



ECRPO Agenda Packet

January 21st, 2021

9:30am

Virtual Meeting via GoToMeeting

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January 21st, 2021 • 9:30 a.m.

Virtual Meeting via GoToMeeting

AGENDA for TCC

Procedural Reminder for Virtual Public Meetings: Jill Quattlebaum

Call to Order – Kyle DeHaven, *Chair TCC*

1. Public Comment Period

2. ACTION: Approval of Minutes

Minutes of the November 19th meeting are attached and presented for approval.

Action: Approve minutes from previous meeting.

3. ACTION: Update to TCC By-Laws

To provide consistency and clarity among boards and committees within the ECC, we have been asked to provide an update to our by-laws. The updated by-laws are presented for review.

Action: Approve updated by-laws

4. ACTION: STIP Projects H184396, H184398, and H149003 Reconsiderations

The firm in handling the scoring of these projects has asked that we consider a roundabout for H184396 and H184398. They have also asked that H149003 be submitted as a superstreet. The projects are presented and discussed with the board.

Action: Recommend continuing with submittals as-is or adjust to new recommendations to TAC

5. ACTION: Support for Lenoir County Public Works BUILD Grant Application

Lenoir County Public Works is in the process of applying for BUILD grants (formerly called TIGER grants) and is asking for the support of the RPO. In addition to a letter of support, the projects to be considered will have a higher chance of receiving the grant if included in the Lenoir County CTP and would require an update to the TIP list.

Action: Recommend approval of Letter of Support to TAC

6. ECRPO Staff Report – Micajah Anderson

a. SPOT Overview

i. Date/Deadline Updates

b. 2021 Draft Meeting Schedule; *Locations will be tentative to ensure health and safety.*

- i. January 21st, 9:30am
- ii. March 18th, 9:30am
- iii. May 20th, 9:30am
- iv. July 15th, 9:30am
- v. September 16th, 9:30am
- vi. November 18th, 9:30am

7. NCDOT Reports

- a. Division 2 – *Len White*
- b. Division 3 – *Caitlin Marks*
- c. Division 4 – *Jimmy Eatmon*
- d. Transportation Planning Division – *Liam Hogan-Rivera*
- e. Public Transit
 - Duplin County Update – *Angel Venecia*
 - Greene County Update – *Misty Chase*
 - Lenoir County Update – *Angie Greene*
 - Wayne County Update – *Don Willis*
- f. Aviation
 - Duplin County Update – *George Futrelle*
 - Lenoir County Update – *Rick Barkes*
 - Wayne County Update – *Mike Bass*

8. Other Business

9. Adjournment

January 21st, 2021 • Following TCC Meeting

Virtual Meeting via GoToMeeting

AGENDA for TAC

Call to Order – Bennie Heath, *Chair TAC*

1. Ethics Awareness and Conflict of Interest Reminder

2. Public Comment Period

3. ACTION: Approval of Minutes

Minutes of the March 21st, 2020 meeting are attached and presented for approval.

Action: Approval of minutes

4. ACTION: Update to TAC By-Laws

To provide consistency and clarity among boards and committees within the ECC, we have been asked to provide an update to our by-laws. The updated by-laws are presented for review.

Action: Approve updated by-laws

5. ACTION: STIP Projects H184396, H184398, and H149003 Reconsiderations

The firm in handling the scoring of these projects has asked that we consider a roundabout for H184396 and H184398. They have also asked that H149003 be submitted as a superstreet. The projects are presented and discussed with the board.

Action: Continue with submittals as-is or adjust to new recommendations

6. ACTION: Support for Lenoir County Public Works BUILD Grant Application

Lenoir County Public Works is in the process of applying for BUILD grants (formerly called TIGER grants) and is asking for the support of the RPO. In addition to a letter of support, the projects to be considered will have a higher chance of receiving the grant if included in the Lenoir County CTP and would require an update to the TIP list.

Action: Approve Letter of Support

4. Other Business

5. Adjournment

November 19th, 2020 • 9:30 a.m.
Virtual Meeting via GoToMeeting

MINUTES for TCC

TCC Members in Attendance

George Futrelle
Laurence Bergman
Kyle DeHaven
Mark Pope
Rick Barkes
Barry Grey
Chip Crumpler
Don Willis

DOT Members in Attendance

Preston Hunter
Len White
Diane Hampton
Alan Pytcher
Sam Lawhorn

Scott Walston
Bailey Harden

TAC Members in Attendance

Jesse Dowe
Carolyn Kenyon
Bennie Heath
Barbara Kornegie

ECC Guests in Attendance

Micajah Anderson
BJ Eversole
Leighann Morgan
Katie Bordeaux
Jill Quattlebaum

Prior to calling the meeting to order, Jill Quattlebaum provided an overview of the current Remote Legislative policies put in place by the state of North Carolina.

Call to Order – Kyle DeHaven, Chair TCC, called the meeting to order at 9:32. Quorum was met.

1. **Public Comment Period** – No public was present to comment.
2. **ACTION: Approval of Minutes**
Minutes of the May 21st and September 17th meetings are attached and presented for approval.
Don Willis made a motion to approve the May 21st minutes, seconded by George Futrelle, unanimously approved. Laurence Bergman made a motion to approve the September 17th minutes, seconded by Barry Grey, unanimously approved.
3. **ACTION: Duplin County Transit Letter of Support**

Duplin County Transit is reapplying for 5310 Operating Funds which they were awarded last year. The ECRPO has been asked to submit a letter of support for DCT, which is attached to your agenda packet.

Chip Crumpler made a motion to recommend the letter of support to the TAC, seconded by Laurence Bergman, unanimously approved.

