



Kerr-Tar RPO TAC/TCC Meeting

Meeting Date: Thursday, February 21, 2019

Meeting Time: 3:00 PM- 5:00 PM

Meeting Location: 1724 Graham Avenue Henderson, NC 27536

Pursuant to NCGS §138A-15 (e): ETHICS AWARENESS & CONFLICT OF INTEREST REMINDER

In accordance with the State Government Ethics Act, it is the duty of every TAC member to avoid conflicts of interest. Does any TAC member have any known conflict of interest with respect to matters coming before the TAC today? If so, please identify the conflict and refrain from any participation in the particular matter involved.

TCC Members Present:

Mr. Tony King, Zoning Administrator, Town of Louisburg
Mr. Justin Jorgenson, Sr. Transportation Planner, Granville County
Ms. Diane Cox, Executive Director Kerr-Tar Regional Council of Governments
Ms. Lori Oakley, Planning Director, Person County
Ms. Lauren Johnson, Planning and Development Director, City of Roxboro
Ms. Cheryl Hart, Planning Director, City of Oxford (joined via phone)
Mr. Barry Baker, Granville County Planning Director and TCC Chair
Mr. Leigh Woodall, Person County
Mr. Carroll Harris, Mayor, Town of Macon
Ms. Jessica Gladwin, Planner, Town of Butner (joined via phone)
Mr. Harry Mills, Granville County Economic Development Director
Mr. Vincent Jones, Warren County Manager
Mr. David Keilson, PE, Division 5 Planning Engineer, NCDOT

TAC Members Present:

Commissioner Sidney Dunston, Franklin County and TAC Vice-Chair
Commissioner Jimmy Clayton, Person County and TAC Chair
Council Member Reggie Horton, City of Roxboro
Council Member Tom Lane, Town of Butner
Commissioner Tony Cozart, Granville County (joined via phone)
Commissioner Walter Powell, Warren County
Council Member Emma Ruth Stewart, City of Louisburg

Kerr-Tar RPO Staff Present:

Mr. Alrik Lunsford, Regional Planner, Mobility Manager
Ms. Stephanie Harmon, Regional Planner, RPO Coordinator

Guest(s):

Mr. Mark Eatman, PE, Corridor Development Engineer, NCDOT
Mr. Bob Deaton, AICP-CTP, Division 5 Corridor Development Engineer, NCDOT

I. Welcome and Call to Order

Recognizing a quorum, TCC Chair Barry Baker calls the TCC meeting to order and TAC Chair Jimmy Clayton calls the TAC meeting to order.

II. TAC/TCC Action Item - Receive and approve minutes from October 25, 2018 TAC.TCC meeting

TCC Chair Baker recognizes the first order of business being the approval of the October 25, 2018 TAC.TCC meeting minutes. TCC Chair Baker receives a first motion to approve from Tony King and a second motion to approve from Lori Oakley. Members of the TCC vote in the affirmative to approve. TCC Chair Baker carries the recommendation to the TAC. TAC Chair Clayton asks for a motion to approve the minutes as written. TAC Chair Clayton receives a first motion to approve from TAC Vice-Chair Dunston and a second motion to approve from Commissioner Powell. Members of the TAC vote in the affirmative to approve.

III. TAC/TCC Updates

State Ethics Form Filings

TCC Chair Baker recognizes Alrik to provide the full Committee with updates on the SEI and RED forms. Alrik states members of the TAC must complete both forms by April 15th, 2019. Paper copies of the forms were provided. TAC members have the option to file on-line or mail in the completed hard copies. A couple of TAC members stated they had already completed the forms for 2019. The KTRPO staff offered to assist in completion of the forms and electronic filing. KTRPO staff assisted several members in this capacity last year.

NC MOVES 2050

TCC Chair Baker recognizes Stephanie to provide the full Committee with information on the NC MOVES 2050 Plan. Stephanie states NCDOT is currently in the process of updating the state's long-range transportation plan. Scott Walston, PE, NCDOT TPD, will be conducting a training for the TAC and TCC to get feedback and insight on future drivers and opportunities in the Kerr-Tar Region. Members of the TAC and TCC are asked to choose the March or April meeting for this training to occur. Members chose to have the training at the next TAC.TCC meeting on March, 28, 2019. The NC MOVES project team also requested the submittal of three (3) names of minority community leaders from the Kerr-Tar Region to be possible contacts during the plan update process. Two (2) members volunteered to be the contacts from the Kerr-Tar Region: Mr. Harry Mills and Commissioner Sidney Dunston.

RPO 101 Refresher Training

TCC Chair Baker recognizes Stephanie to provide the full Committee with information on a yearly refresher training for members of the TAC and TCC. This training would define and elaborate on the roles of staff, members, and NCDOT. Members of the TAC and TCC discussed why this training would be beneficial for all. Members decide to have the training during the regular TAC.TCC meeting on April 25, 2019.

