

BATTLE CREEK AREA TRANSPORTATION STUDY
Policy Committee
Minutes of April 28, 2021 Meeting
Zoom Meeting Format

VOTING MEMBERS PARTICIPATING: Kristy Grestini (for Mallory Avis), Deb Belles, Harry Burdett, Derek King, Amy Lipset (for Annjanette Kremer), Kevin Leiter, Don Mayle, Kristine Parsons (for John Midgley), and Greg Rickmar

NON-VOTING MEMBERS PARTICIPATING: None

VOTING MEMBERS NOT PARTICIPATING: Laveta Hardish and Bill Scutt

NON-VOTING MEMBERS NOT PARTICIPATING: Andy Pickard and Southcentral Michigan Planning Council

OTHERS PARTICIPATING: Jeff Franklin, Brian Kernstock, Pat Karr and Andrew Tilma

Chair Burdett called the meeting to order at 1:31 p.m. via a Zoom conference meeting. The meeting was held virtually due to the continuing COVID-19 pandemic.

ROLL CALL

Karr conducted a roll call of members and any guests. Members indicated their presence for the purpose of establishing a quorum. It was noted that all members are participating virtually and, per the Open Meetings Act Amendment, each member participating virtually indicated their physical location, which is to be included in the minutes.

Members participating remotely and location: Grestini (City of Battle Creek, MI), Belles (Emmett Charter Township, MI), Burdett (City of Springfield, MI), Lipset (City of Kalamazoo, MI), King (City of Battle Creek), Kevin Leiter (Pennfield Charter Township, MI), Mayle (Conway Township, MI), Parsons (Richland Township, MI), and Rickmar (City of Battle Creek, MI).

It was determined that a quorum of the voting members were participating.

APPROVAL OF THE AGENDA

It was moved by Rickmar, supported by Parsons, to approve the agenda. MOTION CARRIED UNANIMOUSLY to approve the agenda.

Res.
21-15

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF THE MINUTES

It was moved by Rickmar, supported by Parsons, to approve the minutes of the March 24, 2021 meeting, as presented, subject to any additions, corrections or changes. MOTION CARRIED UNANIMOUSLY.

**Res.
21-16**

COMMUNICATIONS

Karr reported the following items of communication:

- BCATS received requests for letters of support for local safety project and TEDF project applications being prepared by two local agencies. These requests are addressed under New Business on the current agenda.
- Transportation Improvement Program (TIP) Amendment #11 has been approved by FHWA and FTA.
- BCATS has received input from MDOT departments about the FY 2022 Unified Work Program (UWP) and the comments are being incorporated into the final draft document. This topic will also be addressed later on the agenda.
- BCATS staff participated in a webinar about the proposed changes that the Census Bureau is planning to make regarding determining “urban” areas with the 2020 data.
- There is a meeting coming up in early May relative to follow-up about the I-94/Capital Avenue interchange in relation to overall I-94 work scheduled by MDOT.
- Corey Hackworth, at the Marshall TSC, is coordinating with the local units of government about future work on I-194.
- MDOT has recently hosted a virtual public meeting about work to be done on M-37 from Dickman Road to Creekview Drive. Lipset indicated that the meeting specifically addressed the situation of having to close a portion of the non-motorized trail that crosses M-37 when this work is being done.
- The BCATS TIP Subcommittee met last Wednesday to review funding programs and projects and some of the results of that meeting will be reflected in the proposed May TIP amendment.
- The City of Battle Creek Public Works department staff is coordinating an effort to address traffic progression and congestion on Beckley Road/B Drive N with MDOT and the Calhoun County Road Department.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS**A. Quarterly Financial Report January-March, 2021**

Karr reviewed the two page quarterly financial report for the January-March, 2021 time period for BCATS. She indicated that, halfway through the year, approximately 47% of the budget has been spent. The report was made available to the members in the advance material. There were no questions from the Committee regarding the report.

It was moved by Rickmar, supported by Leiter, to receive and file the January-March, 2021 Quarterly Financial Report, as presented. MOTION CARRIED UNANIMOUSLY.

**Res.
21-17**

B. Letters of Support for Local Agency Safety Project Submittals

Karr indicated that both the Calhoun County Road Department and the City of Battle Creek are planning to submit project applications to MDOT for the FY 2023 local safety program funding category. They both have requested letters of support from BCATS for the projects to be submitted. Karr prepared a memo for the Policy Committee (included in the advance material) outlining the proposed projects. The City and County representatives on the Committee reviewed the details of the applications being prepared. The deadline for submittal of the local safety applications is May 3, 2021.

It was moved by Rickmar, supported by Parsons, to authorize letters of support from BCATS for the local safety program project applications being prepared by the local units of government, based on the information presented. MOTION CARRIED UNANIMOUSLY.

**Res.
21-18**

C. Letters of Support for Local Agency TEDF Project Submittals

Karr stated that both the Calhoun County Road Department and the City of Battle Creek are also preparing to submit applications for the Transportation Economic Development Fund in the Category F funding group for FY 2023. A memo, provided in advance, was developed for these requests as well. It was noted that the County's application would add funding to a project scheduled for a section of Morgan Road in 2023. The deadline for submitting these applications is also May 3, 2021.

It was moved by Rickmar, supported by Leiter, to authorize letters of support from BCATS for the TEDF project applications being prepared by the local units of government, based on the information provided. MOTION CARRIED UNANIMOUSLY.

**Res.
21-19**

D. FY 2022 Unified Work Program (UWP) Draft

Karr noted that the draft of the FY 2022 Unified Work Program (UWP) had been posted for the Committee members to review. This is the document that outlines the activities planned for BCATS for FY 2022, which begins on October 1, 2021. It includes narrative and financial information. Karr asked for any comments on the draft to be provided to her in anticipation of a final draft being prepared for Committee action in May.

As reported under Communications, Karr stated that most of the MDOT comments on the draft UWP have been incorporated into the current draft but that there is one more comment to consider before the final draft is released.

This was an information/discussion item at this time.

COMMENTS**A. Next Meeting**

Chair Burdett announced that the next Policy Committee meeting is scheduled for Wednesday, May 26, 2021, 1:30 p.m. Karr noted that the meeting will still be virtual and that there will be many action items on the agenda. She asked the members to be sure to note this meeting date on their calendars. It is the Wednesday before the Memorial Holiday weekend.

B. Committee Member Comments

Lipset reported that the I-94 widening project in Kalamazoo is underway and delays should be expected when driving in that vicinity. She also noted that pre-work for the major multi-bridge replacement project on I-94 in Calhoun County is continuing with a public meeting soon.

Parsons indicated that the Emmett Township local road project is proceeding for this construction season and is going well. Tree work associated with other projects has been completed for now.

C. Public Comments

There were no public comments.

ADJOURNMENT

Chair Burdett adjourned the meeting at 1:54 p.m.