

Minutes of the Rural Technical Coordinating Committee (RTCC) Meeting

January 23, 2019

10:00 a.m.

Call to Order

The January 23, 2019 RTCC meeting was held at the Albemarle Commission Building, in Hertford, NC and was opened and called to order by RTCC Chairman Rhett White at 10:10 a.m.

Roll Call

It was determined a quorum was present with the following RTCC members in attendance:

Chairman Rhett White, Town of Columbia; Dan Porter, Camden County; Dan Scanlon, Currituck County; Shelley Cox, Pasquotank County; Andy Stewart, Town of Kitty Hawk; Donna Creef, Dare County; Frank Heath, Perquimans County; Kellen Long, City of Elizabeth City; Wes Haskett, Town of Southern Shores; Natalie Rountree, Gates County; Jerry Jennings, NCDOT Division 1; Phil Geary, NCDOT-TPD; Brooks Braswell, NCDOT Division 1

Agenda Approval

Chairman White called for a motion to approve the agenda as written. A motion to approve the agenda was made by Natalie Rountree, Gates County, and seconded by Dan Porter, Camden County. Motion unanimously carried.

Approval of October 10, 2018 Minutes

Chairman White called for a motion to accept the minutes as presented. A motion to approve the minutes with revisions outlined by Dan Porter was made by Dan Porter, Camden County, and seconded by Shelley Cox, Pasquotank County. Motion was unanimously carried.

RTCC Chair and Vice-Chair election

Director Welsh explained, according to the Albemarle Rural Planning Organization Bylaws, the RTCC Chair and Vice-Chair are to be selected by majority vote, every January of an odd calendar year, for a term of two years. She went on to say there is no limit as to how many consecutive terms they can serve. A Motion was made by Frank Heath, Perquimans County, to re-elect Rhett White as the Chair of the RTCC. His Motion was seconded by Donna Creef, Dare County. Motion carried unanimously. A Motion was made by Wes Haskett to re-elect Dan Porter as the Vice-Chair of the RTCC. His Motion was seconded by Andy Stewart. Motion carried unanimously.

FY 2019-2020 Planning Work Program

RTCC Chair, Rhett White, explained Director Welsh had drafted the FY 2019-2020 Planning Work Program (PWP) which is a requirement of funding and details the work the RPO will carry out during the

next fiscal year. He then asked Ms. Welsh to provide details regarding the major projects included. Ms. Welsh stated she would be continuing participating on the drafting of the Eastern North Carolina Regional Freight Mobility Plan. She went on to say she hopes to begin work on the Regional Bicycle website as well as begin drafting the Citizens guide to Transportation Planning. Director Welsh stated the PWP was a draft and the Transportation Planning Division had not approved it yet, however, the RTCC could take action on the draft if they chose to do so. She stated it would come back before the RTCC in April for their final approval. A Motion was made by Dan Porter, Camden County, to approve the draft Planning Work Program for FY 2019-2020. His Motion was seconded by Frank Heath, Perquimans County. Motion carried unanimously.

ARPO Public Participation Plan

Director Welsh reported that as part of the ARPO Title VI Non-Discrimination Plan, the RPO is required to have an adopted Public Participation Plan which includes some Title VI language. She went on to say she found a Public Participation for the RPO but could not find any evidence it had been adopted. She stated she had reviewed other RPO Non-Discrimination plans, the old RPO Public participation plan and the required Title VI language and drafted the document before them. Chairman White asked if RTCC had any questions regarding the plan. Natalie Rountree asked that Ms. Welsh add the Gates County Index in Appendix B: Media Contacts. A Motion was made by Donna Creef, Dare County, to approve the Public Participation Plan with revisions outlined by Natalie Rountree. Her Motion was seconded by Frank Heath, Perquimans County. Motion carried unanimously.

