



**Arrowhead Regional Development Commission
Regional Transportation Advisory Committee**

June 22, 2006 – 10 a.m.

Grand Rapids – Itasca County Airport

Meeting Summary

<u>Meeting Attendees</u>	<u>Representing</u>	<u>Meeting Attendees</u>	<u>Representing</u>
Catherine McLynn	Itasca County	Walter Leu	Mn/DOT
Bill Bennett	LHB	Matt Romanik	Grand Rapids-Itasca Co. Airport
Wayne Olson	Carlton County	Alan Goodman	County Engineer
Jim Johnson	Cook County	Steve Kniefel	Townships
Denny Johnson	Mn/DOT	Paul Paine	Bike Ped Rep
Don Mohawk	Mn/DOT	Bryan Anderson	ARDC Staff
Doug Grindall	Koochiching County	Leah Berg	ARDC Staff

1. Welcome/Introductions

At 10:05 a.m. Chair McLynn stated that a quorum was not present and it was decided to hold an informal meeting. All formal motions will take place at the October 5, 2006 meeting. Chair McLynn asked for introductions.

2. Matt Romanik, Airport Manager. Romanik gave an overview of the Airport Layout Plan/Master Document that is being developed for the airport. Extension of the main runway, paving of the sod runway, and land development are all projects that will be included in the Master Document.

3. Committee Business – Chair McLynn. Will be completed at the October 2006 meeting.

Anderson asked that “Meeting Structure” be added to the end of the agenda.

4. Project Overview – Bryan Anderson. Anderson reviewed the two 2006 In-kind Grant projects. He stated that Aitkin Trails Plan is complete. Five committee meetings were held over six months. Eight project recommendations were identified in the process. The sidewalks are in poor shape and need to be handicap accessible. The committee recommended that the city of Aitkin adopt a maintenance program. The city has passed a resolution stating that they will move forward with the recommendations of the Plan. A Safe Routes to School (SR2S) Application will be completed. The projects outlined in the SR2S application total approximately \$69,000.

Anderson stated that the Biwabik Township Roads Inventory is complete. Five projects were identified. Anderson inventoried 146 culverts including the driveways on township roads. He found that two are failing and approximately 12 need cleaning. Anderson also researched a blind intersection that received many complaints. A steep grade and

a homeowner planting trees are causes for concern. St. Louis County may have to purchase the trees from the homeowner before they are removed.

5. **2006 Annual Report – Bryan Anderson.** Anderson stated that the 2006 Annual Report is complete. Anderson stated that 2006 was a good year and thought that all of the meetings were a success. He asked the members to review the document and get back to him with any feed back. He added that the Rail position is currently open and asked that names be e-mailed to him of potential members.
6. **2007 Work Program – Bryan Anderson.** Anderson reviewed the Work Program for 2007 asking for approval from the committee. He stated that one change would be made under functional classification. If both of the In-kind Grant Applications were approved for funding then there would be \$10,000 available towards functional classification work.

Anderson stated that in 2007 the ATP would have a new website, separate from ARDC. This will allow the site to be updated quickly.

Mn State Road Inventory. Anderson stated that David Yapel, GIS Specialist with ARDC has been working on a Road Inventory. Walter Leu stated that 1,000 miles of roads need to be inventoried and entered into a database so that they can be used in mapping. All of the counties in the Arrowhead Region will sign a contract with ARDC. ARDC will then GPS and Inventory all the roads. It is important to designate the collectors. Mn/DOT does not have the staff time to update the maps. This is a pilot project for the rest of the state. Doug Grindall thanked Walter Leu for his part in getting the project funded and started. The base map for this project will be on ARDC's website.

The RTAC agreed that the 2007 Work Program is acceptable.

7. **In-kind Grand Applications – Bryan Anderson.** Anderson stated that two applications were received. He asked for questions on comments on International Falls Gateway Community Corridor Plan and the Grand Lake Township Comprehensive Plan. The RTAC agreed to move ahead with both projects. However, the RTAC agreed to fund only one road inventory per year.
8. **Meeting Structure – Bryan Anderson.** Anderson asked the RTAC if they wanted to continue with the In-kind Grant programs. It was decided to discuss it at the next meeting.

Anderson asked how he could make the meetings more beneficial. The feedback included a tour of Hedstrom Lumber and to vary the meeting location. The group feels that it is important to keep meeting because of the networking opportunity. Other ideas included a joint MIC TAC and RTAC meeting, Trail Connectivity Update, updates on area projects that are not ARDC/RTAC related.

- 9. Election of New Vice Chair.** Anderson stated that this would be the last meeting that Chair McLynn would serve as chair and that Steve Kniefel would be the new Chair. He asked for the election of the new Vice Chair. Chair McLynn asked for nominations. All Goodman recommended Tom Pagel. Goodman will call Pagel to confirm. The RTAC, by consensus, elected Pagel on the assumption that he will accept the position.
- 10. Next Meeting.** The next meeting of the RTAC will be held on October 5, 2006. Tentatively held at the Lake County Human Service Building. Possible tour of the DNR marina and walking tour of Silver Creek Cliff.
- 11. Adjournment.**
The committee thanked Chair McLynn for her work as Chair for the past year. The meeting was adjourned at 11:55.