4. ECRPO Staff Report – Micajah Anderson

- a. SPOT Overview
 - i. Funding for P6.0
 - ii. Key Dates
 - iii. LIP Strategies
- b. 2021 Meeting Location and Dates
 - i. Thursday January 21st, Location Pending
 - ii. Thursday March 18th, Location Pending
 - iii. Thursday May 20th, Location Pending
 - iv. Thursday July 15th, Location Pending
 - v. Thursday September 16th, Location Pending
 - vi. Thursday November 18th, Location Pending
- c. Cooperative Process for Engaging Non-Metropolitan Local Officials
 - i. NCDOT is updating the documentation regarding how they receive input from local officials and has asked for input on this documentation to be submitted to them by December 22nd.

Micajah Anderson provided an overview of the topics above. He made the board aware of a letter sent to NCDOT Secretary, Eric Boyette, from the Jacksonville Urban Area MPO calling for the end of P6.0. He let board know that they should entertain the possibility of submitting a formal opinion on ending P6.0 to NCARPO, even though one has not been asked for at the current time. He finished by informing the board they will receive the list of submitted ECRPO projects to begin determining regional impact, as well as receive the Cooperative Process for Engaging Non-Metropolitan Local Officials for comment when the minutes are distributed.

5. NCDOT Reports

- a. Division 2 – *Len White provided an update on ongoing construction projects in Lenoir County, as well as recent road closures due to temporary flooding. Contact lenwhite@ncdot.gov for more information.*
- b. Division 3 – *Alan Pytcher provided an update on ongoing construction projects in Duplin county, as well as recent road closures due to temporary flooding. Contact apytcher@ncdot.gov for more information.*
- c. Division 4 – *Sam Lawhorn provided an update on ongoing construction projects in Wayne County. Contact sclawhorn@ncdot.gov for more information.*
- d. Transportation Planning Division – *Scott Walston informed the board that TPD continues to work remotely and is there for assistance when needed. Contact swalston@ncdot.gov for more information.*
- e. Public Transit
 - Duplin County Update – Angel Venecia was not present for comment.*
 - Greene County Update – Kyle DeHaven provided ridership updates for Greene County, informed the board that the agency is complying with all social distancing and sanitization guidelines.*
 - Lenoir County Update – Angie Greene was not present for comment.*

Wayne County Update – *Don Willis provided ridership and status updates for GWTA.*

f. Aviation

Duplin County Update – *George Futrelle told the board that the 20 Year Master Plan is approximately 1/3rd complete. They are constructing 2 12,000 square foot corporate hangars and just completed a \$2million T-Hangar project. Air traffic is almost back to normal.*

Lenoir County Update – *Rick Barkes stated operations are back up. T-Hangar construction project should be completed by December.*

Wayne County Update – *Barbara Kornegie provided shared that Mount Olive is working on their ALP and in the process of purchasing property for expansion.*

6. Adjournment

Laurence Bergman made a motion to adjourn, seconded by George Futrelle, unanimously approved.

Bennie Heath
TAC Chair



Eric Rouse
TAC Vice-Chair

November 19th, 2020 • Following TCC Meeting
Virtual Meeting via GoToMeeting

AGENDA for TAC

TAC Members in Attendance

Jesse Dowe
Carolyn Kenyon
Bennie Heath
Barbara Kornegie

TCC Members in Attendance

George Futrelle
Laurence Bergman
Kyle DeHaven
Mark Pope
Rick Barkes
Barry Grey
Chip Crumpler
Done Willis

DOT Members in Attendance

Preston Hunter
Len White
Diane Hampton
Alan Pytcher
Sam Lawhorn
Scott Walston
Bailey Harden

ECC Guests in Attendance

Micajah Anderson
BJ Eversole
Leighann Morgan
Katie Bordeaux
Jill Quattlebaum

Call to Order – *Bennie Heath, Chair TAC, called the meeting to order at 10:10am. Quorum was met.*

- 1. Ethics Statement and Conflict of Interest Reminder**
- 2. Public Comment Period** – *No public was present for comment.*
- 3. ACTION: Approval of Minutes**
Minutes of the May 21st and September 17th meetings are attached and presented for approval.
Barbara Kornegie made a motion to approve both the May 21st and September 17th TAC minutes, seconded by Jesse Dowe, unanimously approved.

4. ACTION: Duplin County Transit Letter of Support

Duplin County Transit is reapplying for 5310 Operating Funds which they were awarded last year. The ECRPO has been asked to submit a letter of support for DCT, which is attached to your agenda packet.

Barbara Kornegie made a motion to approve the Letter of Support for Duplin County Transit, seconded by Carolyn Kenyon, unanimously approved.

5. Adjournment

Jesse Dowe made a motion to adjourn, seconded by Carolyn Kenyon, Unanimously approved.

**A Eastern Carolina Rural Transportation Planning Organization (RPO)
Rural Transportation Coordinating Committee (RTCC) Bylaws
Revised _____**

ARTICLE I - NAME; ENABLING STATUTORY AUTHORITY

The name of this committee shall be the Eastern Carolina RPO Rural—Transportation Coordinating Committee, (hereinafter referred to as the “RTCC”). This committee is established pursuant to the authority set forth in Article 17, Chapter 136 of the North Carolina General Statutes.

