

**CARROLL COUNTY TECHNICAL TRANSPORTATION COMMITTEE
MEETING MINUTES**

**AUGUST 14, 2018
2:00PM**

CARROLL COUNTY COURTHOUSE-COMMISSIONERS MEETING ROOM

MEMBERS PRESENT

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| Paul Coutts | Carroll County Highway Engineer |
| Aaron Lyons | Delphi Street Commissioner |
| Tobe Leazenby | Carroll County Sheriff |
| Steve Mullin | Delphi Police Department |
| Doug Wagner | Carroll County APC Executive Director |
| Sallie Fahey | MPO Executive Director |
| Jackie Hockaday (proxy for Marcia Blansett) | INDOT District LPA Coordinator |

MEMBERS ABSENT

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| Jerry Snavely, Jr. | Camden Street Commissioner |
| Ron Fritz | Flora Street Commissioner |
| Debbie Lowe | Flora Airport |
| Paul Redmon | Flora Police Department |
| Jason Dunning | Camden Town Marshal |

ALSO PRESENT

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| Cat Schoenherr | Area Plan Commission of Tippecanoe County |
| Tim Stroshine | Area Plan Commission of Tippecanoe County |
| Randall Mewes | INDOT |
| Matt Deitchley | INDOT |

Chair Paul Coutts called the meeting to order

I. APPROVAL OF MINUTES

Tobe Leazenby moved to approve the minutes from the May 1, 2018 meeting. Doug Wagner seconded and the motion passed by unanimous voice vote.

II. TITLE VI PLAN – CARROLL COUNTY COMPLAINT REVIEW PROCEDURES

Cat Schoenherr said the Plan was discussed at the May meeting and she hoped to have a draft copy to distribute at today's meeting. She referred to the staff report distributed in the packet that summarizes what is included in the Plan. There is a complaint process in place for CityBus but there is a County Human Relations Commission that reviews complaints regarding our work as the Tippecanoe County MPO for Lafayette, West Lafayette, and Tippecanoe County. Part of our Plan covers our work as the RPO for Carroll County but we need to have a plan in place for reviewing complaints related to our work in Carroll County. She does not feel we should be reviewing complaints against our own organization.

Paul Coutts said Carroll County has its ADA Plan set up and there is a complaint form, complaint process, and review process. He is not sure about the details but he thinks the complaints go back to the Commissioners or to a committee that involves a Commissioner.

Cat Schoenherr said she was hoping we could use a similar process and review board for the Title VI Plan. Once the complaint/review process is in place we will only need a few map updates to complete the Plan and distribute a draft to this Committee before the November meeting.

Sallie Fahey said we will also be able to have any part or all of the Plan translated to Spanish because Tippecanoe County employs a translator. We also have an option to use a translation service.

III. TRAFFIC COUNT UPDATE Spring Traffic Counts

Tim Stroshine said Exhibit A that was included in the packet is a raw volume list of the 65 traffic counts we took this year. He did not notice anything out of the ordinary when compared to the previous counts taken at the same locations. This is the second year we have expanded the grant to allow for 65 counts to be taken and we will again be taking 65 counts in FY 2019 to get us to a full count rotation. The map included with the list also shows the actual count locations.

Paul Coutts thinks the 2693 count at CR S 1220 W, south of Bicycle Bridge Road appears to be too high.

Tim Stroshine said he thought the same thing but when he compared it to the last time we counted that location the numbers were similar.

Sallie Fahey recalls talking about the count at that location last time it was taken.

Tim Stroshine agrees the number is very high but a location close to that one has a count of 608.

Paul Coutts thinks the count at Grant Road should be higher and that the count on CR 1150 West is near 2000. He thinks the count should be higher going into Grant Road.

Sallie Fahey suggested that some of the 2000+ vehicles may be going down to Tyler Road in Tippecanoe County and splitting between Grant and Springboro.

Paul Coutts said that is a possibility because both are main roads.

Doug Wagner agrees both are main roads but he expected the 608 count on Bicycle Bridge Road just west of CR 1200 West to be higher because he knows that road is heavily traveled.

Sallie Fahey said it might be interesting to see if the Tippecanoe County Highway Department has taken any counts near there that are just outside the map area.

Doug Wagner knows Tippecanoe County people split there with some of them coming up Tyler Road.

Tim Stroshine said he will follow-up to see if there are any Tippecanoe County Counts.

