

**CARROLL COUNTY ADMINISTRATIVE COMMITTEE  
MINUTES**

**MAY 1, 2018  
3:00PM**

**CARROLL COUNTY COURTHOUSE EMPLOYEES LOUNGE**

**MEMBERS PRESENT**

|  |                                    |
|--|------------------------------------|
| Shane Evans                              | Mayor of Delphi                    |
| Pete Wagoner                             | Camden Town Council Representative |
| Joretta Tinsman (proxy for Joshua Ayres) | Flora Town Council President       |
| Jackie Hockaday (proxy for Rick Powers)  | INDOT District Director            |

**MEMBERS ABSENT**

|                   |  |
|-------------------|--|
| Bill Brown        | President Carroll County Commissioners |
| Lawrence Stauffer | President Carroll County Council       |
| Carolyn Pearson   | Delphi City Council Representative     |

**NON-VOTING MEMBERS**

|              |                        |
|--------------|------------------------|
| Sallie Fahey | MPO Executive Director |
|--------------|------------------------|

**ALSO PRESENT**

|                |                            |
|----------------|----------------------------|
| Cat Schoenherr | Area Plan Commission Staff |
| Tim Stroshine  | Area Plan Commission Staff |
| Matt Deitchley | INDOT Communications       |
| Adam Parkhouse | INDOT Communications       |

President Shane Evans called the meeting to order at 3:00pm.

**I. APPROVAL OF MINUTES**

Pete Wagoner moved to approve the minutes from the November 14, 2017 and February 13, 2018 meetings. Joretta Tinsman seconded and the motion passed by unanimous voice vote.

**II. 2018 TRAFFIC COUNT UPDATE**

Tim Stroshine distributed the approved 2018 traffic count location map. He said we planned to start the counts a couple of weeks ago but the weather was unseasonably cold we had to wait until last week to start taking the counts. We now have the counts for the southeast corner of the county and more counts are being taken this week. Once we have the count results they will be presented to this committee.

Sallie Fahey said the person who takes the counts enjoys answering questions from citizens. Almost all are happy the counts' result in priorities for streets and law enforcement for speed issues that are revealed.

**III. FUNCTIONAL CLASS UPDATE**

Tim Stroshine said in 2014 APC staff was asked by INDOT to look at the current functional class map for all the roads in Carroll County and recommend updates based on where the traffic is now and where we think it will be in the future. He displayed the map of the proposal that was submitted to INDOT and

explained the proposal just sat there due to INDOT staff turnover. Finally, Eric Larsen from INDOT responded and he submitted the requested changes. The map was finally approved by INDOT and we are waiting for approval from Federal Highway Administration.

Shane Evans asked if these maps factor into the Long Range Plan the Committee has been talking about.

Tim Stroshine explained that at the last meeting we were talking about using this when getting Long Range Plans together because it helps to use all the information we have when applying for Federal funds and grants.

Shane Evans asked if there is a Federal classification that is likely to get more funding than another classification.

Tim Stroshine replied that you cannot get Federal funding for local roads and all eligible roads must be in the Federal collector category. Roads classified as major collectors and above are eligible for Federal funds.

Shane Evans asked what other criteria beside traffic counts determine a road's classification.

Tim Stroshine replied that the way the road was initially built factors into its classification but Federal Highway has changed its attitude to broaden the definition. Federal Highway felt that just because one road might not have the highest volumes it may still be an important link in how people are getting from one destination to another or for shipping purposes.

Sallie Fahey said it has been a long, crazy process getting the map approved. The new gentleman at INDOT reviewing the map thought he might want to change a few things. She emailed him back and pointed out that we will have to redo the map after the 2020 census and that is not very far away. They agreed that it makes sense to keep what we already have.

Shane Evans said we should started updating the map to be on time after the next census.

