**Minutes of the Rural Technical Coordinating Committee (RTCC) Meeting**

**March 27, 2013**

**11:30 a.m.**

**Call to Order**

 The RTCC meeting was held in Hertford at the Albemarle Commission at 11:30 a.m. on Wednesday, March 27, 2013 and called to order by Vice-Chair Angela Welsh.

 Ms. Welsh asked that anyone who has not turned in their 2013 Statement of Economic Interest, to please turn them in to Ruth Mengel.

 Also, those who are seated on either the RTCC or the RTAC Committee have voting privileges if they are appointed by their town or county boards.

**Roll Call**

 Ms. Welsh asked for self introductions. It was determined a quorum was present with the following in attendance:

Angela Welsh, Nags Head; Jerry Rhodes, Washington County; Dan Porter, Camden County; Rhett White, Town of Columbia; John Stockton, Kitty Hawk; Morgan Jethro, (filling in for Paul Fredette) Elizabeth City ; W. Mack Carawan, Tyrrell County; W. J. White, Creswell; Bert Banks, Albemarle Commission; Sam Barrow; Town of Edenton; Frank Heath, Perquimans County; Gretchen, NCDOT, Div. 1; Kerry Morrow, NCDOT, TPB; Donna Godfrey, Perquimans County; Paul Martin, Currituck County; and Kris Cahoon Noble, Hyde County.

**Agenda Approval**

 The Acting Chair called for a motion to accept the agenda presented. A motion to accept was made by Rhett White, seconded by Dan Porter and unanimously carried.

**Approval of August 22, 2012 RTCC Minutes**

 Minutes of the August 22, 2012 RTCC meeting were reviewed and Acting Chair Welsh entertained a motion for adoption. Motion to adopt the minutes as presented was made by Jerry Rhodes, seconded by John Stockton, and unanimously carried.

**Election of RTCC Chair and Vice-Chair**

 RPO Coordinator Steve Lambert explained that due to Chairperson Morgan Jethro moving to Elizabeth City and not yet appointed to the RTCC, a replacement for Chairperson is necessary and the Chair and Vice-Chair positions are for a two year period. He opened the floor for nominations from the floor. A motion was made by Frank Heath to nominate Angela Welsh as the RTCC Chair. His motion was seconded by Dan Porter and unanimously carried.

 With the appointment of Ms. Welch to Chair, Mr. Lambert noted the Vice-Chair position is vacant and opened the floor for nominations for Vice-Chair. A motion was made by Jerry Rhodes to appoint Rhett White as Vice-Chairman. His motion was seconded by Leroy Spivey and carried unanimously.

**Approval of Strategic Highway Corridor Change of US 64 Resolution**

 Mr. Lambert presented the Dare Co. Transportation Plan resolution endorsing the designation of US 64 from Marine Drive to NC 12 as a boulevard as part of the Strategic Highway Corridor. The resolution was part of the agenda packet and following an explanation of the resolution, Mr. Lambert called for a motion to approve the resolution for submission to the RTAC and if approved by the RTAC will be forwarded to DOT. Dan Porter moved to approve the Dare County Transportation Plan resolution for submission to the RTAC for approval. The motion was seconded by Jerry Rhodes and unanimously carried.

**Public Comments**

 No public comments were offered.

**Adjournment**

 With no further business to conduct, the meeting was adjourned.

**Invocation**

Prior to lunch, Rhett White offered the invocation.

**Lunch – 12:00 noon**

**RPO Report**

 Steve Lambert reported the RPO is currently working on the Dare County Comprehensive Transportation Plan (CTP) and will be further discussed by Kerry Morrow in her report. The Camden, Pasquotank, and Perquimans CTP’s are on hold at the present time. Regional Bike Plan meetings have been held, and public outreach efforts have been used by having displays at various events in the region. Alta Planning and the RPO have been asked to present the Regional bike plan at the National Planning Conference in Chicago.

 Mr. Lambert said he was happy to announce the Albemarle Commission has received funding through the Albemarle Regional Health Services to promote healthy living. He explained we are a part of an active living action team charged with coming up with standards for healthy living policies in land use/transportation plans, and putting together active living policies as part of an Active Living Committee.

 Mr. Lambert noted he has attended several NC Eastern RPO/MPO Transportation Coalition meetings. This Coalition is comprised of MPO’s and RPO’s east of 95 and the intent is to have a stronger voice for the eastern region in presenting recommendations and policies to the State. He said he has provided extensive information on the ferry system toll issue and participated in conversations on MAP-21 which is the new transportation funding through the Federal government. Mr. Lambert said Lloyd Griffin as RTAC Chairman is a member of this Coalition and he encouraged committee members and elected officials to attend upcoming meetings where they will have the opportunity to meet with legislators from both in and outside the region.

