

**CARROLL COUNTY ADMINISTRATIVE COMMITTEE
MINUTES**

**February 9, 2021
3:00 PM
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

Anita Werling	Mayor of Delphi
Pete Wagoner	Camden Town Council Representative
Marcia Blansett (proxy for Matt Deitchley)	INDOT District Director

MEMBERS ABSENT

Josh Plue	President Carroll County Council
Bill Brown	President Carroll County Commissioners
Vincent Seward	Flora Town Council President
Mike Isley	Delphi City Council Representative

ALSO PRESENT

Sallie Fahey	MPO Executive Director
Tim Stroshine	Area Plan Commission Staff
Aria Staiger	Area Plan Commission Staff
Tim Hoffa	INDOT

Sallie Fahey called the meeting to order at 3:00pm. In the absence of a quorum, this will be an unofficial meeting.

Sallie Fahey said that this committee needs to decide who will be the chair. In the past, the chair has been the Mayor of Delphi.

Anita Werling said that she would be happy to be the chair for this committee. Pete Wagoner said that he could be the vice-chair, as he has been in the past. All present agreed with this decision.

**I. APPROVAL OF MINUTES FROM AUGUST 13, 2019 AND NOVEMBER 12, 2019;
MEETING NOTES FROM FEBRUARY 11, 2020 AND AUGUST 11, 2020**

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

II. TRAFFIC COUNTS

Traffic Counts Funding

Aria Staiger said that due to disruptions in traffic patterns from the pandemic in 2020, we split the traffic counts into two sections. The first section contained 19 counts, and the second section contained 46 counts. The 19 counts were in Delphi and the small towns in Carroll County. The 46 counts were near CAFOs. The 46 counts were taken in the fall, which put them in FY 2021 instead of FY 2020. Because of this, funding had to be used from the FY 2021 SURTP grant instead of the FY 2020 SURTP grant. This reduces the amount of funding available for counts to be taken in the spring of 2021. APC is hopeful that INDOT will allow a carryover of funds from FY 2020, so that 65 counts can be taken in the spring instead of only 19 counts.

Anita Werling asked if there was a timeline for getting confirmation about how much funding was available to take counts.

Sallie Fahey said that she needed to get in touch with INDOT about that. Getting additional funding would also require a work program amendment.

CY 20 Truck Count Results

Aria Staiger referred to a spreadsheet that was distributed with the meeting packet. She said that these counts were taken in areas near CAFOs where high truck traffic is anticipated. She discussed the different types of data in the spreadsheet, highlighting the different types of vehicle classification data. Aria said that the values were lower than previous years, as expected. She said that there is nothing that can be done about this. However, it should be noted that there were a few locations with a very high percentage of trucks. This means that the counts met the goal of finding locations with high truck traffic. This data will be helpful for maintenance and planning.

Anita Werling asked if the counts taken in Delphi were on the second sheet of the spreadsheet.

Aria Staiger said that this was correct.

Anita Werling asked if these percentages were typical for towns and cities.

Aria Staiger said that it is hard to say. There are many factors that can influence truck traffic percentage, including location of a truck route and how many deliveries go to a town or a city. She said that APC staff could look at past data and do a comparison of percentage of trucks in different years for the count locations in Delphi.

Anita Werling asked if the count on Armory Road would pick up bus traffic from the school.

Tim Strohshine said that buses should not be classified as trucks. Buses are class 4, and trucks start at class 5.

Anita Werling said that the truck count on Armory Road was high if it didn't include buses. She said that there are plans to set up a separate meeting with APC staff to discuss some of these issues in more detail.

CY 21 Proposed Count Stations

Aria Staiger mentioned that counts are taken on a three-year cycle. Every three years, most of the stations are repeated, although there are some adjustments made. Most of the 2021 count locations will be the same as the 2018 count locations.