#### **IV. TITLE VI PLANS**

Cat Schoenherr said staff has been working on the *Title VI Plan* and it is almost done. Federal Highway and INDOT require MPOs that serve multiple jurisdictions and more than one county to create their own Plan so we have it to fall back on. The Plan includes county demographics and maps showing where underserved populations are and looks at areas where the residents have limited English proficiency. The Plan shows how money is being spent, the methods that are being used to ensure funding is equitable and to make sure everyone is included in the planning process. We want to make sure we are not discriminating against anyone. The Plan also outlines the complaint process for a person to use if they feel they have been discriminated against. The Plan will include a Carroll County component and staff wants to make sure we are not missing anything. She went on to say APC staff is trying to sort out how to review complaints equitably. She does not want to be the one reviewing the complaint if the complaint is about APC's efforts. She hopes to have a draft Plan available for review before the August Administrative Committee meeting. She invited Carroll County to use any of Tippecanoe County's Plan as a boilerplate.

Sallie Fahey said INDOT and FHWA decided that MPOs who serve more than one county cannot fall under the *Title VI Plan* of one county or another. Because we do planning for two counties, INDOT and FHWA felt that each county should have its own plan.

Shane Evans asked when staff thinks the Plan will be put together.

Cat Schoenherr said staff is close to completing the Plan but we still have a couple of things to look at. She hopes to have a draft ready for review within the next two months.

Shane Evans asked if the other Carroll County jurisdictions represented at the meeting today have a *Title VI Plan*. He knows Delphi does not have one. No Carroll County jurisdictions have a *Title VI Plan*.

Shane Evans thinks Delphi can use the Tippecanoe County data and information to create its own plan. He asked if the Plan is needed to apply for some grants.

Cat Schoenherr said Carroll County can use Tippecanoe County's plan as a format. She added that having an ADA transition plan is a current requirement but she does not think a *Title VI Plan* is required.

Sallie Fahey concurred.

Cat Schoenherr thinks right now everyone is encouraged to have a *Title VI Plan* but it is not a requirement yet. She added that the Plan has great maps as well as GIS population distribution data.

Sallie Fahey said this Committee does not have to approve Tippecanoe County's Plan because the MPO Policy Committee will do that. Once we have a draft plan staff can start sending things off to the Tech and Administrative Committees.

Shane Evans asked if he can have a copy of the Functional Classification Map sent to him.

Tim Stroshine said he will email a copy of the map as well as put one in the mail.

Shane Evans said he wants to have all the available information when applying for grants.

## **V. TRANSPORTATION TASK FORCE – TRUCK**

Cat Schoenherr said she has been trying to get a hold of Laura Walls to discuss this agenda item but Laura Walls has not been responding to her emails.

Shane Evans said he does not think the task force has met since the first meeting.

Sallie Fahey said one meeting was held and she thought the meeting was productive. She has not heard anything about the task force since that meeting.

Shane Evans said The Anderson's have not contacted him with any complaints. They want to have a street sign put up directing traffic to the fertilizer plant to help educate the new drivers.

Joretta Tinsman asked if the task force was formed to deal with truck traffic to and from The Anderson's fertilizer plant.

Shane Evans said that is correct. The task force is trying to come up with a truck route around Delphi.

## **VI. OTHER BUSINESS 18-Month Letting List**

Cat Schoenherr said the five SR 25 bridge deck sealing projects (#1 through #5) have been moved from an April out to a May letting. The only new item on the list is the SR 25 & CR 800 West intersection J-turn improvement project scheduled for a July letting. All projects shown with an "S" in the left-hand column are the same as they were on the previous list. The two SR 25 bridge deck overlay projects have been moved back from a December 2018 to a March 2019 letting. The small structure replacement project on SR 22 was let on March 14<sup>th</sup> for almost \$70,000 under the engineer's estimate.

Shane Evans asked if there is any way to get a map of the projects along with the letting list. It is difficult to understand the list just by reading it.

Cat Schoenherr thinks staff can do that without any trouble.

Pete Wagoner heard last week that INDOT will repave SR 218 from SR 25 to SR 29. That project is not showing up on the list.

Cat Schoenherr said she was aware of the email regarding that project but when the letting list was printed that project was not on it. She is not sure if that project is on the list now.

Jackie Hockaday said that project was on a "special" letting.

Matt Deitchley said even though the project is not on the list it will be happening. He is not sure of the project details at this time.