ARTICLE II - PURPOSE

The purpose and goals of this committee are set forth in the Memorandum of Understanding for Cooperative, Comprehensive and Continuing Transportation Planning and the Establishment of a Rural Transportation Planning Organization for Duplin, Greene, Lenoir and Wayne Counties and the Participating Municipalities Therein, and the North Carolina Department of Transportation dated December 16, 2002 (hereinafter referred to as “ECRPO MOU”) and shall be to:

- review and recommend the Eastern Carolina RPO Prospectus to the Rural Transportation Advisory Committee (hereinafter referred to as “RTAC”);
- review and recommend to the RTAC the Eastern Carolina RPO Planning Work Program (hereinafter referred to as “PWP”), which defines work tasks and responsibilities for the various agencies participating in the Eastern Carolina RPO;
- assist the RTAC to establish goals, priorities, and objectives for the rural transportation planning process in the Eastern Carolina RPO;
- coordinate work efforts with the RTAC in meeting the transportation and economic development needs of the Eastern Carolina Region;
- prepare transportation studies, plans, and programming recommendations required or requested by state or federal agencies or as requested by the RTAC;
- provide transportation-related information to local governments and other interested organizations and persons to coordinate transportation related tasks that enhance transportation system development, coordination, and efficiency;
- review and recommend to the RTAC transportation improvement projects that support and enhance inter-county and intra-county transportation serving the Eastern Carolina RPO area;

- identify and prioritize transportation projects for the RTAC to submit to the North Carolina Department of Transportation (hereinafter referred to as “NCDOT”) for inclusion in the State Transportation Improvement Program (hereinafter referred to as “STIP”);
- make recommendations to the respective local, state, and federal governmental agencies and the RTAC regarding any necessary actions relating to the continuing transportation planning process;
- review and recommend to the RTAC changes to Transportation Plans for the units of government of the Eastern Carolina RPO; and
- provide a forum for public participation in the rural transportation planning process.

ARTICLE III - MEMBERS

Section 1 - Membership:

As specified in the ECRPO MOU between the Eastern Carolina RPO and NCDOT, the RTCC shall consist of seats to be filled by officials from local and state governmental agencies directly related to and concerned with the transportation planning process for the Eastern Carolina RPO planning area, which includes Duplin, Greene, Lenoir, and Wayne Counties, as well as the incorporated municipalities within each County that are members of the Eastern Carolina RPO.

Seats on the RTCC may be altered on the basis of a majority vote of its voting membership and approval of the RTAC.

The initial voting membership shall include, but not be limited to, members appointed to the following seats:

- County Manager, or his/her designee, from each of the counties of the RPO planning area
- The Chief Administrative Official, or his/her designee, from each municipality in the RPO planning area that is a member of the RPO (excluding Goldsboro)
- The County Transportation Committee Member or Planner designated by each county as their representative for this seat
- A representative from the Duplin County Airport Authority, Mt. Olive Municipal Airport Authority, and a representative from the North Carolina Global TransPark Authority
- The Director of Duplin County Transportation Department (or his/her designee)
- The Director of Greene County Transportation Department (or his/her designee)

- The Lenoir County Transportation Coordinator (or his/her designee)
- The Director of Goldsboro – Wayne Transportation Authority (or his/her designee)
- NC DOT Division Engineers of Division 2, 3, and 4, or his/her designated representatives
- Manager, Transportation Planning Branch, Planning and Systems, North Carolina Department of Transportation, or his/her designated representative
- The Regional Traffic Safety Engineer, Division of Highways, Transportation Mobility and Safety, Traffic Safety Unit, North Carolina Department of Transportation, or his/her designated representative

Section 2 - Ex Officio Membership:

As specified in the ECRPO MOU, the RTCC shall include a ex officio members who will be advisory and non-voting. Ex officio seats shall include, but not be limited to, the following:

- The Transportation Planner for the Goldsboro Urban Area Metropolitan Planning Organization
- The Base Commander of the Fourth Fighter Wing at Seymour Johnson Air Force Base (or his/her designee)

Section 3 - Subcommittees:

Subcommittees may be formed by the RTCC as deemed necessary. Purpose, title, and membership of any subcommittee is subject to RTCC approval.

Section 4 - Alternates:

Each member may appoint an alternate to its seat, as reflected in the membership roster, who meets the same membership requirements as the member (hereinafter referred to as “Designated Alternate”). The Designated Alternate may serve as a full voting member during any meeting at which the primary representative is not in attendance. Absentee voting will not be permitted.

Section 5 - Term of Membership:

The term of office for all seats in RTCC is two years. Reappointment is possible.

ARTICLE IV - OFFICERS

Section 1 - Officers Defined:

The officers of the RTCC will consist of a Chair and a Vice-Chair serving annual terms, but limited to two consecutive terms. They will be elected by a majority vote of the eligible voting membership. An RPO Coordinator/ECC Transportation Planner, as staff to the Eastern Carolina RPO, shall act as Secretary to the RTCC.

Section 2 - Duties of Officers:

2.1 The Chair shall call meetings of the RTCC to order and shall act as presiding officer of such meetings. The Chair shall see that all orders and action items, including amendments, are carried into effect. The Chair shall:

- sign all official documents of the RTCC;
- preside at all meetings of the RTCC;
- decide all points of order or procedure;
- transmit all recommendations of the RTCC to the RTAC; and
- with assistance from the RPO Coordinator/ECC Transportation Planner, draft the meeting agendas and make said available to the members in a timely manner.

2.2 The Vice-Chair shall conduct the duties of the Chair in the event of the Chair's absence or unavailability.

2.3 The administrative coordination for the RTCC shall be performed by the RPO Coordinator/ECC Transportation Planner, as staff for the Eastern Carolina RPO. The RPO Coordinator/ECC Transportation Planner shall:

- keep minutes of the Eastern Carolina RPO RTCC meetings in proper form for the approval of the RTCC at its next regular meeting;
- send notices of regular meetings of the Eastern Carolina RPO RTCC, with a copy of the agenda, in accordance with Article V of these rules;
- handle all meetings in accordance with North Carolina Open Meetings Law; and
- maintain all files, records, and correspondence of the RTCC.

