

BATTLE CREEK AREA TRANSPORTATION STUDY
Policy Committee
Minutes of December 15, 2021 Meeting
Zoom Meeting Format

VOTING MEMBERS PARTICIPATING: Donna Hutchison (for Mallory Avis), Jacob Schacht (for Deb Belles), Harry Burdett, Annjanette Kremer, Barb Darlington (for Kevin Leiter), Luke Walters (for Jeff Franklin), and John Midgley

NON-VOTING MEMBERS PARTICIPATING: None

VOTING MEMBERS NOT PARTICIPATING: Derek King, Laveta Hardish, Greg Rickmar, and Bill Scutt

NON-VOTING MEMBERS NOT PARTICIPATING: Andy Pickard and Southcentral Michigan Planning Council

OTHERS PARTICIPATING: Pat Karr and Andrew Tilma

Chair Burdett called the meeting to order at 1:32 p.m. via a Zoom conference meeting. The meeting was held virtually due to the continuing COVID-19 pandemic issues with in-person meetings.

ROLL CALL

Tilma conducted a roll call of members and any guests. Members indicated their presence for the purpose of establishing a quorum. It was noted that all members are participating virtually and, per the Open Meetings Act Amendment, each member participating virtually indicated their physical location, which is included in the minutes below.

Members participating remotely and location: Hutchison (City of Battle Creek, MI), Schacht (Emmett Charter Township, MI), Burdett (City of Springfield, MI), Kremer (City of Marshall, MI), Darlington (Pennfield Charter Township, MI), Walters (Delta Township, MI), and Midgley (Marshall Township, MI).

It was determined that a quorum of the voting members were participating.

APPROVAL OF THE AGENDA

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

Res.
21-44

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF THE MINUTES

It was moved by Kremer, supported by Midgley, to approve the minutes of the November 17, 2021 meeting, as presented, subject to any additions, corrections or changes. MOTION CARRIED UNANIMOUSLY.

**Res.
21-45**

COMMUNICATIONS

Tilma and Karr reported the following items of communication:

- BCATS is still waiting for the draft audit form the Rehmann Robson auditor, but BCATS has the preliminary figures and rates from the audit document. It is hoped that the audit will be on the January Policy Committee meeting.
- Funding information for the Infrastructure Investment and Jobs Act (IIJA), which was approved by Congress and signed by President Biden, is expected to be released to the states yet this week. However, since Congress has still only been extending funding obligation in FY 2022 a couple of months at a time, it may be that the new funding that should be available for 2022 will not be authorized in time to actually program it this fiscal year. Walters provided additional information about the funding situation with the IIJA.
- The necessary documentation of the Policy Committee action last month to reaffirm the 2040 Metropolitan Transportation Plan was provided to MDOT.
- BCATS staff has completed and submitted to MDOT the Final Acceptance Report for FY 2021. This is a summary of the work activities for the year and a financial table for each work activity comparing the budget to amount expended. This is a federally required report, due to be submitted by the end of December each year.
- Karr thanked all of the units of government that took action on the impaired driving prevention resolution for this month's focused safety effort.
- The federally required Obligated Projects Report for FY 2021 is underway and also due to be completed and published by the end of December. The MDOT JobNet database system is set to provide a listing of projects for each MPO to use for that report the beginning of next week. This is cutting it close for getting the report done on time, but BCATS staff will do their best to get this completed.
- BCATS received a total of \$632 back from MMRMA as a net distribution from the insurance group. BCATS' premium for last year was approximately \$2,300, so that is about 27% of the premium returned.
- BCATS received Battle Creek Transit's State of Good Repair targets for 2022. This item will be on the January Committee agenda for consideration.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

A. Policy Committee Meeting Schedule for 2022

Karr reviewed the proposed meeting schedule for the coming year. She noted that the Policy Committee will be meeting the fourth Wednesday of each month, unless otherwise noted. Some meetings may be cancelled if there is not business to conduct. The Technical Committee approved its portion of the meeting schedule two weeks ago. This joint schedule will be posted on the BCATS website, at the office, and will be sent out to known private transportation providers.

There was discussion about the Policy Committee December 2022 meeting date and the members decided to move that date to December 14th from December 21st to further distance the meeting from the holiday time period. Karr indicated that she will make that change to the schedule before it is posted. This will mean only one week between the Technical and Policy Committee meetings in December.

It was moved by Midgley, supported by Kremer, to approve the Policy Committee meeting schedule for 2022, as amended. MOTION CARRIED UNANIMOUSLY.

**Res.
21-46**

B. Election of 2022 Officers for Policy Committee

Midgley reported for the Nominating Committee that the current officers are willing to continue in their current roles for 2022. Therefore, the slate of officers for 2022 is Chair - Harry Burdett, Vice-Chair - John Midgley, and Secretary/Treasurer - Greg Rickmar.

It was moved by Kremer, supported by Darlington, to elect the slate of officers as presented by the Nominating Committee. MOTION CARRIED UNANIMOUSLY.

**Res.
21-47**

COMMENTS

A. Next Meeting

The next Policy Committee meeting is scheduled for Wednesday, January 26, 2022, 1:30 p.m - per the just adopted meeting schedule. As of right now, the January meetings will be in-person meetings.

B. Committee Member Comments

There were no specific Committee member comments. There was a general wishing of a Happy Holidays by Policy Committee members.

C. Public Comments

There were no public comments.

ADJOURNMENT

Chair Burdett adjourned the meeting at 1:45 p.m.