

The  
**AREA PLAN COMMISSION**  
of Tippecanoe County

**Carroll County  
Administrative Transportation Committee  
Meeting**

**Date: May 09, 2023**

**Time: 3:00 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](mailto: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 Nov 09, 2021, Feb 08, 2022, May 10, 2022, Aug 09, 2022, Nov 15, 2022, Feb 14, 2023

Documents:

CC Admin Mins 11.09.2021.pdf  
CC ADMIN 2.8.22.pdf  
CC ADMIN 05.10.22.pdf  
CC ADMIN 08.09.22.pdf  
CC Admin 11.15.2022.pdf  
CC Admin 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 ADMINISTRATIVE TRANSPORTATION COMMITTEE  
MEETING MINUTES**

**November 9, 2021**

*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
JT Doane	City of Delphi
Pete Wagoner	Camden Town Council Representative
Jackie Hockaday	INDOT PM
Shannon Telfer	Carroll County EDC

**MEMBERS ABSENT**

Josh Plue	President Carroll County Council
Bill Brown	President Carroll County Commissioners
Marcia Blansett (proxy for Matt Deitchley)	INDOT District Director
Joretta Tinsman (proxy for Vincent Seward)	Flora Town Council President
Mike Isley	Delphi City Council Representative

**ALSO PRESENT**

Tim Stroshine	Area Plan Commission of Tippecanoe County
Aria Staiger	Area Plan Commission of Tippecanoe County
Jake Adams	Carroll County EDC

Anita Werling called the meeting to order at 3:00 PM. In the absence of a quorum, this will be an unofficial meeting.

Tim Stroshine asked the members if they could state their name when speaking, so everyone gets noted correctly in the meeting minutes that our recording secretary will be completing.

**I. APPROVAL OF MINUTES FROM AUGUST 16, 2021**

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

**II. OTHER BUSINESS**

**Rural Long-Range Transportation Plan**

Tim Stroshine stated I know a couple of you were involved in a separate meeting that we had about that, so I just wanted to give you an update as to where we were with that. I will let Aria start by talking about what we looked at for the demographic data.

Aria Staiger stated the Rural Long-Range Transportation Plan will be looking at the transportation needs for Carroll County into the future and a look of high-level approach. It will be targeting a year of 2050, so we are to find some transportation suggestions and plans and preview what the future might hold. To do that, we need data, so for data we will need to take a base year of data, particularly, we will be using 2020 decennial census data. We will be projecting that based here data from 2020 out to 2050 to see what type of populations of different demographics will have in Carroll County at that time, so we can plan for transportation needs. The based here data we are, basically, collecting a whole bunch of demographics. It includes things such as persons who are elderly, persons who are disabled, persons who are veterans,

persons living in poverty, all sorts of data that we can get from census and other sources. We also look at, for example, BLS data, Bureau of Labor Statistics, and INDOT also purchases some employment data that we can access, so we have that data as well. All the data that we collect for the based here is at the census tract level, so here on the left you can see the census tract numbers. For example, census tract 95-96 is Delphi census tract, so you can see all the Delphi demographics here in this ACS data. The data will be projecting the growth rates across different years. For example, here I have broken down each census tract by 5-year increments, so you can see the growth across each year for each demographic data, and the growth rate can be applied to that for each year. This is the simplest way to look at the data to get our 2050 target year data, but we will not just be using a straight growth for all of this; we will actually be using variable growth rates, because we know what growth will happen in the short-term, 5 to 10 years from now, we can include the projected growth from those developments and our projections in at least for short term. We will be fiddling with these numbers to apply the growth that will happen and have that already calculated in. Again, we can do this on a per tract basis, so the Delphi tract we can calculate out separately to the other tracts. That's the data we are using, and that is how we are working with it. We previously had a meeting with the other stakeholders to discuss what type of data will be useful to look at, and that was very productive. I think, Tim will be meeting with all of you again to discuss this data once we have it all in stone, so we can say these are the numbers we will have in 2050, but where exactly will they be showing up in the tract. For example, will they be showing up in towns, or will it be out in the county. We will find out where exactly we expect these numbers to happen, and therefore, what kind of transportations will they drive. That will be a future exercise that we will get to.

Tim Stroshine stated what we are looking at, as Aria mentioned, with the demographic data is once we have an idea of where we are going to want to put in some new projects, we are going to develop a project list as part of the Long-Range Plan. What we do in Tippecanoe County is we have things pretty-well planned out in terms of different types of projects. We will have the road projects, the transit projects in Tippecanoe County, and the bicycle and pedestrian projects, such as trails and bike lanes, so we can follow a similar model here for Carroll County if you want, or we can take it a different direction, and if you want to separate the projects out in a different way than we do in Tippecanoe County, that is totally fine. It is not a requirement that we do it the same way that we do it in Tippecanoe County. That is just something we can use as a baseline for this, and when we get to that point, I can send around what we have done in Tippecanoe County, so you can look at the format and see what you like or want to change to make it make sense for Carroll County. That is where we are headed with this, but like Aria said we are still in a holding pattern right now, since we are waiting for the census data. She has the American Community Survey Data entered as a placeholder, and once we get the data that we want to use, then we can decide on some growth rates and plug those in and get some numbers.

Jake Adams said I think, November 15<sup>th</sup> is when the subcounty level data will be released, so we will be able to look at the tract data on subcounty.

