

Region 2 Planning Commission

Serving Hillsdale, Jackson and Lenawee Counties

MINUTES

Region 2 Planning Commission – Executive Committee
Lenawee District Library
4459 W. U.S. 223
Adrian, MI 49221

Thursday, April 11, 2019

- I. **Call to Order** – Chair Tillotson called the meeting to order at 2:02 p.m. A quorum was present.

Executive Committee Members:

✓ Beeker	✓ Guetschow	✓ Sigers
✓ Burtch	✓ Jancek	✓ Terry
✓ Driskill	✓ Knoblauch	✓ Tillotson
✓ Duckham	✓ Kubish	✓ Welsh
✓ Gaede	✓ Overton	✓ Wittenbach
✓ Gould	✓ Poole	✓ Wonacott
✓ Grabert	Rohr	

Key: ✓ = present

Other Commissioners Present: Bair, Elwell, Palmer, Southworth

Others Present: Jim Van Doren, Lenawee Now

Staff Present: Bauman and Duke

- II. **Pledge of Allegiance** – Those in attendance joined in the Pledge of Allegiance.
- III. **Approval of the Agenda** – Mr. Duke announced four (4) additions/corrections to the April agenda – add a presentation by Jim Van Doren, Lenawee Now; Item 9 should be House Bill 4046 not 4095; Item 12 should be FY 2018 not FY 2019; and under Other Business add a Notice of Intent for Rives Township Master Plan.

A motion was made by Comm. Jancek, supported by Comm. Welsh, to approve the amended April 11, 2019 Executive Committee agenda as presented. The motion carried unanimously.

- IV. **Public Comment** – Chair Tillotson announced the first opportunity for public comment. No public comments were received.
- V. **Approval of Minutes of the February 14, 2019 Executive Committee Meeting** – The motion was made by Comm. Kubish, supported by Comm. Grabert, to approve the February 14, 2019 Executive Committee meeting minutes as presented. The motion carried unanimously.
- VI. **Receipt of the Treasurer’s Report of March 31, 2019** – The motion was made by Comm. Jancek, supported by Comm. Wittenbach, to approve receipt of the R2PC Treasurer’s Report for March 31, 2019. The motion carried unanimously.
- VII. **Approval of the April 11, 2019 Submitted Bills** – A motion was made by Comm. Grabert, supported by Comm. Driskill, to approve payment of the April 11, 2019 submitted bills as presented. The motion carried unanimously.
- VIII. **Staff Progress Report for March, 2019** – Mr. Duke highlighted staff activities for March, 2019, as follows:
- 2019 RPI Challenge Grant application form was updated and will be posted in early April on the R2PC website
 - Staff attended the Annual OHSP Traffic Safety Conference in East Lansing
 - The Rural Task Force, Small Urban, and CMAQ federal-aid eligible projects were finalized and posted on the R2PC website for comments
 - The first round of public engagement meetings for input on the joint City of Jackson/Jackson County non-motorized plan are planned for the first week of May
 - Several amendments to the TIP were processed through the JACTS Committee process and forwarded to MDOT and FHWA for approval
 - Master Plan assistance – Village of Brooklyn, Jackson County, Leoni Township, Village of Parma, Napoleon Township, Spring Arbor Township, Woodstock Township, and the Village of Springport
 - Recreation Plans – Jackson County and Summit Township
- IX. **Lenawee Now Update** – Mr. Jim Van Doren, Director, gave a PowerPoint presentation highlighting the projects, activities, and goals undertaken by Lenawee Now, the economic development organization for Lenawee County.
- X. **Approval Authorizing the R2PC Chair to Sign the Resolution Opposing House Bill No. 4046** – Mr. Bauman reported at the March R2PC Full Commission meeting, staff had been requested to prepare a resolution opposing House Bill No. 4046. The proposed legislation attempts to curtail the zoning control vested in local units of government by the Michigan Zoning Enabling Act.
- The motion was made by Comm. Jancek, supported by Comm. Wittenbach, authorizing Chair Tillotson to sign the resolution, on behalf of the R2PC, opposing House Bill No. 4046. The motion carried unanimously.
- XI. **Approval of Amendments to the JACTS FY 2017-2020 Transportation Improvement Program (TIP)** – Mr. Duke reported the following amendments to the JACTS FY 2017-2020 were submitted by MDOT for consideration by the Region 2 Planning Commission:

