

KALAMAZOO AREA TRANSPORTATION STUDY POLICY COMMITTEE
DRAFT Minutes of the December 18, 2019 Meeting

CALL TO ORDER

The December 18, 2019 Policy Committee Meeting was called to order by Chair Randy Thompson at 9:01 a.m.

INTRODUCTIONS

Introductions were made by all present.

ROLL CALL

Britigan introduced Robin Madaras, the new City of Parchment alternate replacing Heasley. Meeting attendance was recorded on the sign-in sheet.

MEMBERS PRESENT

Curtis Aardema	Central County Transportation Authority
Dan Bishop	Village of Lawton
Rob Britigan	City of Parchment
Marsha Drouin, Treasurer	Richland Township
Libby Heiny-Cogswell, Vice Chair	Oshtemo Township
Jeff Heppler	Village of Augusta
Carl Keller	Village of Vicksburg
Greg Kinney	Van Buren County Road Commission
Nicolette Leigh	Kalamazoo Township
Tracey Locey	Brady Township
Don Mayle	MDOT, Planning
Sarah Moyer-Cale	Village of Paw Paw
Patricia Randall	City of Portage
Jeff Sorensen	Cooper Township
Tom Swiat	Prairie Ronde Township
Randy Thompson, Chair	Comstock Township
Jerry VanderRoest	Charleston Township
Mark Worden	Road Commission of Kalamazoo County

MEMBERS ABSENT

David Anderson	City of Kalamazoo
Carol Daly	Village of Mattawan
Jason Gatlin	Wakeshma Township
Pamela Goodacre	Kalamazoo County Transportation Authority
Tracy Hall	Kalamazoo County
Pete Pfeiffer	Michigan Department of Transportation, TSC
Paul Schincariol	Van Buren County Road Commissioners
Don Ulsh	Schoolcraft Township

OTHERS PRESENT

Jeff Breneman	Western Michigan University
John Hinkle	Texas Township
Robin Madaras	City of Parchment
Megan Mickelson	KATS
Fred Nagler	KATS
Josh Owens	Oshtemo Township

Elizabeth Rumick
Paul Sotherland
Jon Start
Steve Stepek

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CHANGES OR ADDITIONS TO THE AGENDA

No changes or additions to the agenda were requested.

APPROVAL OF THE AGENDA

MOTION by Drouin, SECOND by Heiny-Cogswell, ***“to approve the agenda of the December 18, 2019 Policy Committee Meeting.”*** MOTION APPROVED.

CITIZENS’ COMMENTS

No citizens’ comments were made.

CONSENT AGENDA

MOTION by Sorensen, SECOND by Hinkle, ***“to accept and approve the items on the Consent Agenda as listed.”*** MOTION APPROVED.

FY 2020 – 2023 TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENTS

Start referred to the four proposed amendments included in the meeting materials. Two projects have budget adjustments over 24 percent. The Central County Transportation Authority amendment is an abandonment of a duplicate project. The I-94 at Exit 56 portion of the Michigan Department of Transportation project falls in the Kalamazoo Area Transportation Study area, so the project has been added. Kalamazoo Area Transportation Study along with the Technical Committee recommends the Policy Committee approve the proposed amendments.

MOTION by Drouin, SECOND by Sorensen, ***“to approve the FY 2020-2023 Transportation Improvement Program Amendments.”*** MOTION APPROVED.

RESOLUTION OF SUPPORT FOR VILLAGE OF PAW PAW TRANSPORTATION ALTERNATIVES PROGRAM PROJECT APPLICATION

Start referred to draft resolution in the packet, explaining the Village of Paw Paw application to Michigan Department of Transportation (MDOT) for use of the Statewide Transportation Alternative Program funds for its pedestrian safety improvements on Michigan Avenue. MDOT now requires Metropolitan Planning Organization support before granting funds. Kalamazoo Area Transportation Study Staff recommends the Policy Committee take action to approve the resolution and authorization of the Chair to sign on its behalf. Moyer-Cale detailed the project mainly involves reconstructing sidewalks by removing steps.

MOTION by Sorensen, SECOND by Hinkle, ***“to approve the Resolution of Support for the Village of Paw Paw Transportation Alternatives Program Project Application.”*** MOTION APPROVED.

