

AGENDA

RURAL TASK FORCE 10-A (Antrim, Charlevoix, Emmet, Kalkaska)

Thursday, April 22, 2021

1:00 p.m. – <https://us02web.zoom.us/j/82627511095>

- I. Introductions

- II. Approval of agenda/meeting minutes

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

- IV. 2021-2023 Revision/Update of TIP projects
 - a. HIP Covid Funds

- V. Public Comments

- VI. Adjourn

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		
----	---	-----------	--	--

	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		
----	---	-----------	--	--

Minutes
Rural Task Force Antrim County Local Meeting
March 2, 2021
2:00pm – Zoom Meeting

In Attendance: Burt Thompson (Antrim County Road Commission), Al Meacham (Antrim County Transportation), Bryan Gruesbeck (Village of Elk Rapids), Josh Grab (MDOT), Mathew Cooke (Networks Northwest)

1. Introductions

Burt Thompson called the meeting to order at 2:05 p.m.

Those in attendance were introduced to one another.

2. Approval of agenda

Motion to approve the March 2 agenda by Bryan Gruesbeck, supported by Burt Thompson.

Motion approved by all members in attendance.

3. RTF updates

Josh Grab noted the HIP-COVID funding had no match requirement. He said if they are to be used for road projects they need to follow the same process as STP funds. He noted they need to be spent by 2024 but encouraged spending them as soon as possible. Josh Grab said if there was a special eligibility (from the list of uses MDOT provided) to let him know.

4. 2020-2023 Revision/Update of TIP projects

Members reviewed and adjusted the Antrim County projects for 2022 and beyond. Burt Thompson mentioned that FY 2021 projects were already set.

FY 2022

- Emmet County STP-State D swap will remain at \$73,255
- Removed Alden/Comfort Road project
- Addition of C48 Atwood Road HMA overlay (STP-\$335,000 Local-\$492,955)
- Transit increased to \$125,745 (STP) to buy busses.

FY 2023

- Removed Transit project
- Removed Pavement Marking project
- Addition of Eddy School Road Reconstruction project (STP - \$544,000 State-D – \$376,116)

Motion by Burt Thompson, seconded by Al Meacham, to amend Fiscal Years 2022 and FY 2023 projects as amended.

Motion approved by all members in attendance.

FY 2024

- Addition of Del Mason/Schoolcraft/Batchelder Reconstruct (STP – \$484,000 HIP-COVID - \$189,791 Local - \$689,000)
- Addition of Transit project (STP - \$60,000)

Mathew Cooke mentioned there would be local county meetings in the fall/winter when MDOT sends a call for projects for the next STIP update for Fiscal Years 2024-2027.

5. Public Comments

None.

6. Adjourn

- a. Meeting adjourned at 2:30 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	\$ 702,633	
	RTF 3 Total	\$ 1,229,926	RTF 10B	Manistee	\$ 184,649
	Berrien	\$ 282,220		Missaukee	\$ 174,681
	Cass	\$ 231,246		Wexford	\$ 200,281
	Van Buren	\$ 314,083	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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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.