Fall Traffic Counts

Tim Stroshine said we have had ongoing issues with overloaded truck traffic and staff will be taking a few counts this fall that will be related to our spring 2019 counts. Because we are already in FY 2019, these truck counts will be part of the 65 counts we are scheduled to take for the year. We plan to get classification data with less variability because last time the counters only classified 10% of the vehicles. In order to get an acceptable count, the counters have to classify at least 90% of the vehicles. He met with Paul Coutts to determine the seven count locations shown on the map distributed in the packet.

Paul Coutts asked if it would be possible to do the 12 counts that were talked about at one point. He distributed a new map showing the additional six count locations. He is interested to see how many trucks come through on Carrollton Road because there is an approved truck route that goes around that area. He learned that harvest time will be between mid-September up to the first part of October.

Tim Stroshine said it will not be a problem to do the additional counts. He then asked Paul Coutts when he wants the fall counts taken. He suggested taking six counts a week.

Paul Coutts said the counts should be taken mid-September with corn and soy beans running at the same time.

Sallie Fahey said it makes sense to take the first six counts, download them, and reset the counters in case there were any errors. She suggested taking the first six counts the week of 9/18 starting on Tuesday and the second six the week of 10/1 starting on Monday. She went on to say some of the counters have been sent to Jamar for warranty repairs and we also had the software upgraded because we had at least one volume only count on every one of the brand new counters.

IV. QUARTERLY TRACKING & PROJECT DISCUSSION

Cat Schoenherr said there are no contracts happening right now that need a quarterly report. She referred to the Short-Term Projects List that was included in the packet and said she came up with the list from previous meeting and discussions. The unfinished Carroll County projects from the 2015 list stayed on the list and the 2018 projects were added. The same procedure was followed for Camden, Delphi, and Flora. Several of the projects have a question mark because we are not sure if the project was completed or not. She asked the jurisdictions to update the list by deleting completed projects, making changes to the listed projects, and adding projects that are not currently on the list. She said we should keep Community Crossings projects in mind when updating the list.

Sallie Fahey asked if any communities are applying for Community Crossing applications.

Paul Coutts said he knows Camden and Flora are applying.

Sallie Fahey thinks Pete Wagoner from Camden will be here for the Administrative Committee meeting and she thinks he might have a sense of the Camden projects. Joretta Tinsman will also be at the Administrative meeting to answer questions about the Flora projects.

Aaron Lyons asked Sallie Fahey if she needs a complete list of the street projects that have been completed.

Sallie Fahey replied that it would be nice to have a list of accomplishments for all the jurisdictions in Carroll County. She thinks it shows what everyone here is accomplishing with help from some of the data APC has provided.

Cat Schoenherr said she will send an email requesting the updated data to the Committee in a couple of weeks.

V. OTHER BUSINESS **J-turn at CR 800 & Hoosier Heartland**

Tobe Leazenby said he spoke with the INDOT Commissioner about an hour ago and was told the Commissioner and Travis Underhill, Deputy Commissioner, have decided to pull the J-turn project, close the median and provide access roads near the intersection. Doing that will ensure there is not a continuous traffic flow across the intersection. The J-turn was slated for an August letting and his is not sure when this updated information will be released.

18-Month Letting List

Paul Coutts said Reith Riley is the lowest bidder for the SR 218 overlay and preventive maintenance project that goes from SR 75 to SR 29 (#3) and the other SR 218 overlay and preventive maintenance project (#4) that goes from SR 25 to just west of SR 75. He plans to work with them to get some millings off that road.

Jackie Hockaday said she is waiting to proceed and he hopes to hear something soon. She hopes some activity will start in the next couple of weeks.

Randall Mewes also heard that they wanted to start the project in the next couple of weeks but that will all depend on getting the Notice to Proceed.

Cat Schoenherr referred to the project map that was included in the packet and said all the project locations are shown on the map.

Paul Coutts said the SR 218 projects are shown with a 2019 letting date.

Jackie Hockaday knows those projects were accelerated and she wonders if 2019 was the original letting date.

Paul Coutts said he just received notice that there will be a bridge replaced soon on SR 22 in Howard County near our SR 22 small structure replacement project (#7) that will cause a local detour.

Approved Functional Class Maps

Sallie Fahey referred to the letter that was included in the packet and said we received an approval letter in June for our Federal Highway Functional Classification Maps.

Paul Coutts said that means they can apply for Federal funding for any work on roads shown on the map.

The next meeting is Tuesday, November 13, 2018

VI. ADJOURNMENT

Doug Wagner moved to adjourn the meeting. Aaron Lyons seconded.

The meeting adjourned at 2:30p.m.



Sallie Dell Fahey
Secretary