ARPO Title VI Plan

Chairman White asked Director Welsh to explain the Non-Discrimination Plan agenda item. Ms. Welsh stated all MPO's and RPO's are required to have an adopted Title VI Non-Discrimination Plan in order to receive funds from the NCDOT. She went on to provide the RTCC background information as to how long she had been working on the plan, staff changes within the NCDOT Civil Rights office and numerous questions MPO's and RPO's had to wait to be answered about the plans. She stated she received approval on the plan and due to the limited number of changes which needed to be made, the NCDOT Civil Rights office stated for her to make the corrections but she did not need to resubmit the plan for their review. Ms. Welsh also stated the assurances form was signed by former Albemarle Commission Executive Director, Cathy, Davison, and the form needed to be revised. Since Ms. Davison was no longer the Executive Director of the Albemarle Commission, the RTAC Board would need to approve the Interim Executive Director of the RTAC Chair to sign the assurances. Chair Rhett, White called for the RTCC to make two different motions. One motion to approve the plan and the second motion to approve of the Interim Executive Director of the RTAC Chair to sign the assurances. A Motion was made Dan Porter to approve the plan with the revisions the NCDOT Civil Rights office required. His Motion was Seconded by Donna Creef, Dare County. Motion passed unanimously. A Motion was made Andy Stewart, Town of Kitty Hawk to approve the RTAC Chair to sign the assurances. His Motion was Seconded by Wes Haskett, Town of Southern Shores. Motion passed unanimously.

Safe Routes to School resolution

Chair White asked Ms. Welsh to provide the overview for the Safe Routes to School agenda item. Ms. Welsh stated federal funding for the Safe Routes to School program would end in May of 2019. She went on to say, Ed Johnson the North Carolina safe routes to School Coordinator had asked RPO's and MPO's across the state to consider the attached resolution in support of continued funding of the program. A Motion was made Kellen Long, City of Elizabeth City, to approve the resolution in support of continued federal funding of the Safe Routes to School program. Her Motion was Seconded by Frank Heath, Perquimans County. Motion passed unanimously.

Public Comments

Chairman White opened the floor for public comments and there being no public comments, he closed the public comments.

Adjournment

With no further business to discuss, Chairman White asked for a motion to adjourn the meeting. Motion by Natalie Rountree, Gates County to adjourn the meeting. The motion was seconded by Dan Scanlon, Currituck County. The meeting was adjourned at 11:08 a.m.

Presentations

NCDOT Update: Brooks Braswell distributed the Division 1 project update packets to the board and answered their questions.

TPD Update: Phil Geary distributed the NCDOT TPD newsletter outlining planning efforts and highlighted projects they are currently working on.

ARPO Update: Director Welsh reported the RPO Quarterly meeting which she hosted October 24-26, went well. She stated they toured the ferry yard as many of her RPO counterparts were not familiar with the ferry operations. She also stated the November 9th, Deputy Secretary Julie White visit to tour several of our airports went well too.

Minutes of the Rural Technical Coordinating Committee (RTAC) Meeting

October 10, 2018

11:31 a.m.

Call to Order

The January 23, 2019 RTAC meeting was held at the Albemarle Commission Building, in Hertford, NC and was opened and called to order by RTAC Chairman Lloyd Griffin at 11:31 a.m.

Roll Call

It was determined a quorum was present with the following RTAC voting members in attendance:

Chairman Lloyd Griffin, Pasquotank County; Paul Beaumont, Currituck County; Benjamin Simmons, Hyde County; Bill Sexton, Washington County; Linda Hofler, Gates County; Tom White, Camden County; Patti Kersey, Chowan County and Allen Moran BOT appointee.

RTAC Non-Voting members in attendance: James Cahoon, Town of Columbia; Lynne McClean, Town of Kitty Hawk; and Frank Norman, Town of Hertford.

Agenda Approval

Chairman Griffin called for a motion to approve the agenda. A motion to approve the agenda was made by Paul Beaumont, seconded by Tom White, and unanimously carried.

Approval of January 23, 2019 RTAC Minutes

Chairman Griffin called for a motion to accept the minutes with revisions noted by the RTCC. A motion to approve the minutes with revisions noted by the RTCC was made by Tom White, and seconded by Linda Hofler. The motion was unanimously carried.

