

Cape Fear RPO

Brunswick County ❖ Columbus County
Pender County

Rural Transportation Advisory Committee
February 16, 2018 Meeting Minutes

Voting Members Present

Robert Barnhill, St. Helena
George Brown, Pender County
Craig Caster, Boiling Spring Lakes
JV Dove, Southport
Mike Forte, Brunswick County

Don Helms, Surf City
Fred McCoy, Pender County
Frank Williams, Brunswick County
Jackie Williams-Rowland, Brunswick
Landon Zimmer, NC Board of Transp.

Others Present

Karen Collette, NCDOT, Division 3
Chad Kimes, NCDOT Division 3
Glenn Marshall, Sandy Creek
Alan Pytcher, NCDOT Division 3

Nazia Sarder, NCDOT TPB
Allen Serkin, Cape Fear RPO
Darius Sturdivant, NCDOT Division 6

1. **Introduction and quorum** – Having reached a quorum, Mr. Williams called the meeting to order at 9:04 AM. The attendees introduced themselves.
2. **Invocation/Pledge of Allegiance** – Mr. Dove led the invocation and the Pledge of Allegiance.
3. **Ethics awareness and conflict of interest statement** – Mr. Williams read the statement to the RTAC. No conflicts of interest were raised and no members recused themselves from any votes.
4. **Election of Officers** – Mr. Williams opened the floor for nominations for Chair. *Mr. Forte nominated Mr. Williams to continue to serve, seconded by Mr. McCoy. Mr. Dove moved to close nominations and elect Mr. Williams as Chair, seconded by Mr. Helms. The motion carried.* Mr. Williams opened the floor for nominations for Vice-Chair. *Mr. Helms nominated Mr. Mann to continue to serve, seconded by Ms. Williams-Rowland. Mr. Helms moved to close nominations and elect Mr. Mann as Vice-Chair, seconded by Mr. McCoy. The motion carried.*
5. **State Ethics Filing** – Mr. Serkin summarized the ethics filing requirements, summarized who has filed, and encouraged others to file ASAP.
6. **Changes or additions to the agenda** – No proposed changes or additions to the agenda were raised. *Mr. Helms moved to approve the agenda, Mr. McCoy seconded the motion. The motion carried.*

7. **Approval of the minutes** – *Mr. Forte made a motion to accept the minutes as presented, Mr. Brown seconded the motion. The motion carried.*
8. **Public Comment** – There was no comment from the public.
9. **Presentation** – Mr. Pytcher informed the committee that he has been hired as the Division Corridor Development Engineer and made a brief presentation to the committee about the new positions. A brief discussion followed.
10. **Presentation** – Mr. Sturdivant and Mr. Pytcher presented the High Impact/Low Cost program to the committee and identified the projects in the RPO area funded by that program. A brief discussion followed.
11. **P5.0 Draft Local Input Methodology** – Mr. Serkin gave a summary of the Prioritization process for new members and explained the requirements for the local input methodology. He described the elements of the methodology and the deviations from the approved P4.0 methodology and noted that NCDOT has given conditional approval. The committee discussed Prioritization in detail. *Mr. Helms made a motion to approve the P5.0 Local Input Methodology, Mr. Forte seconded the motion. The motioned carried.*
12. **Draft FY 2018-19 Planning Work Program** – Mr. Serkin presented the draft PWP and explained the formatting change from prior PWPs. *Mr. McCoy made a motion to approve the draft PWP for submittal to NCDOT for approval, Ms. Williams-Rowland seconded the motion. The motion carried.*
13. **Ferry Report to Legislature** – Mr. Serkin summarized the General Assembly Program Evaluation Division’s report on NCDOT’s ferry operations, explained some potential concerns for the committee with regard to the Southport-Fort Fisher ferry route, and presented a draft letter to the NCDOT Deputy Secretary for Multi-Modal Transportation as requested by the RTCC. The committee made it clear that they wanted to protect the route’s existing capital reserve account and its funding from fares on the route, and recommended that no changes to ferry operations be made until a more complete study and a long-range plan are completed. Mr. Zimmer requested to be recused from the discussion because the Board of Transportation may take up the matter. There was no opposition to his recusal. *The committee’s consensus was to direct staff to send the letter with minor revisions to the co-chairs of the Joint Legislative Program Evaluation Committee, copying the local delegation, local Board of Transportation members, and the Deputy Secretary.*
14. **Calls for Special Studies** – Mr. Serkin explained that NCDOT annually solicits projects for study with FHWA State Planning and Research (SPR) funds. He explained that these studies previously required a 20% local match but have been decreased to 5% local match for RPOs with Tier 1 counties. Mr. Brown suggested the Castle Hayne-Wallace rail re-establishment project be considered for a study. Mr. Serkin said he would follow up with NCDOT’s Rail Division about the potential for such a study.

15. **Reports/Updates** – Mr. Serkin summarized the schedule and process for Prioritization 5.0 and gave an update on the Columbus County CTP the Brunswick County CTP. Mr. Pytcher gave the Division 3 update. Mr. Sturdivant gave the Division 6 update. Ms. Sarder gave the Transportation Planning Branch update.
16. **Open Discussion:** Mr. Brown gave a special thanks to NCDOT on behalf of Pender County and informed them that they are extremely pleased with the current work being done and the improvement of their working relationship. Mr. Williams reminded members that annual elections will occur at the next meeting.
17. **Adjournment** – *There being no further discussion, Mr. Brown made a motion to adjourn, Mr. McCoy seconded the motion. The meeting was adjourned at 11:01 AM.*

Minutes prepared by Allen Serkin on March 5, 2018 and approved by the RTAC May 18, 2018.