

**CARROLL COUNTY ADMINISTRATIVE COMMITTEE
MINUTES**

**AUGUST 14, 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
Laura Walls	Carroll County EDC

ALSO PRESENT

Cat Schoenherr	Area Plan Commission Staff
Tim Stroshine	Area Plan Commission Staff
Matt Deitchley	INDOT

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

I. APPROVAL OF MINUTES

Pete Wagoner moved to approve the minutes from the May 1, 2018 meeting. Joretta Tinsman seconded and the motion passed by unanimous voice vote.

II. TITLE VI PLAN – CARROLL COUNTY COMPLAINT REVIEW PROCEDURES

Cat Schoenherr said she was hoping to have a draft of the Plan to distribute at today's meeting for review. A Title VI Plan shows that our MPO is taking a proactive stance to prevent discrimination in our planning work. The staff report included in the packet outlines what is in the Plan and how it guides planning and procedures for complaints for complaint made about the work done by Lafayette, West Lafayette, Tippecanoe County, or APC the complaint will be reviewed by the Human Relations Commission. There is no plan in place for complaints about our work as an RPO in Carroll County. We need a similar structure that can objectively review a complaint. Paul Coutts said at the Tech meeting that he thought there is an ADA commission that serves a similar purpose and agreed to see if that is the case. Staff is hoping there is already something in place for complaint review.

Shane Evans asked if Cat Schoenherr is talking about having one of those review bodies represent the entire county for ADA and Title VI complaints.

Cat Schoenherr thinks that would be more efficient but we can have more than one review board.

Sallie Fahey thinks there could be one committee with each jurisdiction having representation just like this committee does. It could be called a Title VI and ADA Review Board or Human Relations Board or anything else.

Joretta Tinsman said she is on the Area IV Board and today a lady introduces herself as the ADA and Title VI Coordinator for Carroll County.

Sallie Fahey explained that Title VI takes ADA to different levels because ADA tends to be physical and developmental disabilities. Title VI takes care of other protected classes.

Shane Evans wonders if a Title VI complaint could come from someone who think not enough transportation work is being done in particular parts of town.

Cat Schoenherr agrees that could happen but she thinks complaints will come from people who do not think they are being represented because no money is ever spent on transportation in their area. She went on to say that any organization that receives Federal funds has to plan how they are going to prevent discrimination in their planning processes to receive their Federal funds. APC has had to review complaints on CityBus in Tippecanoe County. She plans to continue working with Paul Coutts because he seems to have a good idea of what the existing review committee is.

Sallie Fahey said when we find out whether a committee already exists in the county we will be able to reach out to the County Commissioners and this Committee to recommend having an independent review committee that represents all the jurisdictions. We might be able to finish the Plan and keep it like it is and said a complaint would come to her for review until an independent committee in Carroll County is formed. That would not be ideal but we would not have to wait for a MOA to be developed. In the meantime Carroll County can pull the maps, data, and anything else from our Plan that would be of use creating Carroll County's plan.

Shane Evans asked if most of the complains will be regarding the allocation of funds.

Sallie Fahey there could also be a complaint where somebody said there is an employee in the city that is racially motivated or disrespectful.

Cat Schoenherr said there could be a complaint on the lack of community outreach on a project.

Sallie Fahey pointed out that Carroll County does not meet the threshold for percent of Hispanic population but we will still have Tippecanoe County's plan translated into Spanish. We will get Carroll County's Plan translated at the same time.

III. TRAFFIC COUNT UPDATE Spring Traffic Counts

Tim Stroshine referred to the map that was distributed in the packet and said it represents all the FY 2018 traffic count locations and the counts for each location. We increased the grant to be able to take additional counts and this is the second year we have taken 65 counts instead of 60. The Tech Committee commented that there is a big discrepancy between the 2693 count at CR S 1200 W just south of Bicycle Bridge Road and the adjacent count of 608. He checked the figures and they are in line with previous year counts at those locations. He plans to look to see if we have counts on the Tippecanoe County side and will report back when he has the additional data.

Sallie Fahey said we also discussed whether the 2693 number split trips between Grant Road and Tyler Road. Tim Stroshine will check with the Tippecanoe County Highway Department.

Fall Traffic Counts

Tim Stroshine said for FY 2019 we will be taking some of the counts in September and October to get data on the overweight trucks traveling around during harvest season. The map sent with the packet shows seven truck count sites and at the Tech meeting Paul Coutts added five more count locations. He penciled in the locations on the maps but they are a bit difficult to see. Each location will be counted twice about two weeks apart and we will only accept counts that have at least 90% of the vehicles classifiable. Staff has been working to make sure we can get the data we need. Some counters were sent back to the manufacturer for warranty maintenance and software updates.

