

Rural Task Force 10C – Call for Projects MEETING

DRAFT MEETING MINUTES

November 13th, 2024

I. **Introductions**

Kelly Dunham (BATA); Shaughn Handley (BATA); Jessica Carland – Online Attn. (Benzie Bus); Chad Hollenbec – Online Attn. (Benzie Bus); Scott Fasel (BCRC); Troy Hinds (BCRC); Craig Brown (LCRC); Derek Weichlein (GTCRC); Joseph Slonecki (Wade Trim – Village of Kingsley Rep.); Linda Forwerck (Village of Fife Lake); Maggie Bacon (Village of Empire);

RPA/MDOT:

Isha Pithwa (NN); Ben DuBois (MDOT); Brian Stark (MDOT); Kyle Kobylski (MDOT); Heidi Phaneuf – Online Attn. (MDOT);

Meeting Called to order at 11:01

II. **Approval of Agenda**

No changes were made to presented agenda.

Motion to approve the presented agenda made by Kelly Dunham and supported by Craig Brown. All Ayes, none opposed. Motion carried unanimously.

III. **Approval of Meeting Minutes**

Meeting minutes from the full RTF December 2023 meeting as well as individual local county CFP meetings held in 2024 were presented. No changes were made to the presented draft meeting minutes.

Motion to approve the presented meeting minutes from December 2023 full RTF, Benzie County Local County CFP meeting, Grand Traverse County - Local County CFP meeting and Leelanau County – Local County CFP meeting was made by Kelly Dunham and supported by Craig Brown and Jessica Carland (online). All Ayes, none opposed. Motion carries unanimously.

IV. **MDOT Updates**

Ben DuBois Updates (MDOT):

- Updates about the progress of North Region Active Transportation Plan and asked the group to review the draft plan and share comments/suggestions with Isha if any – helps a lot at future grants
- Carbon Reduction Program – funding opportunity update

- M22 and M72 job update – Bid estimates came over a little so with a few internal or regional changes the job is still going. Copemish Carbon reduction job is delayed until next year.
- MDOT TSC managers did not have any updates but open to questions.

Brian Stark (MDOT):

- STIP – Estimates for FY26-29 handed out. With FY2026-29 estimates there will be no new numbers unless there are any changes and the new allocations will be handed out prior to that fiscal year.
- Actual allocation for FY2025 handed out so any project changes for FY2025 should have their new allocation numbers by county (check LABR which has your FY2025 allocations). If you are trying to obligate your projects before December utilizing TDFD funding, for that MDOT allows that to be used up to 90% of what your estimates are. This year there has been significant decrease with your TDFD funding – just as a heads up. – contact Brian if needed to know your actual numbers. Suggested please check your LABR reports and also the balance sheets for all your projects.
- Please share your 1799/1797 forms for all your projects through 2029 to Isha to process (before Jan 15th, 2025). For FY 2026 your JobNet will freeze from July 1st to Oct 1st meaning no changes can be made to your FY2026 projects during that period so it is suggested that you process all your project change requests or funding through before July 1st, 2025.
- Estimates are changed accordingly by using 2020 census data as opposed to older ones i.e., 1980s.
- RTF Training videos are online on MI RTF website. Please share with any new person for training.
- Please share your local federal funds exchange updates/agreements to Brian if you are participating. Fed Aid Buyout program has been suspended again for FY2026, MDOT will reevaluate again for FY 2027. TDFD direct distribution grant, if you want to participate in that you either have to participate in a local-fed fund exchange with StateD or just Local funds and StateD. Let Brian know, he will review the project to make sure it meets the all-season standards and process that further.
- Please share if you are eliminating any project to Brian.
- August redistribution happened – Every project that went through LAP got funded this year. They had larger redistribution than expected. The numbers are yet to finalize. If there is any money left it goes to the MDOTs Bridge program and the funding that is supposed to the RTF goes into next years pot. For RTF 10C got all funded – if there is anything Brian will let know the exact numbers as they come through. Reach out to Brian if you need any additional information

V. Discussion on Agreements between the RTF members (County, Local, Transit)

No changes in the RTF agreements between. Transit (BATA) with both CRCs GTC and Leelanau the agreement is transit get 10% of Fed \$. Same with Benzie bus and BCRC.

