	Local
24 end	\$ -	\$ 47,285		
25 Target	\$ 530,000	\$ 72,747		

25 Begin	\$ 530,000	\$ 120,032		
CR 612	\$ (530,000)	\$ (104,032)		\$ (28,468)

\$	-	\$ 16,000		
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	STP	State D	Safety	Local
25 end	\$ -	\$ 16,000		
26 Target	\$ 540,000	\$ 72,747		
26 Begin	\$ 540,000	\$ 88,747		
CR 612	\$ (440,000)	\$ (72,747)		\$ (87,253)
Transit	\$ (100,000)			

\$	-	\$ 16,000		
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