



BOARD OF DIRECTORS MEETING MINUTES

September 20, 2023

Osage Centre

1625 N. Kingshighway, Cape Girardeau, MO 63701

Board Voting Members Present:

Mr. Charlie Herbst, Cape Girardeau County

Mr. Jim Roach, City of Jackson

Mr. Jeremy Tanz, SEMO Regional Planning Commission (SEMO RPC)

Ms. Kelley Watson, Cape County Transit (CTA)

Technical Planning Committee (TPC) Members Present:

Mr. Tom Caldwell, Illinois Department of Transportation (IDOT)

Mr. Drew Christian, SEMO Regional Planning Commission (SEMO RPC)

Mr. Chris Crocker, Missouri Department of Transportation (MoDOT)

Mr. Mike Henderson, Missouri Department of Transportation (MoDOT)

Mr. Joe Killian, Missouri Department of Transportation (MoDOT)

Staff Present:

Mr. Alex McElroy, City of Cape Girardeau

Program Administration/Support Consultant Present:

Ms. Kelly Green, KLG Engineering

Other:

Mr. Jeff Long, Southeast Missourian (via Zoom)

Mr. John Voss, Missouri House of Representative, representing District 147

Call to Order

Chairman Tanz called the meeting to order at 2:02 p.m.

Introductions

All those present introduced themselves and those present via zoom were identified by Mr. McElroy.

Adoption of Agenda

The agenda of the September 20, 2023, Board of Directors Meeting was unanimously approved upon motion by Mr. Roach seconded by Mr. Herbst.

Approval of Minutes

The minutes of the August 16, 2023, Board of Directors Meeting were unanimously approved upon motion by Mr. Herbst seconded by Mr. Roach.

Communications from the Chairman

Chairman Tanz had no communication at this time.

Public Comments

Chairman Tanz asked if there were any comments from the public regarding items not on the agenda. There were none.

New/Unfinished Business

- **RESOLUTION NO. 2023-09, A Resolution Authorizing the Executive Director to negotiate and execute a contract for the development of a Comprehensive Safety Action Plan in compliance with the Safe Streets and Roads for All Program** – Mr. McElroy reported that once he received the Notice to Proceed from FHWA grant, he and the subcommittee developed an RFP for FHWA to review. The RFP was issued on July 6th. The proposals were due on August 11th. The RFP was emailed to local and regional consulting firms, posted on Association of Metropolitan Planning Organization's (AMPO) website, and posted on SEMPO's website. The subcommittee reviewed four proposals. Upon scoring the proposals, the subcommittee recommended Lochmueller Group to the TPC. The TPC has voted unanimously to move that recommendation forward. Upon a motion by Mr. Roach, seconded by Ms. Watson, RESOLUTION NO. 2023-09, a Resolution Authorizing the Executive Director to negotiate and execute a contract for the development of a Comprehensive Safety Action Plan in compliance with the Safe Streets and Roads for All Program, was unanimously approved.
- **RESOLUTION NO. 2023-10, A Resolution Approving FY 2024-2027 Transportation Improvements Plan Amendment No. 3** - Mr. McElroy noted three projects will need amendments and one will need an administrative modification. Those will be coming to you next month. However, one of the projects, due to operational timing, would be better suited if approval was granted this month by the Board. The Board may approve this amendment on a conditional basis. Once approved by the Board, Mr. McElroy will release it for public comment, which requires seven days. If after seven days, no comments are received then the approved amendment will be sent on to MoDOT representatives. TIP Amendment No. 3 includes one of the three projects. The project is for MoDOT pavement resurfacing along MO 177, from Rte J to End of State Maintenance in Cape Girardeau County under the funding category 'Taking Care of the System.' The project also includes rumble stripes from Ute Lane to Lexington Avenue. This project is scheduled to have a November letting. Mr. Killian noted that if any comments are received, then MoDOT may decide to move this project back. MoDOT has acquired a new STIP program within the last year or two. This project, along with two other projects on the Bill Emerson Memorial Bridge, did not get appropriately tagged in the new program showing that a section of the project is within the MPA. The two Bill Emerson Bridge projects will go through the normal process. Upon a conditional motion by Mr. Herbst, seconded by Ms. Watson, RESOLUTION NO. 2023-10, a Resolution Approving FY 2024-2027 Transportation Improvements Plan Amendment No. 3, was unanimously approved.
- **SEMPO Region Trail Connection Study** - Mr. McElroy stated that the plan development committee for this study will include former Jackson City Engineer, Anna Bergmark, and Jackson Parks and Recreation Representative, Jason Lipe, Cape Girardeau City Planner, Ryan Shrimplin, and Cape Girardeau Parks Division Manager, Kaed Horrell. The kickoff meeting is scheduled for October 3rd to discuss scope, deliverables, goals, and the solicitation process.

