



**MODOC COUNTY
TRANSPORTATION COMMISSION**

108 S. Main St., Alturas, CA 96101
Phone (530) 233-6410

**MINUTES
Regular Meeting
October 5, 2021**

Commissioners Present

Kathie Rhoads, Vice Chair	Board of Supervisors, District III, Modoc County
Bobby Ray	Representative, City of Alturas
Cheryl Nelson	Councilmember, City of Alturas
Mark Moriarity	Modoc County, Member at Large
Ned Coe (Alternate)	Board of Supervisors, District I, Modoc County

Commissioners Absent

Loni Lewis (Alternate)	Councilmember, City of Alturas
John Dederick, Chair	Representative, City of Alturas
Elizabeth Cavasso	Board of Supervisors, District IV, Modoc County

Staff Present

Debbie Pedersen	Executive Director
Niki Lemke	Chief Fiscal Officer
Michelle Cox	Executive Assistant Secretary

Public Present

Mitch Crosby	Modoc County Road Commissioner
Lilly Toaetolu	Modoc County Roads Administration & Project Delivery
Tamara Rich	Caltrans District 2, Regional Planning Liaison

1. **Call to Order** – Vice Chair Rhoads called the meeting to order at 1:31 p.m. in the Sage Stage Conference Room, 108 S. Main Street, Alturas, CA.
 - a. Rhoads led those present in the Pledge of Allegiance.
 - b. There were no guests or visitors.
2. **Public Forum** – There were no public comments.
3. **Confirm Agenda**
Motion by Commissioner Ray to confirm agenda, seconded by Commissioner Nelson. All Ayes; motion carried.
4. **Consent Agenda**
 - a. Approve minutes from August 3, 2021, MCTC Regular meeting.
 - b. Financial transactions 07/01/21 through 08/31/21.

Vendor	Transaction	Amount	Explanation
Bartel Associates, LLC	1872	\$2,262.00	Actuarial GASB 68
Golden State Risk Management Authority	1855	\$19,616.00	Insurance premium

- c. Year-to-Date revenue and expenditure report (through 08/31/21.)

Motion by Commissioner Coe to approve Consent Agenda items a-c above, seconded by Commissioner Moriarity. All Ayes; motion carried.

5. Regular Business

- a. **Consider authorizing the Executive Director to submit a letter to the California Transportation Commission that no project will be programmed in the 2022 Modoc Regional Transportation Improvement Program.**

Executive Director, Pedersen reported the 2022 Modoc RTIP only has \$707k available for programming. The City's share is \$166k and the County's is \$506k. The CTC had indicated that there is no new money the first three years of the cycle and projects would need to be programmed in FY 2025/26 and FY 2026/27. Due to Modoc's limited share of funding no new projects are feasible. This does not prevent an agency's ability to access the funds already available. Pedersen contacted the CTC who requested MCTC submit a letter of notification.

Motion by Commissioner Ray to authorize the Executive Director to submit a letter to the California Transportation Commission that no project will be programmed in the 2022 Modoc Regional Transportation Improvement Program, seconded by Commissioner Coe. All Ayes; motion carried.

- b. **Consider adopting a policy that requires agencies provide a copy of the Final Report of Expenditures and Project Closeout to MCTC for State Transportation Improvement Program funded projects.**

Pedersen explained, MCTC has responsibility to track and monitor all STIP components in accordance with Timely Use of Funds. The last step in a STIP project is to complete the Final Report of Expenditures and Project Closeout. Agencies have 24 months, following completion of construction, to submit these reports to Caltrans. A policy requiring these reports be submitted to MCTC's Executive Director, Pedersen will aid in monitoring STIP projects.

Motion by Commissioner Ray to adopt a policy that requires agencies provide a copy of the Final Report of Expenditures and Project Closeout to MCTC for State Transportation Improvement Program funded projects, seconded by Commissioner Coe. All Ayes; motion carried.

- c. **Information: Public Agency Retirement System (PARS) end of year balance.**

Chief Fiscal Officer, Niki Lemke reported Modoc County Transportation Commission's PARS agency annual statement looks good. The yearend balance is \$227,380.81.

6. Agency Updates and Project Reports

- a. **Alturas Public Works Dept. – City Streets**

In the absence of Joe Picotte, City of Alturas Public Works Director, Executive Director, Debbie Pedersen reported Environmental and Permits allocations were submitted and are pending approval from the CTC for both the Court Street and West 8th Street projects. Plans, Specifications and Estimate allocations will be submitted to the CTC for approval next.

Pedersen has provided Picotte contact information to find out the current status on the Central Business district Pedestrian Improvement STIP project (PPNO 2534).

b. Modoc County Road Dept. – County Roads

Mitch Crosby, Modoc County Road Commissioner, reported Environmental and Permits allocations were submitted and are pending approval from the CTC for the County Road 55 project. Plans, Specifications and Estimate allocations were submitted and are pending approval from the CTC for the County Road 111 project.

Lilly Toaetolu, Modoc County Roads Administration & Project Delivery, reported the Local Roads & Safety Program Report is complete. September 13, 2021, the Modoc County Board of Supervisors approved and adopted the report. Data from the document will be utilized for future grants and other projects in Modoc County.

c. Caltrans District 2

Tamara Rich, Caltrans District 2, Regional Planning Liaison, had nothing to report.

d. Modoc County Transportation Commission

Executive Director, Pedersen reported the East Street project is 99.9% complete. A few minor changes need completed before final closeout.

7. Staff Update and Calendar

Pedersen reported there are no staff updates or correspondence.

Calendar – consider future dates and events of interest:

- 10/11/21 Columbus Day Holiday; Office closed, Sage Stage bus service operating
- 11/03/21 Modoc TAC Meeting 1:00 p.m. Sage Stage Conference Room
- 11/11/21 Veterans' Day Holiday; Office closed, Sage Stage bus service operating
- 11/25/21 Thanksgiving Holiday; Office closed, no bus service
- 11/26/21 Thanksgiving Holiday; Office closed, no bus service
- 12/07/21 MCTC and MTA Meetings 1:30 p.m. Sage Stage Conference Room

8. Motion to Adjourn –motioned by Commissioner Ray; seconded by Commissioner Nelson to adjourn the meeting at 1:47 p.m. All Ayes; motion carried. The next regular meeting will be Tuesday, December 7, 2021, at 1:30 p.m., or soon thereafter, in the Sage Stage Conference Room, 108 S. Main Street, Alturas, CA.

Submitted by,



Michelle Cox
Executive Assistant Secretary