

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

**Meeting Minutes**

Meeting Date: Thursday, November 21, 2024

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

Ms. Diane Cox, Executive Director, Kerr-Tar COG

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

Mr. Jason Rogers, Planning Department Franklin County

Ms. Cheryl Hart, Planning Department, City of Oxford

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

Ms. Katherine Cathey, County Manager, Person County

Mr. Brandon Jones, Division 5, NCDOT

Ms. Crystal Smith, Interim County Manager, Warren County

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

Mr. Joshua Kellen, District Engineer, NCDOT Division 5, District 3

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

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

Mr. Ferdinand Rouse, Economic Development Director, Vance County

Ms. Rose Ponton, Community and Economic Development, Warren County

Mr. Mark Bloomer, Planning, Zoning and Code Enforcement Director, Warren County

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. Sam Seifert, Councilman, City of Henderson

Mr. Walter Powell, Commissioner, Warren County

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

**Kerr-Tar Staff:**

Ms. Diane Cox, Executive Director, Kerr-Tar COG

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

Ms. Christa Hight, Administrative and Program Assistant

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. **Items for Presentation**

Brennon Fuqua with NCDOT- IMD Division gave a report on the progress of the S-Line and the area Mobility Hubs. (See copy of the slide presentation)

Regional Transportation Planner Ty Cheek gave updates on the Divisional input point process. He stated 6 projects were selected from our region in Franklin, Vance and Person Counties. Tracy Parrott, Deputy Division Engineer, DOT Division 5 explained the next steps moving forward.

1. **TCC Consent Agenda**

Approval of 8/22/2024 Meeting Minutes

Local Input Points (LIP)

A motion to approve the TCC 8/22/24 Meeting Minutes as presented was made by Ferdinand Rouse and seconded by Charla Duncan. The motion carries unanimously. A motion to approve the Local Input Points (LIP) as presented was made by Cheryl Hart and seconded by Charla Duncan. The motion carries unanimously.

1. **TAC Consent Agenda**

Approval of 8/22/2024 Meeting Minutes

Local Input Points (LIP)

A motion to approve the TAC 8/22/2024 Meeting Minutes as presented was made by Russ May and seconded Walter Gardner with a motion for an amendment to be made adding Mr. Walter Gardner to the minutes as being in attendance for the last meeting. The motion carries unanimously. A motion to approve the Local Input Points (LIP) as presented was made by Walter Gardner and seconded by Russ May. The motion carries unanimously.

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

Brandon Jones gave updates for area projects. (See attached sheets) and announced his retirement at the end of the year. He also gave an update on the road conditions in Western North Carolina.

1. **Informational Items**

Regional Transportation Planner Ty Cheek gave a status on the Prioritization 7.0. He annonced the regional input points had been completed and submitted and the divisional input points were now also completed and would be submitted. He stated with both being completed he would be available to attend more meetings.

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 the CMAQ and the CRP grant applications are still open with the deadline being December 31st.

Mr. Cheek also informed the board he was in the process of compiling date for the region’s schools and large employers to submit to the DOT for the CPT reports and asked if anyone had any information that would be helpful to please contact him.

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

Cheryl Hart, Planning Director for the City of Oxford gave an update on the sidewalk project for the City of Oxford. Charla Duncan, Director of Community and Economic Development in Warren County gave an update on the S-Line mobility hub for Warren County. Paylor Spruill, Assistant City Manager for the City of Henderson also gave an update for their S-line Mobility Hub and finally Tom Lane, Town of Butner Councilmember, and TAC Chair gave an update to the round-about project in Butner. Barry Baker, Planning Director, Granville County and TCC Chair reminded everyone that the CAMPO Northwest study would be coming up in the 1st quarter of 2025 and will continue for possibly the next two years with transportation taking priority. He also wanted to encourage everyone to start thinking about Prioritization 8.0 now that 7.0 was completed.

1. **Adjournment**

TCC Chair Baker requests a motion to adjourn, which was made by Cheryl Hart and seconded by Ferdinand Rouse. All TCC members vote to adjourn. The TCC meeting adjourns.

TAC Chair Lane requests a motion to adjourn, which was made by Walter Gardner and seconded by Roxanne Bragg. All TAC members vote to adjourn. The TAC meeting adjourns.

Next Regular Meeting – TBA in early 2025