

BATTLE CREEK AREA TRANSPORTATION STUDY
Policy Committee
Minutes of October 26, 2022 Meeting

VOTING MEMBERS PARTICIPATING: Mallory Avis, Deb Belles, Harry Burdett, Carl Fedders, Jeff Franklin, Joni Jones, Annjanette Kremer, Kevin Leiter and John Midgley

NON-VOTING MEMBERS PARTICIPATING: None

VOTING MEMBERS NOT PARTICIPATING: Laveta Hardish and Derek King

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

OTHERS PARTICIPATING: Pat Karr and Andrew Tilma

Chair Burdett called the meeting to order at 1:30 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.

APPROVAL OF THE AGENDA

It was moved by Midgley, supported by Kremer, to approve the agenda. MOTION CARRIED UNANIMOUSLY to approve the agenda.

Res.
22-45

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF THE MINUTES

It was moved by Leiter, supported by Fedders, to approve the minutes of the September 28, 2022 meeting, as presented, subject to any additions, corrections or changes. MOTION CARRIED UNANIMOUSLY.

Res.
22-46

COMMUNICATIONS

Karr reported the following items of communication:

- Amendment #2 to the FY 2023-2026 TIP, acted upon locally in September, was approved by the federal funding sources last Wednesday.
- The new FY 2023-2026 TIP was officially approved in September, with BCATS receiving the formal federal approval letter forwarded from MDOT on September 30, 2022.
- Karr has submitted the required Disadvantaged Business Enterprise report to MDOT for April - September 2022.
- BCATS has received the new computer equipment purchased through the Asset Management program. The final billings for FY 2022 have been submitted to MDOT for both the Consolidated Planning Grant and the Asset Management program.
- BCATS has received notification of additional transportation funding, and authority to spend the additional funds, for the BCATS area as a result of MDOT paying back funds that came to the state from the federal government late in the last fiscal year that only MDOT could utilize at that late date in the year. The BCATS TIP Subcommittee will be meeting next Monday to discuss this additional funding and prospects for programming it in FY 2023. Karr noted that the possibility of changes to existing local projects, and/or the addition of new local projects, is the reason that the TIP amendment that would have taken place in November (according to the amendment schedule) is being delayed until December for BCATS Committee action.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

A. Update on Year-End for BCATS and FY 2022 Audit Status

Karr reviewed the current status of the closeout for the FY 2021 Consolidated Planning Grant (CPG) with MDOT and the fact that work on the audit for the FY 2022 year just completed is scheduled for November 3rd with the audit firm. A completed audit for FY 2022 is expected to come to the Policy Committee in January 2023.

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

B. Report from the Study Management Committee (SMC)

1.) Health Insurance for FY 2023

Fedders indicated that this topic was reviewed by the Study Management Committee and that the Committee is recommending continuing with the current health, dental, and life insurance options for BCATS staff, along with the same HSA contributions relative to calendar year 2023.

It was moved by Midgley, supported by Avis, to approve the recommendation of the Study Management Committee regarding the BCATS staff insurance coverage and HSA contributions for calendar year 2023. MOTION CARRIED UNANIMOUSLY.

**Res.
22-47**

2.) Annual Review for A. Tilma, BCATS Principal Transportation Planner

Fedders reported out from the Study Management Committee that a salary adjustment to bring Tilma's salary to the top of his salary range, a roughly just under 2.5% increase, is recommended (which would be effective as of his anniversary date with BCATS, November 2, 2022).

It was moved by Midgley, supported by Avis, to authorize the salary adjustment for Tilma as recommended by the Study Management Committee. MOTION CARRIED UNANIMOUSLY.

**Res.
22-48**

COMMENTS

A. Next Meeting

The next Policy Committee meeting is scheduled for Wednesday, November 16, 2022, 1:30 p.m. This is one week earlier than most months due to the Thanksgiving holiday.

B. Committee Member Comments

Kremer announced upcoming listening sessions for the PEL study involving I-194. She also provided construction updates for the M-37 project near Springfield City Hall, the major I-69 project, and the upcoming I-94 work across the BCATS area. There will be a public meeting on December 5, 2022 to discuss the reconstruction of the Capital Avenue bridge over I-94, which will involve total closure of Capital Avenue at the bridge during that project.

Midgley reported that construction for the season has wrapped up for the Calhoun County Road Department and that agency staff are moving back to a five-day a week, eight hour day schedule from the four-day a week, ten hour day schedule that was in effect for the summer.

Belles indicated that Emmett Township's road project work is wrapping up on the third year of that effort for local roads. Replacement of lead pipes in the Township is also done, which can also impact the road system.

Fedders discussed the topic of the additional funding being made available to BCATS that Karr referenced under Communications. He directed concerns to MDOT about the local area being able to program the large amount of funds within the current fiscal year. Franklin acknowledged Fedders comments.

Avis briefly noted that Battle Creek Transit is being required by the Federal Transit Administration to restate some prior year transit projects in the new FY 2023-2026 TIP and that between herself, Tilma, and Franklin, a way to address this will be worked out.

Tilma thanked the Committee members for their consideration relative to his salary adjustment.

C. Public Comments

There were no public comments.

ADJOURNMENT

Chair Burdett adjourned the meeting at 2:04 p.m.