

**Meeting Minutes**  
**Rural Task Force Grand Traverse County Local Meeting**  
**November 10, 2021**  
**9:00am – Networks Northwest Front Street Offices**

*In Attendance: Wayne Schoonover (Grand Traverse County Road Commission), Kelly Dunham (BATA), Dan Hawkins (Village of Kingsley), Terry Almquist (Village of Kingsley), Mathew Cooke (Networks Northwest), Hannah Yurk (Networks Northwest)*

**1. Introductions**

Mathew Cooke called the meeting to order at 9:04 a.m.

Those in attendance were introduced to one another.

**2. Approval of agenda**

**No motion provided but it stated there were no issues with the agenda.**

**3. Revisions to 2020-2023 TIP Projects**

**FY 2022**

Mathew Cooke explained that on the current spreadsheet it states that it is over budget but it was recommended by MDOT to not adjust that amount to zero because it should go back to the original amount once legislation approves it. Additionally, Mathew Cooke provided details regarding BATA's project in 2021 that was not captured and to adjust the BATA FY 2022 to \$20,000 STP to make up for that mistake.

Dan Hawkins expressed that the Kingsley project, S Brownson Avenue, might not be completed in FY 2022 because of timeline issues and bids. Discussion around what the timeline looks like took place, because the funds only have to be obligated within the allocated fiscal year and construction can take place in the following year. Dan Hawkins will look into the project further prior to the December 15th meeting to confirm the timeline and final numbers, but it will stay under the FY2022.

HIP - COVID funds have been allocated to the County Road Commission and will be used for the loss of revenue.

**Illustrative List Review**

Kelly Dunham wants to add placeholders for electric vehicles including charging stations to the illustrative list. Kelly will be able to provide more details at the 10C Regional meeting.

Mathew Cooke explained that the illustrative list purpose is for if there are any bid savings in a fiscal year, these projects can be moved to the project list.

#### 4. Fiscal Year 23-26 TIP Development

##### FY 2023

- Fiscal Year 2023 is currently over \$8,000 of the allocated funds so will need to adjust accordingly.
- BATA typically is allocated 10% of the available funds, so the Transit project will be adjusted to \$60,400 with a \$12,080 local match.
- The County Road Commission project will be decreased to \$543,600 of STP, \$71,250 of D-funds, and local match \$257,650. This project is changing from various projects to a project located on Voice Road, from Garfield to Pierce road with a total cost of \$872,500.

##### FY 2024

- BATA will receive 10% of the available funds for a transit capital project, Kelly said once she completes the form she will be more specific on the project.
- Wayne expressed that the County will break up the Fife Lake Road project into two pieces to fund it completely. This fiscal year project will be from the Village limits to 22 Creek. Total cost of this project is \$772,750, with STP of \$553,500 and will utilize D-funds of \$72,500. The match for this project will be \$146,750. This project will include the shoulders, chipseal, and an 1.5 inches of overlay.
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##### FY 2025

- Wayne stated the second part of the Fife Lake Road project is from 22 Creek to Supply Road. STP for this project is \$564,300 with D-funds of \$73,500 and a local match of \$134,700. The total cost of this project is \$772,750 which include the shoulders, chipseal, and an 1.5 inches of overlay.
- BATA will receive 10% of the available funds for a transit capital project, Kelly said once she completes the form she will be more specific on the project.

##### FY 2026

- Dan Hawkins from the village of Kingsley presented his project on N. Brownson Street that will be from M-113/N. Brownson intersection to Kingsley Village limits. The total cost of construction is \$715,000. The Kingsley project will receive \$575,100 of STP. Dan asked Wayne regarding eligible activities on the project because there are driving lanes but also parking lanes that need to be repaired. Wayne explained that some items will be considered non-participating, while others will be participating items, so those will need to be broken up to understand the total participating costs.
- BATA will receive 10% of the available funds for a transit capital project, Kelly said once she completes the form she will be more specific on the project. The STP is \$63,900.
- If the Kingsley project comes in less than stated BATA will receive the additional funds in FY 2026.

The illustrative list was updated to reflect several changes proposed, Wayne stated that the Cedar Run Project and the pavement markings can be removed and is covered by the millage. Wayne is adding 3 projects to the list:

1. County Road 633 from Shell Road to Hilltop Road with a total cost of \$850,625. This project will consist of trench, shoulder, chipseal, texas underseal, chipseal, and a 1.5 inch overlay.
2. County Road 633 from Hilltop to Fall Road for a total cost of \$850,625. This project will consist of trench, shoulder, chipseal, texas underseal, chipseal, and a 1.5 inch overlay.
3. Blackman Road from Center Road to Fenton Street with a total cost of construction of \$523,000. This project will consist of trench, shoulder, chipseal, texas underseal, chipseal, and a 1.5 inch overlay.

BATA expressed that the Fleet Scan Tool item can be removed and to change the Bus Stop amenities can be changed from \$20,000 to \$200,000.

**Motion by Dan Hawkins, seconded by Kelly Dunham to recommend the discussed and approved projects as Grand Traverse County's FY 23-26 projects for RTF 10C consideration and approval and for the Illustrative list updates. Motion approved by all members in attendance.**

Wayne wanted to make an amendment and change the 2022 various location project to the Blackman Road project on the illustrative list.

**Motion by Dan Hawkins, seconded by Kelly Dunham to amend the 2022 project to the Blackman Road project and remove it from the Illustrative list.**

**Motion approved by all members in attendance.**

## **5. Public Comments**

No comments.

## **6. Adjourn**

Meeting adjourned at 10:05 a.m.