

**Kerr-Tar RPO Transportation Advisory Committee & Technical Coordinating Committee**

**Meeting Minutes**

Meeting Date: Wednesday, February 26, 2025

Meeting Time: 3:00 PM – 4:00 PM

Meeting Location: Kerr-Tar COG Office, 1724 Graham Ave, 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 know 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. Barry Baker, Planning Director, Granville County & TCC Chair

Mr. G. Paylor Spruill, Assistant City Manager, City of Henderson

Mr. Jason Rogers, Planning Department Franklin County

Mr. Carlton Thornton, Assistant Planning Director, Granville County

Ms. Jennifer Ganser, Planning and Economic Development Director, Town of Butner

Ms. Katherine Cathey, County Manager, Person County

Ms. Brandy Lynch, Economic Development Director, Person County

Ms. Angelena Kearney Dunlap, Warren County Commissioner

Ms. Lauren Johnson, Planning Director, City of Roxboro

Mr. Mitch Fleig, Transportation Director, PATS

Ms. Charla Duncan, Director of Community & Economic Development, Warren County

Mr. Randy Cantor, Executive Director, KARTS

Mr. Phil Geary, Transportation Engineer, NCDOT Transportation Planning Division

Ms. Katherine Hilliard, Town of Macon, Mayor

Mr. Tracy Parrott, Deputy Division Engineer, NCDOT Division 5

Mr. Amin Hezavah, Corridor Development Engineer, NCDOT Division 5

Mr. Colton Young, Senior Planner, Franklin County

**TAC Members Present:**

Mr. Tom Lane, Town of Butner Councilmember & TAC Chair

Mr. Walter Gardner, Mayor, Town of Warrenton

Ms. Roxanne Brag, County Commissioner, Franklin County

Mr. Russ May, Commissioner, Granville County

Mr. Michel Branche, Mayor Pro Tem, Town of Butner

**Kerr-Tar Staff:**

Mr. Ty Cheek, Senior Transportation Planner & RPO Coordinator, Kerr-Tar COG

Ms. Victoria Glasscock, Regional Program Coordinator

1. **Roll Call of TCC & TAC to Establish Quorums**

The meeting began at 3:00pm and quorums were established for both committees.

1. **Call the TCC & TAC Meeting to Order**

TCC Chair Baker called the TCC meeting to order. TAC Chair Lane called the TAC meeting to order.

1. **Ethics Awareness and Conflict of Interest Reminder**

Regional Transportation Planner Ty Cheek reminded all members present of the conflict of interest requirements--Pursuant to NCGS §138A-15 (e): ETHICS AWARENESS & CONFLICT OF INTEREST REMINDER: Does any member have any known conflict of interest with respect to any matters coming before the board today? If so, please identify the conflict and refrain from any participation in the particular matter involved. No conflicts were noted.

1. **Public Comments**

There were no comments from the public.

1. **Consent Agenda**

Ty Cheek, Regional Transportation Planner presented the Proposed 2025 meeting schedule to both boards.

A motion to approve the TCC Proposed 2025 meeting schedule as presented was made by Lauren Johnson and seconded by Charla Duncan. The motion carries unanimously. A motion to approve the TAC Proposed 2025 meeting schedule as presented was made by Russ May and seconded by Walter Gardner. The motion carries unanimously.

Lauren Johnson, Planning Director for the City of Roxboro presented the request for the approval for the removal of BN-0013 from the STRIP.

A motion to approve the removal of BN-0013 from the STRIP as presented was made by Charla Duncan and seconded by Jennifer Ganser. The motion carries unanimously. A motion to approve the removal of BN-0013 from the STRIP as presented was made by Russ May and seconded by Walter Gardner. The motion carries unanimously.

Approval of 11/24/2024 Meeting Minutes

A motion to approve the TCC 11/24/24 Meeting Minutes as presented was made by Katherine Cathy and seconded by Charla Duncan. The motion carries unanimously. A motion to approve the TAC 11/24/24 Meeting Minutes as presented was made by Walter Gardner and seconded by Roxanne Bragg. The motion carries unanimously.

1. **NCDOT Division 5 Updates and Maintenance Reports**

Admin Mohamad Hezaveh gave updates for area projects. (See attached sheets)

1. **Informational Items**

Regional Transportation Planner Ty Cheek gave a status on the Prioritization 7.0. He announced that with the completion on 7.0, it was time to start thinking about Prioritization 8.0.

Regional Program Coordinator Victoria Glasscock gave an update on the Safe Routes to School Program and current projects she is working on.

Mr. Cheek reminded the board members that all Statements of Ethics submissions need to be completed and submitted by April 15 and the 2025 Clean Fuel Advanced Technology (CFAT) deadline is March 10th.

1. **Member Updates from Around the Region/Open Discussion**

Paylor Spruill, City of Henderson Assistant Manager asked about ongoing rail projects on the STIP and Tracy Parrott, Deputy Division Engineer, NCDOT Division 5 gave an update. Mr. Cheek also said he would connect them and follow up to answer more of his questions. There was also a brief update on local projects and events in the area.

1. **Adjournment**

TCC Chair Baker requests a motion to adjourn, which was made by Paylor Spruill and seconded by Lauren Johnson. All TCC members vote to adjourn. The TCC meeting adjourns. TAC Chair Lane requests a motion to adjourn, which was made by Russ May and seconded by Walter Gardner. All TAC members vote to adjourn. The TAC meeting adjourns.

Next Regular Meeting – March 20, 2025