Tim Stroshine stated I know Jake you have sent us some data before, so when we get that, you and Aria can coordinate on that.

Aria Staiger stated yes, and I found the source for what you sent.

Jake Adams said okay, and we pay for data access as well, so if you are looking at it and there are gaps or numbers that just don't look correct, then maybe we will have a secondary source to balance it out to figure it out if there is a meaning we can come to.

Tim Stroshine said absolutely, we can sort all of that out once we get to look at the data. I just wanted to let everyone on the committee know where we are at with this. The partner step with this is we will be looking at public participation. The first survey we want to do is to determine the overall goals and objectives for this plan, so we have talked about this at the other meeting we had, and I sent around a graph version of the survey, and I got some very helpful comments from people on how to tweak that a little bit which I did. I sent around the updated version, so hopefully, everyone who was at the meeting got that. It looks like that is ready to go out now, so the question now becomes what is the best way to distribute this.

We talked a little bit about this at our previous meeting, but I would like to open the floor to anyone who might have an idea as to what a good method of distribution would be.

Anita Werling said I think, I mentioned at the last meeting we did a park survey in Delphi earlier in the year, and we just sent out a postcard with the URL, and they could take the survey. We had a 10 percent response which, from my experience, is exceptional, and we also had it linked on the website and social media, but that worked well. We are looking at 1100 households compared to whatever the number is in the county, so I don't know if the same will work county wide.

Jake Adams said so this does include the incorporated limits of Flora, Camden, and Burlington, as well, correct. We as an organization can work across those municipalities to make sure the same kind of water bill distribution in Camden, Flora, and Burlington as well. To get those high-density areas would be great, and, I think, we can help with the survey, and we don't have a problem putting our name on the top of it stating we are helping drive a transportation long-term planning survey please fill this out. I think, we have that capability to reach across municipal lines a little easier than others.

Tim Stoshine thanked Jake Adams, and stated I think what we would do is we have a link that I can send you guys, and we can gather some of the ideas as to what source we would want to use. I will start an email chain with some of you guys and the members of our Technical Committee, and then, we will put together a distribution plan. I will get you guys whatever will be needed from our end, so if you want me to write a little introduction about it, I am absolutely going to do that. If you have something that you have used for some of your other surveys that you think that could be quickly adapted, as you mentioned the park survey mailout. If you have a quick little blurb you would want to use for that that is totally fine, we don't have to write it; we can be flexible on that. I will start an email chain probably tomorrow, and we can get a strategy together, and then once it is distributed, one thing we also have to consider is how long are we going to want to keep the survey open. We are getting near the holiday time and people, I think, are a little less likely to fill-out a survey around that time. They are busy doing holiday stuff, so you may want to consider leaving this survey open until January for example. That would be a potential strategy, so once we get that all filled out once we get the responses, I can do a little bit of data analysis on it. Basically, what we are looking to do with this is prioritize different potential goals for the community. For example, see how important is increasing safety versus dumping more into trails; which one of those two items is more important to the community. Obviously, they both are very important, but trying to get a little bit of prioritization between those is something we think has some value, and then we can get some results, see where we are at, and send those around a few months in the future when this is all done. That is where we are headed with this. He then asked for any questions.

Anita Werling asked so if we send this out through the towns, to the utility customers, and use our not for profit organizations to drive things out to their members, will there be any problem if someone responds more than once. What in the survey backbone will enable us to determine that.

Tim Stoshine said yes, that is something that is a little tricky to determine. In Tippecanoe County, we didn't have much of that, because we didn't collect any kind of personal identifying information. People are very sensitive about giving that out, and we understand, so we are not going to ask someone to attach a name to it. I think, this is the sort of thing where you are not going to get people to take it more than once too often. I think, if someone had already taken the survey and were to open the link twice, they would probably just exit out of the link without taking the survey again. I don't think this is the kind of thing people would be interested in manipulating.

Jake Adams said I think, Delphi would be more subjective to that, since it is a county-wide survey we might get some diversification just because we necessarily don't have those amenities, and they might want them. That is why we are doing this survey.

Anita Werling agreed with Jake Adams, and said they want trail connections between Flora and Delphi.

Tim Stroshine said he would like to mention one of our suggestions was to have a question where people could identify if they lived in Delphi or one of the municipalities versus if they lived in the unincorporated county.

Jake Adams said yes.

Anita Werling said yes, that will be very useful to know.

Tim Stoshine asked for any other questions. There were none.

### **INDOT 18-Month Letting List**

Tim Stroshine stated this was distributed in the packet; it is the back two pages. The first page most of what is on there is the same; it is what has been communicated in the previous months. Jackie did make us aware earlier there seems there might be a project or two that is missing from what we tried to pull-out from the database. He then turned it over to Jackie Hockaday.

Jackie Hockaday stated this section of US 421 that is going all the way to Rossville it lets in May of this year. Someone in the last meeting asked if this would be done before the bridge, and I told him yes, this is going to be done before the bridge on SR 75. It was the one over Wildcat Creek, US 421, the 170101 is what he was asking, because it doesn't let until September of 2022.

Tim Stroshine said I will go ahead and go to the last page; we do have three new projects at the very end they are all letting in 2023, so we still have a little bit of time. There are two on SR 18; a small structure pipe lining, and a substructure repair and rehabilitation for the bridge there, and there is one on SR 218 the HMA overlay. There is not too much to report. Something we will continue to keep our eye on. Other than that, we don't have too much to report most of it is the same as it has been in previous quarters. He asked for any questions about the projects on the letting list.