- **Intersection Studies** – Mr. McElroy noted that the planning committee has recommended two different locations for this study. The first is at CR621 and Perryville Road. The second is in Jackson at Independence Street/Rte D, between Broadridge Drive and Rosebud Drive, and also along Broadridge Dr. and Lewis Dr. near the Jackson Middle school. The second is more of a corridor study but two intersections include an abundance of pedestrian presence. Mr. McElroy stated that the committee is currently reviewing the existing consultants that are currently under contract with SEMPO to see about engaging with one of those firms via a task order. The review committee is comprised of representatives from Cape Special Road District, Cape Girardeau County, City of Cape Girardeau, and City of Jackson. Once they have gone through the GSA's and have made a recommendation, the TPC and the Board will have an opportunity to vote on the recommendation.
- **GIS Audit** – Mr. McElroy stated that he is working with SEMO RPC to develop public facing interactive maps for SEMPO's website. Mr. Christian stated that the new RPC employee has completed several of the requested maps. They need to go through a QA/QC process prior to being released. As the maps are developed, a section of the SEMPO website will be dedicated for these.
- **TIP Tool Selection** – Mr. McElroy noted that he has created a draft RFP for Mr. Christian to review. Once the RFP is finalized, he will send it out to firms that offer those services.
- **Origin & Destination Analytical Tool** – Mr. McElroy stated that he has nothing new to report on this one. More will come after SS4A contract is finalized to see if the consultant has experience or existing licenses with any of these tools.

Member Reports

City of Jackson – Mr. Hahs reported that the City of Jackson is finishing the concrete street repair program.

Cape Girardeau County – Mr. Herbst noted they have wrapped up the pavement overlays of roads. He stated that they are working on bidding out three more bridges as a bundle in hopes to get better bids.

CTA – Ms. Watson had nothing new to report.

SEMO RPC – Mr. Christian stated that he is working on the STIP Amendment No. 2 and STIP Amendment No. 4, which will include the Administrative Modification. These will be coming before the Board next month. The Administrative Modification will move a project that was originally in last year's TIP to this year's TIP. STIP Amendment No. 2 will include the BRO project in Jackson and STIP Amendment No. 4 will include the Bill Emerson Memorial bridge projects as discussed earlier.

MoDOT –

Mr. Crocker reported on the MINK (Missouri, Iowa, Nebraska, and Kansas) Conference that he recently attended in St. Joseph, MO on September 13 and 14. Topics included maintenance, administration, innovative ideas, safety, and funding. Many topics were discussed and he would recommend it next year to those available. The federal discretionary grant topics would be good for entities interested in applying for grants. Mr. Crocker also reported that only two TEAP applications were received in Southeast District. TAP applications were due August 24. Like last year, there were not enough applications. MoDOT will decide whether to readvertise or roll funds into next year. Rte 61 will be closed in Jackson for one year starting on October 2nd. MoDOT Traffic division has studied the impacts. MoDOT will adjust signal timing at Rte D/Farmington Rd

and Rte D/US 61 on the day of the closure. MoDOT has been working to try to encourage truck traffic to use an alternate route.

Mr. Henderson had nothing new to report.

IDOT – Mr. Caldwell nothing new to report.

Staff Report

Mr. McElroy will be at the AMPO conference in Cleveland, OH next week.

Other Business and Communications

There was no other business or communications.

Adjournment Motion

There being no further business, the meeting was unanimously adjourned at 2:30 p.m. upon motion made by Mr. Hahs and seconded by Mr. Herbst.

Respectfully submitted,

Kelly Green