

The
AREA PLAN COMMISSION
of Tippecanoe County

**Carroll County
Technical Transportation Committee
Meeting**

Date: November 09, 2021

Time: 2:00 PM

**Place: Conference Room
Carroll White REMC Building
241 N Heartland Dr
Delphi, IN 46923**

Members of the public may watch the livestream of the meeting at
<https://www.facebook.com/TippecanoeCountyIndiana> and
<https://www.youtube.com/channel/UCJleeA9ZQo9EIIgDZTdjurQ>

I. APPROVAL OF MINUTES FROM MAY 11, 2021; MEETING NOTES FROM AUGUST 10, 2021

Documents:

[CC Tech Minutes 05.11.2021.pdf](#)
[CC Tech Minutes 08.10.2021.pdf](#)

II. OTHER BUSINESS

- A. Rural Long-Range Transportation Plan
 - 1. Demographic Data
 - 2. Public Participation Survey

- B. 18-Month Letting List

Documents:

[2021 November Carroll County 18 Month.pdf](#)

III. ADJOURNMENT

Meeting dates for 2022:

- February 08
- May 10
- August 09
- November 08

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**CARROLL COUNTY TECHNICAL TRANSPORTATION COMMITTEE
MEETING MINUTES**

**May 11, 2021
VIRTUAL MEETING**

Due to the public health emergency, the meeting was held virtually. Members of the public may watch the livestream of the meeting at <https://www.facebook.com/TippecanoeCountyIndiana> or <https://www.youtube.com/channel/UCJleeA9ZQo9E11GdZTdjurQ/featured>

MEMBERS PRESENT

Marcia Blansett	INDOT District LPA Coordinator
David Hittle	MPO Executive Director
Tobe Leazenby	Carroll County Sheriff
Aaron Lyons	Delphi Street Commissioner
Kent Schumacher	Carroll County Highway Engineer

MEMBERS ABSENT

Jerry Snavely, Jr.	Camden Street Commissioner
Paul Redmon	Flora Police Department
Brook McCain	Delphi Police Department
Kamron Yates	Area Plan Commission of Carroll County
Debbie Lowe	Flora Airport

ALSO PRESENT

Tim Stroshine	Area Plan Commission of Tippecanoe County
Aria Staiger	Area Plan Commission of Tippecanoe County
Tim Hoffa	INDOT

Tim Stroshine called the meeting to order at 2:00pm.

I. APPROVAL OF MINUTES FROM FEBRUARY 09, 2021

Tobe Leazenby moved to approve the minutes from the February 9, 2021 meeting. Aaron Lyons seconded and the motion carried by unanimous voice vote.

**II. TRAFFIC COUNTS
Traffic Counts Funding**

Aria Staiger said CY 2020 focused on confined agricultural feeding operations, CAFOs and the counts were split up due to the pandemic. 19 counts were done in the first part of the year in FY 2019 and the remaining 46 counts were done in the second half of the year. This was done to avoid the impact of COVID on the counts. As a result of splitting the counts, we are unable to get all of the counts done this FY because we did not spend all of our funding. We will be back on the regular counting schedule next year.

CY 21 Count Results

Aria Staiger said the 19 counts were taken in new locations on larger roads that either haven't been counted before or have not been counted in a long time. These counts were low but the data is still valuable. Station 9998 on W 875 N which is a functional class six road, had a low average daily traffic count of 40. This data can be used to reevaluate functional classification.

David Hittle asked Aria to talk about how count locations are selected.

Aria Staiger said we have had the same locations for the 3-year cycles for a long time. We pick areas that give us specific data we are interested in like truck traffic and how it is going to impact road repair schedules.

The CAFO study looked at if the truck traffic might accelerate maintenance schedules. We run the basic stations every three years unless there is a specific data point we are looking for. There are locations we do not include because INDOT does counts along various highways.

Tim Stroshine said staff drafts a proposal of stations that is reviewed by members of this board before it is approved in February.

Kamron Yates asked when the deadline is to submit the proposals to staff.

Aria Staiger said there is no set deadline but staff provides the locations a few weeks before the meeting in February. She said we like to get the counts done during the fiscal year.

Kamron Yates said he has a few projects coming up that he has been asked to research. He asked if he needs to get those into staff ASAP.

Aria Staiger said we are not able to do more counts this FY but will take those suggestions for the next cycle of counts.

