CARROLL COUNTY ADMINISTRATIVE TRANSPORTATION COMMITTEE
MEETING MINUTES

May 11, 2021
VIRTUAL MEETING

Due to the public health emergency, the meeting was held virtually. 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
Marcia Blansett (proxy for Matt Deitchley)	INDOT District Director

MEMBERS ABSENT

Josh Plue	President Carroll County Council
Bill Brown	President Carroll County Commissioners
Vincent Seward	Flora Town Council President
Mike Isley	Delphi City Council Representative
Pete Wagoner	Camden Town Council Representative

ALSO PRESENT

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

Anita Werling called the meeting to order at 3:01 p.m. In the absence of a quorum, this will be an unofficial meeting.

I.   APPROVAL OF MINUTES FROM AUGUST 13, 2019, NOVEMBER 12, 2019, AND FEBRUARY 9, 2021; MEETING NOTES FROM FEBRUARY 11, 2020 AND AUGUST 11, 2020

No corrections needed. The minutes were not approved because of the lack of a quorum.

II.   TRAFFIC COUNTS
Traffic Counts Funding

Aria Staiger said CY 2020 focused on confined agricultural feeding operations, CAFOs and the counts were split up due to the pandemic. 19 counts were done in the first part of the year in FY 2019 and the remaining 46 counts were done in the second half of the year. This was done to avoid the impact of COVID on the counts. As a result of splitting the counts, we are unable to get all of the counts done this FY because we did not spend all of our funding, and we could not carry that funding over to the next fiscal year. Therefore, we were only able to take 19 counts. We will be back on the regular counting schedule next year (65 counts).

CY 21 Count Results

Aria Staiger said the 19 counts were taken in new locations on larger roads that either haven't been counted before or have not been counted in a long time. Most of the counts were stations we have counted before. Stations with numbers greater than 9000 are new count stations. The counts were low but the data is still valuable. Aria specifically mentioned Station 9998 on W 875 N, which is a functional class six road, had a low average daily traffic count of 40. Aria noted that all the counts taken were in rural locations, with most of the counts in the northern half of the county.

Tim Stroshine said that at the Technical committee meeting, Kamron Yates said he was interested in getting counts in areas where new development is occurring. Tim said that it is important to remember that there is flexibility in the count program. Members of the Technical and Administrative Committees can always ask for modifications based on current issues in Carroll County.

III.   CRASH REPORT

Aria Staiger said APC creates a crash report for Carroll County every 3 years. She said the full document is not complete yet but she will review some of the important information that will be in the report. Staff gets this information from police crash data to analyze it and make corrections as needed. Staff reads through all of the officer's narrative and each crash report by hand to ensure the data is correct. We add some of our own data that is not added by default in the reporting system. She displayed the map of crashes in Carroll County from 2017 through 2019. She said most crashes occurred in densely populated areas like in towns and on major highways. We differentiate crashes that happen on private property and on public roads. She displayed maps with crash data for the City of Delphi and the different towns in Carroll County. This included a map of the Monticello area, which is a new map in this report. Although Monticello is not an incorporated town in Carroll County, there is higher development intensity, so it was worth analyzing.

The crashes are also separated by the primary factor of the crash. In the police data, there are 20 to 30 different reasons a crash primarily occurred. She displayed a map of the five most common primary factors. Aria noted that "Ran off Road Right" is used as a catch-all category. Once ARIES is updated, this category will be clarified, allowing for better primary factor analysis. She also said that there are a number of primary factors that overlap, so we have done some additional sorting to clarify things in the report. She displayed a table with crashes for several different primary factors.

Anita Werling asked what "Roadway Surface Condition" meant in the primary factor list.

Aria said that this category covers things like the road transitioning from asphalt to gravel and potholes in the road. There is also a "Holes/Ruts in Surface" category that overlaps with this category and can be used by some officers. What the officer chooses as the primary factor depends on the precise circumstances of the crash.

