

Region 2 Planning Commission

Serving Hillsdale, Jackson and Lenawee Counties

MINUTES

Region 2 Planning Commission – Executive Committee
Hillsdale City Hall
97 N. Broad Street
Hillsdale, MI 49242

Thursday, August 12, 2021

- I. **Call to Order** – Chair Terry called the meeting to order at 2:10 p.m. A quorum was present.

Executive Committee Members:

✓ Bair	Grabert	✓ Terry
✓ Beeker	Greene	✓ Tillotson
Drake	Guetschow	Witt
Driskill	✓ Jancek	✓ Wittenbach
Duckham	Kubish	
✓ Elwell	Overton	
Gaede	Sigers	
✓ Gould	Swartzlander	

Key: ✓ = present

Other Commissioners Present: Christine Beecher; Judy Southworth

Others Present: Chad Cumberworth, Jackson Area Transportation Authority; Sue Smith, Hillsdale EDP

Staff Present: Duke, Hurt

- II. **Pledge of Allegiance** – Those present rose for the Pledge of Allegiance.
- III. **Approval of the Agenda** – A motion was made by Comm. Tillotson, supported by Comm. Bair, to approve the August 12, 2021 Executive Committee agenda as presented. The motion carried unanimously.
- IV. **Public Comment** – Chair Terry announced the first opportunity for public comment. No public comments were received.

- V. **Approval of Minutes of the June 10, 2021 Executive Committee Meeting** – A motion was made by Comm. Jancek, supported by Comm. Bair, to approve the June 10, 2021 Executive Committee meeting minutes as submitted. The motion carried unanimously.
- VI. **Receipt of the Treasurer’s Report of July 31, 2021** – A motion was made by Comm. Bair, supported by Comm. Jancek, to approve receipt of the Treasurer’s Report for July 31, 2021. The motion carried unanimously.
- VII. **Approval of the August 12, 2021 Submitted Bills** – A motion was made by Comm. Jancek, supported by Comm. Bair, to approve payment of the August 12, 2021, submitted bills as presented. The motion carried unanimously.
- VIII. **Staff Progress Report for July, 2021** – Mr. Duke presented highlights from the staff report:
- Staff conducted the second CEDS Committee meeting
 - Staff sent out approximately 150 surveys to property owners in the Leoni Downtown Development District to gather input for the strategic plan
 - The R2PC will be hosting an informational workshop on the American Rescue Plan Act (ARPA) funding on October 13th
 - Staff conducted Rural Task Force meetings in each of the three counties to allocate HIP Covid transportation funds
 - Staff developed base-year socio-economic data for the JACTS 2050 Long Range Transportation Plan update
 - Staff preparing the FY 2022 OHSP enforcement grant
 - Staff submitted the draft Jackson County Hazard Mitigation Plan to the MSP for review and comment
 - Staff continued working on numerous master/recreation plans throughout the region
- IX. **Hillsdale Economic Development Partnership Update** – Ms. Sue Smith, CEO, updated the Committee on recent activities the Hillsdale Economic Development Partnership staff assisted with or participated in over the past several months.
- X. **Approval of Amendments to the JACTS FY 2020-2023 Transportation Improvement Program (TIP)** – The following amendments to the JACTS FY 2020-2023 Transportation Improvement Program (TIP) were submitted for review and approval.

Mr. Cumberworth reported that JATA was requesting the following amendments to the JACTS FY 2020-2023 Transportation Improvement Program (TIP):

FY	Name	Limits	Primary Work Type	Description	Funds & Source
2021	5307 – CTF Urbanized Formula	Countywide	Operating	Operating Assistance	\$1,315,859 – Federal (5307) \$1,717,224 – State (CTF) \$3,033,083 – Total
2021	5307 – CTF Urbanized Formula	Countywide	Operating	1% safety & security from Section 5307 Federal Operating	\$13,159 – Federal (5307) \$3,290 – State (CTF) \$16,449 – Total

Mr. Duke reported that MDOT was requesting the following amendments to the JACTS FY 2020-2023 Transportation Improvement Program (TIP):

FY	Job number	Phase	Name	Limits	Length	Description	Funds & Source	Amendment Type
2021	209494	ROW	TSC Wide	Various Locations – Jackson TSC	0	Modernizing signalized intersection to current standards	\$35,000 – Federal (STG) \$0 – State \$35,000 - Total	Budget over 25%
2021	212899	CON	I-94	I-94 from Jackson/Calhoun County Line east to M-60 in Jackson County	12.405	Tree removal and ROW fencing removal / installation	\$1,129,825 – Federal (IM) \$125,536 – State \$1,255,361 – Total	Add

The motion was made by Comm. Jancek, supported by Comm. Elwell, to approve the proposed Jackson Area Transportation Authority and MDOT amendments as presented. The motion carried unanimously.

- XI. **Other Business** – Mr. Duke stated that the R2PC annual dinner and meeting will be held November 4th at the Jackson County Country Club. Invitations will be included in the October agenda packet.

Included in the agenda packet was a meeting calendar for the remainder of 2021. The meetings will be conducted in person.

- XII. **Public Comment / Commissioners Comments** – Chair Terry announced that he will be retiring as the manager of the City of Litchfield at the end of September; therefore, Vice-Chair Jancek will assume Chair responsibilities until elections are held in February, 2022.

Chair Terry reported that Executive Director Duke plans to retire in the near the future. Discussions are underway by the Personnel & Finance Committee to find a new Executive Director.

- XIII. **Adjournment** – There being no further business, the meeting was adjourned by Chair Terry at 3:01 p.m.

Chris Wittenbach
Secretary