

**MINUTES  
OF THE  
TECHNICAL COORDINATING COMMITTEE  
Thursday, December 15, 2016 10:00 a.m.  
1<sup>st</sup> Floor Community Room  
City/School Administration Center  
Rapid City, South Dakota**

**MEMBERS PRESENT:** Dennis Berg – Rapid City School District, Bob Eben – Ellsworth Air Force Base, Steve Frooman – Rapid City Public Works Department, Patsy Horton – Rapid City Community Planning and Development Services, Bob Kauffman – City of Box Elder, Lt. Dustin Morrison – Pennington County Sherriff’s Office, Todd Peckosh – Rapid City Public Works Department, Brad Remmich – South Dakota Department of Transportation, Bill Rich – Meade County Planning and Equalization Department, Rich Sagen – Rapid City Transit Manager and Scott Tegethoff – Meade County Highway for Lincoln Shuck – Meade County Highway

**MEMBERS ABSENT:** Mayor Phil Anderson – City of Piedmont, Stacy Bartlett – South Dakota Department of Transportation, Don Brumbaugh – Rapid City Streets Department, Brett Burditt – Meade County School District, Kirk Chaffee – Meade County Planning and Equalization Department, PJ Conover – Pennington County Planning Department, Doug Curry – Rapid City Regional Airport, Chief Jason Dubbs – City of Box Elder Police Department, Mark Eisenbraun – Rapid City Police Department, Vicki Fisher – Rapid City Community Planning, Peter Haugh – Douglas School District, Ron Koan – City of Box Elder, Bryce Lutz – City of Summerset Commissioner, Mayor George Mandas – City of Summerset, Ron Merwin – Meade County Sheriff’s Department, Brian Mueller – Pennington County Sherriff’s Office, Dale Tech – Rapid City Public Works Department, Kevin Thom – Pennington County Sherriff’s Office, Wes Tschetter – Pennington County Drainage Coordinator, Bill Welk – Pennington County Highway Department and Tom Wilsey – Pennington County Highway Department

**STAFF PRESENT:** Kelly Brennan, Kip Harrington and Katie Parker – Rapid City Community Planning and Development Services

**OTHERS PRESENT:** None

Chairperson Horton called the meeting to order at 10:00 a.m.

**General Public Comment**

There was no general comment.

**APPROVAL OF MINUTES OF OCTOBER 13, 2016 MEETING**

**Rich moved, Eben seconded and motion carried to approve the minutes from the October 13, 2016 meeting with Kaufman requesting a change in the spelling of his name from Kauffman to Kaufman.**

**16TP024 – Recommend approving the 2017 Unified Planning Work Program – Final.** Horton explained that this program identifies the annual activities, planning studies and products to be developed, initiated and completed by the Metropolitan Planning Organization for 2017. Horton further stated that the proposed funding amounts for City of Rapid City, City of Box Elder and Pennington County for the North Elk Vale Corridor Study, which was directed by the Executive Policy Committee at its August 18, 2016 meeting, are based on a proportional share

of each jurisdiction's linear footage for North Elk Vale Road from I-90 north to the Pennington/Meade County line. Discussion ensued.

Sagen entered the meeting.

**Rich moved, Frooman seconded and motion carried to recommend approving the 2017 Unified Planning Work Program – Final with inclusion of the Meade County share for designated projects.**

**16TP025 – Recommend approving the Agreement between the City of Rapid City and the SDDOT for accomplishing the Rapid City Area Transportation Planning Process in the Amount of \$582,035.** Horton detailed to the committee that the City of Rapid City is the designated fiscal agent for transportation planning. Horton noted that this agreement provided funds to conduct activities identified in the 2017 Unified Planning Work Program, and authorizes the reimbursement of funds to the City of Rapid City for work identified in the 2017 Unified Planning Work Program through the Transportation Planning Budget and eligible activities performed by Planning, Public Works and Community Resources staff.

**Frooman moved, Eben seconded and motion carried unanimously to recommend approving the Agreement between the City of Rapid City and the SDDOT for accomplishing the Rapid City Area Transportation Planning Process in the Amount of \$582,035.**

**16TP031 – Recommend approving the Citizens Advisory Committee Bylaw Revision.** Harrington informed the committee that staff is currently in the process of amending Rapid City Area Metropolitan Planning Organization's Operations Plan to update language that references Fixing America's Surface Transportation Act (FAST Act), the new highway bill adopted on December 4, 2015. As part of the Operations Plan changes, staff is also proposing revisions to the Citizens Advisory Committee Bylaws. Harrington went on to explain that these changes ensure that the process used by Meade County to appoint committee representation is accurately reflected, and that any member of the public participating in a committee meeting that is not a "voting member" is considered a "non-voting member." Harrington noted that the Citizens' Advisory Committee recommended that the bylaws be changed to read that the basic requirement for members would be to live or work within the MPO Boundary.