Aria displayed a map with crashes by winter surface conditions. This map represents crashes that occurred when there was ice or snow/slush on the road.

Aria displayed a map with crashes by number of injuries. To analyze these crashes, she broke them up into 3 bins. (Crashes with 1 injury, crashes with 2 injuries, and crashes with 3 or more injuries.) Most crashes with injuries only had 1 injury.

Aria displayed a map with fatal crashes. There were 9 fatalities during the 3 year reporting period covered by this report.

Aria displayed several tables with different types of crash data. She said that these were the highlights, and that there is more information in the full report.

IV.   OTHER BUSINESS
Title VI

Tim Stroshine said that any time we do planning work that uses federal money, we are required to go through a process to ensure equitable participation for everyone. We are also required to outline a procedure for people to complain about our work if they feel it is adversely impacting them based on several different factors. This procedure has been outlined for Tippecanoe County and staff was working on a procedure for Carroll County with Paul Couts before he retired. Kent Schumacher will be the new person to field complaints about planning work. There have never been any complaints about the work in Carroll

County. However, the efforts of developing a long-range transportation plan could produce some complaints.

Federal Funding and Project Tracking

Tim Stroshine said that this is something that Kent Schumacher had asked him about previously. Tim asked Marcia Blansett to comment on the process.

Marcia Blansett said Carroll County is not officially in an MPO area to where an MPO would give them funds. Any funds that Carroll County wants would need to go through our INDOT's call for projects which usually happens once a year (normally around November). The county would normally apply for either bridge funds, trail funds, or Group IV funds. Most of the money is an 80-20 split between federal money and the local match. The county could apply if they wanted to do any projects with federal funds. All bridges are eligible and roads have to be functionally classified major collector or higher in order to be eligible. Trails are also always eligible.

Tim Stroshine said if the county receives federal funds for projects, they are required to fill out quarterly tracking reports that would be reviewed at this meeting for discussion. The last time that this happened in Carroll County was during the Stellar Community Program. The Area Plan Commission does the same thing for Tippecanoe County, so we are familiar with this process.

INDOT 18-Month Letting List

Tim Stroshine said there are several updates. The first five projects all had a change in letting date and are on the same contract number. The letting date moved from December of 2021 to February of 2022.

Marcia Blansett said she got an e-mail from Jackie Hockaday regarding the change of letting date. There were delays in obtaining the right-of-way needed for some of the projects.

Tim Stroshine said there are new projects listed for the second half of 2022. Many are on SR25 for bridge work. A bundle of projects on US 421 were awarded to Ram Construction Services just under the engineer's estimate and with an estimated completion date of July 2, 2021. A project on SR 218 was awarded just over the engineer's estimate with an estimated completion date of August 27, 2021.

Long Range Transportation Plan

Anita Werling asked about the schedule for the Long Range Transportation Plan.

Tim Stroshine said that he talked to Kent and Kamron about doing a kick-off meeting for this project. This project will require data sharing between the Area Plan Commission and Carroll County. He asked if Anita Werling would like to be included in that meeting. Anita confirmed that she would like to be included in that meeting.

Anita Werling said that Delphi is proceeding with some 4-way stop installations. One of these installations is at the intersection of Washington and Monroe. The traffic count data indicates that the counts are up for this intersection. Carroll County is interested in discussing a truck route.

Tim Stroshine said that we are happy to meet and discuss this issue. When Carroll County staff is ready to meet, APC can help as needed.

V. ADJOURNMENT

Tim Stroshine said that we have often had a problem getting a quorum for this meeting. So, we want to make sure that our contact list is updated. He asked if Anita Werling could check the distribution list. If people on the list are too busy to attend this meeting, Tim asked if we could find proxies for this committee.

Anita Werling said that she would be happy to help with this.

Tim Stroshine introduced David Hittle as the new APC Executive Director. This is David's first meeting with this Committee.

The meeting adjourned without objection at 3:35 p.m.

Respectfully submitted,

Tim Stroshine
Assistant Director