

**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.