

BATTLE CREEK AREA TRANSPORTATION STUDY

Policy Committee

Minutes of November 15, 2023 Meeting

MEMBERS PRESENT: Voting: Mallory Avis, Deb Belles, Heather Bowden, Harry Burdett, Annjanette Kremer, Kevin Leiter, Dennis McKinley, John Midgley, and Steve Skalski

Non-voting: None

MEMBERS ABSENT: Voting: Laveta Hardish, and Derek King

Non-voting: Jenny Staroska and Southcentral Michigan Planning Council (SMPC)

OTHERS PRESENT: Jeff Franklin, 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

Burdett asked all in attendance to introduce themselves. It was determined that a quorum of the voting members was present.

APPROVAL OF THE AGENDA

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

**Res.
23-51**

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF THE MINUTES

It was moved by Belles, supported by Avis, to approve the minutes of the October 25, 2023 meeting. MOTION CARRIED UNANIMOUSLY.

**Res.
23-52**

COMMUNICATIONS

Franklin shared the following communications:

- BCATS' law firm, Mumford/Schubel/MacFarlane/Barnett sent BCATS a letter indicating a discontinuation of the municipal law portion of their practice. BCATS' representation will conclude December 16th, 2023 (two months after date of the letter). Staff is researching alternative legal services. Staff will continue this search for an amenable proposal and bring those results back to the BCATS Study Management Committee.
- Battle Creek Transit has provided BCATS with its annual Transit Asset Management Performance Measure State of Good Repair Targets, detailing the current useful life benchmarks for transit vehicles, equipment and facilities, with a narrative concerning progress made towards achieving these performance measure targets, and challenges BCT faces. BCATS staff will be bringing a request for support of these targets to BCATS Committees in December (alongside the annual highway and non-motorized safety targets).
- The FY2023 Obligated Projects Report has been printed and mailed to members for posting, and has been posted to the BCATS website. This annual Federally required report details the projects in our MPO area that had funding set aside for them (though construction/implementation may have yet to occur). Overall, BCATS continues to see a greater amount of funding obligated within the MPO area from either the Federal Bipartisan Infrastructure Law, or various State of Michigan efforts.
- BCATS' 2023 audit will be conducted on November 16th. BCATS staff will be fielding requests from BCATS' auditor, Rehmann, throughout that day.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

A. FY 2023-2026 Transportation Improvement Program (TIP) Amendment #7

Tilma reviewed the list of projects being proposed for Amendment #7 to the FY 2023-2026 TIP. There was clarification that 2025 Safety Program Struwin Road project is a chip seal and tree removal, while 2025 Safety Program B Drive South is tree removal only.

It was moved by Midgley, supported by Skalski, to approve the FY 2023-2026 TIP Amendment #7, as presented. MOTION CARRIED UNANIMOUSLY.

**Res.
23-53**

B. National Functional Classification Change Request

Franklin discussed the Calhoun County Road Department NFC proposed change for 6 Mile Road between B Drive North and B Drive South from Local Road to Minor Collector. BCATS staff is seeking MDOT NFC Planner concurrence to this proposed change.

It was moved by Skalski, supported by Avis, to approve the NFC Change Request, as presented. MOTION CARRIED UNANIMOUSLY.

**Res.
23-54**

C. Holiday Season National Enforcement Mobilization 2023

Franklin discussed the 2023 Holiday Season National Enforcement Mobilization campaign, “Drive Sober or Get Pulled Over”. This is a BCATS’ annual outreach effort, as part of an overall safety conscious planning initiative. BCATS staff had provided all member agencies with an example resolution of support for this annual safety campaign to act upon, if the agency so chooses. Franklin noted that Emmett Charter Township took action to recognize this campaign at their Regular Board Meeting held on November 9, 2023.

It was moved by Belles, supported by Skalski, to approve the Chair signing a resolution on this Holiday Season National Enforcement Mobilization campaign for 2023, as presented. MOTION CARRIED UNANIMOUSLY.

**Res.
23-55**

D. Appointment of Nominating Committee for 2024 Policy Committee Officers

Chair Burdett appointed a nominating committee of Burdett, Avis and Skalski. The nominating committee will have their slate of officers for approval at the December meeting. This was an Action of the Chair and there was no vote.

COMMENTS

A. Next Meeting

Chair Burdett announced that the next meeting of the BCATS Policy Committee is scheduled for December 13, 2023 at 1:30 p.m. (early date due to holidays).

B. Committee Member Comments

Kremer reported that construction is wrapping up for winter on I-94. Some of the temporary bridges are being disassembled and removed, while two temporary bridges are remaining for 2024 construction season.

Midgley reported that the County is preparing for winter. Asphalt is still available for patching.

McKinley reported that Bedford Charter Township is currently without a supervisor and has until November 19th to appoint one, or a special election will be held.

Skalski reported that the City of Battle Creek is preparing for winter. The City of Battle Creek submitted several projects to the American Public Works Association, and will receive a project recognition award for the Hill Brady Road/Skyline Drive roundabout.

Avis reported that the Transportation Authority of Calhoun County (TACC) has advertised their revised Articles of Incorporation, given that only Cities have opted in to the TACC (Albion, Battle Creek, Marshall, and Springfield) and language mentioning townships or villages needed to be removed from these Articles of Incorporation. The process to appoint board members to the TACC is ongoing. The board ought to be fully operational in December. Avis reported that contracts for transit services with some businesses is being looked at. An operational agreement has been entered into with the City of Marshall to operate the Marshall Dial-A-Ride. Avis addressed questions about the TACC, and the Marshall Dial-A-Ride contract.

Bowden reported that MDOT has developed a Title VI complaint policy process with FHWA, and will be reporting out about that process at the next MPO association meeting.

C. Public Comments

There were no public comments.

ADJOURNMENT

Chair Burdett adjourned the meeting at 1:50 p.m.