



**MODOC COUNTY
TRANSPORTATION COMMISSION**

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

**MINUTES
Regular Meeting
October 1, 2024**

Commissioners Present

Kathie Rhoads, Vice Chair	Board of Supervisors, District III, Modoc County
Mark Moriarity	Modoc County, Member at Large
Paul Minchella	Councilmember, City of Alturas
Elizabeth Cavasso	Board of Supervisors, District IV, Modoc County
Jodie Larranaga	Councilmember, City of Alturas

Commissioners Absent

John Dederick, Chair	Representative, City of Alturas
Ned Coe (Alternate)	Board of Supervisors, District I, Modoc County
Brian Cox (Alternate)	Councilmember, City of Alturas

Staff Present

Debbie Pedersen	Executive Director
Michelle Cox	Accountant 1
Kathy Tiffie	Assistant Secretary 2

Public Present

Kathy Grah	Caltrans District 2, Community & Regional Planning Chief
Azeddine Bahloul	Caltrans District 2, Modoc Project Manager
Skip Clark	Caltrans District 2, Regional Planning Liaison
Debbie Petersen	Caltrans, Right of Way Agent
Ciara Babcock	Caltrans, Right of Way Agent
Dorothy Long	City of Alturas, City Treasurer
Mitch Crosby	Modoc County Road Commissioner

1. **Call to Order** – Vice Chair Kathie 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. Introductions were made.
2. **Public Forum** – There were no public comments.
3. **Confirm Agenda-**
Motion by Commissioner Minchella to Confirm Agenda, seconded by Commissioner Moriarity. All Ayes; motion carried.
4. **Consent Agenda-**
 - a. Approve minutes from the August 6, 2024, MCTC Regular Meeting.
 - b. Approve the financial reports from July 1, 2024, through August 31, 2024.
 - c. Year to Date expenditure report through August 31, 2024.

Motion by Commissioner Cavasso to approve Consent Agenda, seconded by Commissioner Minchella. All Ayes; motion carried.

5. Regular Business-

a. Consider adopting Resolution 24-06 authorizing the Executive Director to sign the Memorandum of Understanding with Caltrans for Regional Planning Assistance.

Executive Director Pedersen explained every ten years MCTC is required to renew the Memorandum of Understanding (MOU) with Caltrans to continue receiving Federal and State funding. The new MOU will be valid from January 1, 2025, through December 31, 2034.

Motion by Commissioner Minchella to adopt Resolution 24-06 authorizing the Executive Director to sign the Memorandum of Understanding with Caltrans for regional Planning Assistance, seconded by Commissioner Moriarity. All Ayes; motion carried.

b. Consider approving Amendment #1 to the Overall work Plan.

Executive Director Pedersen reported an amendment is needed to transfer the remaining funds programmed for the Short-Range Transit Plan (SRTP) in the FY 23/24 Overall Work Plan (OWP) to the FY 24/25 OWP. LSC Transportation Consultants have been moving along on track preparing the SRTP.

Motion by Commissioner Moriarity to approve Amendment #1 to the 2024/25 Overall Work Plan, seconded by Commissioner Cavasso. All Ayes; motion carried.

6. Agency Updates and Project Reports

a. Alturas Public Works Dept. – City Streets

In the absence of Warren Farnam, City of Alturas Public Works Director, Dorothy Long, City of Alturas, Treasurer reported the county collaboration for W. 3rd Street and a section of Poplar Street is complete.

The city will be doing some edge work and crack sealing this fall.

The Court Street and W. 8th Street STIP Projects are waiting for the Punch List from GHD Engineering Firm.

b. Modoc County Road Dept. (MCRD) – County Roads

Mitch Crosby, Modoc County Road Commissioner, reported construction is scheduled to begin on the Co. Rd. 111 STIP project next week.

The County crew is working on repaving the Sheriff's office parking lot.

The Clean California Project at the Veterans Memorial Park should be completed in about three weeks.

c. Caltrans District 2-

Skip Clark, Caltrans District 2, Regional Planning Liaison reported he has been working with Executive director Pedersen on the OWP Amendment #1.

Azeddine Bahloul, Caltrans District 2, Modoc Project Manager reported Caltrans District 2 has a CAPM pavement project near Goose Lake and a CAPM payment project near Crowder Flat. Both of which are in the initial phase.

The Alturas CAPM Project & the Cedarville CAPM Project are both in the design phase. Caltrans provided the Commission with a right of way map for the Cedarville CAPM Project.

d. Modoc County Transportation Commission

Executive Director, Pedersen reported MCTC staff will most likely need an extension to prepare the Regional Transportation Plan (RTP) and the Zero Emissions Vehicle Plan.

The Short-Range Transit Plan prepared by LSC Transportation Consultants is progressing well.

The FY 2023/24 fiscal Audits prepared by Singleton-Aumen should be completed by the end of October or beginning of November.

The Triennial Performance Audits have been awarded to Moore & Associates. The draft documents will be completed by the first part of January and the final documents will be completed once the Financial Transaction Reports are completed.

7. Staff Update and Calendar

Pedersen announced MCTC has hired Kathy Tiffie as Assistant Secretary 2 at the beginning of September and she is doing an excellent job.

Calendar – consider future dates and events of interest:

- 10/14/24 Columbus Day Holiday; Office Closed
- 11/06/24 Modoc TAC Meeting 1:00 p.m. Sage Stage Conference Room
- 11/11/24 Veterans Day Holiday; Office Closed
- 11/28/24 Thanksgiving Day Holiday; Office Closed, No Bus Service
- 11/29/24 Day Following Thanksgiving Day Holiday; Office Closed, No Bus Service
- 12/03/24 MCTC and MTA Meetings 1:30 p.m. Sage Stage Conference Room

8. Motion to Adjourn –motioned by Commissioner Minchella; seconded by Commissioner Moriarity to adjourn the meeting at 1:47 p.m. All Ayes; motion carried. The next regular meeting will be Tuesday, December 3, 2024, at 1:30 p.m., or soon thereafter, in the Sage Stage Conference Room, 108 S. Main Street, Alturas, CA.

Submitted by,

Michelle Cox
Accountant 1