Sallie Fahey said some of the farmers Paul Coutts talked to did not think there would be much difference between when corn and soybeans would be harvested. The counts will be taken the weeks of September 17th and October 1st. We will take the additional 41 counts in the spring as always.

Tim Stroshine said the truck data is important enough to Carroll County that it is worth the data collection effort.

IV. QUARTERLY TRACKING & PROJECT DISCUSSION

Cat Schoenherr said Marcia Blansett told her there are no projects in Carroll County that are in a stage where a quarterly report is required.

Short Term Project List

Cat Schoenherr said at the May Tech meeting we talked about all the projects going on in each jurisdiction starting with the list that was created in 2015. The 2018 list is an updated list with new projects for each jurisdiction added. The Tech Committee will look through the list before the November meeting and make any needed corrections. Once that is done she will be able to prepare the comprehensive list of all the planning work going on in Carroll County.

Sallie Fahey asked Pete Wagoner if Camden is going to make a Community Crossings application.

Pete Wagoner believes an application has already been made but he is not sure what the project is.

Shane Evans said Pat Casserly came to the last City Council meeting and said they repaved 29 blocks and want to do the rest of the city.

Pete Wagoner said about half the blocks were done this year and that the new application will similar to the last one.

Shane Evans agreed.

Cat Schoenherr said a project to pave 21 blocks in town is already on the list. Part of that project is installing ADA ramps and replacing the sidewalks on Monroe Street.

Sallie Fahey asked if everyone received the information from INDOT that sidewalks done under Community Crossings can only be done when the adjacent street project is a minimum ½" mill with overlay.

Shane Evans said he is aware of that.

Sallie Fahey said you cannot add sidewalks or ADA ramps if you are only doing an overlay without milling. She added that the FY 2016 Community Crossings projects have to be closed out before you can reapply.

Shane Evans asked how long it takes to close out a project.

Jackie Hockaday replied that she is not sure but would ask Marcia Blansett.

Joretta Tinsman said Marcia Blansett just has to check the numbers and documentation.

Sallie Fahey asked Joretta Tinsman what Flora would be applying for.

Joretta Tinsman is not sure but she knows they are working on an application.

V. TRANSPORTATION TASK FORCE

Laura Walls said the Task Force met and put together a game plan.

Sallie Fahey said she hopes some of the data we have collected will help the Task Force but at this point there is nothing new.

VI. OTHER BUSINESS 18-Month Letting List

Jackie Hockaday said the SR 218 projects were accelerated and let. She is waiting for the Notice to Proceed and hopes the project will start in the next couple of weeks.

Pete Wagoner said everyone is grateful the SR 218 work is being done but he wonders why INDOT is not paving into town.

Jackie Hockaday said that section will be coming in 2023 and added that there is a possibility that project could be accelerated.

Sallie Fahey asked why the letting date is showing up as 8/8/19 and wonders if we downloaded the list before the project was accelerated.

Jackie Hockaday thinks the INDOT letting list was not updated because the projects were scheduled for 2019. The SR 25 bridge at Deer Creek projects are scheduled to be let in March. She said the really big news is that the **J-turn** project has been put on hold. The plans are to close the median so you can only make a right turn and cannot go across SR 25.

Sallie Fahey said the Tech Committee just learned that.

Jackie Hockaday said the INDOT Commissioner made the announcement at 1:00pm today.

Sallie Fahey said Tobe Leazneby informed the Tech Committee that the plans are to put in frontage roads.

Cat Schoenherr thinks the frontage roads will allow you to travel to the next intersection without entering the highway.

Jackie Hockaday is not sure about that.

Shane Evans pointed out that the SR 25 J-turn project was already awarded to Rieth Riley.

Jackie Hockaday agreed and added that the work has already started.

Pete Wagoner asked when the median will be closed.

Jackie Hockaday said she literally just learned about this change in plans and she has no details at this time. She will forward the information as soon as she gets it because construction is supposed to start in

two weeks. She said she is the project manager and did not know about the changes. She went on to say the bridge deck sealing projects are going on right now. The Hamilton Street project will be coming up soon but she has not had her pre-construction meeting yet.

Shane Evans asked if the Hamilton Street project is out toward Pittsburgh.

Jackie Hockaday replied that it is.

Cat Schoenherr pointed out that there was an 18-Month Letting List map that was included in the packet that shows the location of each project on the list.

Shane Evans said that is really nice to have.

Approved Functional Class Maps

Sallie Fahey said the approval letter from FHWA for the Federal Functional Classifications Maps was included in the packet after we started the process in 2013. There was a lot of turnover at INDOT in this position and she thinks that is the reason for the delays. Roads on the approved maps that are major collectors or higher are eligible for Federal funding.

The next meeting is scheduled for Tuesday, November 13, 2018

VII. ADJOURNMENT

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

The meeting adjourned at 3:30p.m.



Sallie Dell Fahey
Secretary