

KALAMAZOO AREA TRANSPORTATION STUDY POLICY COMMITTEE
Minutes of the November 18, 2020 Meeting

CALL TO ORDER

The November 18, 2020 Policy Committee Meeting was called to order remotely by Cooper Township Sorensen, substitute for Chair Randy Thompson, at 9:05 a.m.

INTRODUCTIONS

Participants in the remote meeting stated name and agency.

ROLL CALL

Remote meeting attendance was recorded on the sign-in sheet.

MEMBERS PARTICIPATING

Curtis Aardema	Central County Transportation Authority
Rob Britigan	City of Parchment
Carol Daly	Village of Mattawan
Marsha Drouin, Treasurer	Richland Township
Jason Gatlin	Wakeshma Township
John Gisler	Kalamazoo County
Libby Heiny-Cogswell, Vice Chair	Oshtemo Township
Jeff Heppler	Village of Augusta
Lisa Imus	Village of Lawton
Martin Janssen	Kalamazoo County Transportation Authority
Carl Keller	Village of Vicksburg
Greg Kinney	Van Buren County Road Commission
Nicolette Leigh	Kalamazoo Township
Tracey Locey	Brady Township
Don Mayle	Michigan Department of Transportation, Planning
Sarah Moyer-Cale	Village of Paw Paw
Chris Praedel	City of Kalamazoo
Patricia Randall	City of Portage
Jeff Sorensen	Cooper Township
Paul Sotherland	KATS Citizens Advisory Committee
Randy Thompson, Chair	Comstock Township
Jerry VanderRoest	Charleston Township
Mark Worden	Road Commission of Kalamazoo County

MEMBERS ABSENT

John Hinkle	Texas Township
Pete Pfeiffer	Michigan Department of Transportation, TSC
Don Ulsh	Schoolcraft Township

OTHERS PARTICIPATING

Carrie DenBraber
Fred Nagler
Elizabeth Rumick
Steve Stepek
Ali Townsend

Michigan Department of Transportation
Kalamazoo Area Transportation Study
Kalamazoo Area Transportation Study
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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 Praedel, SECOND by VanderRoest, ***“to approve the agenda of the November 18, 2020 Policy Committee Meeting.”*** MOTION APPROVED.

PUBLIC COMMENTS

No public comments were made.

CONSENT AGENDA

- ACCEPTANCE OF THE TREASURER’S REPORT
- ACCEPTANCE OF THE TECHNICAL COMMITTEE REPORT (NOVEMBER 5, 2020)
- ACCEPTANCE OF THE SOUTHCENTRAL MICHIGAN PLANNING COUNCIL REPORT
- APPROVAL OF THE MINUTES FROM THE OCTOBER 28, 2020 MEETING

MOTION by Leigh, SECOND by Locey, ***“to accept and approve the items on the Consent Agenda.”*** MOTION APPROVED.

REAFFIRMATION OF THE KATS 2045 METROPOLITAN TRANSPORTATION PLAN

Referring to the resolution included in the meeting materials, Stepek highlighted that the Kalamazoo Area Transportation Study (KATS) had discussions with Michigan Department of Transportation, Federal Highway Administration, and the Federal Transit Administration regarding the development of the KATS 2050 Metropolitan Transportation Plan (MTP). All parties agree with the recommendation to reaffirm the 2045 Metropolitan Transportation Plan until November of 2021 from the currently planned approval date of April, 2021. Due to the ongoing pandemic, KATS staff has been limited in their ability to engage the public. Extending the current plan for an additional 7 months will give KATS staff and member agencies additional time to engage the public in the planning process. The KATS Technical Committee approved the reaffirmation.

MOTION by Daly, SECOND by Drouin, ***“to approve the Reaffirmation of the KATS 2045 Metropolitan Transportation Plan until November of 2021.”*** MOTION APPROVED.

2021 SAFETY TRANSPORTATION PERFORMANCE MEASURES

Included in the meeting materials is the Kalamazoo Area Transportation Study’s (KATS) Resolution to support State Safety Targets and a Michigan Department of Transportation guide on Safety Performance Measures and Targets. Annually, as part of the required federal performance measures, KATS is asked to either develop its own safety targets for the coming calendar year or to support the state targets. In previous years, KATS has chosen to support the state targets. Target predictions were hampered due to the COVID environment. As requested by the Technical Committee, KATS Staff is preparing and will share a one-page status summary report showing where

the KATS stands now. The Technical Committee supported the state safety targets at their November 5, 2020 meeting and recommended adoption. Staff recommends that the Policy Committee approve the state targets as documented and authorize the Chair to sign the Resolution of Support for 2021 Safety Targets on behalf of the Policy Committee.

MOTION by Britigan, SECOND by Drouin, ***“to approve 2021 Safety Transportation Performance Measures.”*** MOTION APPROVED.