2.4 Should neither the Chair nor Vice-Chair be able to preside at a meeting, the RTCC shall appoint a Chair Pro-Tem for that meeting or until such time the Chair or Vice-Chair can resume his/her responsibilities.

2.5 The Chair and Vice-Chair shall be elected annually at the first regularly scheduled meeting of the fiscal year. Additional elections may be held if either the Chair or Vice-Chair cannot carry out his/her duties or complete the remainder of their appointed term.

ARTICLE V - MEETINGS

Section 1 - Regular Meetings:

The RTCC shall meet when it is deemed necessary, appropriate, and advisable. The regular meeting of the RTCC shall be held as determined by RTCC members. The meeting notice and agenda are to be sent no later than seven calendar days prior to the regular RTCC meeting date. Regular meetings may be canceled by the Chair should there be insufficient business for the RTCC to conduct.

Section 2 - Special Meetings:

Special meetings may be called by the Chair, or at the request of three eligible voting members of the RTCC petitioning the Chair. Notice of special meetings shall be given in accordance with Open Meetings Law of the North Carolina General Statutes.

Section 3 - Workshops:

The RTCC may choose to hold workshops from time to time. Notification of all workshops shall be sent to RTCC members in the same manner as regular meetings of the RTCC.

Section 4 - Attendance:

RTCC members are expected to attend each regular meeting and each special meeting of the RTCC. If a RTCC member is unable to attend a meeting, the member to be absent shall give notice to the RPO Coordinator/ECC Transportation Planner. RTCC members may allow their Designated Alternate to attend meetings in their absence, providing such Designated Alternate meets the same membership requirements as the absent member. Should a member or Designated Alternate fail to attend fifty percent (50%) or more of the scheduled meetings in any one calendar year period, the RTCC Chair shall contact the appointing entity to discuss consideration of a replacement member for that seat.

If a RTTC member misses two consecutive RTTC meetings, that seat is considered to be vacant and does not count towards the number required for a quorum. If that member later attends a RTTC meeting, the seat is active again and is counted toward the quorum until and unless the member or his or her Designated Alternate again misses two consecutive meetings, in which case the seat will again become vacant. If a new member is appointed to a seat considered to be vacant, that member does not count towards quorum until he or she attends a meeting.

Section 5 - Agenda:

The agenda is a list of items for consideration and discussion at a meeting. Any member of the RTCC can request that items be placed on the agenda prior to its distribution, by notifying the RTCC Chair and/or the RPO Coordinator/ECC Transportation Planner. Additional items may be placed on the regular agenda at the beginning of the RTCC meeting on the date of the meeting, if approved by a majority vote of the present and eligible voting members.

Section 6 - Quorum:

A quorum is required for the transaction of all business, including conducting meetings or hearings, participating in deliberations, or voting upon or otherwise transacting public business. A quorum consists of fifty-one percent (51%) of the voting membership of the RTCC. A Designated Alternate may be appointed to attend meetings should the member not be able to attend and will count towards quorum. A member who fails to attend or send a Designated Alternate to two consecutive RPO meetings will be designated as a vacant seat and will not count towards calculating quorum of the voting membership. Vacant seats as defined in the Bylaws will not count as members for the purpose of calculating quorum. If an RTCC member is appointed to the RTAC, the RTCC seat will not count towards quorum until the RTCC seat has been filled, or the Designated Alternate is appointed to be the designated member for that seat. For the purpose of establishing a quorum, only one representative of the seat for one member municipality within a county must be present for the voting member representing the municipalities in that county to be deemed as present.

Section 7 - Voting Procedures:

The Chair may call for a vote on any issue, provided that it is seconded and within the purposes set forth in Article II and provided the issue is on the agenda as outlined in Section 5 of this article. A majority vote of the members (or their Designated Alternates) present and eligible to vote shall be sufficient for approval of matters coming before the RTCC. The Chair is permitted to vote. Ad-hoc, proxy, and absentee voting are not permitted. By approval of the RTCC, a member may withdraw from voting on an issue. Each member has one vote. Ex officio members in the Eastern Carolina RPO will be advisory and non-voting.

The Chair is permitted to vote. In the event of a tie, where the Chair has already voted, the Chair cannot vote again to break the tie and the vote does not pass. Abstentions on issues requiring a vote are permitted, provided members desiring to abstain obtain approval by the RTCC for said abstention by a majority vote of the RTCC members present. Any member present and not voting shall be recorded as a positive vote on the motion. In the absence of any direction from these Bylaws or other duly adopted voting procedures pursuant to certain approval actions, the UNC School of Government Suggested Procedural Rules for Local Appointed Boards will govern procedures regarding voting.

ARTICLE VI - AMENDMENTS TO BY-LAWS

Amendments to these Bylaws shall require the affirmative vote of a majority of the RTCC eligible voting membership, provided that written notice of the proposed amendment has been mailed seven days prior to the meeting at which the amendment is to be considered and provided that such amendment does not conflict with the letter or fundamental intent of the Memorandum of Understanding (MOU) for the Eastern Carolina RPO, which is the governing document for these Bylaws. In the event of any conflict, the terms of the MOU shall take precedence over these Bylaws.

The Eastern Carolina RPO Rural Transportation Coordinating Committee (RTCC) approved these revised Bylaws on _____.

SIGNATORY:

Kyle DeHaven, Chair Eastern Carolina RPO RTCC

Date

ATTEST:

Micajah Anderson, RPO Transportation Planner

Date

**Eastern Carolina Rural Transportation Planning Organization (RPO)
Rural Transportation Advisory Committee (RTAC) Bylaws**
Revised _____

ARTICLE I - NAME; ENABLING STATUTORY AUTHORITY

The name of this committee shall be the Eastern Carolina RPO Rural Transportation Advisory Committee (hereinafter referred to as the “RTAC”). This committee is established pursuant to the authority set forth in Article 17, Chapter 136 of the North Carolina General Statutes.

