

The Cape Fear Rural Transportation Planning Organization serves as the intergovernmental organization for local elected officials, the North Carolina Department of Transportation, and residents of Brunswick, Columbus and Pender Counties to work cooperatively to address transportation issues.

Rural Transportation Advisory Committee (RTAC)

Meeting Minutes

April 21, 2023 • 9:00 AM

Cape Fear Council of Governments • Wilmington, NC

Voting Members Present

Frank Williams, Brunswick County
Mike Forte, Brunswick County
Dave DeLong, St. James
Mark Martin, Oak Island

Terry Mann, Whiteville
Jackie Williams-Rowland, Brunswick
Fred McCoy, Pender County
Vernon Harrell, Burgaw

Others Present

James Gantt, Burgaw
Adrienne Cox, NCDOT Div. 3
Caitlin Marks, NCDOT Div. 3
Kirsten Spirakis, NCDOT Div. 3
Drew Cox, NCDOT Div. 6

Darius Sturdivant, NCDOT Div. 6
Bill Hammond, NCDOT Div. 6
Hemal Shah, NCDOT TPD
Allen Serkin, Cape Fear COG
Sam Boswell, Cape Fear RPO

I. START-UP

1. **Call to Order** – RTAC Chair, Mr. Frank Williams, called the meeting to order at 9:01 A.M.
2. **Invocation/Pledge of Allegiance** – Mr. Fred McCoy led the group in an invocation and the Pledge of Allegiance.
3. **Roll Call** – Sam Boswell took a roll call of all attendees.
4. **Ethics Awareness & Conflict of Interest Statement** – Mr. Frank Williams read the ethics awareness statement. Mr. Williams also noted that all RTAC members have successfully completed their 2023 State Ethics filings.
5. **Additions or Corrections to the Agenda** – There were no additions or corrections to the agenda. *Mr. Mike Forte made a motion to adopt the agenda as presented. Mr. Terry Mann seconded the motion. A roll call vote was taken.*

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Frank Williams, Yes
Mike Forte, Yes
Dave DeLong, Yes
Mark Martin, Yes

Terry Mann, Yes
Jackie Williams-Rowland, Yes
Fred McCoy, Yes
Vernon Harrell, Yes

The motion passed unanimously.

6. **Approval of Minutes** – The February 10, 2023 meeting minutes were considered. *Mr. Fred McCoy made a motion to approve the minutes. Mr. Terry Mann seconded the motion. A roll call vote was taken.*

Frank Williams, Yes
Mike Forte, Yes
Dave DeLong, Yes
Mark Martin, Yes

Terry Mann, Yes
Jackie Williams-Rowland, Yes
Fred McCoy, Yes
Vernon Harrell, Yes

The motion passed unanimously.

7. **Public Comment** – There were no comments from the public at this meeting.

II. PRESENTATIONS

There were no presentations for this meeting.

III. NEW BUSINESS

8. **FY 2023-24 Planning Work Program** – RPO Staff presented the PWP prepared for the upcoming fiscal year. *Mr. Terry Mann made a motion to approve the PWP. Mr. Fred McCoy seconded the motion. A roll call vote was taken.*

Frank Williams, Yes
Mike Forte, Yes
Dave DeLong, Yes
Mark Martin, Yes

Terry Mann, Yes
Jackie Williams-Rowland, Yes
Fred McCoy, Yes
Vernon Harrell, Yes

The motion passed unanimously.

9. **Carbon Reduction Program Project Prioritization** – NCDOT requires that the RPO rank CRP projects for them to compete for funding. RPO Staff presented the ranking methodology to the Board, which included measures for project cost, carbon reduction impact, disadvantaged communities impact, and transportation impact. *Mr. Mike Forte made a motion to approve the CRP project ranking. Mr. Terry Man seconded the motion. A roll call vote was taken.*

*Frank Williams, Yes
Mike Forte, Yes
Dave DeLong, Yes
Mark Martin, Yes*

*Terry Mann, Yes
Jackie Williams-Rowland, Yes
Fred McCoy, Yes
Vernon Harrell, Yes*

The motion passed unanimously.

