

Region 2 Planning Commission

Serving Hillsdale, Jackson and Lenawee Counties

MEETING MINUTES

Region 2 Planning Commission – Full Commission

Lenawee District Library
4459 W. U.S. 223
Adrian, MI 49221

Thursday, January 10, 2019

- I. **Call to Order** – Chair Tillotson called the meeting to order at 2:00 p.m. A quorum was present.

Attendance:

Acker		Jenkins	Seegert
Arno			Sessions
Bailey	✓	Jennings	Shotwell
✓ Bair	✓	Johnson	✓ Sigers (E)
Baker	✓	Jones	Smith
Bales	✓	Kastel	✓ Southworth
Barnhart	✓	Keck	Spencer
Beach	✓	✓ Knoblauch (E)	Spink
✓ Beeker (E)	Emmons	Koehn	Stormont
Blythe	✓	Kubish (E)	✓ Swartzlander
✓ Bolton	Gallagher	Lance	✓ Terry (E)
Bower	Gould, J.	Linnabary	✓ Tillotson (E)
Brownlow	✓	Mahoney	Votzke
Burns, M.	✓	Navarro	Wagner
Burns, S.	Greenleaf	Noite	Wardius
Burruss	✓	✓ O'Dowd	Webb
Burtch (E)	Hartsel	Overton (E)	✓ Welsh (E)
Bush	Hawley	✓ Palmer	✓ Williams
Cavasin	Herl (E)	Platt	Wilson
Chamberlain	Herlein	✓ Poole (E)	✓ Wittenbach (E)
Collins	Isley	Richardson	✓ Wonacott (E)
Cornish	✓	Rohr (E)	Wonders
Cousino	Jancek (E)	Schlecte	Wymer
	Jeffrey		

Key: ✓ = present (E) = Executive Committee member

Staff Present: Steve Duke

Others Present: Mike Davis, MDOT

- II. **Pledge of Allegiance** – Those in attendance rose and joined in the Pledge of Allegiance.
- III. **Approval of the Agenda** – The motion was made by Comm. Jancek, and supported by Comm. Knoblauch, to approve the January 10, 2019 agenda as presented. The motion carried unanimously.
Chair Tillotson asked all those in attendance to introduce themselves.
- IV. **Public Comment** – Chair Tillotson requested public comment. No public comments were received.
- V. **Approval of the Full Commission / Annual Meeting Minutes for November 8, 2018** – The motion was made by Comm. Jancek, supported by Comm. Wittenbach, to approve the Full Commission / Annual meeting minutes as presented. The motion carried unanimously.
- VI. **Approval of Action Taken at the December 13, 2018 Executive Committee Meeting** – Mr. Duke explained that he had made a modification to the minutes after they were sent out. The revised minutes were distributed at the meeting.
The motion was made by Comm. Duckham, supported by Comm. Grabert, to approve the Executive Committee meeting minutes of December 13, 2018 as presented. The motion carried unanimously.
- VII. **Receipt of Treasurer’s Report of December 31, 2018** – A motion was made by Comm. Elwell, and supported by Comm. Drake, to receive the December 31, 2018 Treasurer’s Report as presented. The motion carried unanimously.
- VIII. **Approval of January 10, 2019 Submitted Bills** – A motion was made by Comm. Swartzlander, and supported by Comm. Drake, to approve payment of the January 10, 2019 submitted bills. The motion carried unanimously.
- IX. **Staff Progress Report for December, 2018** – The December, 2018 staff progress report was included in the agenda packet for Commission review. Mr. Duke reported that R2PC had provided staff services for each of the three counties’ Rural Task Force meetings conducted to review and select FY 2020-2023 federally-funded road and transit projects. Similar meetings were conducted for the Adrian/Tecumseh/Clinton and Hillsdale/Jonesville Small Urban Programs. Staff is also assisting with master plan updates for Jackson County, Leoni Township, Liberty Township, Village of Parma, and Spring Arbor Township and a new recreation plan for Summit Township.
- X. **Report of the 2019 Nominating Committee / Election of the 2019 Executive Committee** – Mr. Duke reported that the R2PC Nominating Committee met on Thursday, December 27th to review and recommend a slate of candidates for the 2019 Executive Committee. He explained the R2PC annually appoints the Nominating Committee at the November Full Commission/Annual meeting. The recently appointed members of the 2019 Nominating Committee include Phil Duckham, Pete Jancek, Mike Overton, Doug Terry, and Ralph Tillotson.
Mr. Duke reported there were two (2) Jackson County vacancies and one (1) vacancy for a Lenawee County representative. The Committee recommended Comm. Grabert and Comm. Guetschow to represent Jackson County. The Lenawee County vacancy will be addressed at the February R2PC Executive Committee meeting.

Chair Tillotson asked if there were any additional nominations for the 2019 Executive Committee from the floor. Comm. O’Dowd made a motion to nominate Comm. Swartzlander, supported by Comm. Williams. With three nominees for two vacancies, a hand vote was conducted. The two candidates receiving the most votes were Comm. Guetschow and Comm. Grabert.

