

**MEETING OF THE PLUMAS COUNTY TRANSPORTATION COMMISSION  
1834 E. Main St., Quincy – COUNTY OF PLUMAS – Tel. 283-6268**

**MINUTES**

**Monday July 19, 2021**

Meeting of the Plumas County Transportation Commission (PCTC) is called to order by Sharon Thrall, Chair, with roll call at 1:30 PM in the Conference Room of the Plumas County Public Works Department.

- 1A.** Roll Call was conducted by Jim Graham, Executive Director. Commissioners in attendance via teleconferencing are Sharon Thrall, Phil Oels, and Jeff Engel. Commissioners attending in person are Bill Powers, Susan Scarlett, and Greg Hagwood. A quorum is present.

Staff Attendees: John Mannle, Director of Public Works; Jim Graham, Executive Director Plumas CTC.

Others in attendance in person: Kelly McElwain, Transit Manager; Shauna Everton, Plumas Transit; John Rix, Seniors Transportation; Clint Burkenpas, Caltrans District 2.

Others in attendance via teleconferencing: John Maxwell, Caltrans District 2 Regional Planning; Kathy Grah, Caltrans District 2 Regional Planning.

- 1B. Public Forum – Public**  
No comment

- 1C. Public Forum: Commissioners**  
No comment

- 2. Consideration of draft minutes for PCTC Meeting conducted on June 21, 2021**  
Motion is made by Commissioner Engel, seconded by Commissioner Powers to adopt the minutes of the June 21, 2021. Motion passes 6-0.

- 3. Caltrans' State Highway 70 Cromberg SHOPP Project Presentation**  
Clint Burkenpas provides an overview of the SR 70 Cromberg Rehabilitation Project beginning in Cromberg through to Grizzly Creek Bridge past Portola. The purpose of the Project is to reduce distressed lane miles, improve ride quality, prevent further extensive maintenance efforts, extend the pavement life of this segment of highway for a minimum of 20 years, and improve safety for all modes of transportation.

The project will include full depth reclamation of the pavement, widening of travel lanes to 12 feet throughout the project, the addition of four-foot-wide shoulders from the beginning of the project to the junction of Routes 70 and 89, and clear recovery zone improvements. Multi-modal improvements are also proposed including repair of severely deteriorated sidewalks in Portola, the addition of 300 feet of new sidewalk, and consideration of eliminating a travel lane through Portola and adding bike lanes in each

direction. Drainage and intersection improvements are also proposed. Commissioner Powers asks about flooding issues near the passing lanes by Two Rivers. Mr. Burkenpas indicates that this is probably included in the project plans but that he will verify. Commissioner Scarlett asks about the area around Chalet View and what the impacts will be to the area. Mr. Burkenpas indicates that there will be some cut and fill and include retaining walls. Jim Graham asks if the elimination of a lane through Portola is based on ADT and whether the ADT in Portola is well below that threshold. Mr. Burkenpas responds that the ADT through Portola is well below that threshold. Jim also asks if crosswalk safety lighting has been reviewed and if any improvements are proposed in that area. Mr. Burkenpas indicates that he will investigate this matter and report back to the Commission.

**4. Award of Sustainable Communities Grant from Caltrans for the SR 36 Chester Complete Streets and Context Sensitive Streetscape Plan and Adoption of Resolution No. 21-17.**

Jim Graham informs the commission that the PCTC was awarded the Sustainable Communities Grant for the above referenced grant. This grant will be to develop a design that will improve pedestrian and bicycle mobility through the Cheater Main Street corridor. Jim explains that Resolution No. 21-17 authorizes Executive Director to execute the grant agreements associated with the project.

Motion is made by Commissioner Oels, seconded by Commissioner Powers to adopt Resolution No. 21-17. Roll call 6-0. Motion passes.

**5. Authorize Executive Director to execute Professional Services Agreement with Michael Baker International subject to approval by Plumas County Counsel.**

Jim Graham explains that the selection of Michael Baker International to prepare the Triennial Performance Audits was presented to the Commission and that the contract is now with County Counsel for approval as to form. Jim Graham asks the commission to authorize him to execute the contract once it's approved as to form by County Counsel.

Motion is made by Commissioner Hagwood, seconded by Commissioner Powers to authorize the Executive Director to execute the contract with Michael Baker International. Motion passes unanimously.

**6. Status report on the Update to the 2015 Short Range Transit Plan and Request for Qualifications solicitation.**

Jim Graham reports to the commission that it is the intent of PCTC staff to post an RFQ for preparation of an Update to the 2015 Short Range Transit Plan. This project was delayed last year due to the pandemic.

**7. Status report on the PCTC Policy and Procedure Manual**

**In an effort to complete the PCTC Policy and Procedure Manual,** Jim Graham asks the Commission to review the Policy and Procedure Manual prepared by Michael Baker International for the Nevada County Transportation Commission and provide comments to PCTC staff regarding whether the format of the plan would be suitable for Plumas

County. If so, PCTC staff will prepare an amendment to the Michael Baker contract for them to prepare this document.

**8. Approval of Amendment No. 1 to the 2018 Non-Motorized Transportation Plan to include a sidewalk gap closure on South Lindan Avenue in Quincy**

Jim Graham presents Amendment No. 1 to the Non-Motorized Transportation Plan to include a sidewalk gap closure on South Lindan Avenue in Quincy from Central Avenue to SR 70. Motion is made by Commissioner Hagwood, seconded by Commissioner Engel to approve Amendment No. 1. Motion passes unanimously.

**9. Update on the DMV 2766 Screening Proposal submitted by PCTC for Bicycle Parking Racks County-wide.**

Jim Graham reports that the PCTC Screening Proposal was accepted by the Northern Sierra Air Quality Management District. PCTC staff will now prepare the formal proposal which is due on September 3, 2021. Jim will present the formal proposal to the PCTC on August 16<sup>th</sup>.

**10. Update on fueling facility** – John Mannle reported that the project would be completing the construction of the concrete slab last week and the results from the concrete testing would be available later this week. If all testing results are in compliance, the tank should be set in the next couple of weeks.

**11. 2022 STIP Cycle Update** – John Mannle gave a briefing on the various funds to be made available in the 2022 STIP. John discussed the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) Regional Surface Transportation Program (RSTP) funds and recommended the direct distribution to County and City public works departments to make up for decreased fuels tax receipts during COVID-19. CRRSAA-STIP funds were recommended for funding cost increases to existing programmed projects for the County and the City. John stated that the amount of funding to be made available is not that large and recommended that the funds be programmed for pavement rehabilitation projects. The next step in the 2022 STIP process is for the California Transportation Commission (CTC) to formally adopt the Fund Estimate at their August 19, 2021 meeting. The 2022 Regional Transportation Improvement Program is due to CTC on December 15, 2021.

**12. Confirmation that the next meeting for PCTC is scheduled for Monday, August 16, 2021, at 1:30 PM.**

**13. Meeting adjourned at 2:30.**