Draft 2020-2029 STIP

TCC Chair Baker recognizes Stephanie to provide the full Committee with information on the Draft 2020-2029 STIP. Stephanie refers to the Division 5 portion of the draft STIP included in the agenda packet. Two (2) of the projects submitted for the Kerr-Tar region during the P5.0 process have been included. Tony King requested a link to the Division 5 portion of the draft STIP and to the NCDOT project map be posted on the KTCOG website. Staff will post these links after the meeting today.

P6.0 Process

TCC Chair Baker recognizes Stephanie to provide the full Committee with an update on the P6.0 schedule and the projects from the Town of Butner submitted during the pre-submittal process. David Keilson and Mark Eatman from NCDOT provided clarification on the projects eligible and the purpose of the pre-submittal process.

Title VI Training

TCC Chair Baker recognizes Stephanie to present the Title VI Training to the full Committee. Stephanie proceeds with a power point presentation detailing the Title VI program and what is required of the KTRPO. Stephanie distributes demographic requests for all members of the TAC and TCC to complete and return to KTRPO staff. Stephanie also reviews the draft Title VI plan completed by the KTRPO and revisions made due to comments from the NCDOT Office of Civil Rights.

IV. TAC/TCC Action Item- *Approval of Draft Title VI Plan*

TCC Chair Baker asks for a motion to approve the draft Title VI plan. TCC Chair Baker receives a first motion to approve from Harry Mills and a second motion to approve from Leigh Woodall. Members of the TCC vote in the affirmative to approve. TCC Chair Baker carries the recommendation to the TAC. TAC Chair Clayton asks for a motion to approve. TAC Chair Clayton receives a first motion to approve from Commissioner Powell and second motion to approve from TAC Vice-Chair Commissioner Dunston. Members of the TAC vote in the affirmative to approve. Stephanie apologizes for proceeding with this item out of agenda order.

V. TAC/TCC Action Item- *Selection of TCC and TAC Officers*

TCC Chair Baker recognizes Stephanie to discuss the KTRPO By-Laws and terms of office for Chairman, Vice-Chairman and members of both the TAC and TCC. According to the by-laws a new Chairman and Vice-Chairman must be selected for the TAC. TCC member Tony King nominates current TCC Chair Baker to remain in his position. TCC Chair Baker receives the first motion to approve from Harry Mills and the second motion to approve from Lori Oakley. Members of the TCC vote in the affirmative to approve. The current TCC Vice-Chair Krulik is not present at this meeting so selection of a new TCC Vice-Chairman is tabled until the March meeting. TAC Chair Clayton nominates current TAC Vice-Chair Commissioner Dunston to be the new TAC Chairman and members of the TAC nominate Councilmember Lane to be the new TAC Vice-Chairman. TAC Chair Clayton receives the first motion to approve from Councilmember Emma Stewart and the second motion from Commissioner Powell. Members of the TAC vote in the affirmative to approve.

VI. TAC/TCC Action Item- *Approval of PWP Amendment*

TCC Chair Baker recognizes Stephanie to discuss the FY19 PWP amendments. Stephanie reviews the changes to the financial categories and states the reasons money was moved between categories. NCDOT has already approved the amended PWP and it must be approved by the TAC.TCC. TCC Chair Baker asks for a motion to approve the amended FY19 PWP. TCC Chair Baker receives the first motion for approval from Tony King and the second motion to approve from Leigh Woodall. Members of the TCC vote in the affirmative to approve. TCC Chair Baker carries the recommendation to the TAC. New TAC Chair Dunston asks for a motion to approve the amended FY19 PWP. TAC Chair Dunston receives the first motion to approve from Commissioner Clayton and the second motion to approve from Commissioner Powell. Members of the TAC vote in the affirmative to approve.

VII. NCDOT Reports

TCC Chair Baker asks for any updates NCDOT may to report. David Keilson reports updates on the following projects: Madison Blvd in Roxboro; Bickett Blvd and 401S in Louisburg. David also introduces the new Corridor Development Engineer for Division 5, Bob Deaton. Mark Eatman announces this will

be the last TAC.TCC meeting he would attend as our coordinator, he has taken a corridor development engineer position with NCDOT. David also takes notes on concerns from TAC and TCC members on certain projects and will provide them with additional information.

VIII. Other Business

TCC Chair Baker recognizes Stephanie to discuss other business. Stephanie refers to the handouts in the agenda packet. These handouts contain information on the Watch for Me NC program, the new SRTS Non-Infrastructure Funding program, and information from the NC Rural Program.

IX. Pubic Comment

TCC Chair Baker and TAC Chairman Dunston ask for public comment. No public comments are received.

X. Adjourn

Hearing no further comments, TCC Chair Baker makes a motion to adjourn. TAC Chair Baker receives the first motion to approve from Harry Mills and the second motion to approve from Leigh Woodall. Members of the TCC votes in the affirmative. TAC Chair Dunston makes a motion to adjourn. TAC Chair Dunston receives the first motion to approve from Councilmember Stewart and the second motion to approve from Commissioner Powell. Members of the TAC vote in the affirmative. There being no further business, the meeting adjourns.