2021 POLICY COMMITTEE MEETING SCHEDULE

The 2021 draft Policy Committee meeting schedule is included in the packet. Stepek explained the schedule maintains the last Wednesday of the month schedule, except for November and December when the meetings are moved to the prior week due to the holidays. KATS staff is recommending adjusting the start time of the meetings from 9:00 am to 9:30 am for a few reasons:

- When we begin to meet in person again, it will give additional time for room preparation at Metro Transit. Metro’s doors do not open until 8:00 am and it is often difficult to have the room prepared by 9:00 am.
- It will allow additional travel time for members.
- While meeting online, it is recommended to not start meetings at the top of the hour, to help alleviate potential bandwidth issues.

Britigan opined that keeping the meeting start time at 9:00 a.m. would be preferable to those with other day jobs. Locey of Brady Township, Praedel of City of Kalamazoo, and Sorensen of Cooper Township, stated preference to maintain the 9:00 a.m. meeting start time.

Roll call vote was taken on changing the meeting start time to 9:30 a.m. Of voting members in attendance, all voted “Nay” except Mayle of MDOT Planning and Moyer-Cale of Village of Paw Paw.

MOTION by Locey, SECOND by Drouin, ***“to maintain the current 9:00 a.m. Policy Committee Meeting Start Time.”*** MOTION APPROVED.

Regarding Policy Committee Meeting dates, Sorensen reported there is nothing concrete for township meetings yet. The Committee can amend meeting dates a month prior if needed.

MOTION by Keller, SECOND by Locey, ***“to approve the 2021 Policy Committee Meeting Date Schedule.”*** MOTION APPROVED.

FY 2020 AUDIT ENGAGEMENT LETTER

Stepek reported the Audit Engagement Letter is included in the packet for your information. The audit is underway and to the extent possible, will be virtual.

ELECTION FOR 2021 POLICY COMMITTEE OFFICERS

The Policy Committee elects officers to serve on an annual calendar year basis. Stepek stated Kalamazoo Area Transportation Study is looking for volunteers to serve on a Nominating Committee in order to take action on candidates at the December meeting. Current KATS Policy Committee Officers are Randy Thompson (Chairperson), Libby Heiny-Cogswell (Vice-Chairperson), and Marsha Drouin (Treasurer). Thompson, Drouin, and Jeff Sorensen, volunteered to serve on the Nominating Committee.

MOTION by Janssen, SECOND by Heiny-Cogswell, *“to approve Thompson, Drouin, and Sorensen to serve on the 2021 Policy Committee Officer Nominating Committee.”* MOTION APPROVED.

PUBLIC TRANSPORTATION UPDATES

Janssen reported Kalamazoo County Transportation Authority is planning a millage request issuance for November 2021. Western Michigan University Metro routes have resumed after a temporary shut-down due to COVID. However, there will be no campus bus service when the University is shut down from November 20, 2020 through January 11, 2021. Metro’s Duke Route is still not running.

Aardema from Central County Transportation Authority (CCTA) reported the Metro Safety Plan has been updated and reflects changes related to COVID. Discussions are on-going with legal consultants on how meetings will be held due to COVID. Virtual meetings have been approved for at least the next couple of months. Metro’s previously discussed reduction of service due to COVID related issues, has been increased. Essential service continues.

EXECUTIVE DIRECTOR’S REPORT

Steppek stated that in addition to the memo included in the meeting materials, Kalamazoo Area Transportation Study staff member Megan Mickelson’s baby girl was born today at 6:26 a.m.

NEW BUSINESS

No new business was brought forth.

PUBLIC COMMENTS

No public comments were made.

MEMBER COMMENTS

Britigan of the City of Parchment, and Randall of the City of Portage wished attendees a Happy Thanksgiving.

Representing Cooper Township, Sorensen congratulated Thompson on his close win of about 70 votes in the recent elections to continue as the Comstock Charter Township Supervisor. Sorensen wished all a Happy Thanksgiving.

Leigh of Kalamazoo Township reported this will be her last meeting. Kalamazoo Charter Township Supervisor Don Martin will be assigning a new representative. Leigh enjoyed participation in Kalamazoo Area Transportation Study Policy Committee meetings and may continue as a public citizen.

Heiny-Cogswell thanked Leigh for her service. Heiny-Cogswell reported the Oshtemo Township Sewer Bond proposal failed so further road work related to the project is suspended indefinitely.

Imus of the Village of Lawton gave a shout-out to local businesses reminding attendees to support them.

Gisler of Kalamazoo County recently attended a County Board of Canvassers sessions. Gisler encouraged meeting participants to attend a session as well. Gisler has confidence in the certification of the election returns. Contact Timothy Snow on the Kalamazoo County Board of County Canvassers for information.

Worden said “Go Bronco’s” as Western Michigan University football plays rival Central Michigan University tonight. The Road Commission of Kalamazoo County (RCKC) opened O Avenue, the last of

the flooded roads in the County to open. RCKC is working on a paving job on 11th Street in Oshtemo Township.

Thompson thanked Sorensen for running today's meeting in light of technology issues. Thompson is appreciative for another term.

ADJOURNMENT

Stepak thanked Sorensen for running today's meeting. Stepak reminded participants that the December meeting will include both Transportation Improvement Program Amendments and action items making it important to meet quorum.

There being no other business, Sorensen adjourned the November 18, 2020 Policy Committee Meeting at 9:25 a.m.

Next Meeting: Wednesday, December 16, 2020 - 9:00 a.m.