Pete Wagoner said the SR 218 project; that is the project I asked about last month. I don't know if we are talking about the same project or not. The one I am asking about is the project they are going to repave, do curbs and sidewalks, and so forth. It is about 1/3 of a mile on either side of SR 75. The full length of the town of Camden. Seventy-five is right in the middle. They got all the land acquisitions and so forth.

Jackie Hockaday said let me look here. There are quite a few we are missing. That is the one we just met last week to do a field check on. The one you are talking about will let in January on the 23<sup>rd</sup>.

Pete Wagoner said January 23<sup>rd</sup>.

Jackie Hockaday said yes. January of next year, and it is on schedule. We just walked that entire project, because we were looking at trees. We thought we were going to have to take a quite a bit of trees down, but there is maybe only one tree we will have to remove, and it is a big tree.

Pete Wagoner said in the town of Camden.

Jackie Hockaday said yes, one of them will have to be removed, because of the damage it is doing to the sidewalk, but all the other trees we are leaving alone. The trees are mature beautiful old trees, and if we were to remove those, it wouldn't even look like the town of Camden anymore.

Pete Wagoner said they paid me for three of them right in front of my house, but maybe they aren't coming out now.

Jackie Hockaday stated they are probably not now, because we decided when we looked if there was no damage to the sidewalks, there is no reason to remove the trees.

Pete Wagoner said okay.

Jackie Hockaday said I think that is a good thing, because it is a beautiful little town. I didn't realize how beautiful Camden is.

Pete Wagoner said it is a lot of trees.

Jackie Hockaday said yes, it was a lot of trees they were talking about taking down.

Pete Wagoner said okay, so it is the 23<sup>rd</sup> of January then.

Jackie Hockaday said yes.

Pete Wagoner thanked Jackie.

Tim Stroshine asked were there any other items people wanted to discuss that weren't covered in the agenda.

Anita Werling said she wanted to ask about the SR 25 the bridge over Deer Creek.

Jackie Hockaday said what I am being told it is a bridge replacement, and that is the scope we are going to stick with. At this time, we can't accommodate the requests, but they said if you do want those requests, we can incorporate it, but it would be local funds that would have to pay for them.

Anita Werling asked what is the follow-up on that. We would need to get some estimates on cost, and who the parties at the table would be to have to pay for the additional.

Jackie Hockaday said Hanson is the designer for the state, so any additional designing fees would also be the local agency's responsibility for the three requests made.

Jake Adams asked Anita what bridge is that.

Anita Werling said it is the bridge over Deer Creek; it is close to Trailhead Park. It is actually in the county, but it is really close to the trail system. I think we can find sources and funding. It will be to establish a bike lane. This is part of Wabash River Greenway Project in Carroll County, so perhaps some of the funding that was identified for that, because it would be a connector between Prophetstown and the Delphi Historic Trails System, so it is quite popular as an item for biking and trail enthusiasts.

Jackie Hockaday said I don't know if you spoke with Sarah Ford.

Anita Werling said we have not heard from anyone.

Jackie Hockaday said maybe it's the county she has been talking to, because it is technically in the county. It is a section of the SR that was supposed to be relinquished; because once we built this, generally, the county takes it over, and I don't think they want to take it over.

Anita Werling said she can get in contact with Kent and make sure.

Jackie Hockaday said she is pretty sure Sarah has been talking to someone.

Tim Stroshine asked if there were any other items people would like to discuss.

Pete Wagoner said regarding the trillion-dollar infrastructure bill how is that going to filter down the state and MPO and so forth over the next five years; has there been any words on how that is going to happen.

Tim Stroshine said that will be something we are going to have to determine how that is going to work for different municipalities. I am sure our partners at INDOT and the Federal Highway are hard at work on that. Anytime they have a new legislation they really have to be the first ones. It does tend to take a little bit for all of that to get sorted out how it is going to get from the bill level to the practical project delivery level, and how that filters through all of that. It will be several months before we really have a good idea regarding the mechanics of that. It is something we are looking at, and we are always excited to hear about potential opportunities for new grants to apply for. We are going to have to scour through the bill to see what is available for us to try and get our piece of the pie for some funds for the projects we have planned. As we continue to develop the Long-Range Plan, that will be something that is going to play into it. The projects that we put on the project list and find what things are available especially grants, since those will be new sources of funding. That is something we are going to want to find as we get a little further down the road, and hopefully those two timelines coincide, so when we have answers to that question, we can then look at the project list and ask where we can get the money to pay for these.

Anita Werling said excellent.

Jake Adams asked what about new projects that don't exist. Should we start planning for those now locally. We have road extensions that we have talked about doing pre-engineering on, and there are some other things that have been discussed. Is that something that we should be doing.

Tim Stroshine said that is a great question. I would encourage if you could get a project that is an idea into a plan. The more ideas you can get in the plan the better, so even if it is something that never actually happens if it is in the plan, then it has a better chance coming to fruition; especially when funding becomes available. Funding is one of the biggest challenges that we face as locals for projects. If you can get it into the plan as something that is conceptual or desired, that will really help. For example, one of the issues we have talked about is truck routes through Delphi, so if there would be a desire to construct a new road that would function as a bypass for vehicles coming from the Heartland, so they would not have to go through downtown Delphi. That type of project would be a very good one to include in the Long-Range Plan.

