



Duluth-Superior Metropolitan Interstate Council  
 TRANSPORTATION ADVISORY COMMITTEE  
**MEETING SUMMARY**  
**Tuesday, December 11, 2007, 1:30 PM**

<b>Meeting Location</b>	WITC Conference Center	
<b>Meeting Chair</b>	Jim Benning	
<b>Note Taker</b>	Rondi Watson	
<b>Members Present</b>	Jim Benning	City of Duluth
	Jim Foldesi	St. Louis County
	John Foschi	City of Proctor
	Chuck Froseth	City of Duluth
	Jim Heilig	Duluth Transit Authority
	Bryn Jacobson	Bike/Pedestrian Rep
	Denny Johnson	Mn/DOT District 1
	Cari Pedersen	City of Duluth
	Heather Rand	Mn DEED
	Dena Ryan	WisDOT NW Region
	David Salo	City of Hermantown
	Jim Sharrow	Duluth Seaway Port Authority
<b>Members Absent</b>	Jeff Goetzman	City of Superior
	Paul Halverson	Douglas County
	Walter Leu	Mn/DOT District 1
	Brian Ryks	Duluth Airport Authority
	Jason Serck	City of Superior
	Cindy Voigt*	City of Duluth
	* Alternate	
<b>Others Present</b>	Holly Butcher	ARDC / MIC Senior Planner
	Cindy Carlsson	MnDOT – St. Paul
	Ron Chicka	ARDC / MIC Director
	James Gittemeier	ARDC / MIC Planner
	Robert Herling	ARDC / MIC Associate Planner
	Andy McDonald	ARDC / MIC Principal Planner
	Tim Mitchell	FHWA – St. Paul
	Andrea Grygo Diamond	NWRPC / MIC GIS Specialist
	Rondi Watson	ARDC / MIC Division Secretary

### 1. Introductions and Agenda Review

TAC Chair Jim Benning called the meeting to order at 1:35 p.m. and meeting attendees introduced themselves. Ron Chicka requested that another item for approval be added to the agenda, pertaining to a financial update to the 2030 Long Range Plan.

## 2. Introductions and Agenda Review

TAC Chair Jim Benning called the meeting to order at 1:35 p.m. and meeting attendees introduced themselves. Ron Chicka requested that another item for approval be added to the agenda, pertaining to a financial update to the 2030 Long Range Plan.

**Motion and Discussion** John Foschi, with a second from Jim Heilig, moved to approve the revised meeting agenda. There was no discussion and the motion was approved unanimously.

## 3. Committee Business – Meeting Summary of October 16, 2007

Chair Johnson called for amendments or corrections to the October 16, 2007 meeting summary. Hearing none, he asked for a motion to approve.

**Motion and Discussion** John Foschi, with a second from Heather Rand, moved to approve the meeting summary from the October 16, 2007 meeting with no corrections or changes. There was no discussion and the motion was approved unanimously.

## 4. LRTP 2020 Financial Plan Update

Ron Chicka reported that state and federal DOTs want to see the programmed projects in each MPO's Long Range Transportation Plan (LRTP) more closely matched to projected revenues. To meet this requirement, he presented a Financial Plan Update to the MIC's current LRTP for approval. Project costs from the current LRTP were shown with inflation factors applied for each jurisdiction for short-, mid- and long-range timeframes. The adjusted numbers show that a very large gap exists between programmed projects and projected revenues, totaling \$348 million. He added that the funding gaps will be addressed in the planned 2009 revision of the LRTP by bringing the project lists into constraint. All MIC jurisdictions will need to prioritize their projects to better match projected revenues—or identify other potential revenue sources.

**Motion and Discussion** Jim Foldesi, with a second from Cari Pedersen, moved to approve the Financial Plan Update to the MIC's Long Range Transportation Plan as presented. *During the discussion, John Foschi noted that jurisdictions are required to list all projects, even those that will not utilize federal dollars. Ron replied that for the 2009 update of the LRTP, MIC staff will be working closely with the jurisdictions to revise the way their projects are listed.* There was no further discussion and the motion was approved unanimously.