STIP Review of projects FY2026, 2027, 2028, 2029

Going through STIP Years County wise as below. Please note that all projects as listed below will be updated as their 1799/1797 forms are received.

BENZIE COUNTY:

- **Benzie bus** sent their transit project 1797 forms for FY26-29. **BCRC** will be sending their 1799 forms for all the years specifying the road and local match amount.
- See all projects for Benzie Bus and BCRC as informed by their 1797 and 1799 forms below.

BENZIE COUNTY	WORK DESCRIPTION	STP	STATE-D	LOCAL	TOTAL
'24 END BAL		\$0	\$54,683	-	-
'25 TARGET		\$472,730	\$89,543	-	-
'25 BEG BAL		\$472,730	\$144,226	-	-
Platte Rd. From US-31 to M-22 - JN 214846	One Course Asphalt Overlay GPA	\$425,457	\$89,543	\$414,382	\$929,382
Transit Project - JN 214885	Van Purchase	\$47,273		\$11,818	\$59,091
'25 END BAL		\$0	\$54,683	-	-
'26 TARGET		\$483,000	\$88,000	-	-
'26 BEG BAL		\$483,000	\$88,000	-	-
Pioneer Rd. From Goose Rd. to M-115 - JN 214847	Single Course Chip Seal (GPA)	\$434,700	\$57,000	\$89,100	\$580,800
Transit Project - JN 214887	Van Purchase	\$48,300		\$12,075	\$60,375
'26 END BAL		\$0	\$31,000	-	-
'27 TARGET		\$493,000	\$88,000	-	-
'27 BEG BAL		\$493,000	\$119,000	-	-
Maple St. From Village of Lake Ann to GT County Line - New Project	Asphalt Reconstruction	\$443,700	\$119,000	\$27,395	\$590,095
Transit Project – New Project	Van Purchase	\$49,300		\$12,325	\$61,625
'27 END BAL		\$0	\$0	-	-
'28 TARGET		\$503,000	\$88,000	-	-
'28 BEG BAL		\$503,000	\$88,000	-	-
Thompsonville HWY/ Maple City HWY From Village of Thompsonville to CR610 (2 sections) - New Project	Single Course Chip Seal (GPA)	\$452,700	\$88,000	\$63,375	\$604,075
Transit Project - New Project	Van Purchase	\$50,300		12,575	\$62,875
28 END BAL		\$0	\$0	-	-
29 TARGET		\$513,000	\$88,000	-	-
'29 BEG BAL		\$513,000	\$88,000	-	-
Karlin Rd. From Lindy Rd. to GT County Line - New Project	One Course Asphalt Overlay GPA	\$461,700	\$88,000	\$65,685	\$615,385
Transit Project - New Project	Van Purchase	\$51,300		12,825	\$64,125
29 END BAL		\$0	\$0		

GRAND TRAVERSE COUNTY:

- **Grand Traverse County Road Commission:** Derek will share 1799 forms (update the stated numbers and send final amounts for their projects). JN219117 Cedar Run Rd – FY2026 – work description changed with Overlay and Add shoulders. FY27 Williamsburg project - changed the state D amounts (Derek will finalize the numbers and send the 1799 forms).
- **Village of Kingsley** will share the final numbers and 1799 form for the N Brownson St JN 214833 for the FY2026 - needs to be updated.
- **BATA Transit FY2026 – JN214807 – Changed to Vehicle from Technology – everything else stays same.** BATA will send their 1797 forms for all the years.
- All projects as listed below will be updated as their 1799/1797 forms are received.