ARTICLE II - PURPOSE

The purpose and goals of this committee are set forth in the Memorandum of Understanding for Cooperative, Comprehensive and Continuing Transportation Planning and the Establishment of a Rural Transportation Planning Organization for Duplin, Greene, Lenoir and Wayne Counties and the Participating Municipalities Therein, and the North Carolina Department of Transportation dated December 16, 2002 (hereinafter referred to as “ECRPO MOU”) and shall be to:

- review and approve the Eastern Carolina RPO Prospectus;
- review and approve the Eastern Carolina RPO Planning Work Program (hereinafter referred to as “PWP”), which defines tasks and responsibilities for the various agencies participating in the Eastern Carolina RPO;
- establish goals, priorities, and objectives for the rural transportation planning process in the Eastern Carolina RPO area;
- coordinate efforts with the Eastern Carolina RPO Rural–Transportation Coordinating Committee (hereinafter referred to as “RTCC”) in meeting the transportation and economic development needs of the Eastern Carolina RPO Area;
- make recommendations to the respective local, state, and federal governmental agencies regarding any necessary actions relating to the continuing transportation planning process;
- review and recommend transportation improvement projects that support and enhance inter-county and intra-county transportation serving the Eastern Carolina RPO area;
- develop and prioritize transportation projects that the Eastern Carolina RPO recommends for inclusion in the State Transportation Improvement Program (hereinafter referred to as “STIP”);
- develop and amend as necessary the Eastern Carolina RPO Long-Range Multimodal Transportation Plan;

- review and recommend to the North Carolina Department of Transportation (hereinafter referred to as “NCDOT”) changes to Transportation Plans for the units of government of the Eastern Carolina RPO; and
- provide a forum for public participation in the rural transportation planning process.

ARTICLE III - MEMBERS

Section 1 - Membership:

As specified in the ECRPO MOU, the RTAC shall consist of officials from local and state governmental agencies directly related to and concerned with the transportation planning process for the Eastern Carolina RPO planning area, which includes Duplin, Greene, Lenoir, and Wayne Counties, as well as the incorporated municipalities within each county that are members of the Eastern Carolina RPO. The initial voting membership shall include members appointed to the following seats:

- One County Commissioner representing the County of Duplin
- One municipal elected official to represent the interest of all the municipal local governments in Duplin County
- One County Commissioner representing the County of Greene
- One municipal elected official to represent the interest of all the municipal local governments in Greene County
- One County Commissioner representing the County of Lenoir
- One municipal elected official to represent the interest of all the municipal local governments in Lenoir County
- One County Commissioner representing the County of Wayne
- One municipal elected official to represent the interest of all the municipal local governments in Wayne County, excluding municipalities within the Goldsboro Urban Area Metropolitan Planning Organization, which are represented by same
- One member representing the North Carolina Board of Transportation.

In order to participate as an appointee or delegate to a seat on the RTAC, individuals must meet all requirements established by the ECRPO MOU, these bylaws, and state or federal regulations establishing minimum requirements for membership, including the North Carolina Ethics Commission. In any case, when one of the voting members cannot meet these requirements, that seat will be considered vacant and will not be counted towards quorum. The RTAC Chair shall

contact said member to discuss consideration of a replacement member for that seat. Subsequent compliance will allow the voting member to be automatically reinstated.

Section 2 - Term of Membership:

The term of office for all seats on the RTAC is two years. Re-appointment is possible. To facilitate staggered terms and thereby promote continuity, the initial county commissioner appointments from Duplin, Greene, Lenoir and Wayne Counties to the RTAC shall be for two years, and the initial municipal appointments shall be for one year. All subsequent appointments shall be for two years.

Vacancies to the RTAC shall be filled in the manner in which the original appointment was made.

Section 3 - Ex Officio Membership:

Ex officio seats shall include, but not be limited to, the following:

- A representative from the Goldsboro Urban Area Metropolitan Planning Organization's Transportation Advisory Committee
- A representative of Seymour Johnson Air Force Base
- A NCDOT Board of Transportation representative that is not a full voting member of the East Carolina RTAC

Ex officio members in the Eastern Carolina RTAC will be advisory and non-voting.

Section 4 - Alternates:

Each member may appoint an alternate to its seat, provided such alternate member meets the same membership qualifications as the absent member, and is identified in the membership roster (hereinafter referred to as "Designated Alternate.") The Designated Alternate may serve as a full voting member during any meeting at which the primary representative is not in attendance. Absentee voting will not be permitted. RTAC members may allow a Designated Alternate to attend meetings in their absence.

ARTICLE IV - OFFICERS

Section 1 - Officers Defined:

The officers of the RTAC shall consist of a Chair and a Vice-Chair serving annual terms of one year. These officers are limited to two consecutive terms. They will be elected by a majority vote of the eligible voting membership. The Eastern Carolina Council Executive Director and an

RPO Coordinator/ECC Transportation Planner shall serve as staff to the Eastern Carolina RPO. The RPO Coordinator/ECC Transportation Planner shall act as Secretary to the RTAC.

Section 2 - Duties of Officers:

2.1 The Chair shall call meetings of the RTAC to order and shall act as presiding officer of such meetings. The Chair shall see that all orders and action items, including amendments, are carried into effect. The Chair will:

- sign all official documents of the RTAC;
- preside at all meetings of the RTAC;
- decide all points of order or procedure;
- transmit all recommendations of the RTAC to NCDOT; and
- with assistance from the RPO Coordinator/ECC Transportation Planner, draft the meeting agendas and make same available to the RTAC members in a timely manner.

