

MPO POLICY BOARD
Minutes
January 13, 2022
2:00 pm
Virtual/ Tippecanoe County Office

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

Tony Roswarski	Mayor, City of Lafayette
John Dennis	Mayor, City of West Lafayette
Peter Bunder	President, West Lafayette Council
Shane Spears	INDOT
Cindy Murray (proxy for Gary Henriott)	City of Lafayette
Ben Murray	Chair, GLPTC
David Byers	President, County Commissioners
Larry Leverenz	President, Area Plan Commission

Absent Voting Members

Kevin Underwood	President, County Council
Melissa Williamson	President, Lafayette City Council
Gary Henriott	President, Lafayette Board of Works

Non-Voting Members Present

David Hittle	APC
Doug Poad	APC
Tim Stroshine	APC
Aria Staiger	APC
Jennifer Ewen	APC
Stu Kline	Tippecanoe County Highway
Mitch Lankford	West Lafayette City Engineer
Angelica Salgado	FTA
Jeff Kuhn	West Lafayette Project Engineer
Dave Griffiee	Lafayette City Engineer

Tony Roswarski called the meeting to order at 2:00 PM, and he conducted a roll call of the members present.

I. APPROVAL OF MINUTES

John Dennis moved to approve the minutes from the December 09, 2021 meeting. Ben Murray seconded, and the minutes, as submitted, were approved by unanimous roll call vote.

II. ADOPTION OF STATEWIDE 2022 SAFETY PERFORMANCE MEASURES AND TARGETS

Tim Stroshine said this is something that we do around this time every year, and what it is, is the Federal Legislation requires State Department of Transportation to set targets for certain performance measures, so specifically today we are looking at safety. They are required to set targets for number of fatalities, rate of fatalities, number of serious injuries, rate of serious injuries, and the number of non-motorized fatalities and serious injuries combined together. As an MPO, we have the option to either set our own targets separate from the State DOT or simply concur with the DOT's targets and write a letter of support stating

that our projects that we spend our federal money on, especially our HSIP money, will go towards supporting the state's effort. All the MPOs in Indiana have chosen to do the second option where we just concur with the State DOT's targets. What we have today, which was sent out in the packet, is a letter of support; this is what we would send to Mike Holowaty and others at the Indiana Department of Transportation offices. The targets are listed in this letter. What we are looking for is a motion for this board to authorize David Hittle our Executive Director to sign this letter of support, and if we get that, then we will send this letter to INDOT. We don't need to sign a Resolution; we just need your authorization. He offered to answer any questions.

Tony Roswarski noted Cindy Murray and Shane Spears have joined the meeting and are in attendance.

John Dennis moved that the Policy Board of the Lafayette MPO supports the state's performance measures and targets for safety for FY 2022 and authorize the Executive Director to sign the letter expressing that support. Ben Murray seconded, and the motion carried by unanimous roll call vote.

Yes-Votes

John Dennis
Larry Leverenz
David Byers
Peter Bunder
Cindy Murray
Ben Murray
Shane Spears

No-Votes

(None)

Tony Roswarski noted the authorization passed.

III. RESOLUTION T-22-01: RESOLUTION TO AMEND THE FY 21 & 22 UPWP

Tim Stroshine said this is new and will be the first time we have done this sort of thing, but when we create our UPWP, which is the documentation that regulates how we spend our planning money that we get from INDOT, we are issued a purchase order every year for that, and typically in the past, we have been able to rollover any unused funds in the purchase order from one year to the next year without having to do anything. The Federal Highway has tightened the screws on the regulations for the MPOs to make sure we document this better, so because of that we will need to do an official amendment to rollover that money. We have accrued a significant balance; we have \$291,000 remaining on our FY 2021 purchase order which is a very significant balance, so we are going to need to start working on ways to spend that down. We have an outline listed in the report of some of the ways we could do that. The general plan would be working with consultants on some new plans. We can use this money to pay for staff salaries which we do, but unless we were to add a new staff member, that amount that we spend won't necessarily change that much; it won't really help us with the balance, so we will need to partner with some consultants to perhaps do some expanded planning efforts. We are also looking at, perhaps, equipment and software purchases and additional staff training, for example conferences, webinars. That is basically what we are looking at to spend the money on, and it is detailed in the staff report of the different items we are looking to spend the money on. There is also a table that shows element-by-element where all this money is going. He offered to answer any questions.

Tony Roswarski asked Tim is there a reason the money has built-up to this level; has COVID played a role in what we could do with the money or what we would normally spend the money on.