GRAND TRAVERSE COUNTY	WORK DESCRIPTION	STP	STATE-D	LOCAL	TOTAL
'23 END BAL		\$0	\$36	-	-
24 TARGET		\$692,873	\$93,234	-	-
24 BEG BAL		\$692,873	\$93,270	-	-
JN 214801 - Transit	Transit Capital	\$98,132		\$24,533	\$122,665
Fife Lake Road (Village to 22 Creek) - JN 214814 *FY24 Buyout*	Overlay and add shoulders	\$623,586	\$73,771	\$426,171	\$1,123,528
'24 END BAL		(\$28,845)	\$19,499	-	-
'25 TARGET		\$707,177	\$94,561	-	-
'25 BEG BAL		\$707,177	\$114,060	-	-
Fife Lake Road (22 Creek to Supply) - JN 214818	Overlay and add shoulders	\$666,900	\$59,000	\$345,447	\$1,071,347
JN 214805 - Transit	Transit Capital	\$70,718		\$17,679	\$88,397
'25 END BAL		(\$30,441)	\$55,060	-	-
'26 TARGET		\$722,000	\$92,930	-	-
'26 BEG BAL		\$722,000	\$147,990	-	-
N Brownson St. - Village of Kingsley- JN 214833 – Need 1799 form to clarify project amounts and limits		\$363,200		\$296,800	\$660,000
JN 214807 - Transit*	Vehicle	\$72,200		\$18,050	\$90,250
JN 219117 Cedar Run Road	Overlay and add shoulders	\$317,200		\$1,132,800	\$1,450,000
'26 END BAL		(\$30,600)	\$147,990	-	-
27 TARGET		\$737,000	\$92,930	-	-
'27 BEG BAL		\$737,000	\$240,920	-	-
Williamsburg Rd - Project info 1799 request to clarify limits	Chip seal overlay and shoulders	\$663,300	\$205,359	\$531,341	\$1,400,000
Transit	Vehicle	\$73,700		\$18,425	\$92,125
27 END BAL		\$0	\$35,561	-	-
28 TARGET		\$752,000	\$92,930	-	-

'28 BEG BAL		\$752,000	\$128,491	-	-
Transit	Vehicle	\$75,200		\$18,800	\$94,000
Williamsburg Rd - Phase 2 - ACC - Project info 1799 request to clarify limits	Chip seal overlay and shoulders	\$676,800	\$92,930	\$630,270	\$1,400,000
28 END BAL		\$0	\$35,561	-	-
29 TARGET		\$768,000	\$92,930	-	-
'29 BEG BAL		\$768,000	\$128,491	-	-
Transit	Vehicle	\$76,800		\$19,200	\$96,000
W County Line Rd	Add shoulders and overlay	\$691,200		\$808,800	\$1,500,000
29 END BAL		\$0	\$128,491		

LEELANAU COUNTY:

- **Village of Empire** will share the final numbers and 1799 form for the JN215262 in FY2026 - needs to be updated.
- **Road Commission** – FY2025 new CR will be shared. FY2026, FY2027, FY2028 and FY2029 new project will share the 1799 form (see the amounts below). Eliminating JN214839 in FY2026 (Craig will send a 1799 form for that – this project was initially in FY2022/23 to be done in FY2026 – it was already deleted in the Local County Meeting). Clarification – FY2028 will; not be ACC since the project works are different, it will be a new project all years - FY2026-29.