III. CRASH REPORT

Aria Staiger said APC creates a crash report for Carroll County every 3 years. She said the full document is not complete yet but she will review some of the important information that will be in the report. Staff gets this information from police crash data to analyze it and make corrections as needed. Staff reads through all of the officer's narrative and each crash report by hand to ensure the data is correct. We add some of our own data that is not added by default in the reporting system. She displayed the map of crashes in Carroll County from 2017 through 2019. She said most crashes occurred in densely populated areas like in towns and on major highways. We differentiate crashes that happen on private property and on public roads. She displayed the map of all the crash data. She noted that these are done for the purpose of recognizing roads that need improvements. The crashes are also separated by the primary factor of the crash. In the police data, there are 20 to 30 different reasons a crash primarily occurred. She displayed a map of the highest five reasons. There are some reporting software changes coming. She asked Tim when we would be receiving ARIES 6.

Tim Stroshine was not sure if the state police released an official date.

Aria Staiger said as the software changes over time, some of the factor categories will change and give more specific data. Animals in the roadway are very common like deer or geese lying into windshields. She displayed a table of all the primary factors and the frequency of each. She displayed the map of crashes by winter surface conditions then a map of crashes by number of injuries which was broken into three categories of one injury, two injuries and three or more injuries. The majority of crashes are single injury crashes. The next map organized crashes by fatalities which had 9 in total in three-year period. The rest of the report showed different tables with various data.

David Hittle asked Aria if data is available for the crash primary factor of influence of alcohol or drugs.

Aria Staiger said that driving under the influence data is complicated so the field of data has been removed because do not have the authority to look at it. It is often seen in officer's narratives that they performed a field sobriety test or sent in a blood test. Sometimes the results of those tests don't come back and the report doesn't get updated.

Tobe Leazenby said OWIs and operating under the influence of drugs is considered contributing factors. The categories listed, like speed, would be the primary factor and the influence of alcohol or drugs would be the contributing factor.

Aria said speed too fast was the sixth highest primary factor but unsafe speed is also a factor. We could combine them to get a more useful number.

David Hittle asked if this data shows trends versus earlier data.

Aria Staiger said we have the previous three-year conglomerated data and the year-by-year data for tracking long term trends.

David Hittle said he was curious as to what the crash rate is and how it moves in relation to population.

IV. OTHER BUSINESS

Title VI

Tim Stroshine said we are required to outline a procedure for people to complain about our work if they feel it is adversely impacting them based on several different factors. This procedure has been outlined for Tippecanoe County and staff was working on a procedure for Carroll County with Paul Coutts before he left. Kent will be the new person to field complaints about planning work. There have never been any complaints about the work in Carroll County. However, the efforts of developing a long-range transportation plan could produce some complaints.

Kent Schumacher asked Tim to send him Tippecanoe County's process for the Title VI complaints.

Tim Stroshine said Tippecanoe County has a board that reviews the complaints but he has not had any during his time at the county. It is still good to have a plan in place in the event of a complaint. We anticipate this being adopted at the June or July meeting

Federal Funding and Project Tracking

Kent Schumacher asked if there were an MPO that represents Carroll County.

Marcia Blansett said Carroll County is not officially in an MPO area to where an MPO would give them funds. Any funds that Carroll County wants would need to go through our INDOT's call for projects which usually happens once a year. The county would normally apply for either bridge funds or Group IV funds. INDOT sends out mass emails to inform people when the call will be. It is normally near the end of the year in November. The county could apply if they wanted to do any projects with federal funds. All bridges are eligible and roads have to be functionally classified major collector or higher in order to be eligible. Trails are also always eligible. She said Kent can call if he has any questions about applying.

Tim Stroshine said if the county receives federal funds for projects, they are required to fill out quarterly tracking reports that would be reviewed at this meeting for discussion.

INDOT 18-Month Letting List

Tim Stroshine said there are several updates. The first five projects all had a change in letting date and are on the same contract number.

Marcia Blansett said she would look to see why these dates were moved.

Tim Stroshine said there are new projects listed for the second half of 2022. Many are on SR25 for bridge work. A bundle of projects on US 421 were awarded to Ram Construction Services just under the engineer's estimate and with an estimated completion date of July 2, 2021. A project on SR 218 was awarded just over the engineer's estimate with an estimated completion date of August 27, 2021.

V. ADJOURNMENT

Aria Staiger introduced David Hittle as the new APC Executive Director. She also introduced Kent Schumacher as Paul Coutts replacement.

Kent Schumacher moved to adjourn.

The meeting adjourned at 2:37 pm.

