

The
AREA PLAN COMMISSION
of Tippecanoe County

Carroll County
Technical Transportation Committee Meeting

Date: May 09, 2023

Time: 2:00 PM

Place: Conference Room
Carroll White REMC Building
241 N Heartland Dr
Delphi, IN 46923

Public comment on agenda items may be submitted prior to the meeting at apc@tippecanoe.in.gov. Comments must include name and address to be heard. Comments may also be made live on the streaming platforms. Members of the public may watch the livestream of the meeting at <https://www.facebook.com/TippecanoeCountyIndiana> and <https://www.youtube.com/c/TippecanoeCountyGovernment>

I. APPROVAL OF MINUTES FROM NOVEMBER 15, 2022 AND NOTES FROM FEBRUARY 14, 2023

Documents:

[CC Tech 11.15.2022.pdf](#)

[CC Tech 02.14.2023.pdf](#)

II. TRAFFIC COUNTS

III. OTHER BUSINESS

- A. State Transportation Improvement Program (STIP) Public Comment Period
- B. Safe Streets For All (SS4A) Action Plan
- C. Meeting Membership, Time, and Location
- D. 18-Month Letting List

IV. ADJOURNMENT

Meeting dates for 2023:

- August 08

- November 14

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**CARROLL COUNTY TECHNICAL TRANSPORTATION COMMITTEE
MEETING MINUTES**

November 15, 2022

*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

Kent Schumacher	Carroll County Highway Engineer
Aaron Lyons	Delphi Street Commissioner
Kamron Yates	Area Plan Commission of Carroll County
Tim Stroshine (proxy for David Hittle)	Area Plan Commission of Tippecanoe County
Brook McCain	Delphi Police Department

MEMBERS ABSENT

Jerry Snavelly, Jr.	Camden Street Commissioner
Jill Hammond	Camden Town Marshall
Tobe Leazenby	Carroll County Sheriff
Paul Redmon	Flora Police Department
Kevin Shafer	Flora Street Commissioner
Debbie Lowe	Flora Airport
Marcia Blansett	INDOT District LPA Coordinator
Jackie Hockaday	INDOT Project Manager

ALSO PRESENT

Aria Staiger	Area Plan Commission of Tippecanoe County
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Kent Schumacher called the meeting to order at 2:00 PM.

I. APPROVAL OF MINUTES FROM AUGUST 09, 2022

Kamron Yates moved to approve the minutes from August 09, 2022. Brook McCain seconded, and the minutes, as submitted, were approved by unanimous voice vote.

II. OTHER BUSINESS

A. Traffic Counts

Aria Staiger began by discussing traffic counts, explaining counts are done in sixty-five locations, on a three-year cycle, so counts are collected at the same location for three years. If there are any suggested locations for 2023, Aria encouraged them to be emailed to either herself or Tim. The list will be drafted in January or February of 2023.

Tim Stroshine explained that the proposed list of traffic count locations will be brought to this group at the February meeting. In advance of that meeting, Tim will share the ideas with the group via email. They will also be shared with the Carroll County Administrative Committee for review.

Aria Staiger referred to traffic count data that was analyzed for Armory Road between 800 W and Masonic Street. The report shows traffic counts by hour and the speed category of the vehicles. The most excessive counts were highlighted in red, all representing vehicles traveling greater than the 20mph speed zone near the school. Traffic counts for the 7AM hour and the 3PM were examined, as these are before and after

school hours. The second report analyzed the traffic counts as a percentage, showing the number of vehicles within a particular hour traveling in various speed categories. The 7AM time frame was analyzed, showing 43% of vehicles traveling 26-30mph in the school zone. A chart was also provided to illustrate the speed categories as they relate to the time of day and number of vehicles. The chart shows there are many instances that vehicles are traveling above the posted school zone speed limits.

Aaron Lyons would like to analyze Armory Road again next year, preferably in the spring, to see if the changes and adjustments that have been made are working, or if a road project needs to take place. Speed bumps are not part of the plan.

Tim Stroshine said they would flag this project to have it happen early on, while school is in session, and coordinate it where it would not align with spring break.

Brook McCain asked if this current count was completed during school hours.

Aria Staiger confirmed that it was completed while school was in session. The next set of data was collected on Armory Road between Heritage Drive and US 421. The same color codes and chart was used to illustrate traffic counts in relation to time of day and speed limit ranges.

Kamron Yates asked the date for this set of data and wondered if this was collected while US 421 was closed, causing Armory Road to be used a bit more than normal. The traffic counts seem a bit high.

Aria Staiger said the date range of this data was not readily available at the meeting. She apologized.

B. Rural Long-Range Transportation Plan

Tim Stroshine explained that the Rural Long-Range Transportation Plan is currently on hold. The team is aware that there are items currently in motion, especially future truck routing, that will be taking place throughout Carroll County. There is a meeting scheduled next week that may shed some light on the direction of this plan.

C. SURP Grant for FY 2024

Tim Stroshine said this is a grant that is applied for each year, where INDOT pays 80% of the cost of the work APC does for the county. Past amounts of the grant have been approximately \$30,000. If there is desire to increase funds for the long-range plan, the grant amount may want to be increased to \$40,000-\$45,000. Before we move forward with the higher amount, there needs to be approval from other departments, as it will affect various department budgets. Tim suggested a meeting with elected officials to begin the discussion of moving forward with a higher grant amount. The money put into the grant is a cap, the maximum that would have to be paid. If additional hours of work are put in above the scope of the project, those are not charged additionally.