Aria Staiger referred to two maps that were included in the packet. The first map shows all 65 stations. This will be the count program if funding can be rolled over from FY 2020. She talked about the symbology on the map. The second map shows the 19 counts that will be taken if funding cannot be rolled over. These counts are at the locations that are anticipated to have higher traffic volumes.

To develop the traffic count program, some low volume stations were removed and some stations that had not been counted for several years were added. Aria mentioned that this program is not final, and if committee members have input on stations to add/remove. Input can be given via e-mail for committee members who want more time to review the proposed stations. The count program should be finalized by early March so that the counts can be finished by the end of the fiscal year. Comments are needed by that time.

Tim Stroshine said that no counts in Delphi, Camden, or Flora have ever been cut. Counts in these locations have consistently been taken, so comparisons of truck traffic or any other type of data can easily be done.

Anita Werling mentioned that downtown Delphi is now a much more pedestrian friendly area. She has heard anecdotally that truck traffic has increased in this area, and she is concerned about the safety of these pedestrians.

Sallie Fahey said that she wanted to clarify the funding situation between different fiscal years. We did get the full allocation in FY 2021. However, because of the pandemic, some of the traffic counts were differed from FY 2020 to FY 2021. This meant that some of the funding that would normally be spent on traffic counts in the spring of 2021 had to be spent in fall of 2020. APC is working with INDOT to see if we can roll over the unspent funds from FY 2020.

III. OTHER BUSINESS

INDOT 18-Month Letting List

Tim Stroshine said there have not been too many significant changes to this list. There is a project that is expected to let on February 10. This project is represented by the first four rows in the list distributed with the packet. It includes work on various bridges along US 421. Tim Stroshine mentioned that at the Technical Committee meeting, INDOT said that the first project in the list was a thin deck overlay. It will not cause a major disruption to traffic, but it will close one lane at a time. There is also a bridge project along SR 218 that is expected to let on March 10. After that, there are no projects planned for letting until December of 2021.

Tim Stroshine mentioned that Tobe Leazenby asked about a couple of projects that were not on the list at the Technical Committee meeting. INDOT will look into that for Tobe, and get some information to the committee.

Tim Hoffa introduced himself to the committee. Tim is a project manager at INDOT. He will be taking over a lot of the projects in Carroll County. He should be able to attend the quarterly meetings in the future, and he can help answer questions.

Public Outreach

Sallie Fahey said that she had an additional agenda item to add based on the conversation at the Technical Committee meeting. She said that APC is interested in finding the best ways to reach out to the public to get input on the upcoming long-range transportation plan for Carroll County.

Tim Stroshine said that this will be the first long-range transportation plan for Carroll County. To develop this plan, it is important to get feedback from the public about the goals for this plan. He said that in Tippecanoe County we have had some success using social media platforms to distribute surveys to the public. He asked what social media platforms people use in Carroll County.

Anita Werling said that the City of Delphi has an official Facebook page. She said there were also some other Facebook groups that could reach a large number of Carroll County residents. She also said that she wasn't aware of many users on NextDoor, she thinks that Facebook is more popular in Carroll County.

Tim Stroshine asked if there were any community groups that we could partner with to distribute surveys.

Anita Werling said that the Carroll County chamber has an active social media presence. There is also a Carroll County Indiana portal website that gets a good amount of traffic. She thinks that the towns would probably also be willing to promote these surveys.

New Executive Director Hire

Sallie Fahey said that she plans to retire in April. A search firm was hired to do a national search to look for candidates. She said that David Hittle, who is currently the planning director for unincorporated Johnson County, Indiana, was hired. Sallie gave the committee some information on David's background. She said he starts on March 1. There will be some overlap so that she can train him on office procedures. She said she is staying in the area, so she will be just a phone call away.

Pete Wagoner and Anita Werling thanked Sallie Fahey for her service, and wished her the best in her retirement.

Sallie Fahey said the dates for the rest of the quarterly meetings this year were included in the packet.

IV. ADJOURNMENT

Anita Werling adjourned the meeting at 3:37 pm.

Respectfully submitted,

Tim Stroshine
Assistant Director