Shane Evans asked if Matt Deitchley wanted to talk about J-turns. He attended a meeting last week with Representative Don Lehe and Senator Brian Buchanan as well as Paul Coutts, Tobe Leazenby, two County Council members, and several others regarding the J-turn at CR 800 West.

Matt Deitchley thought the meeting was productive and a lot of good questions were asked. He is available to answer any questions this Committee may have.

Joretta Tinsman asked if you will have to go the opposite way (right turn) from where you want to go and then come back (u-turn) when you come out of that road (800 W) once the J-turn is installed.

Matt Deitchley said that depends on what way you want to go. You can always just turn right. You will have to go in an opposite direction if you want to go straight across coming from CR 800 West.

Sallie Fahey said coming from CR 800 West you would have to make a right turn to go straight.

Pete Wagoner believes INDOT is still staying with the plan to install a J-turn.

Shane Evans said he has done a lot of research on J-turns and he likes them because statistics show they lower fatality and injury crashes.

Matt Deitchley said J-turns are new to Indiana, but they are not new across the country.

Pete Wagoner knows Michigan had J-turns ten years ago.

Matt Deitchley said J-turns really work. Indiana has one in Newton County and the crash numbers where it was installed have gone down every year.

Pete Wagoner said when he was on the Heartland Commission they were rigid about not allowing any access on the Heartland. Today when he was driving on SR 218 coming to this meeting he noticed there were trucks driving through the ditch and up onto the Heartland near where they are building the baseball diamonds. He asked if the trucks are using a new entrance.

Matt Deitchley thinks the entrance is supposed to be on SR 218.

Jackie Hockaday thinks the trucks are using the ditch as a shortcut.

Sallie Fahey suggested someone talk to the State Police to make sure it does not become a permanent cut through.

Shane Evans asked if there was a company name on the trucks.

Pete Wagoner said there are flags stuck in the ditch and in the field to mark the route. All the trucks turned right and he did not see a name. He said the work done on SR 218 has made it very safe. Now they are wrapping up the transmission line.

### Short/Mid-Range Plan

Cat Schoenherr said in 2015 the Tech Committee came up with a short-range list of transportation projects for all the jurisdictions in Carroll County. At the February meeting she asked the Tech Committee to look at the list and provide a project update for all the projects on the list. She said it is time to update the list so she also asked the Committee to come up with new projects to include on the new list along with any projects not completed from the 2015 list. She will take the information and make up a new plan that will show what is happening now and, with projects for the future. The new plan will have a new project location map.

Shane Evans said Marcia Blansett said LTAP is going to have new requirements for PASER (a pavement rating system) so he would like to hold-off updating the list until everyone has the new requirements.

Jackie Hockaday said she will check with Marcia Blansett and get back to the Committee.

Sallie Fahey asked if Cat Schoenherr heard anything about this at the LTAP meeting she attended.

Cat Schoenherr said she does not remember that subject being discussed.

Shane Evans knows LTAP had workshops and he asked Marcia Blansett if he should attend one of the workshops to learn about the updates. Delphi updated to the previous format but now is waiting to hear back from INDOT. He knows he can send Delphi's PASER with the project list to APC.

Cat Schoenherr said she gave all the Tech Committee members a sample of APC's online form that includes all the information APC needs for a new project. They can fill it out on the computer and submit electronically if preferred to paper submittals. Staff will work with each jurisdiction to make sure what we are doing works for them. She told the Tech Committee that we can update the list whenever a project comes up as well as delete projects that have been completed. Eventually, we will be doing a Long-Range Plan but this Short/Mid-Range Plan will work in the interim.

Sallie Fahey said there has to be coordination and information sharing between the jurisdictions and that is the reason we are coming up with the plan.

Jackie Hockaday said she will follow-up with Marcia Blansett and have her get back with Shane Evans.

The next meeting is scheduled for Tuesday, August 14, 2018

### VII. ADJOURNMENT

Pete Wagoner moved to adjourn the meeting. Joretta Tinsman seconded.

The meeting adjourned at 3:25p.m.



Sallie Dell Fahey  
Secretary