

BATTLE CREEK AREA TRANSPORTATION STUDY
Policy Committee
Minutes of April 26, 2017 Meeting

VOTING MEMBERS PRESENT: Harry Burdett, Steve Frisbie, Adam Heikkila, Tim Hill, Angela Kline, Rick Fowler (for John Lanum), Dave Morgan, Deb Owens, and Rich Werner

NON-VOTING MEMBERS PRESENT: None

VOTING MEMBERS ABSENT: Mark Dionise and Laveta Hardish

NON-VOTING MEMBERS ABSENT: Andy Pickard (FHWA) and SMPC

OTHERS PRESENT: Scott Cubberly, Justian Crane, and Pat Karr

Chair Kline called the meeting to order at 1:35 p.m. in the Council Room at Springfield City Hall, 601 Avenue A, Springfield, MI 49037.

ROLL CALL

A quorum was present (see above for voting members present). Members introduced themselves for the benefit of all in attendance.

APPROVAL OF THE AGENDA

It was moved by Fowler, supported by Owens, to approve the agenda as presented. MOTION CARRIED UNANIMOUSLY.

Res.
17-17

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF THE MINUTES

It was moved by Owens, supported by Burdett, to approve the minutes of the March 29, 2017 meeting, as presented, subject to any additions, corrections or changes. MOTION CARRIED UNANIMOUSLY.

Res.
17-18

COMMUNICATIONS

Karr reported the following items of communication:

- BCATS will be receiving a new “Master Agreement” from MDOT that covers a 3-year period. This will be an agenda item for May. The “Master Agreement” is an administrative document allowing for the pass-through of federal funds to the Metropolitan Planning Organizations.

- BCATS has received a news release from OHSP regarding the Distracted Driving focus for April. Copies of the flyer were distributed to the members.
- The Michigan State Police has released a map and list of where they will implement the increased speed limits authorized by the state legislature. All of the impacted areas are north of Grand Rapids and Lansing. Copies of the map and list were provided to the members.
- BCATS has received a letter from the MDOT Office of Passenger Transportation regarding the transit regulations under MAP-21/FAST Act. BCATS staff will be meeting with Battle Creek Transit staff further on this issue.

UNFINISHED BUSINESS

There was no unfinished business at this time.

NEW BUSINESS

A. Quarterly Financial Report January - March, 2017

Karr reviewed the FY 2017 second quarter (January - March, 2017) financial report as provided in advance to the members. The listing by account number indicates that all items are on target relative to the established budgets. The local agencies had work in the Asset Management work item in March as there was training to attend.

Kline asked about reimbursement for Asset Management road rating work on non-Federal Aid roads. Karr indicated that for this year, that type of work can not be reimbursed by BCATS.

It was moved by Werner, supported by Frisbie, to receive and file the FY 2017 Quarterly Financial Report for January - March, 2017, as presented. MOTION CARRIED UNANIMOUSLY.

Res.
17-19

B. FY 2018 Unified Work Program (UWP) Draft

Karr presented the draft FY 2018 Unified Work Program document, also made available to the members in advance of the meeting for their review. Copies of the document were provided to the members who had not printed out the full material. She discussed the narrative section and the financial tables.

This was an information/discussion item not requiring action at this time.

C. Update on SSL Certificate for BCATS' Website

Karr informed the Committee that this item, first discussed at the March, 2017 Policy Committee meeting, has been addressed. A SSL security certificate has been added to the BCATS website so that the log-in function is now more secure for the site. Members should no longer see any notice

of a lack of security when logging into the site. If anyone still receives that message at any point, please contact the BCATS staff immediately. The process took some time, as the BCATS site was housed on a server at the Land Information Access Association (known as LIAA) with several other sites. At first it was thought that the SSL certificate could be added to just the BCATS site. However, since the certificate would apply to all sites on the server, BCATS' site was moved to a different stand alone server by LIAA, so that the change would not impact the sites of other clients at LIAA. Despite all the maneuvering necessary to make this happen, LIAA still only charged the initial amount of \$65 for their staff time. The one year SSL certificate cost is \$69.99, which has been paid. LIAA staff has indicated that there is the option for a multi-year certificate purchase, which BCATS will likely do in the future. A bill from LIAA recently came which included the annual hosting fee as well as the \$65 charge.

This was an information/discussion item not requiring action at this time.

COMMENTS

A. Next Meeting

Chair Kline announced that the next Policy Committee meeting is scheduled for Wednesday, May 24, 2017, 1:30 p.m. in the City of Springfield Council Chambers.

B. Committee Member Comments

Kline asked for an update on when the traffic count program will be ready for this year as the Road Department has interns starting work next week. Karr indicated that she will have Tilma contact her about this work activity.

Frisbie announced that Convis Township is looking at road related activity, including evaluating roads for consideration as truck routes or truck-restricted roadways. There was discussion about this topic.

C. Public Comments

There were no public comments.

ADJOURNMENT

Chair Kline adjourned the meeting at 2:00 p.m.