Jake Adams said that goes back to the bridge if that is a 421 bypass or 421 truck route per se.

Anita Werling said yes, it does, because it will continue to be heavy traffic.

Jake Adams said it wouldn't need to be relinquished per se, because it would still be a managed US highway because of the truck traffic we would be putting through it, and you said that was the project to replace the bridge.

Jackie Hockaday responded right.

Jake Adams said it is going to be a nightmare while it is being replaced.

Jackie Hockaday said it is not planned until 2025, so we have a little bit of time to plan for it.

Jake Adams said there has been some discussion about the southbound lane off of 200 onto the Heartland, so for residential access egress onto the Heartland. INDOT still has land there, and that has been discussed before as something that would help our community connect to the Heartland with residential being an area of growth there having a southbound inlet and egress onto the highway would be something.

Tim Stroshine said when we get to that point, I can show you examples of what we included in the Tippecanoe County plan.

Jake Adams asked do you do that when looking at Interstate 65. When looking at ingress and egress, are you evaluating where those should be or could be.

Tim Stroshine asked we do have potential projects for creating new interchanges with the interstate, but because that is a state highway that is a big challenge specifically for the interstate. It takes a lot of



coordination with INDOT, in this case, because they are the road owner in order to make one of those a reality. What we have seen with that sort of project is it helped to include it in some of our other plans as well, because we are officially designated MPO of the area we have a lot of different plans that we are required to have, so we tend to put it in a lot of places. It gets into our ordinances for design standards, into our Transportation Improvement Program and metropolitan transportation planning. All of these documents that we put together in Tippecanoe County that we are required to have, so that is one thing that would be a different, since you guys don't necessarily have all of those documents. We would be trying to combine all of this into one document for Carroll County.

Anita Werling said the roundabout we talked about on Armory Road and 200 would be something we would definitely want to identify as a project.

Jake Adams said that would coincide a lot with the 421 truck route as well.

Anita Werling agreed.

Tim Stroshine said we will want to prioritize some of these projects. Which projects are your top priority, which projects are your medium priority, and which projects are the lower priority if funding becomes available.

Anita Werling said funding sources would be wonderful. It is exciting that there could be some additional funding sources, and an emphasis on safety and road modernization techniques. It is going to be exciting, and the connectivity of the trails.

### **III. ADJOURNMENT**

Time Stroshine said the last item to mention are the meeting dates for 2022. The first meeting will be February 8<sup>th</sup>, and at that meeting we will be reviewing our Traffic Count Program for 2022. Most of the work that happens with that tends to happen with the Technical Committee, but we do like to tell you guys just to cover our bases to make sure we don't miss any counts. The other meetings are on May 10<sup>th</sup>, August 9<sup>th</sup>, and November 8<sup>th</sup>. We are going to try and get Diane Trader, our staff member who sends out the meeting invites, to send out Outlook calendar invites to get this meeting on more people's calendars and have less of a problem with meeting quorum, so then you know when we do have actual items to do business on we can get those votes taken.

Anita Werling at the first of the year we will be looking at who to appoint to the committee, and we will try to make sure to get people that are available. The city appointee from council is not available now, since he works out of town, so we will fix that.

Tim Stroshine asked for any other items of business.

Pete Wagoner asked will we continue to have the meetings here.

Tim Stroshine said yes, that is the plan. It seems we were able to get things working with the streaming and that set-up.

Aria Staiger noted there are no comments on Facebook or YouTube.

The meeting was adjourned at 3:38 PM.

Respectfully submitted,

Jennifer Ewen  
Recording Secretary



**CARROLL COUNTY ADMINISTRATIVE TRANSPORTATION COMMITTEE  
MEETING MINUTES**

**February 8, 2022**

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**MEMBERS PRESENT**

Anita Werling	Mayor of Delphi
Pete Wagoner	Camden Town Council Representative
Jake Adams	Carroll County EDC
Joretta Tinsman (proxy for Vincent Seward)	Flora Town Council President

**MEMBERS ABSENT**

Josh Plue	President Carroll County Council
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**ALSO PRESENT**

Tim Stroshine	Area Plan Commission of Tippecanoe County
Aria Staiger	Area Plan Commission of Tippecanoe County

Anita Werling noted in the absence of a quorum, this will be an unofficial meeting.

Tim Stroshine asked the members if they could state their name when speaking, so everyone gets noted correctly in the meeting minutes that our recording secretary will be completing.

**I. APPROVAL OF MINUTES FROM NOVEMBER 09, 2021**

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

**II. TRAFFIC COUNTS**

Aria Staiger said she sent out the proposed 2022 traffic counts to the committee. She did have a few responses from some people. She said every year they do traffic counts for Carroll County, and the counts are on a 3-year cycle, so they take the same stations every 3-years, so they have some historical data to compare it against. She said they do change stations based on projects or planning circumstances, and there were two changes, and both of the changes were in response to the truck routes in Delphi. She added one at Washington Street and Mill Street.

Anita Werling asked if the Armory Road traffic count is on the list.

Aria Staiger stated Armory Road is not in this year's cycle.

Anita Werling requested Armory Road count be scheduled before the end of the school year. She said it would be helpful if we could get the count sooner and during the school year.

Aria Staiger said we would do our best to get its count before the end of the school year. She said we would definitely move the count for Armory Road to this year.

Jake Adams requested a count on 3<sup>rd</sup> Street and Division Line Road/SR 18 in Flora.