2020 POLICY COMMITTEE MEETING SCHEDULE

Included in the meeting materials, Start noted the April 29, 2020 meeting will be moved to April 22, 2020 since it is in conflict with the Michigan Township Association conference. Meetings will continue to be held at Metro- 530 North Rose St. Kalamazoo. Kalamazoo Area Transportation Study recommends approval of the schedule.

MOTION by Heiny-Cogswell, SECOND by Sorensen, ***“to approve the 2020 Policy Committee Meeting Schedule with one change noted above.”*** MOTION APPROVED.

ELECTION OF 2020 POLICY COMMITTEE OFFICERS

As a member of the Nominating Committee, Sorensen explained current officers:

- Randy Thompson, Chair
- Libby Heiny-Cogswell, Vice Chair
- Marsha Drouin, Treasurer

Agreed to continue another year term and no nominations were received. The subcommittee recommends current officers continue.

MOTION by Sorensen, SECOND by Britigan, ***“to Reappoint the Policy Committee Officers for 2020.”***
MOTION APPROVED.

AUDIT ENGAGEMENT LETTER

Start stated per the auditor’s request, the engagement letter explaining the Fiscal 2019 financial audit of Kalamazoo Area Transportation Study by Maner Costerisam Certified Public Accountants was included the meeting materials for Policy Committee review.

PUBLIC TRANSPORTATION UPDATES

Aardema reported basic maintenance and painting was approved at the Central County Transportation Authority’s last meeting. Central County Transportation Authority continues to prepare for its millage request on the upcoming March 2020 ballot by communicating to the public. The Metro Youth Mobility Pilot Program which provides bus passes to Kalamazoo Public School High School Students experienced high ridership challenges resulting in program adjustments. Apply on the county’s website for the open Kalamazoo County Transportation Authority board position if interested.

EXECUTIVE DIRECTOR’S REPORT

Start updated City of Kalamazoo street planning continues with the consulting team and city staff working together. Another public meeting will be held in early 2020.

Kalamazoo Area Transportation Study (KATS) continues to receive shapefiles of Capital Improvement Projects for the Infrastructure Mapping Project. The map shows all major projects in Kalamazoo County at one time and can expand to the KATS area in Van Buren County. Although private utility project information has not been received, the map is a valuable tool to coordinate projects. KATS appreciates support of the Infrastructure Mapping Project and reminds attendees to continue to update KATS with all projects, including sewer projects, to add to the map.

NEW BUSINESS

In January, Kalamazoo Area Transportation Study (KATS) will host a KATS 101 training session at their office and are open to offering other training as requested.

CITIZEN COMMENTS

No citizens’ comments were made.

MEMBER COMMENTS

Worden reminded attendees to drive carefully, snow plows are out. For townships that didn’t see the email, Road Commission of Kalamazoo County Parkland letter is delayed one week from the 20th to the 27th.

Britigan reported the City of Parchment continues lead water service line replacement which should be wrapped up by the end of January. The City is closing today on its purchase of a 65-acre former mill site property from River Reach Partners LLC.

Kinney stated the Van Buren County Road Commission’s interviews for the final two Managing Director candidates will be at the office in Lawrence at 325 West James Street December 19, 2019 at 4:00 p.m. and 4:30 p.m. Interviews are open to the public and the commission’s regular meeting will follow at 5:00 p.m.

Heppler reported Village of Augusta is working on its 2020 contract for road improvements and is pleased with previous progress and partnerships with Kalamazoo Area Transportation Study, the county and state. Augusta submitted and received back bids for 2020 projects and is looking at weight limit laws on streets.

Moyer-Cole thanked the committee for the resolution of support for the Village of Paw Paw.

Randall thanked attendees for last meeting's warm welcome to Joe La Margo, new City of Portage City Manager. La Margo brings Michael Carroll from Orland Park, who will start January 6, 2020 as the city's new Deputy Manager. The City has raised nearly 4 million dollars for the new proposed Senior Center. A ribbon cutting ceremony for the new Stryker facility on Portage Road will be held on January 27, 2020.

Thompson reported Michigan Avenue in Comstock Township is back open.

ADJOURNMENT

There being no other business, Chair Randy Thompson adjourned the December 18, 2019 Policy Committee Meeting at 9:30 a.m.

Next Meeting: Wednesday January 29, 2020 - 9:00 a.m.