Kent Schumacher asked if this was per year.

Tim Stroshine said yes, the grant is applied to each year, with the application usually due near the end of February.

D. 18-Month Letting List

Tim Stroshine referred to the 18-month letting list provided in the packet. There is a December letting for bridge replacement on SR 75. There are several bridge and maintenance projects scheduled in 2023. A new listing for March 2023 is shown on the list for US 421. The item was previously on the list but may have been bundled or changed in some way. Tim offered to reach out to his contacts in the district to get detailed information on this item if others desired an explanation. The second page of the list showed July bid-lettings, illustrating several projects on the way for bridge overlays.

III. ADJOURNMENT

Tim Stroshine provided the meeting dates for 2023 as February 14, May 09, August 08, and November 14.

Kent Schumacher verified with Aria Staiger that count locations will be provided. Aria Staiger said they would be finalized at the end of the year and shared with the group via email.

Brook McCain moved to adjourn. Kamron Yates seconded, and the motion carried by unanimous voice vote.

The meeting was adjourned at 2:19 PM.

Respectfully submitted,
Kristina Lamb
Recording Secretary

**CARROLL COUNTY TECHNICAL TRANSPORTATION COMMITTEE
MEETING MINUTES**

February 14, 2023

*Members of the public may watch the livestream of the meeting at
<https://www.facebook.com/TippecanoeCountyIndiana> or <https://www.youtube.com/c/TippecanoeCountyGovernment>*

MEMBERS PRESENT

Aaron Lyons	Delphi Street Commissioner
Kamron Yates	Area Plan Commission of Carroll County
Tim Stroshine (proxy for David Hittle)	Area Plan Commission of Tippecanoe County
Brook McCain	Delphi Police Department

MEMBERS ABSENT

Kent Schumacher	Carroll County Highway Engineer
Jerry Snavely, Jr.	Camden Street Commissioner
Jill Hammond	Camden Town Marshall
Tobe Leazenby	Carroll County Sheriff
Paul Redmon	Flora Police Department
Kevin Shafer	Flora Street Commissioner
Debbie Lowe	Flora Airport
Marcia Blansett	INDOT District LPA Coordinator
Jackie Hockaday	INDOT Project Manager

ALSO PRESENT

Aria Staiger	Area Plan Commission of Tippecanoe County
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Tim Stroshine called the meeting to order at 2:00 PM and noted the absence of a quorum. This will be an unofficial meeting.

I. APPROVAL OF MINUTES FROM NOVEMBER 15, 2022

The minutes were not approved because of the lack of a quorum.

II. TRAFFIC COUNTS

A. Proposed CY 23 Stations

Tim Stroshine said they are taking feedback on the proposed traffic count stations. Feedback has been received from some members of this Committee as well as from the Administrative Committee.

Aria Staiger began by discussing traffic counts, reminding everyone that counts are done on a three-year cycle, with the same stations completed every three years. Sixty-five counts are completed each year. Based on early feedback, stations were added by City Park, Clay Street and Charles Street. A few low-count stations were removed from Delphi to accommodate these new requests. Additional comments can be shared with Aria after the meeting or by email. Armory Road is included again so data can be compared from one year to the next. Counts will begin in early spring (April).

700W and Adams Street location may pose some necessary adjustments, as the road may be one lane for construction. Mayor Werling provided written feedback about future road closures and Aria Staiger believes the counts were navigated around these closures. School closes in May so the counts near those locations will be the first counts that are conducted.

III. 18-Month Letting List

Tim Stroshine referred to the 18-month letting list provided in the packet. A small structure maintenance and repair project along US 421 set for a March 15 bid-letting is no longer showing on the list. Someone

from INDOT will need to provide explanation for the item being removed from the list. A project for the next fiscal year, August 9, also has a project that is no longer showing. This was a bridge replacement slated for SR 22. There was one change for a project previously scheduled for a February 10 bid-letting that was moved to May 10th. This is a substructure repair and rehabilitation project on SR 18. Tim Stroshine suspects this was a change due to necessary re-bidding of the project. Many projects are bid significantly higher than Engineer estimates, and not being awarded, but rescheduled for a new bid letting date.

Kameron Yates spoke of a project for 2024 on Deer Creek. Two scenarios were provided, one with the whole road closed, and the other with one lane open. Five consultants have reached out to begin basic engineering and soft items of the project. He sends information to the EMA director, Mike Fincher, who then updates first responders, school busses and Indiana Packers to plan accordingly around construction projects. He plans to share updates with Aaron Lyons, Brook McCain and the Mayor as more information becomes available.

Tim Stroshine added if this is an INDOT project, it may be worth reaching out to them to arrange a public information meeting and press release.

The group agreed that it is important to stay ahead of the project, keeping all parties informed as much as possible.

IV. ADJOURNMENT

Remaining meeting dates for 2023 are May 09, August 08, and November 14.

The meeting was adjourned at 2:15 PM.

Respectfully submitted,
Kristina Lamb
Recording Secretary