

BATTLE CREEK AREA TRANSPORTATION STUDY
Policy Committee
Minutes of November 28, 2018 Meeting

VOTING MEMBERS PRESENT: Harry Burdett, Steve Frisbie, Donna Hutchison (for Rich Werner), Annjanette Kremer, Dave Morgan, Eric Mullen, Brian Kernstock (for Kristine Parsons), and Greg Rickmar

NON-VOTING MEMBERS PRESENT: None

VOTING MEMBERS ABSENT: Laveta Hardish, Tim Hill and Rande Johnson

NON-VOTING MEMBERS ABSENT: Andrea Dewey (FHWA) and SMPC

OTHERS PRESENT: Scott Cubberly, Amy Lipset, Lewis Whalen, 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

A quorum was present (see above for voting members present). Introductions of members was completed for the benefit of all in attendance.

APPROVAL OF THE AGENDA

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

Res.
18-50

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF THE MINUTES

It was moved by Morgan, supported by Kernstock, to approve the minutes of the October 24, 2018 meeting, as presented, subject to any additions, corrections or changes. MOTION CARRIED UNANIMOUSLY.

Res.
18-51

COMMUNICATIONS

Karr reported the following items of communication:

- Jen Bomba, Calhoun County Planner, has announced that the County has awarded a contract to Foursquare ITP to conduct a county-wide transit study. It is expected that the work for this effort will be underway soon.
- The federally required “Obligated Projects Report” for 2018 has been completed and has been distributed widely. Members should have received the report via e-mail.
- The required submittal was made to MDOT regarding the performance measure targets after Policy Committee action last month. BCATS has been informed by MDOT that the submission was acceptable.
- The City of Battle Creek’s Recreation Department is working with a consultant to develop an updated recreation plan for the City. A draft plan is expected to be released this winter.
- The auditor was in the BCATS office on November 1st and finished the on-site work. Staff is currently waiting for a draft of the report from the auditor. The Policy Committee will review the audit in December or January.
- Karr noted that she has spoken with Laveta Hardish, Leroy Township Supervisor, regarding the concerns brought up at Policy Committee regarding Leroy Township’s participation on the Policy Committee. After additional discussion, it was noted that no changes related to that Township are recommended at this time.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

A. FY 2017-2020 Transportation Improvement Program (TIP) Amendment #B13/J4

Tilma reviewed the material associated with this proposed amendment to the current TIP. He noted the projects to be amended and those represented as administrative adjustments. He explained the issues with MDOT projects which include work in multiple areas, be it MPOs and/or rural areas. There was general discussion about these type of projects which are included in the BCATS TIP. Tilma also discussed the process involved with the new database system, JobNet, which is being utilized at the state level to manage the TIP, and state STIP programs.

It was moved by Kernstock, supported by Kremer, to approve amendment #B13/J4 to the FY 2017-2020 Transportation Improvement Program, as presented. MOTION CARRIED UNANIMOUSLY.

**Res.
18-52**

B. Holiday Season Impaired Driving Prevention Campaign 2018

Karr indicated that it is the time of year to recognize the national safety campaigns being implemented around the impaired driving prevention effort. She indicated that the proposed resolution under consideration was provided in the advance materials to the Policy Committee members. She noted that the local governmental units have also been asked to adopt similar resolutions supporting this safety campaign.

It was moved by Frisbie, supported by Morgan, to adopt the Holiday Season Impaired Driving Prevention Campaign December 2018 Resolution, as presented. MOTION CARRIED UNANIMOUSLY.

**Res.
18-53**

C. Appointment of Nominating Committee for 2019 Policy Committee Officers

The Chair of the Policy Committee is to appoint two persons to serve as a Nominating Committee to develop and present a slate of officers for the next calendar year for the BCATS Policy Committee. Burdett appointed volunteer Dave Morgan and Kristine Parsons to serve as this year's Nominating Committee. This Committee should report its recommendation for the positions of Chair, Vice-Chair, and Secretary/Treasurer at the next Policy Committee meeting. Karr indicated that she would prepare the memo for the Nominating Committee, if that is desired.

COMMENTS**A. Next Meeting**

Chair Burdett announced that the next Policy Committee meeting is scheduled for Wednesday, December 19, 2018, 1:30 p.m. in the City of Springfield Council Chambers, as per the adopted schedule.

B. Committee Member Comments

Tilma discussed his work in developing a TIP project listing that is readable and understandable for the Committees and the general public. The exports from the JobNet system contain a lot of extraneous information that make the tables too large and cumbersome.

Karr noted that the BCATS TIP Subcommittee has met to review project submittals for the new FY 2020-2023 Transportation Improvement Program (TIP). The development of the new TIP will continue over the next half a year.

C. Public Comments

There were no public comments.

ADJOURNMENT

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