

BATTLE CREEK AREA TRANSPORTATION STUDY
Policy Committee
Minutes of December 20, 2017 Meeting

VOTING MEMBERS PRESENT: Harry Burdett, Adam Heikkila, Angela Kline, Rick Fowler (for John Lanum), Greg Rickmar, Donna Hutchison (for Rich Werner), Mark Dionise and Dave Morgan

NON-VOTING MEMBERS PRESENT: None

VOTING MEMBERS ABSENT: Steve Frisbie, Laveta Hardish and Tim Hill

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

OTHERS PRESENT: Jeff Franklin, Pat Karr and Andrew Tilma

Chair Kline called the meeting to order at 1:33 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 were made for the benefit of all in attendance.

APPROVAL OF THE AGENDA

It was moved by Rickmar, supported by Burdett, to approve the agenda with the addition of item 7.E. Renewal of SSL certificate for 3 years. MOTION CARRIED UNANIMOUSLY.

Res.
17-44

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF THE MINUTES

It was moved by Rickmar, supported by Heikkila, to approve the minutes of the November 15, 2017 meeting, as presented, subject to any additions, corrections or changes. MOTION CARRIED UNANIMOUSLY.

Res.
17-45

COMMUNICATIONS

Karr reported the following items of communication:

- Thank you to all the units of government that passed resolutions in support of the December Drunk and Drugged Driving Prevention efforts.

- The auditor has finalized the audit document for FY 2017. It is now going through Rehmann's internal review. It should still be available for Policy Committee action in January, 2018.
- Last night, the City of Battle Creek officially appointed its two representatives to BCATS. Mark Behnke as the mayor, is automatically a member, per BCATS' bylaws. The second commissioner appointed is Chris Simmons. Mr. Simmons previously served on the BCATS Policy Committee when he was on the Commission. Both of these individuals also have designated a permanent alternate to BCATS. Rich Werner continues to serve as Mayor Behnke's alternate and Greg Rickmar is serving for Commissioner Simmons. A thank you was extended to Werner and Rickmar for continuing to serve in that capacity.
- The consultant for BCT's Master Plan, Foursquare ITP, held several stakeholder meetings at the beginning of December and this project is moving along.
- Calhoun County is expecting to have its Request for Proposals ready to distribute in January, 2018 for a transit study of the rural portion of Calhoun County.
- A meeting of the BCATS TIP Subcommittee was held at BCATS on November 27th for the purpose of discussing the CMAQ and STUL allocations for FY 2018 and beyond. The results of that meeting led to the TIP amendment on the agenda today.
- The statewide Michigan Transportation Planning Association (MTPA) has approved a format for MPOs to submit their targets to MDOT for the performance measures. The first one due is for safety by February 27, 2018 (the safety performance target topic has been discussed at prior Policy Committee meetings). The BCATS Committees will have this item on their respective agendas in January, 2018.
- BCATS received word this week that the City of Battle Creek was successful in its Transportation Alternatives Program (TAP) grant application for a multi-use path along Hill Brady Road from Skyline Drive to M-96 (Dickman Road). This project will be added to the current TIP with the January amendment.
- BCATS received an invitation from the MDOT Marshall Transportation Service Center (TSC) yesterday, announcing the TSC's first ever Calhoun County Traffic Summit to take place on March 1, 2018. More details will follow.

UNFINISHED BUSINESS

There was no unfinished business at this time.

NEW BUSINESS

A. Policy Committee Meeting Schedule for 2018

Karr noted that the proposed meeting schedule was provided in the advance material. The schedule continues the practice of meeting on the 4th Wednesdays of the month, except for two months in 2018.

It was moved by Fowler, supported by Dionise to approve the Policy Committee meeting schedule for 2018, as presented. MOTION CARRIED UNANIMOUSLY.

**Res.
17-46**

B. Election of 2018 Officers for Policy Committee

Burdett presented the recommendations of the Nominating Committee (Burdett and Werner served as the Nominating Committee). The slate presented included Kline as Chair, Burdett as Vice Chair and Werner as Secretary/Treasurer. Kline asked if there were any further nominations from the floor. There were none offered.

It was moved by Heikkila, supported by Morgan to accept the Nominating Committee report as presented and to elect the slate of officers as proposed. MOTION CARRIED UNANIMOUSLY.

**Res.
17-47**

C. Transportation Improvement Program (TIP) Amendment #7

Tilma distributed copies of the public notice and the list of projects proposed for changes in Amendment #7. He reviewed the projects in the proposed amendment and the reason for adding this additional amendment to the schedule. This information was publicized in the *Battle Creek Enquirer*. As part of his review, Tilma summarized the project changes coming out of the November 27th meeting that Karr referenced under “Communications” and how these translated to the current proposed amendment. This included changes to the 2018 and 2019 years of the program. Tilma noted that there will still be a scheduled amendment opportunity in January, 2018.

It was moved by Rickmar, supported by Burdett, to approve Amendment #7 to the FY 2017-2020 Transportation Improvement Program, as presented. MOTION CARRIED UNANIMOUSLY.

**Res.
17-48**

D. Annual Listing of Obligated Projects

Karr distributed copies of the Annual Listing of Obligated Projects that has been completed and provided to a wide variety of agencies and individuals. The document has already been sent to BCATS’ e-mail newsletter list and has been posted on the BCATS website homepage.

This was an information item, not requiring action.

E. Renewal of SSL Certificate for Three (3) Years

Karr informed the members that BCATS had received a renewal notice for the website security certificate that expires in April, 2018. This process is done through the website host, LIAA, located in Traverse City. Rob Astor, BCATS’ contact at LIAA, has indicated that the certificate can be renewed for 1, 2, or 3 years. Karr indicated since the certificate renewal involves a “process” each time it has to be done, it is desirable to go through that as infrequently as possible. Therefore, she is recommending that the upcoming renewal be done for 3 years. The cost is \$75 per year, or \$225 for the 3-year option. There is adequate funding in the appropriate budget to incur the \$225 cost this fiscal year.

It was moved by Rickmar, supported by Fowler, to approve renewing the current SSL certificate through LIAA for a 3-year period at a cost of \$225. MOTION CARRIED UNANIMOUSLY.

**Res.
17-49**

COMMENTS

A. Next Meeting

Chair Kline announced that the next Policy Committee meeting is scheduled for Wednesday, January 24, 2018, 1:30 p.m. in the City of Springfield Council Chambers.

B. Committee Member Comments

There were no Committee member comments.

C. Public Comments

There were no public comments.

ADJOURNMENT

Chair Kline adjourned the meeting at 1:58 p.m.