The following Commissioners were presented in accordance with Section VI of the R2PC bylaws as nominees for the 2019 Executive Committee:

<u>Alan Beeker</u>	representing City of Hillsdale
<u>Bruce Grabert</u>	representing Jackson County
<u>Phil Duckham</u>	representing Jackson County
<u>Michael Overton</u>	representing Jackson County
<u>Jae Guetschow</u>	representing Jackson County
<u>Cliff Herl</u>	representing Jackson County
<u>Patrick Burtch</u>	representing City of Jackson
<u>Jeanne Kubish</u>	representing City of Jackson
<u>VACANT</u>	representing Lenawee County
<u>Ralph Tillotson</u>	representing Lenawee County
<u>Robert Knoblauch</u>	representing Lenawee County
<u>David Rohr</u>	representing City of Adrian
<u>Pete Jancek</u>	representing at large
<u>Larry Gould</u>	representing at large
<u>Doug Terry</u>	representing at large
<u>Chelsea Poole</u>	representing at large
<u>Roger Gaede</u>	representing at large
<u>Rick Sigers</u>	representing at large
<u>Jim Wonacott</u>	representing at large
<u>Chris Wittenbach</u>	representing at large
<u>Robert Welsh</u>	representing at large

The motion was made by Comm. Gould, supported by Comm. Wonacott, to elect the 2019 roster of candidates to the R2PC Executive Committee as presented. The motion carried unanimously.

XI. Approval of Amendments to the JACTS FY 2017-2020 Transportation Improvement Program (TIP) – Mr. Davis requested the following amendments to the JACTS FY 2017 – 2020 Transportation Improvement Program (TIP). The proposed amendments are:

FY	Job Number	Project Name	Limits	Project Description	Phase	Federal Cost	Fed Fund Source	State Cost	Total Phase Cost	Amendment Type
2019	127537	M-60 E	EB & WB over I94	Bridge Replacement	Utility	\$225,000	IM	\$25,000	\$250,000	Phase Add
2020	127537	M-60 E	EB & WB over I94	Bridge Replacement	CON	\$9,055,800	IM	\$1,006,200	\$10,062,000	Cost Change from \$14,287,073
2020	202571	M-50	M-99 & M-52 & M-124 btwn M-50 & US-12	Non-freeway signing up-grade	CON	\$613,107	STG	\$0	\$613,107	Length Change from 66.128 to 48.865

The motion was made by Comm. Elwell, supported by Comm. Driskill, to approve the MDOT amendments to the JACTS FY 2017-2020 Transportation Improvement Program (TIP) as presented. The motion carried unanimously.

Comm. Bolton and Comm. Driskill discussed on-going pavement deterioration on US-127 between US-223 and M-34. Mr. Davis stated he would follow-up with his MDOT associates regarding the issue.

- XII. Approval Authorizing the R2PC Chair to Sign the Contract between the Region 2 Planning Commission and The Greenway Collaborative, Inc. to Develop a Joint City of Jackson / Jackson County Non-Motorized Plan** – Mr. Duke reported that the contract language with The Greenway Collaborative, Inc. for preparation of a joint City of Jackson / Jackson County had been finalized. The total contract amount awarded is \$99,965. The project is expected to begin later this month.

The motion was made by Comm. Jancek, supported by Comm. Duckham, authorizing the R2PC Chair to sign the contract between the Region 2 Planning Commission and The Greenway Collaborative, Inc. for the preparation of a joint City of Jackson / Jackson County Non-Motorized Plan. The motion carried unanimously.

- XIII. Approval Authorizing the R2PC Chair to Sign the Regional Prosperity Initiative (RPI) Contract for the Receipt of 2019 Grant Funds** – Mr. Duke announced that the Michigan Department of Technology, Management & Budget had awarded the R2PC, acting as the fiduciary for Prosperity Region 9 (Hillsdale, Jackson, Lenawee, Livingston, Monroe and Washtenaw counties) \$306,810 in 2019 grants funds.

The motion was made by Comm. Terry, supported by Comm. Gaede, authorizing the R2PC Chair to sign the contract with the Michigan Department of Technology, Management & Budget for receipt of \$306,810 in 2019 grant funding. The motion carried unanimously.

- XIV. Other Business** – Per the Michigan Enabling Legislation, Mr. Duke reported that both the Napoleon Township and Liberty Township master plan updates were available for public review on their respective websites. The City of Tecumseh has developed a draft Downtown Housing and Adaptive Reuse Plan that is available for review at the city's website. Also included in the agenda packet was a news article updating Mike Hirst's (annual dinner speaker) efforts to construct apartment space to help opioid addicts.

- XV. Public Comment** – Chair Tillotson asked for any public comment. No additional comments were received.

- XVI. Adjournment** - There being no further business, Chair Tillotson adjourned the meeting at 2:40 p.m.

Pete Jancek
Secretary