2.2 The Vice-Chair shall conduct the duties of the Chair in the event of the Chair's absence or unavailability.

2.3 The administrative coordination for the RTAC shall be performed by the RPO Coordinator/ECC Transportation Planner, as staff for the Eastern Carolina RPO. The RPO Coordinator/ECC Transportation Planner shall:

- keep minutes of the RTAC meetings in proper form for the approval of the RTAC at its next regular meeting;
- send notices of regular and special meetings of the RTAC, with a copy of the agenda, in accordance with Article V of these rules;
- all meetings will be handled in accordance with North Carolina Open Meetings Law; and
- maintain all files, records, and correspondence of the RTAC.

2.4 Should neither the Chair nor Vice-Chair be able to preside at a meeting, the RTAC shall appoint a Chair Pro-Tem for that meeting or until such time the Chair or Vice-Chair can resume their responsibilities.

2.5 The Chair and Vice-Chair shall be elected annually at the first regularly scheduled meeting of the calendar year. Additional elections may be held if either the Chair or Vice-Chair cannot carry out his/her duties or complete the remainder of their appointed term.

2.6 An elected officer shall continue in office until a replacement is elected or appointed as long as they continue to hold the same or a similar position or office representing the same entity.

ARTICLE V - MEETINGS

Section 1 - Regular Meetings:

A meeting will be held on the third Thursday of January, March, May, July, September, and November. Meeting notices and agendas are to be sent no later than seven days prior to the meeting date. The Chairman may cancel regular meetings should there be insufficient items on the RTAC's tentative agenda. The RTAC shall meet on an as needed (on-call) basis as determined by the Chair of the RTAC and at a time to be determined by the Chair of the RTAC.

Section 2 - Special Meetings:

Special meetings may be called by the Chair, or at the request of three eligible voting members of the RTAC petitioning the Chair. Notice of special meetings shall be given in accordance with Open Meetings Law of the North Carolina General Statutes.

Section 3 - Workshops:

The RTAC may choose to hold workshops from time to time. Notification of all workshops shall be sent to RTAC members in the same manner as regular meetings of the RTAC.

Section 4 - Attendance:

RTAC members are expected to attend each regular meeting and each special meeting of the RTAC. If an RTAC member is unable to attend a meeting, the member to be absent shall give notice to the RPO Coordinator/ECC Transportation Planner. RTAC members are allowed to designate an alternate to attend meetings in their absence, provided that the Designated Alternate meets the same membership requirements as the absent member. Should a member or Designated Alternate fail to attend fifty percent (50%) or more of the scheduled meetings in any one calendar year period, the RTAC Chair shall contact the appointing entity to discuss consideration of a replacement member for that unit of government or organization. If an RTAC member and/or their Designated Alternate miss two consecutive RTAC meetings, that seat is considered to be vacant and does not count towards the number required for a quorum. If that member later attends a RTAC meeting, the seat is active again and is counted toward the quorum until and unless the member or his Designated Alternate miss two consecutive RTAC meetings, in which case the seat will again become vacant. If a new member is appointed to a seat considered to be vacant, that member does not count towards quorum until he or she attends a meeting.

Section 5 - Agenda:

The agenda is a list of items for consideration and discussion at a meeting. Any member of the RTAC may request that items be placed on the agenda prior to its distribution by notifying the RTAC Chair and/or the RPO Coordinator/ECC Transportation Planner. Additional items may be placed on the regular agenda at the beginning of the RTAC meeting on the date of the meeting, if approved by a majority vote of the present and eligible voting members.

Section 6 - Quorum:

A quorum is required for the transaction of all business, including conducting hearings, participating in deliberations, or voting upon or otherwise transacting public business. A quorum consists of fifty-one percent (51%) of the members of the RTAC.

Section 7 - Voting Procedures:

The Chair may call for a vote on any issue, provided that it is seconded and within the purposes set forth in Article II and provided the issue is on the agenda as outlined in Section 5 of this article. Each voting member of the RTAC shall have one vote.

Ex officio members in the Eastern Carolina RPO will be advisory and non-voting.

RTCC review and comment is required prior to any vote affecting the Planning Work Program (hereinafter referred to as "PWP").

The Chair is permitted to vote. In the event of a tie, where the Chair has already voted, the Chair cannot vote again to break the tie and the motion does not pass. Abstentions on issues requiring a vote is permitted, provided members desiring to abstain obtain approval by the RTAC for said abstention by a majority vote of the RTAC members present. Any member present and not voting shall be recorded as a positive vote on the motion. In the absence of any direction from these Bylaws or other duly adopted voting procedures pursuant to certain approval actions, the UNC School of Government's Suggested Procedural Rules for Local Appointed Boards will govern procedures for voting.

ARTICLE VI - AMENDMENTS TO BY-LAWS

Amendments to these Bylaws shall require the affirmative vote of a majority of the RTAC eligible voting members, provided that written notice of the proposed amendment has been sent seven days prior to the meeting at which the amendment is to be considered and provided that such amendment does not conflict with the letter or fundamental intent of the ERPO MOU, which is the governing document for these Bylaws. In the event of any conflict, the terms of the MOU shall take precedence over these Bylaws.

The Eastern Carolina RPO Rural Transportation Advisory Committee (RTAC) approved these revised Bylaws on_____.