Tim Stroshine said it has been slowly increasing from year-to-year. We just get more than we can spend with our current staff. Basically, most of the money tends to go towards the staff's salaries, and we just have more than we could spend for our current staff. We haven't in the past partnered with consultants to do these kinds of studies; we have tended to do a lot of the work in-house, but that doesn't help us spend down this balance when we do that. It is restrictive on what we can spend this money on. We can't spend this money to go towards any projects. It does have to go towards planning efforts specifically.

Tony Roswarski asked for any other questions. There were none.

John Dennis moved to approve Resolution T-22-01, an amendment to the FY 2021 and 2022 UPWP. David Byers seconded, and the motion carried by unanimous roll call vote.

Yes-Votes

John Dennis
Larry Leverenz
David Byers
Peter Bunder
Cindy Murray
Ben Murray
Shane Spears

No-Votes

(None)

Tony Roswarski noted Resolution T-22-01 has been approved.

**IV. APC PROGRESS REPORT
MPO Update**

MTP Update

Tim Stroshine said this is our Metropolitan Transportation Plan which we are federally required to do every five years, so adoption for this will be due in June. We will have to have it adopted including plan commission approval by June, so we thought it would be appropriate to start giving you monthly updates on what is going on with that. We have talked about some of the items that we have done in the past for this as we have been working on it for the past year. Where we are right now, is we need to do some coordination with our planning partners, specifically INDOT, Federal Highway, and Federal Transit as well as local planning partners and CityBus should be involved with this also. We are working with trying to get a meeting scheduled; we are hoping to get that meeting later this month, and at that point, we can get some INDOT approval for certain things that need to be in the plan. One of the big things will be we will need their approval for a Financially Constrained Project List which we have to go through and estimate how much federal funding will be available for us, which Doug has helped us work on. We can then take how much we have available and get some cost estimates for our projects for different jurisdictions and see which projects we think we can fund with our anticipated funding by 2050, and of course, INDOT will have some projects they will want in there as well that they will be funding with their own money, but we will have to coordinate with them on that. We have also reached out to the small towns, specifically Dayton and Battleground. I have had good conversations with the folks on the Town Councils for both of those towns recently, and we are also seeing if they have anything they may want to have as a federally participating project. They are going to discuss that issue at their upcoming council meetings and get back to me on that. We are trying to build this project list. The other big thing we are going to need to do with this coordination is look at this performance measure stuff. Part of that is what we put in place earlier in the meeting when you helped us adopt the safety performance measure targets, but there are also some performance measures for some other transportation factors that they look at as well including freight, movement, travel time, and other sorts of technical factors, and I have not been able to get a straight answer on what our state and federal partners want to be included in that, so that is going to be something we will definitely iron-out at the meeting. We are also working on writing some of the sections for the plan, and one section that will be significantly more substantial than we have seen in the past will be about environmental resilience and sustainability. We feel that was not addressed efficiently, so we have some of our staff working very hard on putting together a draft to discuss how we are going to approach that very important topic.

Tony Roswarski said good. He asked for any questions. There were none.

Federal Funding Obligation

Doug Poad said the report for January is in your packet, and the information at the top comes from INDOT's monthly report that they send us early-on in the month, and the information below that is a summary of all the individual projects broken down by the different funding sources, so you can see the status of the funding that has been obligated and the remaining balances. We particularly start looking at this and keeping a closer track because we are approximately halfway through the Federal Fiscal Year, and in the past, we are targeted to have all of our federal funds obligated by sometime in mid-April, so we are starting to keep a closer eye on this. You can see we have a good portion of federal funds that have been obligated already, and we have three more obligations or things that we need to do. The first thing we need to do is to flex a small portion of our HSIP Safety Funds to STBG Funds, and this is in order to fund the Sagamore Parkway Trail. We are in the process of doing that, and the amount is fairly small; it is only \$20,774, and that should be completed in the next day or two. The next project that we need to obligate funds is the Morehouse Road Project specifically the right-of-way phase. There is roughly over \$700,000 to do this, and these are monies that will go to purchasing the additional land that is needed for the project. In order to do this, we need to send to the district office a FMIS request along with another document called The Land Improvement and Damages Report, and those are generally put together by the consultant working on the project, and when I spoke with Stu recently, they are in the process of getting all the appraisals done. At this time, it seems we will be able to submit the FMIS request along with the LID probably well before the deadline of obligating the funds. The last project that we need to obligate funds for is the Sagamore Parkway Trail. Some disappointing news, last month I believe we reported that it was on a March letting, and it appears now that has been moved to an April letting; we do not have official confirmation from INDOT for that yet, but it appears that is going to be done. Again, there has been some difficulty getting all the required documents and information for the next stage, what they call ready for letting, and last week we had a fairly productive meeting between INDOT's staff, the staff from the City of West Lafayette, ourselves, and also the consultant; in which, we discussed what needs to be done and how we need to be moving forward with this project. Doug said he did have a discussion with a person in central office in Indianapolis to see if we do have problems with this project, what can be done, and at this time there are no INDOT funds from Group 3 or Group 4 that can be flexed, changed, or swapped, so it needs to be let in this FY. We were strongly recommended to have this project let in April, but it is possible to have it let in May. If it doesn't get let in April or May, then there is a very strong possibility that we will lose the \$3 million dollars in federal funds. We are still working with a back-up plan, and we will start discussing with other MPOs just in case, but we really need to get this project let in April. He offered to answer any questions.