LEELANAU COUNTY	WORK DESCRIPTION	STP	STATE-D	LOCAL	TOTAL
'23 END BAL	-	\$0	\$108,988	-	-
24 TARGET	-	\$467,334	\$80,817	-	-
24 BEG BAL	-	\$467,334	\$189,805	-	-
Transit - JN214834	Transit Capital	\$17,888		\$4,472	\$22,360
CR 626- JN214837 - 10/29/2024 Change Req approved	Reconstruct	\$420,601		\$295,000	\$525,751
'24 END BAL	-	\$28,845	\$189,805	-	-
'25 TARGET	-	\$477,068	\$81,967	-	-
'25 BEG BAL	-	\$505,913	\$271,772	-	-
Transit - JN214835	?	\$50,591		\$12,648	\$63,239
CR 626 (Omena Road) - JN 214838	Crush & Shape & Asphalt Resurfacing (GPA)	\$429,300		\$320,700	\$750,000
'25 END BAL	-	\$26,022	\$271,772	-	-
'26 TARGET	-	\$489,000	\$52,000	-	-
'26 BEG BAL	-	\$515,022	\$323,772	-	-
Village of Empire - Possible New Road (JN215262)	?	\$275,000		\$68,750	\$343,750
Transit - - JN214836	?	\$51,502		\$12,876	\$64,378

New project - CR667/CR616	Milling & One Course Asphalt Overlay (GPA)	\$165,100	\$310,000	\$65,000	\$540,100
JN214839 - Delete Job - CR641 (Lake Leelanau Dr) from Donner Rd to M-204 Duck Lake Rd	Single Course Chip Seal (GPA)			-	-
26 END BAL	-	\$23,420	\$13,772	-	-
27 TARGET	-	\$500,000	\$80,554	-	-
'27 BEG BAL	-	\$523,420	\$94,326	-	-
New project - Transit	Vehicle	\$52,342		\$13,085	\$65,427
New Project - Lake Leelanau Dr (CR 641) from 2016 project to 1/2 Mile	Reconstruction	\$450,000		\$100,000	\$550,000
27 END BAL	-	\$21,078	\$94,326	-	-
28 TARGET	-	\$510,000	\$80,554	-	-
'28 BEG BAL	-	\$510,000	\$174,880	-	-
New project - Transit	Vehicle	\$51,000		\$12,750	\$63,750
New Project (Continuation of 27) Lake Leelanau Dr (CR 641) from 2026 project to Donner Rd	Crush & Shape & Asphalt Resurfacing (GPA)	\$459,000		\$100,000	\$559,000
28 END BAL	-	\$0	\$174,880	-	-
29 TARGET	-	\$521,000	\$80,554	-	-
'29 BEG BAL	-	\$521,000	\$255,434	-	-
New project - Transit	Vehicle	\$52,100		\$13,025	\$65,125
New Project - Bellinger Rd (CR616) from Mill St to Pavement Change	Crush & Shape & Asphalt Resurfacing (GPA)	\$468,900	\$240,000	\$50,000	\$758,900
29 END BAL	-	\$0	\$15,434	-	-

VI. Illustrative List Review

No changes/addition/removal to any projects in the illustrative list.

Motion for Project Approval

Action Requested: Approval of all listed projects for FY2026-2029, changes to FY2025, and the Illustrative List as discussed during the meeting.

Motion to approve the projects as discussed and listed for FY2025 change requests, FY2026-2029 STIP New projects and/or Change requests and illustrative list made by Craig Brown and supported by Kelly Dunham. All Ayes, None opposed. Motion carried unanimously.

Kelly Dunham inquired about the current chair and elections.

Chair Election

Discussion – Last year elected Wayne - GTCRC and it rotates. Discussion carried and followed to have reelection.

Nomination – Jessica Carland (Benzie Bus) was nominated as chair

Motion to carry the nomination to elect Jessica Carland as Chair was made by Kelly Dunham and supported by Maggie Bacon. All Ayes, None opposed. Motion carried unanimously.

VII. Public Comment

Suggestion to review the bylaws at the next full RTF.

Suggestion to review and update the all – season routes at the full RTF meeting.

VIII. Adjournment

Motion to adjourn the meeting was made by Kelly Dunham and supported by Derek Weichlein. All Ayes, None opposed. Motion carried unanimously.