**Remmich moved, Rich seconded and motion carried unanimously to recommend approving the Citizens Advisory Committee Bylaw Revision.**

**16TP032 – Recommend approving the Technical Coordinating Committee Bylaw Revision.** Harrington disclosed that staff is currently in the process of amending Rapid City Area Metropolitan Planning Organization's Operations Plan to update language that references Fixing America's Surface Transportation Act (FAST Act), the new highway bill adopted on December 4, 2015. As part of the Operations Plan changes, staff is also proposing revision to the Technical Coordinating Committee Bylaws. Harrington pointed out that these changes ensure that the membership includes an additional staff member from the Rapid City Long Range Planning Division, and removes the Finance Officer for the City of Summerset, to ensure consistency with other smaller community representation. It also adds representation from the Air Transportation, Trucking Industry, and Rail Industry. All of the new members are considered voting members.

In response to a question from Frooman, Horton replied that staff would actively recruit from the desired industries listed.

Rich requested that the membership listing of Meade County Director of Equalization & Planning to Meade County Director of Planning due to a potential title change within the Meade County organization. Horton requested that Rich notify staff if that change occurs.

**Eben moved, Kaufman seconded and motion carried unanimously to recommend approving the Technical Coordinating Committee Bylaw Revision with the noted change.**

**16TP026 – Recommend approving the Operations Plan – Final.** Harrington detailed to the committee that the Rapid City Area Metropolitan Planning Organization has revised its Operations Plan to include updates to the current transportation funding bill and requirements to the Fixing America's Surface Transportation Act (FAST Act), adding the City of Piedmont as a participant in the Metropolitan Planning Process, updated department names and personnel titles, updated funding program names, and updated Citizens' Advisory Committee and Technical Coordinating Committee Bylaws.

In response to a question from Rich, Horton stated that any updates to the bylaws will be included in the final version of this document that is approved by the Executive Policy Committee.

**Remmich moved, Sagen seconded and motion carried unanimously to recommend approving the Operations Plan – Final with updates to the bylaws and page 11.**

**16TP027 – Recommend approving the Participation Plan – Final.** Harrington explained to the committee that the Participation Plan defines the process to be followed in developing transportation planning documents for the region and how it identifies the actions to be carried out to ensure opportunities exist for the public to be involved in transportation planning activities and establishes policies to follow as required in the current federal transportation act, the Fixing America's Surface Transportation Act (FAST Act).

Harrington also stated that specific process information has been added on how the Metropolitan Planning Organization will consult with government and environmental agencies to insure the agencies' views are included in the Metropolitan Planning Organization's transportation planning process.

Kaufman stated that the listings for the City of Box Elder be changed to 420 Villa Dr., Box Elder, S.D. 57719

**Kaufman moved, Rich seconded and motion carried unanimously to recommend approving the Participation Plan – Final**

**16TP034 – Recommend approving the 2017-2020 Transportation Improvement Program Amendment 17-001.** Harrington briefed the committee on this amendment that removes a project programmed in 2019 to construct median crossovers on Interstate 90 and locations along Interstate 90 to a maintenance project programmed for 2017, modify turning lanes at the Interstate 90 Exit 67 location in 2017, add a 2017 project to perform a high friction surface treatment on state highways in the region to improve safety, remove a project programmed in 2018 to perform intersection improvements in the region and defers a 2016 project to perform slide repair on Radar Hill Road to 2017.

**Remmich moved, Eben seconded and motion carried unanimously to recommend approving the 2017-2020 Transportation Improvement Program Amendment 17-001.**

**16TP036 – Recommend approving the Rapid City Area MPO Conflict of Interest Policy.** Horton advised the committee on the policy that ensures adherence to SDCL 1-56-10 and SDCL 3-23 by all Rapid City Area Metropolitan Planning Organization committee members.

Harrington stated to the committee that the Citizens' Advisory Committee recommend putting this clause at the top of all agendas going forward.

Remmich clarified that the funding this agreement refers to is for federal grant funding.

**Rich moved, Berg seconded and motion carried unanimously to recommend approving the Rapid City Area MPO Conflict of Interest Policy.**

**16TP037 – Recommend approving the 2016 Annual Listing of Obligated Projects.** Harrington informed the committee that each year, the Rapid City Area Metropolitan Planning Organization is required to develop the Annual Listing of Obligated Transportation Projects identifying the status of the transportation projects shown in the Transportation Improvement Program for fiscal year 2016.

Harrington noted that what is attached in the meeting packet is from 2015 and that the link to the document online will be updated after the meeting.

Remmich presented the correct information for 2016 to the committee, which was displayed on the screen. Discussion ensued.

**Remmich moved, Eben seconded and motion carried unanimously to recommend approving the 2016 Annual Listing of Obligated Projects.**

**16TP040 – Acknowledge the 2017 Transportation Product Due Dates.** Horton explained to the committee that this document serves as a guideline for workflow during 2017.

**Rich moved, Sagen seconded and motion carried unanimously to recommend acknowledging the 2017 Transportation Product Due Dates.**

Horton introduced Brennan to the committee.

### **Election of officers**

Remmich opened the nominations for Chair and Vice Chair.

**Remmich moved, Sagen seconded and motion carried unanimously to elect Horton as Chair and Harrington as Vice Chair.**

### **Other Business**

#### **Update on Construction Projects**

Remmich provided information on the current construction projects within the Rapid City Area Metropolitan Planning Organization area. Discussion ensued.

#### **Update on Planning Projects**

Harrington provided information on the current planning projects within the Rapid City Area Metropolitan Planning Organization area. Discussion ensued.

There being no further business the meeting adjourned at 10:38 a.m.