Attended a Regional Transit Meeting to discuss updating the Regional Plan that has to be completed every four years in order to receive funding. Mr. Lambert said he is working with the Transportation Planners at the Mid-East Commission RPO and the Peanut Belt RPO to complete this update in the next few months.

 Mr. Lambert said his office is in the process of moving back to an office in Hertford and will have a working telephone number soon. He can be reached by email which is slambert@albemarlecommission.org

**Division One Report**

 Gretchen Byrum, Division 1 Planning Engineer, stated that Jerry Jennings had a heart attack but has recovered and is back to work. She reported on projects as stated on attached Key Project Update. (See attachment)

 In response to questions from Leroy Spivey, Ms. Byrum responded the Alligator River Bridge will be a high rise bridge and construction is scheduled to begin in 2016.

 Mr. Lambert urged voting committee members who have not already completed their ethics form to please do so and submit to him as soon as possible. He said there is training on line and at College of the Albemarle in Elizabeth City, in Building 3 on May 3rd from 9:30 a.m. to 12:00 noon.

**Transportation Planning Branch Report**

 Kerry Morrow reported the Dare County Comprehensive Transportation Plan (CTP) is nearing finalization. She said Mr. Lambert has attended Council Town Council meetings throughout Dare County to present and answer questions regarding the CTP.

She noted a meeting is being held on 158 access management on April 12.

**Rural Transportation Advisory Committee (RTAC) Meeting**

**March 27, 2013**

**1:00 p.m.**

 The March 27, 2013 RTAC meeting held in Hertford at the Albemarle Commission Building was called to order by Committee Chairman Lloyd Griffin.

 It was noted a quorum was present with the following members in attendance: J.D. Melton, Creswell; Greg Loy, Town of Kill Devil Hills; Jack Shea, Dare County; Leroy Spivey, Tyrrell County; Larry Lawhon, Southern Shores; Morgan Jethro, (filling in for Paul Fredette) Elizabeth City; Brandi Rheubottom, Kill Devil Hills; Donna Godfrey, Perquimans County; Ed Muzzulin, Perquimans County; Bill Sexton, Washington County; Paul Martin, Currituck County; Michael Griffin, Columbia; and Lloyd Griffin, Pasquotank County.

**Approval of August 22, 2012 RTAC Agenda**

 A motion was made by Jack Shea to approve the August 22, 2012 agenda. His motion was seconded by Ed Muzzulin and unanimously carried.

**Approval of August 22, 2012 RTAC Minutes**

 After review of the August 22, 2012 RTAC minutes, a motion was made by Jack Shea to approve the minutes as presented, followed by a second to his motion by Larry Lawhon. Approval of the minutes was unanimous.

**RTCC Meeting Report**

 Chairman Lloyd Griffin asked Angela Welsh to provide a briefing on the previous RTCC meeting. Ms. Welsh reported she was elected as Chair of the RTCC and Rhett White was elected as Vice-Chair. A resolution supporting the designation of US 64 from Marine Drive to NC 12 as a boulevard as part of the Strategic Highway Corridor was approved for submittal to RTAC for their approval.

 Mr. Griffin said that Fred Swain is no longer a member of the RTAC since he did not choose to run for re-election and therefore the position of Vice-Chairman is vacant and called for a motion to appoint a RTAC Vice-Chairman. The floor was open for nominations and Greg Loy moved to nominate Paul Martin as Vice-Chairman. His motion was seconded by Larry Lawhon and the Chairman closed the floor for nominations. The motion to nominate Paul Martin as RTAC Vice-Chairman unanimously carried.

**Adoption of Strategic Highway Corridor (SHC )Change of US 64**

 Chairman Griffin asked Steve Lambert to explain the Strategic Highway Corridor resolution. Following his explanation Chairman Griffin called for a motion to adopt the resolution. Larry Lawhon moved to adopt the resolution as presented. His motion was seconded by Michael Griffin and unanimously carried.

 In regard to the previous discussion on the 2013 Statement of Economic Interest form Chairman Griffin said he recommended having Mr. Lambert draft a letter to Representatives Steinburg, Mobley, Tine, and Senators Jenkins and Cook, emphasizing the RPO’s opposition to having to submit this form to the State.

 The next meeting is scheduled to be held May 8, 2013 in Hertford at the Albemarle Commission Building.

 With no further business to discuss, the meeting was adjourned.