Aria Staiger said we are counting Burlington this year. She thinks INDOT covers SR 29.

Jake Adams requested a count on CR 500. He said having the most recent data would help if a development were to go there.

Aria Staiger said she would check into it.

Tim Stroshine said the best way to proceed is we will send out an email after this meeting to get a formalized request to prioritize which roads would be the most important as we have a limit of 65. Kent pointed out we may have to remove a few stations due to construction. He said we would like to have the request in March to get the counts started by the end of March.

### **III. OTHER BUSINESS**

#### **Rural Long-Range Transportation Plan**

Tim Stroshine said last time we talked about getting the public involved in surveys, and initially we had very few responses. He did check earlier today, and we are up to 67 total responses. His benchmark is 100 responses, and at that point, he would be comfortable doing some analysis. He said we are seeing an even split with people responding from the urban areas and the rural areas which is good. The goal is to have something together by the next quarterly meeting.

Aria Staiger said the ACS data from the census, she has not seen any 2020 data from them because of COVID. We hope to see positive movement from them on this.

#### **INDOT 18-Month Letting List**

Tim Stroshine stated there are a couple projects that are supposed to let on February 9<sup>th</sup> and both of them are bridge projects. One project is on SR 18, and the other project is on US 421. He said they are watching these closely because a lot of project bids are coming in over the engineer's estimate. For the rest of the year, there are several projects on a March letting, and they are all on SR 25. He said at the last meeting Jackie Hockaday from INDOT said INDOT does want to get the US 421 Resurfacing Project going.

### **IV. ADJOURNMENT**

Jake Adams said at some point he would like to talk about the 20-year long-term plan and how to go about having that conversation.

Tim Stroshine said since we are talking about something that is most likely several years out, that would be a good thing to include in the Long-Range Transportation Plan.

Aria Staiger noted there were no comments on Facebook or YouTube.

The meeting was adjourned at 4:00 PM.

Respectfully submitted,

Jennifer Ewen  
Recording Secretary

**CARROLL COUNTY ADMINISTRATIVE TRANSPORTATION COMMITTEE  
MEETING MINUTES**

**May 10, 2022**

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**II. OTHER BUSINESS**

**Rural Long-Range Transportation Plan**

Aria Staiger presented the demographic data that has been gathered and put into tracts.

Tim Stroshine said he has been monitoring the responses from the survey for the overall goals and objectives for the plan. At the last meeting, we had about 66 responses, and we now have 71 responses; unfortunately, in 3 months that is not a very rapid response rate, so at this point, he thinks it is best to close that survey out. The good news is we did get a good split of respondents that were from the urban area and the rural area. He said he will do an analysis of the results, and then we will have a meeting with the members of this committee and the members of our Tech Committee to discuss some items for the long-range plan. A few items we will discuss are the projections, the survey in more detail, and the downtown truck traffic issue. We are looking to have this meeting probably around July.

**Traffic Counts**

Aria Staiger said just to review, we do traffic counts on a three-year cycle, and we use the same stations every three years. We did get some location variations from our usual schedule from feedback from committee members. She said we are 4 or 5 weeks into that count process, and in a couple more weeks,

we should have all the counts completed. It is going smoothly, and she will have data for this committee at the next quarterly meeting. If anyone has suggestions for count locations, she can take that information at any time.

### **INDOT 18-Month Letting List**

Tim Stroshine said we are in the time of year that INDOT locks down their lettings, so we don't see too many lettings this time of year. INDOT doesn't have any lettings until August of this year, and then there is a bundle of Bridge Deck Overlay Projects on SR 25, and after that, the next letting is in December. In January of 2023, there is a project on SR 18 and a project on SR 218. We do have a few changes to a couple of lettings. There are 3 projects that were moved from a September 2022 letting to a February 2023 letting. The US 421 project moved from an anticipated December 2022 letting to a March 2023 letting, and we have a couple new projects. One project is on SR 29 with a July 2023 letting, and the other is on SR 22, and it has a letting in August.

There were a few projects INDOT was able to let. A Bridge Replacement and a Bridge Deck Overlay were bid under the engineer's estimate, and they were awarded in February. The estimated completion date is October 2022. There was a project awarded in March. A Bridge Thin Deck Overlay bundle, and it was bid under the engineer's estimate, and the estimated completion date is September 2022. Something we have seen statewide is a lot of areas are having problems with getting projects let because bids for projects are coming in over the engineer's estimate.

### **III. ADJOURNMENT**

Tim Stroshine asked the committee if there were any other topics to discuss.

Anita Werling asked who she would contact at INDOT regarding a possible new curb cut for the City Lift Station. She said someone has bought a triangle piece of property, and they are needing access to it.

Tim Stroshine said she would contact someone at the INDOT District Office.

Tim noted the next quarterly meeting dates are August 9<sup>th</sup> and November 8<sup>th</sup>.

The meeting was adjourned at 3:42 PM.

Respectfully submitted,

Jennifer Ewen  
Recording Secretary

**CARROLL COUNTY ADMINISTRATIVE TRANSPORTATION COMMITTEE  
MEETING MINUTES**

**August 09, 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**

Anita Werling	Mayor of Delphi
Shannon Telfer (for Jake Adams)	Carroll County EDC
Josh Plue	President Carroll County Council
Joretta Tinsman (proxy for Vincent Seward)	Town of Flora

**MEMBERS ABSENT**

Bill Brown	President Carroll County Commissioners
Marcia Blansett (proxy for Matt Deitchley)	INDOT District Director
Mike Isley	Delphi City Council Representative
JT Doane	City of Delphi
Jackie Hockaday	INDOT PM
Shannon Telfer	Carroll County EDC

**ALSO PRESENT**

Tim Stroshine	Area Plan Commission of Tippecanoe County
Aria Staiger	Area Plan Commission of Tippecanoe County

Tim Stroshine called the meeting to order at 3:00 PM.

