

BATTLE CREEK AREA TRANSPORTATION STUDY

Policy Committee

Minutes of September 28, 2022 Meeting

VOTING MEMBERS PARTICIPATING: Mallory Avis, Deb Belles, Harry Burdett, Carl Fedders, Jeff Franklin, Joni Jones, Zack Bratschi (for Annjanette Kremer), Kevin Leiter, and Kristine Parsons (for John Midgley)

NON-VOTING MEMBERS PARTICIPATING: None

VOTING MEMBERS NOT PARTICIPATING: Derek King and Laveta Hardish

NON-VOTING MEMBERS NOT PARTICIPATING: Andrew Sibold (FHWA) and Southcentral Michigan Planning Council

OTHERS PARTICIPATING: Brian Kernstock and Andrew Tilma

Chair Burdett called the meeting to order at 1:31 p.m. in the Council Room of the Susan L. Anderson Municipal Building (Springfield City Hall), 601 Avenue A, Springfield, MI 49037.

ROLL CALL

All in attendance introduced themselves and their affiliations. It was determined that there was a quorum of voting members. Tilma explained that BCATS Executive Director Pat Karr was absent due to a health issue requiring hospitalization and that she expects to get home tomorrow and back to work next week.

APPROVAL OF THE AGENDA

It was moved by Fedders, supported by Avis, to approve the agenda. MOTION CARRIED UNANIMOUSLY to approve the agenda.

**Res.
22-40**

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF THE MINUTES

It was moved by Fedders, supported by Belles, to approve the minutes of the August 24, 2022 meeting, as presented, subject to any additions, corrections or changes. MOTION CARRIED UNANIMOUSLY.

**Res.
22-41**

Tilma commented relative to a question about the Marian Burch Adult Daycare Center (MBADC) discussed at the August 24th meeting and reflected in the minutes, that at a meeting of the transit Local

Coordinating Council earlier this month it was announced the MBADC intends to re-open in November and resume transportation service in January, dependent on staffing and demand.

COMMUNICATIONS

Tilma reported the following items of communication:

- A public notice for Amendment #2 to the FY 2023-2026 TIP was published in the Battle Creek Enquirer on September 7th, as well as being posted to the BCATS website.
- Amendment #17 to the FY 2020-2023 TIP, from August, was approved by the federal agencies.
- The new FY 2023 Unified Work Program (UWP) for BCATS has been federally approved.
- BCATS received its distribution from MMRMA for insurance and the total is approximately 35% of the premium that was paid at the beginning of the fiscal year.
- On September 9th, BCATS got confirmation that the Title VI form completed and submitted by Karr in August has been received by MDOT.
- New computer equipment was ordered under the Asset Management program's allowance of updating computer equipment every three years for that program. The cost is 100% covered by the Asset Management program. All ordered equipment has been received and is awaiting set up and software installation & configuration at Tilma's workstation.
- Last month it was noted that Karr would be attending the Asset Management conference today in Traverse City on behalf of BCATS, but unfortunately is not able to do so given her health issue.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

A. Amendment #2 to FY 2023-2026 Transportation Improvement Program (TIP)

Tilma reviewed the proposed amendment to the new TIP, which includes two projects. There is one City of Battle Creek project and one MDOT project proposed for amendment.

Tilma noted that this amendment will be processed in order after the new TIP is federally approved and Amendment #1 adding the new program is official.

It was moved by Fedders, supported by Parsons, to approve Amendment #2 to the FY 2023-2026 TIP, as presented. MOTION CARRIED UNANIMOUSLY.

**Res.
22-42**

B. TIP Amendment Schedule for FY 2023

Tilma reviewed the amendment schedule for fiscal year 2023 for the TIP. This is established each year to provide all of the parties involved with dates and deadlines for each amendment opportunity cycle.

It was moved by Parsons, supported by Avis, to approve the TIP amendment schedule for FY 2023, as presented. MOTION CARRIED UNANIMOUSLY.

**Res.
22-43**

C. Annual Update Regarding BCATS' Continuity of Operation Plan (COOP)

Tilma indicated that only the contact information for the members has been updated this year in the COOP. The relevant pages were posted for the members in the advance material, and copies also distributed at your places today. The updated document will be posted in the Policy Committee member access section once the update is approved.

It was moved by Belles, supported by Parsons, to approve the minor update to the BCATS COOP document for 2022. MOTION CARRIED UNANIMOUSLY.

**Res.
22-44**

COMMENTS**A. Next Meeting**

The next Policy Committee meeting is scheduled for Wednesday, October 26, 2022, 1:30 p.m.

B. Committee Member Comments

Parsons described the status of several Calhoun County Road Dept projects. Fedders noted that the group overseeing the Beckley Rd Corridor Study had met earlier today, and has selected the consultant with the next step to develop an agreement amongst the four participating agencies to fund the study.

Tilma reminded those members of Study Management Committee they would be meeting prior to the next Policy Committee meeting. He also welcomed Zack Bratschi, as a likely frequent alternate for Angie Kremer. Bratschi responded with thanks and explained his position and responsibilities as Operations Manager at the MDOT Marshall TSC.

C. Public Comments

There were no public comments.

ADJOURNMENT

Chair Burdett adjourned the meeting at 1:48 p.m.