## 5. TSM Assessment of MIC Roadways in Minnesota and Wisconsin (Final)

Robert Herling reported that after the draft 2007 Transportation System Management (TSM) Assessments were released in September, MIC staff had met twice with traffic engineers and planners from jurisdictions of both states to verify specific locations of concern and to get feedback about proposed solutions. He reported that he was advised to modify the methodology to analyze crash data to make it more consistent with MnDOT's and also was encouraged to keep recommended solutions very general (e.g., state "adjust signal timing"

without listing specific timing intervals). The final TSM documents have been updated to reflect that input and include recommendations that are supported by the jurisdictions. He added that the jurisdictions also requested that the final documents receive formal approval by the TAC and the MIC Policy Board, to lend support to funding proposals they may submit to address identified safety and traffic flow issues.

He added that the next steps will be to develop and maintain a new TSM database to provide information and analysis of specific intersections on an ongoing basis. An update to the TSM Assessments is scheduled for 2009 and will incorporate an improved methodology based on feedback received. The final reports can be viewed on the MIC website at [www.dsmic.org/tsm](http://www.dsmic.org/tsm).

**Motion and Discussion** Chuck Froseth, with a second from Denny Johnson, moved to approve the TSM documents as presented. *During the discussion, Chuck Froseth commented that a few intersections he expected to be called out were not mentioned in the Assessment. Robert replied that the data utilized for this report was from 2005 and different intersections might show up in future updates.* There was no discussion and the motion was approved unanimously.

#### 6. 2008-2011 Duluth Area TIP Amendments #5, 6 & 7

James Gittemeier presented three Amendments to the 2008-2011 Duluth Metro TIP being presented to accommodate new 2008 projects:

**Amendment #5** adds funding for 2008 from the FTA Section 5316 Job Access Reverse Commute (JARC) program for new transit service to Airpark, Airport, United Healthcare and West Duluth. The project includes a 50/50 match with \$214,463 in federal funds for a total project cost of \$428,926.

**Amendment #6** adds the Duluth International Airport Perimeter Road project to the 2008 TIP. The project consists of paving and shouldering the previously constructed Perimeter Road. The paving will begin at the Air National Guard Bulk Storage Access Road and proceed parallel to taxiway A to the approach of Runway 9, continue westerly and parallel Runway 9/27 and end approximately at Lavaque Road. The paving will be approximately 10,000 feet long. The project will be funding by 80% HPP and 20% Minnesota Air National Guard funds for a total project costs of \$797,920.

**Amendment #7** adds 4 Safe Routes to Schools (SRTS) projects into the 2008 TIP. The amendments are 100% federal dollars (no local dollars) and are described as follows:

**Lincoln Park School SRTS Infrastructure Project** – Installation of 2 LED crossing signs, poly preform crossings, and purchase of 4 grabber cones for use at pedestrian crossings for a cost of \$25,030.

**Lincoln Park School SRTS Non-infrastructure Project** – Development of an improved bicycle and pedestrian training program for Lincoln Park students and the development of a crossing guard training for student and possibly adult crossing guards for a cost of \$5,000.

**Duluth Public Schools SRTS Non-infrastructure Project** – Hire a consultant to develop an ongoing bike and pedestrian education program, utilizing teachers to implement the program into curriculum, educate 2 students at each of the 16 schools at Legionville School Patrol Camp, purchase of MnDOT approved safety vest for student crossing guards, and educate staff on writing tickets for vehicles parked in bus drop zones for a cost of \$50,000.

**Congdon Park School SRTS Infrastructure Project** – Construct a new parent drop-off location and sidewalk and poly preform crossings, and purchase of grabber cones for a cost of \$137,600.

**Motion and Discussion** Chuck Froseth, with a second from Jim Heilig, moved to approve Amendments 5, 6 and 7 to the 2008-2011 Duluth Metro TIP as presented. There was no discussion and the motion was approved unanimously.

#### 7. 2008-2011 Superior Area TIP Amendments #1,2 & 3

Ron Chicka presented information about three Amendments to add projects for inclusion in the 2008-2011 Superior Urbanized Area TIP:

**Amendment #1** adds an SRTS (Safe Routes to School) project that had been included in the approved TIP for 2007-2010. During development of the 2008-2011 TIP, it had been identified as on schedule for completion in 2007. However, the project became delayed and is now scheduled to begin in 2008. As a result of the project no longer being identified in the approved 2008-20011 project list, it is necessary to amend the 2008-2011 TIP to include the project.