**I. APPROVAL OF MINUTES FROM NOVEMBER 09, 2021, February 08, 2022, and May 10, 2022**

Joretta Tinsman moved that all the minutes be approved. Anita Werling seconded. They were passed unanimously. [Ed.: it was believed at the time that there was a quorum, but there was in fact not. Thus, no minutes were actually approved, and these minutes are also therefore just notes, not minutes of an official meeting.]

**II. OTHER BUSINESS**

**Traffic Counts**

Aria Staiger said that the Area Plan Commission (APC) takes about 65 traffic counts yearly on a three-year cycle, and tracks the same stations every three years. Some changes are made to count locations each year depending on what data is planned to be collected. This year's counts were similar to the usual cycle. She pointed out on the attachment the counts on Armory Road by the school. Data included is the annual average daily traffic (AADT), truck-only AADT, peak one-hour volume, the 85<sup>th</sup> percentile of speed (which is the average speed for the first 85% of drivers), and truck percentage of total traffic. During school hours, the speed on Armory Rd is 20 MPH, but the 85<sup>th</sup> percentile of speed was 25 MPH and above at the two stations.

Tim Stroshine added that nearer to the end of the year, APC will ask the Committee about locations that they might want to change for a particular year. APC will usually put together a proposed list of traffic count stations around Jan-Feb. This will be brought up again at the first meeting of 2023.

## **Rural Long-Range Transportation Plan**

Tim Stroshine said that APC's next big action item is the truck route in downtown Delphi. APC has been in coordination with some members of the Committee and other stakeholders to discuss it. Short-term solutions are likely to include improvements to existing roads and enforcement strategies. Longer-term solutions might include a new road to create a new route for trucks that doesn't pass through downtown Delphi. A group will be formed to help move this part of the Plan forward.

Anita Werling said that sounds good.

## **SURP Grant for 2024**

Tim Stroshine said that in the past, the SURP grant is how APC's work for Carroll County is paid for. At the start of each year, APC submits an application for the work they will do, and then INDOT covers 80% of those costs and Carroll County pays for 20%. There has been a consistent amount applied for for the past few years.

Tim Stroshine said that it might be worth increasing the amount in future years. First, it could fund more work on the Rural Long-Range Transportation Plan. Second, it could allow for the replacement of aging traffic counters. APC would like to know how much Carroll County would be willing to pay for their 20% match, so that APC can apply for the correct grant amount.

Anita Werling asked how Carroll County's contribution is split between various cities, towns, and the county, and also, what is the current amount.

Tim Stroshine said that he didn't know the answer to the first question. APC has only seen Carroll County's contribution as a single lump sum. The current total amount (including both INDOT and Carroll County's contributions) is in the low \$30,000s. He added that it's also possible that even if APC applies for a certain amount, it is possible that all of the money won't be spent, depending on the fluctuations of price in supplies such as traffic counters. Unfortunately with the way the funding is structured, monies budgeted for supplies cannot be transferred to staff time.

Joretta Tinsman said that Flora would need to know before June of next year.

Anita Werling said that perhaps Josh Plue would know how Carroll County's contribution is divided up among the jurisdictions.

Tim Stroshine said he has made a note of the question and will try to find more information once he gets back to the office.

## **November Meeting Date**

Aria Staiger said that the next scheduled quarterly Committee meeting is Nov 8, which is election day. She proposed the third Tuesday (the 15<sup>th</sup>) instead of the second Tuesday (the 8<sup>th</sup>) of November to reschedule that meeting. The Technical Transportation Committee also liked the 15<sup>th</sup> to meet.

Joretta Tinsman said that the 15<sup>th</sup> worked for her.

Anita Werling said that the 15<sup>th</sup> also worked for her.

## **18 Month Letting List**

Tim Stroshine said that there were several projects coming up on a August 10<sup>th</sup> letting. There are many bridge projects on SR 25, all thin deck overlays. December 7<sup>th</sup> is the letting date for two bridge replacement projects on SR 75. In 2023, a project on US 421 was dropped from the letting list for an unknown reason.



APC will be reaching out to INDOT to find out what happened. One project was moved from the August 10<sup>th</sup> 2022 letting to an October 2023 letting. There are a lot of bridge deck projects in 2023.

Joretta Tinsman asked if there were really so many projects on the new SR 25.

Tim Strohline clarified that some were on the new SR 25, and some were on the old SR 25. INDOT's description is not always clear which one.

### **III. ADJOURNMENT**

Tim Strohline asked the committee if there were any other topics to discuss.

Joretta Tinsman pointed out that on one of the attached maps in the agenda packet, Delphi is mislabeled as Dayton.

Aria Staiger said it was a typo, and doesn't impact anything.

Anita Werling moved to adjourn. Joretta Tinsman seconded, and the meeting was adjourned without objection at 3:25 PM. [Ed.: Again, this was not an official meeting because there was no quorum.]