Respectfully submitted,

Chyna Lynch
Recording Secretary

**CARROLL COUNTY TECHNICAL TRANSPORTATION COMMITTEE
MEETING MINUTES**

**August 10, 2021
VIRTUAL MEETING**

Due to the public health emergency, the meeting was held virtually. Members of the public may watch the livestream of the meeting at <https://www.facebook.com/TippecanoeCountyIndiana> or <https://www.youtube.com/channel/UCJleeA9ZQo9E11GdZTdjurQ/featured>

MEMBERS PRESENT

Marcia Blansett	INDOT District LPA Coordinator
David Hittle	MPO Executive Director
Kamron Yates	Area Plan Commission of Carroll County

MEMBERS ABSENT

Tobe Leazenby	Carroll County Sheriff
Aaron Lyons	Delphi Street Commissioner
Kent Schumacher	Carroll County Highway Engineer
Jerry Snavely, Jr.	Camden Street Commissioner
Paul Redmon	Flora Police Department
Brook McCain	Delphi Police Department
Debbie Lowe	Flora Airport

ALSO PRESENT

Tim Stroshine	Area Plan Commission of Tippecanoe County
Aria Staiger	Area Plan Commission of Tippecanoe County

Tim Stroshine called the meeting to order at 2:00pm. In the absence of a quorum, this will be an unofficial meeting.

I. APPROVAL OF MINUTES FROM MAY 11, 2021

No corrections needed. The minutes were not approved because of the lack of a quorum.

II. CRASH REPORT

Aria Staiger said APC creates a crash report for Carroll County every 3 years. She said the full document is complete, and it is available online. A link to the document was included with the meeting packet. It is very similar to the 2014-2016 report. This report looks at long-term trends with crashes, including comparisons to the crashes that occurred in that 3 year period. Staff gets this information from police crash data to analyze it and make corrections as needed. Staff reads through the officer's narrative and each crash report by hand to ensure the data is correct. We differentiate crashes that happen on private property and on public roads. One important new item that we added was crash rate analysis. This was done by combining crash data with traffic count data. This report also includes analysis for the smaller towns in Carroll County. This included creating several new maps. Aria asked the committee if there were any questions about the report. There were none.

Tim Stroshine said that if anyone wants a hard copy of the report, we can get those distributed.

III. OTHER BUSINESS

Title VI

Tim Stroshine said that we are getting ready to pass a resolution to adopt the Title VI Plan. Most of the information in the Title VI Plan covers APC's work in Tippecanoe County. However, because of the SURTP grant that we use for our work in Carroll County, there is a Carroll County component to this plan. We are required to outline a procedure for people to formally complain about our work if they feel it is adversely impacting them. Kent Schumacher will be the person in Carroll County to field review any complaints about APC's planning work. There have never been any complaints about the work in Carroll County. However, the efforts of developing a long-range transportation plan could produce some complaints.

Long Range Transportation Plan

Tim Stroshine said that we have been working on developing the first Long Range Transportation Plan for Carroll County. Today, staff is going to present some maps that show some data analysis that we have been working on.

Aria Staiger said that we are still in the data gathering phase of this plan. The source for a lot of the data that we have is the US Census Bureau and the American Community Survey. Most of this data is at the census tract level. This data provides a baseline that shows the current situation in Carroll County. We will be working on projecting this data to 2050, which will allow us to evaluate gaps in the transportation system.

Aria Staiger said that we will also be working on some public outreach efforts with this plan. This will include both surveys and stakeholder meetings. This outreach helps to ensure that the plan is developed equitably, and it best meets the needs of everyone in Carroll County.

Tim Stroshine said that we are in the process of developing a goals and objectives survey to distribute to residents of Carroll County. This survey will help provide direction for where to focus our work on this plan. Staff will be reaching out to some stakeholders to help design this survey. A meeting will be held after the Administrative Committee meeting to make some of these decisions.

Community Crossings Grant

Tim Stroshine said that this is something that APC has helped Carroll County with in the past. We have provided some crash data analysis for the application process. We are happy to continue to help out with future grant applications as needed. Tim noted that Carroll County was awarded \$983,000, which is close to the \$1,000,000 cap for awards.

Virtual vs. In-Person Meetings

Tim Stroshine said that due to the pandemic, we have been holding these meetings virtually. We can continue to do that if desired. However, many of our other meetings have returned to the more traditional in-person format. There are some meetings that are classified as public hearings, which are currently required to be in-person. However, this committee's meetings are not classified this way, so we have some flexibility in how we meet. He asked for the committee's thoughts on this.

Kamron Yates said that either way is fine with him.

Marcia Blansett said that virtual meetings were a little easier due to the physical distance. However, she was fine with doing it either way.

Tim said that we would check with the Administrative Committee to see what they think. Both this meeting and the Administrative Committee should have the same format, so we will make sure to communicate about that with everyone involved in both committees.

INDOT 18-Month Letting List

Tim Stroshine said there was not too much to report. There is a new project on State Road 25 that will be let in 2022. There were also some projects with letting dates that moved back. There are two new projects that will let in December of 2022.

Marcia Blansett said that right-of-way issues caused the letting dates to move back for a few projects.

IV. ADJOURNMENT

Kamron Yates thanked APC for their work. He hopes that we can continue to move forward, get through the pandemic, and get back to meeting in-person.

The meeting was adjourned at 2:28 pm.