**Amendment #2** adds a WisDOT project to make improvements to the USH 2 Rest Area. While the project uses no federal funds, it is necessary to include the project in the TIP since the project is located inside the MIC planning area boundaries.

**Amendment #3** adds a New Freedom award to North Country Independent Living develop a Mobility Manager and Voucher program, as announced by WisDOT on November 20, 2007. While not all of the funding will be targeted within the MPO area, it is necessary to amend the 2008-2011 TIP to include use of these funds within the MPO area.

**Motion and Discussion** Jim Heilig, with a second from Dena Ryan, moved to approve TIP Amendments 1, 2 and 3 to the 2008-2011 Superior Metro TIP as presented as presented. There was no discussion and the motion was approved unanimously.

#### 8. Scope of Work: East Second Street Access Management Study

Robert Herling reported that MIC staff had met with the City of Superior and WisDOT to discuss the Scope of Work for the East 2nd Street Corridor Study. The group identified the study area as the section of East 2nd Street (Hwy 2/53) from Belknap Street to 31st Avenue East, with an emphasis on the effect of accesses and turning movements along the stretch between 8<sup>th</sup> Ave to N 31<sup>st</sup> St. Additional factors such as heavy truck movements, average vehicle speeds, and crash patterns will also be studied.

He added that the study will include a significant public participation component by utilizing the MIC website to disseminate information and presentations to the Superior City Council. The final product will focus on access management with short-, mid- and long-range recommendations. He closed by requesting approval of the Scope of Work.

**Motion and Discussion** John Foschi, with a second from Bryn Jacobson, moved to approve the Scope of Work as presented. *Ron Chicka noted that the EIS to be developed for the Murphy Oil expansion presents an opportunity to see where we can work with the consultants to share traffic data, etc. Bryn Jacobson suggested that the Scope should also address crossing issues for bikes and pedestrians due to the proximity of the Osaugie Trail.* There was no further discussion and the motion was approved unanimously.

## 9. Proctor Trails Plan (Final)

James Gittemeier presented the final version of the Proctor Master Trail Plan. The plan displays alignments for 22 miles of an interconnected system of 17 trails with a variety of paved and unpaved trail surfaces. He noted that the starting point is Proctor, but the goal is connectivity to destinations inside and outside the city limits. The cities of Duluth and Hermantown have also expressed interest in linking to this trail.

The trail segment identified as the top priority for implementation is the connection from the Proctor Community Center to the Munger Trail. Meetings to discuss trail construction are planned to be held with various departments within the City of Duluth (Engineering, Parks & Rec, Planning), the City of Proctor, the City of Cloquet, the Minnesota DNR, Spirit Mountain, and other groups.

**Motion and Discussion** John Foschi, with a second from Heather Rand, moved to approve the final Proctor Trail Plan as presented. *John Foschi thanked James for his work on this project.* There was no further discussion and the motion was approved unanimously.

## 10. HTAC/Harbor Planning Update

Andy McDonald presented an overview of the topics that were presented at the December 5th meeting of the Harbor Technical Advisory Committee.

**21st Avenue West Wetland Habitat/Park/Stormwater Management Project:** There has been an active concept to construct a wetland in this area of the harbor since 1999; the MPCA originally viewed it as a dredge materials disposal project, but it stalled because of contamination concerns and a scope that was thought to be overly broad. Bob Bruce, Duluth's Planning Director, presented the updated concept which includes a stormwater management project and a park that will connect to the planned Munger Trail extension.

**Erie Pier Process Re-use Facility Cost and Market Analysis Research:** In late 2007, UMD received a research grant from the Great Lakes Maritime Research Institute (GLMRI) to estimate the costs, revenues, and fees necessary to successfully convert the Erie Pier Confined

Disposal Facility (CDF) to a Processing and Re-use Facility (or PRF--per the MIC's 2007 Erie Pier Management Plan). Jim Skurla, one of two researchers from the Department of Economics, presented information about the study to determine cost accounting and capital budgeting for the proposed PRF and evaluate market opportunities. He explained that the methodology will be based on cost minimization rather than profit maximization, because the main value of the proposed Erie Pier PRF is that it would create capacity and extend the life of the facility indefinitely.