Respectfully submitted,

Aria Staiger  
Transportation Planner

**CARROLL COUNTY ADMINISTRATIVE 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**

Anita Werling	Mayor of Delphi
Shannon Telfer (for Jake Adams)	Carroll County EDC
Joretta Tinsman (proxy for Vincent Seward)	Town of Flora

**MEMBERS ABSENT**

Bill Brown	President Carroll County Commissioners
Josh Plue	President Carroll County Council
Marcia Blansett (proxy for Matt Deitchley)	INDOT District Director
Mike Isley	Delphi City Council Representative
JT Doane	City of Delphi
Jackie Hockaday	INDOT PM

**ALSO PRESENT**

Tim Stroshine	Area Plan Commission of Tippecanoe County
Aria Staiger	Area Plan Commission of Tippecanoe County
Pam Beck	Town of Flora

Anita Werling began the meeting at 3:01PM.

**I. APPROVAL OF MINUTES FROM NOVEMBER 09, 2021, February 08, 2022, and May 10, 2022 and August 09, 2022.**

[There was not a quorum, thus no minutes were approved. Therefore, these minutes are notes and not minutes of an official meeting.]

**II. OTHER BUSINESS**

**A. Traffic Counts**

Aria Staiger began by saying that traffic counts take place every year in sixty-five locations throughout Carroll County. The counters run for at least forty-eight hours to capture enough data. The locations change on a three-year cycle. If there are locations that are not included on the list, but wish to be added, changes can be made to have those included. The Technical Transportation Committee is interested in counting the Armory Road locations once again next year.

Anita Werling asked if 218 at SR 25 was mentioned in the proposed counts.

Aria Staiger made note of this suggestion.

Shannon Telfer brought up the Anderson's location.

Anita Werling said it wouldn't be until late next year that they would be operating, so it would make sense to count that location the following year. Harvest time is when they are busy at the Anderson's.

Tim Stroshine added that a before opening count could be conducted and may prove valuable. He said a proposed list will be sent in January and discussion will take place at the February meeting.

Aria Staiger added that the counts take place in the springtime over a ten-week period.

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. 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. The specific date was not readily available at the meeting to answer when the counts took place for this report.

Anita Werling added that this graph concurs with the feedback they receive from local observers. Changes were made to this area with signage. She thought the speed limit may increase just past this area.

Pam Beck asked if the counts take place at the same time each year, during the same week, to be able to make comparisons in the data from year to year.

Aria Staiger said in this example, they will try to be very close to the same time, maybe not the same week, but generally the same time next year. In other traffic count locations, they are not done in any certain order. Adjustment factors are then used to bring them in line with one another.

#### **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. Those items are significant and affect the long-range plans. The plan will require the involvement of local jurisdictions, the county and INDOT. Once more information is available, time can be spent putting plans together.

#### **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 work that APC completes 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 would need to be approval from other departments, as it will affect various department budgets covering the local match. Tim asked to work with Anita on coordinating a group of people with budget involvement to begin these discussions. The money contributed into the grant is a cap, the maximum that would have to be paid, even if additional hours of work are put in above the scope of the project.

Anita Werling asked what budget year is involved and then saw it listed as fiscal year 2024.

Joretta Tinsman asked if this was something the county pays, as she does not remember writing a check in the past.

Tim Stroshine said in the past they have worked with the County Auditor.

#### **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 over Wildcat Creek. 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.

Anita Werling said she is hoping to have a meeting next week about the project listed for bid letting on August 09, 2023, as a bridge replacement over Deer Creek on Old SR 25.

### **III. ADJOURNMENT**

Tim Stroshine asked the committee if there were any other topics to discuss.

The meeting dates for 2023 will be February 14, May 09, August 08, and November 14, 2023.

Tim Stroshine ended the meeting at 3:24 PM.

Respectfully submitted,  
Kristina Lamb  
Recording Secretary

**CARROLL COUNTY ADMINISTRATIVE 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**

Anita Werling	Mayor of Delphi
Shannon Telfer (for Jake Adams)	Carroll County EDC
Josh Plue	Carroll County Council
Pam Beck	Town of Flora

**MEMBERS ABSENT**

Bill Brown	President Carroll County Commissioners
Marcia Blansett (proxy for Matt Deitchley)	INDOT District Director
Mike Isley	Delphi City Council Representative
JT Doane	City of Delphi
Jackie Hockaday	INDOT PM

**ALSO PRESENT**

Tim Stroshine	Area Plan Commission of Tippecanoe County
Aria Staiger	Area Plan Commission of Tippecanoe County

Anita Werling began the meeting at 3:02 PM.

**I. APPROVAL OF MINUTES from November 09, 2021, February 08, 2022, May 10, 2022, August 09, 2022, and November 15, 2022.**

There was not a quorum, thus no minutes were approved. Therefore, these minutes are notes and not minutes of an official meeting.

**II. TRAFFIC COUNTS**

**A. Proposed CY 23 Traffic Count Stations**

Aria Staiger began by saying that traffic counts occur every year in Carroll County and the locations rotate on a three-year cycle. Sixty-five counts are conducted each year. Slight changes are made to the lists based on projects taking place in the county. Feedback was provided prior to this meeting. Some changes have been made for the upcoming year's planned count stations. Locations were added near City Park and Clay Street. Counts along Armory Road will take place again this year to build data for comparison from year to year. Any additional comments or suggestions can be shared with Aria. Counts are planned to start after April 2023, beginning with the locations near the school.