Tony Roswarski said the trail is a big part of what they are doing in West Lafayette and Lafayette. He asked Doug if he could be more specific on what the challenges are.

Doug Poad said first, there was a need to submit additional coordination information, and second, when the documentation was submitted, coordination between INDOT's Central Office and INDOT's District Office and with the engineering firm in terms of how to address slope stabilization. From what he understands, that was going to be done during construction, but the engineers in central office wanted to have that coordination take place now, so that has been in the process of getting done. We did reach out to the INDOT Project Manager in the Crawfordsville District Office this morning and asked for a status report, and we have not heard back yet. Our plan right now, is to hear what the project manager has to say, and then keep asking the same questions every week from here on out to make sure this project does go to an April letting.

Tony Roswarski asked who is the engineering firm that is designing this.

Doug Poad responded VS Engineering.

Tony Roswarski thanked Doug and said hopefully we can keep those dialogues open and productive to make sure we can move that along. That project ties into several other things we are doing in Lafayette through the Wabash River Enhancement Corporation and is part of our Ready Grant that we received.

It is a big piece of what we are all doing. He thanked everyone for their efforts for continuing to move this in a positive direction.

INDOT 18-Month Letting List

Doug Poad said to begin with he would like to look at the three projects that were on this past December's letting. One is on SR 38, and the other two are on SR 26. The one project on SR 38 the Full Depth Reclamation Project, the two bids that were submitted were not below the engineer's estimate. That project has been rescheduled to be rebid in February. If it does get favorable bids in February, there is anticipated no change in the construction schedule at this point.

The two SR 26 projects, these are basically at the very western part of our county, there were two bids submitted, and the engineer's estimate was over \$19 million dollars, and the low bid was Milestone Contractors for \$18.193 million dollars.

Next, a big project the widening of I65 just north of the Wabash River Bridges to roughly CR 725 N. The bid opening was on January 12th, and the engineer's estimate for this project was \$99,481,491.68. Walsh Construction was the low bidder at \$99,418,926.33; it was just under the engineer's estimate.

He said he has some additional information to pass along regarding the January bid letting. There were a lot of projects that were on the bid letting, and of those projects, 19 of them did not sell. All 19, were over the engineer's estimate. Additionally, a lot of the projects when they did the bid opening, many of them only had one bidder, and the additional information that I heard was that many of the bids that were received were also over the engineer's estimate. The Evansville MPO had one project. The engineer's estimate was \$4 million dollars, and the bids came in over \$12 million dollars. He is not sure why there was a big difference. What was commented to him was the bids were significantly higher than what was anticipated. We have some projects that are on the February bid letting. We have three on SR 38 and a couple district wide projects. The Sagamore Parkway Trail is on an April letting now. Also letting in April are Projects 23 and 24, the Auxiliary Lanes on US 52 South. Letting in September on US 231, Project 31, Auxiliary Lanes, and this is in the southern part of the county and following that basically there are no changes from the previous month. He offered to answer any questions.

V. OTHER BUSINESS

Tony Roswarski said Larry Leverenz has been on this committee as a proxy for some time. He is now the President of the Area Plan Commission this year, so Larry will be with us as a regular member of this committee along with the duties as the President of the Area Plan Commission. He thanked Larry Leverenz for his continued service, and we appreciate it.

Larry Leverenz thanked Tony Roswarski.

VI. CITIZEN COMMENTS

There was a one-minute pause to allow for public comments. There were none.

VII. ADJOURNMENT

John Dennis moved to adjourn. Shane Spears seconded, and the meeting was adjourned by unanimous roll call vote.

The meeting adjourned at 2:32 PM.

Respectfully Submitted,

Jennifer A. Ewen
Recording Secretary

Reviewed By,

A handwritten signature in black ink, appearing to read "D. Hittle", with a horizontal line underneath.

David Hittle
Executive Director