10. **P7.0 Carryover Projects** – NCDOT is permitting the RPO to select two new project submittals from P6.0 to carryover to P7.0 without counting toward to maximum number of new P7.0 project submittals. The RTCC recommended that H183735 (Brunswick County) and H184205 (Columbus County) be selected as carryovers. *Mr. Mike Forte made a motion to approve these two carryovers. Mr. Fred McCoy seconded the motion. A roll call vote was taken.*

*Frank Williams, Yes
Mike Forte, Yes
Dave DeLong, Yes
Mark Martin, Yes*

*Terry Mann, Yes
Jackie Williams-Rowland, Yes
Fred McCoy, Yes
Vernon Harrell, Yes*

The motion passed unanimously.

11. **Port of Wilmington Resolution of Support** – The NC State Ports Authority has requested a resolution of support for a grant application to relocate the north gate at the Port of Wilmington.

12. **Columbus County Microtransit Feasibility Study Resolution of Support** – Columbus County Transportation has requested a resolution of support to accompany their application for NCDOT's Microtransit Feasibility Study Grant program.

13. **Monarch FY 2024 FTA Section 5310 Grant Funds Resolution** – Monarch has requested a resolution in support for their application for FTA 5310 grant funds.

14. **PAS-TRAN FY 2024 FTA Section 5310 Grant Funds Resolution** – PAS-TRAN has requested a resolution in support for their application for FTA 5310 grant funds.

Mr. Fred McCoy made a motion to approve all four resolutions of support. Mr. Terry Mann seconded the motion. A roll call vote was taken.

*Frank Williams, Yes
Mike Forte, Yes
Dave DeLong, Yes
Mark Martin, Yes*

*Terry Mann, Yes
Jackie Williams-Rowland, Yes
Fred McCoy, Yes
Vernon Harrell, Yes*

The motion passed unanimously.

15. **2020 Census Discussion** – The Board discussed how urban areas designated by the US Census Bureau may impact expansion of adjacent MPOs into the current RPO planning area. There was no action taken on this item.

16. **Cape Fear RPO 2023 Meeting Calendar Adjustments** – CFRPO needed to adjust the meeting calendar to prepare for the next round of Prioritization taking place this summer. The Board discussed adding an August meeting on Friday, August 11th, and changing the date of the November meeting to Wednesday, November 15th. *Mr. Fred McCoy made a motion to accept these calendar changes. Mr. Terry Mann seconded the motion. A roll call vote was taken.*

*Frank Williams, Yes
Mike Forte, Yes
Dave DeLong, Yes
Mark Martin, Yes*

*Terry Mann, Yes
Jackie Williams-Rowland, Yes
Fred McCoy, Yes
Vernon Harrell, Yes*

The motion passed unanimously.

IV. REPORTS/UPDATES


- Cape Fear RPO
 - NC 210 ECG Feasibility Study – The study has been completed and will be presented to the County and municipal partners later this year.

- CTP updates – Columbus County CTP is headed to a final steering committee meeting before being proposed for adoption. TPD will provide Brunswick County CTP updates.
- STIP amendments and revisions – There were no STIP changes to report.
- NC Ports (Port of Wilmington) – There was no update from the Port.
- NCDOT Division 3 (Brunswick & Pender) – Adrienne Cox gave an update Division 3 projects.
- NCDOT Division 6 (Columbus) – Darius Sturdivant gave an update on Division 6 projects.
- NCDOT Transportation Planning Division (TPD) – Hemal Shah gave details on the status of the Brunswick County CTP, including three public workshops scheduled in early May.
- NC Board of Transportation – There was no update from the Board member.


VI. OTHER

17. **Open discussion** – There was no additional discussion.

18. **Adjourn** – *The meeting was adjourned at 10:16 AM.*



Chair



Secretary