Respectfully submitted,

Tim Stroshine
Assistant Director

18 Month Letting List - October 27, 2021

(INDOT update: October 15, 2021)

	Letting Date	Road	Location	Type of Work	Des & Contract Number	Previous Letting Date
S	2/9/2022	SR 18	Over Ridenour Ditch, 2.88 mi W of SR 29	Bridge Replacement	1700078 B-40607	
S	2/9/2022	US 421	North Street over US 421, 0.33 mi S of SR 25	Bridge Deck Overlay	1700102 B-40607	
S	3/9/2022	SR 25	NB over Bridge Creek, 1.32 mi N of US 421	Bridge Thin Deck Overlay	1901422 B-42506	
S	3/9/2022	SR 25	SB over Bridge Creek, 1.32 mi N of US 421	Bridge Thin Deck Overlay	1901423 B-42506	
S	3/9/2022	SR 25	SB over Bridge Creek, 0.39 mi S of US 421	Bridge Thin Deck Overlay	1901446 B-42506	
S	3/9/2022	SR 25	NB over Bridge Creek, 0.39 mi S of US 421	Bridge Thin Deck Overlay	1901447 B-42506	
S	3/9/2022	SR 25	Over CR 300N, 2.51 mi N of US 421	Bridge Thin Deck Overlay	1901469 B-42506	
S	3/9/2022	SR 25	Over CR 300N, 2.51 mi N of US 421	Bridge Thin Deck Overlay	1901470 B-42506	
S	8/10/2022	SR 25	NB over US 421, 03.58 S SR 218	Bridge Thin Deck Overlay	2000063 B-43056	
S	8/10/2022	SR 25	SB over US 421, 03.58 S SR 218	Bridge Thin Deck Overlay	2000064 B-43056	
S	8/10/2022	SR 25	CR 200N@.-SR 25 NB/SB, 00.92 N US 421	Bridge Thin Deck Overlay	2000119 B-43056	
S	8/10/2022	SR 25	WALNUT STREET@.-SR 25 NB/SB, 04.29 N SR 218	Bridge Thin Deck Overlay	2000122 B-43056	
S	8/10/2022	SR 25	CR 500 W@.-SR 25, 01.43 N SR 218	Bridge Thin Deck Overlay	2000136 B-43056	
S	8/10/2022	SR 25	CR 50 W@.-SR 25 NB/SB, NS RR, 06.81 N SR 218	Bridge Thin Deck Overlay	2000106 B-43056	
S	8/10/2022	SR 25	NB bridge over NSRR, 02.57 N US 421	Bridge Thin Deck Overlay	2000043 B-43056	
S	8/10/2022	SR 25	SB bridge over NSRR, 02.57 N US 421	Bridge Thin Deck Overlay	2000044 B-43056	
S	8/10/2022	SR 25	NB bridge over Rock Creek, 05.64 N SR 218	Bridge Thin Deck Overlay	2000056 B-43056	
S	8/10/2022	SR 25	SB bridge over Rock Creek, 05.64 N SR 218	Bridge Thin Deck Overlay	2000057 B-43056	
S	8/10/2022	SR 25	0.1 mi S CR 500 on Old 25	Small Structure Maintenance and Repair	2101102 B-43056	
S	9/14/2022	SR 218	0.81 mi E of SR 29	Small Structure Replacement	1700037 B-40607	
S	9/14/2022	US 421	Over Wildcat Creek, 4.06 mi N of SR 26	Bridge Replacement	1700101 B-40607	
S	9/14/2022	SR 29	SR 29 over , 0.21 mi N of S JCT SR 18	Small Structure Maintenance and Repair	2001044 B-40607	

	Letting Date	Road	Location	Type of Work	Des & Contract Number	Previous Letting Date
S	12/7/2022	SR 75	Wildcat Creek, 4.51 S SR 18	Bridge Replacement	1601029 <i>B-39876</i>	
S	12/7/2022	SR 75	At Wildcat Creek, 4.51 S SR 18	Bridge Replacement	2101199 <i>B-39876</i>	
S	12/7/2022	US 421	2.29 S JCT US 24/SR 39	Small Structure Maintenance and Repair	2100946 <i>B-43840</i>	
N	1/9/2023	SR 18	1.11 W JCT SR 29	Small Structure Pipe Lining	1703116 <i>B-41433</i>	
N	1/9/2023	SR 218	From 0.3 mi. W. of SR 75 to 0.	HMA Overlay Minor Structural	1800063 <i>B-41333</i>	
N	2/15/2023	SR 18	00.65 E SR 29 W JCT	Substructure Repair And Rehabilitation	2100887 <i>B-43839</i>	

Same, **N**ew, **C**hange, **N**ot **L**isted

Bid Letting Results

None to Report