Josh Plue said back in 2018-2019 they had been working on truck size and velocity. He observes many areas where there are CAFO's and major rutting around the entrances of the facilities. He asked what data is collected during the traffic counts.

Aria Staiger said the counts collect volume data, as in how many vehicles, and they can also collect classification data, identifying a truck, bicycle, semi, and how many trailers the truck was hauling. Speed data can be collected to find the average speed of traffic in that area.

Josh Plue asked if the primary data that is collected is enough to make a recommendation for frost laws. Frost laws are seasonal restrictions on traffic weight limits and speeds on roadways subject to thaw weakening. He asked what needs to be determined to make a good recommendation.

Aria Staiger was not sure what the requirements would be for frost laws. Traffic counts take place for forty-eight hours, the timeframe recommended by the state, so the data should be worthwhile for projects.

Tim Stroshine added that they are working on a long-range transportation plan for the community. Recurring issues could be added into the plan. Funding for transportation projects is very uncertain. There is potential for new grants and unique programs. If there are projects and recommendations that are already established in an adopted plan, it makes it easier to get access to some of the potential funding when it becomes available. Having data to back-up a project's plan, makes it a stronger case for funding sources.

Josh Plue said he has seen a lot of green initiatives and things of that nature coming from INDOT. He wants to look at funding that may be available for road repairs that have been caused by traffic re-routing due to construction. He used the example of 600 S being used heavily during a closure. The road was blacktopped and the next year it had to be chip and sealed.

Anita Werling said this brings up an interesting question. She wonders if there is any funding from the state to mitigate issues caused by state construction re-route.

Tim Stroshine suggested they reach out to the INDOT district office to ask more about the topic.

Aria Staiger added that our traffic counts do not take place on state roads, interstates, or arterials, as those are completed by INDOT.

Josh Plue added as part of the redevelopment commission, an additional lane of traffic was added on SR 39, coming out of Indiana Packers. The premise of the project was to move traffic, with no stop lights, onto the Hoosier Heartland, as 35-40% of the workforce lives northeast of the plant. He asked if there was anything that could be learned from a traffic count taking place in this area.

Tim Stroshine said it sounded like they were looking at a specific turning movement count. He wasn't sure if there was a provision for a special request for that from INDOT.

Josh Plue asked if our traffic counts tell us which lane the cars were in.

Aria Staiger said they can set-up the counts to do lane by lane counting, but typically don't because it is more complicated to do it that way.

Josh Plue said the lane information would be the most important datapoint from this site, measuring the traffic on CR 100 N and the turn lane; how many people are utilizing the turn lane versus how many people they anticipate leaving the plant at shift change.

Anita Werling suggested adding a lane-by-lane count on CR 100 N, between the IPC plant and the intersection with US 42.

Tim Stroshine said this could become a special study, maybe with other locations to check. A focused study would break out the lane-by-lane counts and allow for them to take place at different times of the year. An example of fall harvest season was used. Another option would be to set counters all around Indiana Packers to capture all the approaches.

Josh Plue would like to count east and west of Indiana Packers on CR 100 N, before mid-summer or wait until late fall. This count should provide validation if the new lane is doing what it supposed to do.

Tim Stroshine said they will finalize the details and send those out via email. Part of the reason this is important to him, is because this work is funded through a grant. The timing of when the counts take place affect which fiscal year it falls in. He would need to account for those details.

Anita Werling added that information on Packett Avenue would be useful, particularly in the spring and summer months, because that is an access road for the canal. This would let them see how many people are using the area. She said it would be helpful to add a count location on Adams Street, past the town side, for next year.

Josh Plue said he noticed a traffic count on the north side of Camden. He said the County was awarded \$6.5 million in aid last July for the SR 75 extension up to the Hoosier Heartland. Any data that is available for this area would be helpful for the County staff to have.

### **III. OTHER BUSINESS**

#### **A. 18-Month Letting List**

Tim Stroshine began by pointing out two projects shown with an 'NL' notation. These are projects that were previously listed on the report but were not shown this time. A reason this can happen is that the project may have been part of a bundle or may be impacted by some of the issues we are seeing with sophisticated projects. In general, around the state and country, projects are coming in greatly over the engineer's estimates. Local projects can still make up the difference, but these two are INDOT projects, so INDOT has rules about when they can and cannot fund projects that are out of engineer's estimates. The SR 18 project was on a February 10<sup>th</sup> bid-letting date but was moved to May 2023. INDOT does not typically do May lettings, but a guess for this change is some of the bids were coming in overestimate, so they are moving it out to try to get more favorable bids. Most of the listings remain on the same schedule as previous reported.

### **IV. ADJOURNMENT**

Tim Stroshine asked the committee if there were any other topics to discuss.

Aria Staiger said there continues to be a problem getting a quorum for this meeting. It has been more than a year. She proposed a virtual option or meeting rotation.

Josh Plue suggested emailing a list of the group and allow them to brainstorm. He wants to see the list and see if there are new appointments. Virtual meetings would help.

Aria Staiger said the technical set-up used for meetings can only accommodate entirely virtual or entirely in person. When trying to mix a virtual presence on the audio with the livestream, feedback occurs. It is difficult to set the audio for a mixed presence meeting.

Tim Stroshine said they would email some proposed meeting options to get an idea of what might work best for all parties.

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

Tim Stroshine ended the meeting at 3:45 PM.

Respectfully submitted,  
Kristina Lamb  
Recording Secretary