RTAC Chair and Vice-Chair election

Director Welsh explained, according to the Albemarle Rural Planning Organization Bylaws, the RTAC Chair and Vice-Chair are to be selected by majority vote, every January of an odd calendar year, for a term of two years. She went on to say there is no limit as to how many consecutive terms they can serve. A Motion was made by Paul Beaumont, Currituck County, to re-elect Lloyd Griffin as the Chair of the RTAC. His Motion was seconded by Benjamin Simmons, Hyde County. Motion carried unanimously. A Motion was made by Patty Kersey to elect Paul Beaumont as the Vice-Chair of the RTAC. Her Motion was seconded by Tom White, Camden County. Motion carried unanimously.

FY 2019-2020 Planning Work Program

RTAC Chair, Lloyd Griffin, asked RTCC Chair, Rhett White to provide an overview of the RTCC decision on this agenda item. RTCC Chair White stated the Planning Work Program had not been approved by the Transportation Planning Division yet but the RTCC gave approval of the draft document presented in the agenda packet. Chair Griffin asked for a motion. A Motion was made by Bill Sexton, Washington County to approve the draft Planning Work Program. His Motion was seconded by Benjamin Simmons, Hyde County. Motion carried unanimously.

ARPO Public Participation Plan

RTAC Chair Griffin asked RTCC Chair Rhett White to provide the overview of the RTCC discussion on the ARPO Public participation Plan. RTCC Chair White stated the Public participation Plan was a requirement of funding for the ARPO and the RTCC had one revision. The revision was to add the Gates County Index in Appendix B: Media Contacts. Chairman Griffin asked if the RTAC had any questions or comments regarding the plan. With no questions or comments, he then asked for a Motion on the agenda item. A Motion was made by Paul Beaumont, Currituck County, to approve the Public Participation Plan with revisions outlined by the RTCC. His Motion was seconded by Benjamin Simmons, Hyde County. Motion carried unanimously.

ARPO Title VI Plan

Chair Griffin asked RTCC Chair White to provide the overview on this agenda item. Chair White stated Director Welsh had brought the Title VI Plan to their attention over one year ago. Due staff changes within the NCDOT Civil Rights office and numerous questions MPO's and RPO's had to wait to be answered about the plans, Director Welsh had to wait to complete the Plan. He went on to say she received approval on the plan and due to the limited number of changes which needed to be made, the NCDOT Civil Rights office stated for her to make the corrections but she did not need to resubmit the plan for their review. RTCC Chair White also stated the assurances form needed to be revised and the RTAC Board would need to approve the Interim Executive Director of the RTAC Chair to sign the assurances. RTAC Chair Griffin called for two different motions. One motion to approve the plan and the second motion to approve of the Interim Executive Director of the RTAC Chair to sign the assurances. A Motion was made Benjamin Simmons, Hyde County, to approve the plan with the revisions the NCDOT Civil Rights office required. His Motion was Seconded by Bill Sexton, Washington County. Motion passed unanimously. A Motion was made Benjamin Simmons, Hyde County to approve the RTAC Chair to sign the assurances. His Motion was Seconded by Tom White, Camden County. Motion passed unanimously.

Safe Routes to School resolution

Ms. Welsh provided the overview for this agenda item. Ms. Welsh stated federal funding for the Safe Routes to School program would end in May of 2019 and Ed Johnson, the North Carolina Safe Routes to School Coordinator, had asked RPO's and MPO's across the state to consider the attached resolution in support of continued funding of the program. A Motion was made Linda Hofler, Gates County, to approve the resolution in support of continued federal funding of the Safe Routes to School program. Her Motion was Seconded by Bill Sexton, Washington County. Motion passed unanimously. Char Griffin

asked Director Welsh to forward the resolution to the ARPO member counties and municipalities and ask them to support the resolution through their Boards as well.

Public Comments

Chairman Griffin opened the floor for public comments and there being no public comments, he closed the public comments.

Adjournment

With no further business to discuss, Chairman Lloyd Griffin adjourned the meeting at 12:10 p.m.

Respectfully Submitted,

Angela Welsh, Secretary

ARPO Director