SIGNATORY:

Bennie Heath, Chair Eastern Carolina RPO RTAC

Date

ATTEST:

Micajah Anderson, RPO Transportation Planner

Date

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Contract Number: C203925 Division: 2 TIP Number: B-5938, B-5939 Length: 1.61 miles NCDOT Contact: Brad T. McMannen, PE Location Description: BRIDGE #68 OVER BOGUE SOUND ON SR-1182 (ATLANTIC BEACH CAUSEWAY) AND BRIDGE #6 OVER BOGUE SOUND ON NC-58. Contractor Name: FREYSSINET, INC Contract Amount: \$15,271,713.33 Work Began: 02/05/2018 Original Completion Date: 11/30/2020 Latest Payment Thru: 11/30/2020 Latest Payment Date: 12/03/2020	Route: NC-58 County: Carteret Federal Aid Number: NCDOT Contact No: (252)649-6520 Letting Date: 04/18/2017 Revised Completion Date: Construction Progress: 89.52%
Contract Number: C204177 Division: 2 TIP Number: R-1015 Length: 10.353 miles NCDOT Contact: Brad T. McMannen, PE Location Description: US-70 (HAVELOCK BYPASS) FROM NORTH OF PINE GROVE TO NORTH OF CARTERET COUNTY LINE. Contractor Name: BALFOUR BEATTY INFRASTRUCTURE INC Contract Amount: \$167,243,715.65 Work Began: 09/30/2019 Original Completion Date: 05/13/2024 Latest Payment Thru: 12/22/2020 Latest Payment Date: 12/31/2020	Route: US-70 County: Carteret, Craven Federal Aid Number: NHF-0070(049) NCDOT Contact No: (252)649-6520 Letting Date: 07/16/2019 Revised Completion Date: Construction Progress: 21.38%
Contract Number: C204225 Division: 2 TIP Number: R-5777A, R-5777B, U-5713 Length: 5.1 miles NCDOT Contact: Wendi O. Johnson, PE Location Description: US-70 FROM THE NEUSE RIVER BRIDGE TO EAST OF THURMAN RD IN JAMES CITY. Contractor Name: BALFOUR BEATTY INFRASTRUCTURE INC Contract Amount: \$203,300,000.00 Work Began: 10/22/2019 Original Completion Date: 09/07/2023 Latest Payment Thru: 11/22/2020 Latest Payment Date: 12/08/2020	Route: US-70 County: Craven Federal Aid Number: STATE FUNDED NCDOT Contact No: (252)439-2800 Letting Date: 09/10/2019 Revised Completion Date: Construction Progress: 13.47%
Contract Number: C204332 Division: 2 TIP Number: I-6032, I-6035 Length: 18.11 miles NCDOT Contact: Sarah F. Lentine Location Description: US-264 (FUTURE I-587) FROM WILSON COUNTY LINE TO SR-1467 (STANTONBURG RD) INTERCHANGE (GREENVILLE SW BYPASS). Contractor Name: S T WOOTEN CORPORATION Contract Amount: \$22,457,573.08 Work Began: 09/19/2019 Original Completion Date: 03/14/2022 Latest Payment Thru: 11/30/2020 Latest Payment Date: 12/03/2020	Route: US-264 County: Greene, Pitt Federal Aid Number: NHPIM-0264(068) NCDOT Contact No: (252)830-3495 Letting Date: 05/21/2019 Revised Completion Date: Construction Progress: 91.6%
Contract Number: C204358 Division: 2 TIP Number: R-5812 Length: 1.138 miles	Route: US-13 County: Greene Federal Aid Number: STATE FUNDED

NCDOT Contact: Jon Aaron Bullard, PE Location Description: US-13 BYPASS FROM NC-58 (KINGOLD BLVD) TO NC-91. Contractor Name: PLT RBP JV CONSTRUCTION Contract Amount: \$6,308,481.00 Work Began: 11/19/2019 Original Completion Date: 03/14/2021 Latest Payment Thru: 12/18/2020 Latest Payment Date: 12/29/2020		NCDOT Contact No: (252)527-0053 Letting Date: 09/17/2019 Revised Completion Date: 07/15/2021 Construction Progress: 82.42%
Contract Number: C204522 Division: 2 TIP Number: BR-0120 Length: 0.087 miles NCDOT Contact: Sarah F. Lentine Location Description: BRIDGE #123 OVER MEADOW BRANCH ON SR-1552. Contractor Name: S T WOOTEN CORPORATION Contract Amount: \$0.00 Work Began: Original Completion Date: 03/30/2022 Latest Payment Thru: Latest Payment Date:		Route: - County: Pitt Federal Aid Number: 2020001 NCDOT Contact No: (252)830-3495 Letting Date: 11/17/2020 Revised Completion Date: Construction Progress: 0%
Contract Number: DB00430 Division: 2 TIP Number: Length: 10.24 miles NCDOT Contact: Jon Aaron Bullard, PE Location Description: GREENE COUNTY Contractor Name: S T WOOTEN CORPORATION Contract Amount: \$0.00 Work Began: Original Completion Date: 03/02/2022 Latest Payment Thru: Latest Payment Date:		Route: US-13 County: Greene Federal Aid Number: STATE FUNDED NCDOT Contact No: (252)527-0053 Letting Date: 11/18/2020 Revised Completion Date: Construction Progress: 0%
Contract Number: DB00472 Division: 2 TIP Number: B-4433 Length: 0.118 miles NCDOT Contact: Sarah F. Lentine Location Description: BRIDGE #40 OVER HORSEPEN SWAMP ON SR 1932 Contractor Name: DELLINGER INC Contract Amount: \$764,000.00 Work Began: 08/17/2020 Original Completion Date: 03/18/2021 Latest Payment Thru: 11/30/2020 Latest Payment Date: 12/03/2020		Route: SR-1932 County: Beaufort Federal Aid Number: STATE FUNDED NCDOT Contact No: (252)830-3495 Letting Date: 02/12/2020 Revised Completion Date: 03/25/2021 Construction Progress: 64.83%
Contract Number: DB00487 Division: 2 TIP Number: Length: 0.08 miles NCDOT Contact: Jon Aaron Bullard, PE Location Description: SR 1121 (DAVIS MILL ROAD) Contractor Name: SANFORD CONTRACTORS INC Contract Amount: \$0.00 Work Began: 11/16/2020 Original Completion Date: 08/04/2021 Latest Payment Thru: Latest Payment Date:		Route: SR-1121 County: Lenoir Federal Aid Number: DF15402.2054808 NCDOT Contact No: (252)527-0053 Letting Date: 10/14/2020 Revised Completion Date: Construction Progress: 0%
Contract Number: DB00490 Division: 2 TIP Number: Length: 2.15 miles NCDOT Contact: Jon Aaron Bullard, PE Location Description: NC 58 (QUEEN STREET) LENOIR COUNTY Contractor Name: S T WOOTEN CORPORATION Contract Amount: \$0.00 Work Began: Original Completion Date: 12/02/2021 Latest Payment Thru: Latest Payment Date:		Route: - County: Lenoir Federal Aid Number: STATE FUNDED NCDOT Contact No: (252)527-0053 Letting Date: 11/18/2020 Revised Completion Date: Construction Progress: 0%