FY	Job no.	Phase	Project Name	Limits	Length	Project Description	Budget	Federal Fund Source	Amendment Type
2020	206924	CON	Countywide	Countywide	0	Edgeline pavement markings	Fed \$214,250 Local \$23,806 Total \$238,056	HSIP	Phase Add
2020	207182	CON	Multiple Routes	Various Locations	0	Upgrade Stop & Stop Ahead signs	Fed \$19,201 Local \$2,134 Total \$21,335	HSIP	Phase Add
2020	207225	CON	Jefferson Rd	US127 – Hyde Road	1.038	Tree removal, pavement markings, intersection sign upgrades	Fed \$58,500 Local \$6,500 Total \$65,000	HRRR	Phase Add
2020	207226	CON	W Michigan Ave	Chapel Rd – Sandstone Rd	2.013	Tree removal, intersection sign upgrades	Fed \$130,464 Local \$14,496 Total \$144,960	HRRR	Phase Add
2020	207227	CON	S Jackson Rd	S Jackson Rd at Lindsey Rd	0.233	Intersection realignment, construct turn lanes	Fed \$169,964 Local \$18,885 Total \$188,849	HRRR	Phase Add

Mr. Duke presented the following proposed TIP amendment submitted by the Jackson Area Transportation Authority (JATA):

FY	Project Name	Limits	Work Type	Description	Fed Cost	Fed Fund Source	State Cost	Total Cost
2019	Transit Operating	Countywide	Transit Operations	Transit Operating Funds	\$37,085	5311	\$37,085	\$74,170

A motion was made by Comm. Jancek, supported by Comm. Wittenbach, to approve the proposed MDOT and JATA amendments as presented. The motion carried unanimously.

XII. **Approval Authorizing the R2PC Chair and Executive Director to Sign the Resolutions Supporting the City of Jackson and the Jackson County Department of Transportation’s FY 2022 Local Bridge Program Grant Applications** – The motion was made by Comm. Jancek, supported by Comm. Kubish, approving the resolutions supporting the City of Jackson and Jackson County Department of Transportation’s FY 2022 Local Bridge Program grant applications and authorizing Chair Tillotson and Executive Director Duke to sign the resolutions. The motion carried unanimously.

XIII. **Approval Authorizing the R2PC Chair to Sign the Resolutions Supporting the Extension of the FY 2018 EDA Partnership Planning Grant** – Mr. Bauman explained the Economic Development Administration (EDA) is requesting authorization by the R2PC to transition the Partnership Planning grant from an October 1 – September 30th fiscal year to a traditional calendar year schedule. To accomplish this, the EDA has provided the R2PC an opportunity to apply for an additional \$8,750 to fund a “fifth” quarter for the FY 2018 grant.

The motion was made by Comm. Jancek, supported by Comm. Grabert, authorizing Chair Tillotson to sign the resolution committing the required fifty (50) percent local matching funds and authorizing Mr. Bauman to sign and submit any documents related to the EDA Partnership Planning grant extension application. The motion carried unanimously.

- XIV. **Other Business** – As required by the Michigan Enabling Act legislation, Mr. Duke reported that notices of intent to prepare, amend, or adopted master plans were received from City of Hillsdale, Rives Township, and Napoleon Township.

The Committee also reviewed notices of intent from (1) the MDNR to apply for a Michigan Natural Resources Trust funding to acquire additional recreation land at the Waterloo Recreation area; and (2) the R2PC's EDA application requesting a fifth quarter of funding for the FY 2018 Partnership Planning grant; and three (3) an application from Align Lenawee requesting Rural Development Block Grant funds for the Adrian Armory Kitchen Incubator project. No comments were received.

Mr. Duke reported the Greenway Collaborative consulting team, in conjunction with R2PC staff, will be hosting ten (10) public outreach meetings between May 6 – 10 to solicit comments regarding the development of the joint City of Jackson / Jackson County non-motorized plan. A memorandum listing the locations, dates and times of the meetings was included in the agenda packet.

No other business was brought before the Committee.

- XV. **Public Comment / Commissioner Comments** – No comments were received.
- XVI. **Adjournment** – There being no further business, the meeting was adjourned at 2:55 pm by Chair Tillotson on a motion by Comm. Jancek, and supported by Comm. Beeker.

Pete Jancek
Secretary