**National Estuarine Research Reserve System (NERR):** NERR is a federal-state partnership, funded through NOAA, which designates sites for research, education and infrastructure maintenance. The majority of the designated sites are along saltwater coasts, but the State of Wisconsin is seeking this designation and would be only the second freshwater estuary in the NERR network. Becky Sapper and Cathy Techtmann, from the UW-Extension program, presented information about the 8-year site selection process. The three sites under consideration are estuaries at Fish Creek and Bark River on Lake Superior's south shore, as well as the St. Louis River in the Superior harbor. They are currently in the public outreach phase and a designation is expected in the year 2010. Annual funding would total approximately \$750,000.

**Wisconsin Harbor Assistance Program Submittals:** Superior Planning and Port Director Jason Serck gave details about two project applications submitted for funding by this WisDOT-administered program, for improvements to the CLM Superior Lime Plant and the Cenex Harvest States facility. The latter project is the first project specifically related to the harbor corrosion issue to replace sheet piling and apply coatings. Jason stated that the State of Wisconsin had significantly increased its cash allocation to the HAP program and that there was a good chance that both Superior proposals would be funded through the competitive application process.

**Northeast Minnesota/Northwest Wisconsin Freight Study:** Andy McDonald reported that although this study has not yet been funded by MnDOT, based on the need for this information and the likely emphasis on freight in the next federal transportation bill, MIC staff is moving forward to get this study underway in 2008.

## 11. Project Updates

**Phase 2 Bike Routes Signage:** James Gittemeier reported that he implementation phase of the bike route project is underway. A contractor has been selected and the signs are being produced. (More signs added in October). Due to the colder temperatures fast approaching, installation of the signage is scheduled for Spring 2008, when the ground thaws. He is looking at a possible promotional opportunity to tie in the completion of the signage project to next spring's bike to work day.

**2009-2012 Duluth Area TIP Applications:** James Gittemeier reported that in November, MIC staff met with each Duluth-area jurisdiction eligible for federal transportation funding, the Duluth Transit Authority (DTA), MnDOT, St. Louis County, the City of Duluth, and the City of Hermantown to go over each agency's project(s) in the current TIP and to review regional

needs identified in the Long Range Transportation Plan. Project applications for 2012 federal funding were sent out on November 5 and are due by Friday, December 14.

**Endion Transportation and Land Use Plan:** Holly Butcher reported that the Endion Steering Committee met on Monday November 22nd to devise final plan recommendations and to consider further public outreach. URS is in the process of developing a technical memorandum of transportation modeling information which MIC staff will review and incorporate into this plan.

**DTA Route Analysis for the City of Superior:** Holly Butcher reported that in January, MIC, DTA, and City of Superior staff will meet with consultants from First Transit to review options for transit service in Superior.

**Duluth Safe Routes to School (SRTS) Applications:** Holly Butcher reported that on behalf of the Duluth Public Schools, MIC staff submitted an infrastructure application for Stowe Elementary School on November 16th. The Duluth SRTS Steering Committee, which includes school principals, along with city and MnDOT engineers worked diligently on the proposal and developed accurate cost information.

**Duluth's Blueprint to End Poverty:** Holly Butcher reported that MIC staff has been asked to join the Transportation Action Team, coordinated by Community Action Duluth, in conjunction with Duluth's Blueprint to End Poverty. This team will meet monthly and will begin to devise strategies to implement actions to resolving transportation issues for those in poverty who live in Duluth.

**Duluth Heights Traffic Calming Survey:** Andy McDonald reported that surveys were mailed to approximately 875 households in the Duluth Heights area to ask residents opinions about the half closure installed at the intersection of Eklund Avenue and Swan Lake Road in May 2007. We are currently compiling the results of the survey and will meet with City of Duluth staff to discuss the results and determine the next steps in this process.

## 12. Adjournment

With no further agenda items or announcements, Chair Benning adjourned the meeting at 2:35 p.m.