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Contract Number: C204337 Division: 3 TIP Number: I-5940 Length: 29.5 miles NCDOT Contact: D. Keith Eason Location Description: I-40 FROM DUPLIN COUNTY LINE (MM-360) TO WEST OF US-117 (MM-389.5). Contractor Name: BARNHILL CONTRACTING CO Contract Amount: \$27,824,419.07 Work Began: 10/18/2019 Original Completion Date: 06/01/2022 Latest Payment Thru: 11/30/2020 Latest Payment Date: 12/08/2020		Route: I-40 County: Duplin Federal Aid Number: STBGIM-0040(075) NCDOT Contact No: (910)682-5100 Type of work: Pavement and Bridge Rehabilitation Letting Date: 08/20/2019 Revised Completion Date: 06/17/2022 Construction Progress: 33.97%	
Contract Number: DC00280 Division: 3 TIP Number: Length: 34.64 miles NCDOT Contact: D. Keith Eason Location Description: VARIOUS Contractor Name: BARNHILL CONTRACTING CO Contract Amount: \$1,222,751.46 Work Began: 06/03/2020 Original Completion Date: 09/30/2021 Latest Payment Thru: 06/30/2020 Latest Payment Date: 07/23/2020		Route: SR-1396 County: Duplin Federal Aid Number: STATE FUNDED NCDOT Contact No: (910)682-5100 Type of work: Short Overlay, Resurfacing, Patching Existing Pavement, ETC. Letting Date: 12/19/2019 Revised Completion Date: Construction Progress: 41.11%	





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Contract Number: C203949 Division: 4 TIP Number: B-4562, B-5664 Length: 1.165 miles NCDOT Contact: Samuel C. Lawhorn Location Description: REPLACEMENT OF SEVEN BRIDGES IN JOHNSTON COUNTY AND ONE BRIDGE IN WAYNE COUNTY. Contractor Name: T A LOVING COMPANY Contract Amount: \$7,607,500.00 Work Began: 05/14/2018 Original Completion Date: 06/01/2020 Latest Payment Thru: 07/31/2020 Latest Payment Date: 09/23/2020		Route: SR-1124, SR-1127, SR-1550 SR-1555, SR-1738, SR-2123 SR-2143, SR-2159 County: Wayne Federal Aid Number: BRZ-2143(002) NCDOT Contact No: (919)739-5300 Letting Date: 11/15/2016 Revised Completion Date: 11/18/2021 Construction Progress: 69.18%	
Contract Number: C204131 Division: 4 TIP Number: U-2714 Length: 1.546 miles NCDOT Contact: Samuel C. Lawhorn Location Description: US-117 ALTERNATE FROM US-70 BYPASS TO SR-1571 (TOMMY'S RD) IN GOLDSBORO. Contractor Name: JSMITH CIVIL LLC Contract Amount: \$15,346,704.64 Work Began: 10/05/2020 Original Completion Date: 05/22/2024 Latest Payment Thru: 11/22/2020 Latest Payment Date: 12/10/2020		Route: US-117 County: Wayne Federal Aid Number: STATE FUNDED NCDOT Contact No: (919)739-5300 Letting Date: 03/17/2020 Revised Completion Date: 06/21/2024 Construction Progress: 10.47%	
Contract Number: C204377 Division: 4 TIP Number: I-6047 Length: 14.2 miles NCDOT Contact: P. Gray Keeter, PE Location Description: I-795 FROM WILSON COUNTY LINE TO SR-2075. Contractor Name: FSC II LLC DBA FRED SMITH COMPANY Contract Amount: \$5,050,505.00 Work Began: 01/27/2020 Original Completion Date: 05/15/2021 Latest Payment Thru: 11/15/2020 Latest Payment Date: 12/22/2020		Route: I-795 County: Wayne Federal Aid Number: NHPIM-0795(008) NCDOT Contact No: (252)583-5861 Letting Date: 12/17/2019 Revised Completion Date: Construction Progress: 94.49%	
Contract Number: DD00324 Division: 4 TIP Number: N/A Length: 31.91 miles NCDOT Contact: Samuel C. Lawhorn Location Description: VARIOUS SECONDARY Contractor Name: BARNHILL CONTRACTING CO Contract Amount: \$1,591,088.18 Work Began: 06/17/2020		Route: - County: Wayne Federal Aid Number: STATE FUNDED NCDOT Contact No: (919)739-5300 Letting Date: 11/26/2019	

Original Completion Date: 10/30/2021**Revised Completion Date:** 11/07/2021**Latest Payment Thru:** 10/15/2020**Latest Payment Date:** 10/19/2020**Construction Progress:** 36.69%

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