



**MODOC COUNTY
TRANSPORTATION COMMISSION**

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

**MINUTES
Regular Meeting
August 1, 2023**

Commissioners Present

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

Commissioners Absent

Elizabeth Cavasso	Board of Supervisors, District IV, Modoc County
Brian Cox	Councilmember, City of Alturas
Paul Minchella (Alternate)	Councilmember, City of Alturas

Staff Present

Debbie Pedersen	Executive Director
Michelle Cox	Executive Assistant Secretary
Heather Kolsen	Assistant Secretary I

Public Present

Cherie Clark	Caltrans District 2, Regional Planning Liaison
Kathy Grah	Caltrans District 2, Community & Regional Planning Chief
Kelly Zolotoff	Caltrans District 2, SHOP & non-SHOP Coordinator
Kelly Babcock	Caltrans District 2, Transit Liaison
Sean Shepard	Caltrans District 2, Chief, Asset Management
Jose Corrales	Caltrans District 2, Asset and Minor Program Coordinator
Kimiko Taguchi	Caltrans District 2, SHOP & non-SHOP Coordinator
Mitch Crosby	Modoc County Road Commissioner
Dorothy Long	City of Alturas, City Treasurer
Warren Farnam	City of Alturas, Director of Public Works
Kathi Cravens	Transdev, General Manager
Monica Derner	MCTC, Certified Public Accountant

1. **Call to Order** – Chair John Dederick called the meeting to order at 1:05 p.m. in the Sage Stage Conference Room, 108 S. Main Street, Alturas, CA.
 - a. Dederick led those present in the Pledge of Allegiance.
 - b. All meeting attendees introduced themselves.
2. **Public Forum** – There were no public comments.

3. Confirm Agenda-

Motion by Commissioner Rhoads to Confirm Agenda, seconded by Commissioner Nelson. All Ayes; motion carried.

4. Consent Agenda-

- a. Approve minutes from the June 6, 2023, MCTC Regular Meeting.
- b. Approve the financial reports from May 1, 2023, through June 30, 2023.
- c. Year to Date expenditure report through June 30, 2023.

Motion by Commissioner Coe to approve Consent Agenda, seconded by Commissioner Moriarity. All Ayes; motion carried.

5. Regular Business-

a. Confirm Social Services Transportation Advisory Council (SSTAC) appointments.

Executive Director, Debbie Pedersen explained MCTC is required to have two members on the SSTAC. Due to the recent changes in office staffing, Pedersen has been appointed as a member of the SSTAC.

Motion by Commissioner Rhoads to confirm Social Services Transportation Advisory Council (SSTAC) appointments, seconded by Commissioner Moriarity. All Ayes; motion carried.

b. Consider approving the MCTC 2023 5-year operating plan.

Pedersen reported the Operating Plan has been updated to reflect the current structure of the MCTC and update cost projections for Fiscal Years 2023/2024 through 2027/2028 the 5-year period.

Motion by Commissioner Rhoads to approve the MCTC 5-year operating plan, seconded by Commissioner Moriarity. All Ayes; motion carried.

c. Consider approving the Accountant 1 and 2 duty statements.

Executive Director, Pedersen, explained the new Accountant I and Accountant II positions that were created due to the recent restructuring of office staffing. Duty statements for each position were provided for review.

Motion by Commissioner Moriarity to approve the Accountant 1 and 2 duty statements, seconded by Commissioner Nelson. All Ayes; motion carried.

d. Consider approving the August 2023 MCTC Salary Schedule.

The August 2023 MCTC Salary Schedule has been deferred until the October 2023 MCTC Meeting. This will give the Finance Committee time to review the Salary Schedule before action is taken.

6. Agency Updates and Project Reports

a. Alturas Public Works Dept. – City Streets

Dorothy Long, City Treasurer, City of Alturas reported the West 8th Street and Court Street Projects are moving along on track.

The City of Alturas will meet with the engineers this week to discuss the completion of the East Street Project. Once the contractor corrects the substandard work that was performed the project will be ready for final closeout.

b. Modoc County Road Dept. – County Roads

Mitch Crosby, Modoc County Road Commissioner reported they have received draft plan sheets from the Consultant for the Clean California Grant Project.

c. Caltrans District 2

In the absence of Javed Iqbal, Caltrans District 2, Project Manager, Sean Shepard, Caltrans District 2, Chief Asset Management, reported on the relocation of the Secret Valley Rest Area. Due to poor ground water quality Caltrans has decided not to proceed with the relocation to the Termo, CA site. Caltrans has proposed another relocation site on US 395 at postmile 103.9 near Spanish Springs Road, Ravendale, CA.

Shepard provided a brief review on the Hwy 139 Drainage & Culvert Project, the Clean California Project, the Alturas CAPM Project, the Cedarville CAPM Project, the Goose Lake Pavement Project, and the Crowder Flat Pavement Project.

Kathy Grah, Caltrans District 2, Community & Regional Planning Chief, announced that Caltrans District 2 has newly hired Transit Liaison, Kelly Babcock. Babcock's contact information will be provided, and she will be available to answer any questions regarding transit.

Cherie Clark, Caltrans District 2, Regional Planning Liaison reported Caltrans District 2 expects to have the outcome of the grant awards from Headquarters by the end of August 2023.

Clark was pleased to announce that Modoc County was the first to submit their 4th quarter Regional Transportation Planning Agency (RTPA) Reimbursement Documents.

d. Modoc County Transportation Commission

Pedersen reported the City of Alturas will be managing the City STIP projects. Pedersen will be happy to answer any questions they have or point them in the right direction if needed.

The 2024 Draft STIP Fund Estimate is a little over 3 million for the Modoc Region, reported Pedersen.

7. Staff Update and Calendar

Calendar – consider future dates and events of interest:

09/04/23 Labor Day Holiday; Office Closed, No Bus Service

09/06/23 Modoc TAC Meeting 1:00 p.m. Sage Stage Conference Room

10/03/23 MCTC and MTA Meetings 1:30 p.m. Sage Stage Conference Room

- 8. Motion to Adjourn** –motioned by Commissioner Coe; seconded by Commissioner Rhoads to adjourn the meeting at 1:33 p.m. All Ayes; motion carried. The next regular meeting will be Tuesday, October 3, 2023, 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