

Region 2 Planning Commission

Serving Hillsdale, Jackson and Lenawee Counties

MINUTES

Region 2 Planning Commission – Executive Committee

**** TELECONFERENCE MEETING ****

Thursday, June 11, 2020

- I. **Call to Order** – Chair Terry called the meeting to order at 2:05 p.m. A quorum was present.

Executive Committee Members:

✓ Beeker	Grabert	Poole
✓ Drake	Greene	✓ Sigers
Driskill	✓ Guetschow	✓ Terry
✓ Duckham	✓ Jancek	Tillotson
Elwell	✓ Knoblauch	✓ Welsh
Gaede	✓ Kubish	Wittenbach
✓ Gould	Overton	

Key: ✓ = present

Other Commissioners Present: Bair

Others Present: Mike Davis, MDOT; Chad Cumberworth, JATA; Debby Kelly, Enterprise Group; Angie Kline, JCDOT

Staff Present: Duke

- II. **Pledge of Allegiance** – Due to the meeting being conducted via call-in, the Pledge of Allegiance was not conducted.
- III. **Approval of the Agenda** – Mr. Duke explained that Jackson County, in conjunction with the Jackson County Department of Transportation and the Enterprise Group, has applied for an EDA grant to develop an industrial park in Blackman Township and fund necessary improvements to County Farm Road. Review of this application will be discussed under “Other Business.”

A motion was made by Comm. Jancek, supported by Comm. Duckham, to approve the June 11, 2020, Executive Committee agenda as amended. 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 April 9, 2020 Executive Committee Meeting** – A motion was made by Comm. Duckham, supported by Comm. Drake, to approve the April 9, 2020 Executive Committee meeting minutes as presented. The motion carried unanimously.
- VI. **Receipt of the Treasurer’s Report of June 11, 2020** – A motion was made by Comm. Duckham, supported by Comm. Knoblauch, to approve receipt of the R2PC Treasurer’s Report for June 11, 2020. The motion carried unanimously.
- VII. **Approval of the June 11, 2020 Submitted Bills** – A motion was made by Comm. Duckham, supported by Comm. Jancek, to approve payment of the June 11, 2020, submitted bills as presented. The motion carried unanimously.
- VIII. **Staff Progress Report for April and May, 2020** – Mr. Duke reported that all R2PC staff were continuing to work remotely from home. Highlights of the staff report included:
- Staff completed, and submitted to the Economic Development Administration, a non-competitive Coronavirus Aid, Relief, and Security (CARES) Act grant application to address the economic consequences of the pandemic.
 - Staff initiated preparation of the R2PC FY 2021 Planning Work Program & budget.
 - The annual collection of PASER road condition data will most likely be canceled due to Covid-19.
 - The Jackson County – City non-motorized plan requested public comments on the final draft. Adoption of the plan by local jurisdictions is the next step in the process.
 - Staff completed the JACTS FY 2021 Unified Work Program and budget.
 - Staff continued working with local communities on new master plans and updates, zoning ordinance reviews and recreation plans.
 - Staff prepared and submitted a proposal to prepare a new edition of the Jackson County Hazard Mitigation Plan.
- IX. **Approval of the JACTS FY 2021 Unified Work Program** – Mr. Duke reported that he prepared the Jackson Area Comprehensive Transportation Study (JACTS) FY 2021 (October 1, 2020 – September 30, 2021) detailing the activities and projects the MPO will be responsible for completing in the new fiscal year. Staff has programmed \$241,449 in Federal Highway Administration (FHWA) funds with the required local matching funds provided by the Jackson County Department of Transportation, City of Jackson, and the Jackson Area Transportation Authority.

The motion was made by Comm. Duckham, supported by Comm. Drake, to approve the JACTS FY 2021 UWP and MDOT Agreement 2021-0007 as presented. The motion carried unanimously.

X. **CARES Act Supplemental EDA Award Invitation Response** - Mr. Duke reported R2PC staff, in conjunction with Lenawee Now and the Hillsdale EDP, worked together to prepare an application to the Economic Development Administration for a Coronavirus Aid, Relief and Economic Security) CARES Act non-competitive 2-year grant to address the impacts of the Covid-19 pandemic. If awarded, the grant will begin in July 2020.

XI. **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. Davis, MDOT, presented the following amendments:

FY	Job number	Phase	Project Name	Limits	Length	Project Description	Funds & Source	Amendment Type
2020	202121	CON	I-94 E	I-94 under Lansing Ave	1.724	Bridge replacement and freeway reconstruct	Fed - \$13,268,710 NH Fed Source State - \$2,942,299 Total - \$16,211,009	Length change over 0.5 miles
2021	127621	ROW	I-94	Michigan Ave to M-60	7.583	Reconstruction road and bridge CPM on 6 structures	Fed - \$0 State - \$350,00 Rebuilding MI Bonding Program Total - \$350,000	Phase Add
2020	208524	ROW	I-94	I-94/US-127 North/West Avenue Interchange	5.222	Freeway Interchange Reconstruction	Fed - \$0 State - \$1,000,000 Rebuilding MI Bonding Program Total - \$1,000,000	Length change over 0.5 miles
2020	208524	ROW	I-94	I-94/US-127 North/West Avenue Interchange	2.794	Freeway Interchange Reconstruction	Fed - \$0 State - \$1,000,000 Rebuilding MI Bonding Program Total - \$1,000,000	Phase Budget Increase over 25%
2020	208524	UTL	I-94	I-94/US-127 North/West Avenue Interchange	5.222	Freeway Interchange Reconstruction	Fed - \$0 State - \$75,000 Rebuilding MI Bonding Program Total - \$75,000	Length change over 0.5 miles
2020	208524	UTL	I-94	I-94/US-127 North/West Avenue Interchange	2.794	Freeway Interchange Reconstruction	Fed - \$0 State - \$75,000 Rebuilding MI Bonding Program Total - \$75,000	Phase Add
2020	208524	CON	I-94	I-94/US-127 North/West Avenue Interchange	5.222	Freeway Interchange Reconstruction	Fed - \$0 State - \$78,000,000 Rebuilding MI Bonding Program Total - \$78,000,000	Length change over 0.5 miles

Chair Kline reported that JCDOT was requesting the following amendment:

FY	Job Number	Project Name	Limits	Project Description	Funding	Action
2021	206636	Countywide	Countywide (Various Roads)	One course asphalt overlay	Change from: \$135,859 – EDD \$995,000 – STP \$1,130,859 Total Change to: \$721,135 – EDD \$995,000 – STP \$199,000 – Local \$1,915,135 – Total	Change

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

FY	Project Name	Limits	Primary Work Type	Project Description	Federal Cost & Funding Source	State Cost & Funding Source	Local Cost & Funding Source	Total Project Cost
2020	5339 – Bus and Bus Facilities	Countywide	Bus and Bus Facilities Maintenance Equipment	Bus Facilities Maintenance Equipment	\$134,609 Source - 5339	\$33,652 Source – CTF	N/A	\$168,261
2020	5307 – Urbanized Formula	Countywide	Section 5307 Capital; Security Cameras	Section 5307 Capital; Security Cameras	\$13,170 Source – 5307	\$3,293 Source - CTF	N/A	\$16,463
2020	5339 – Bus and Bus Facilities	Countywide	Procure of 1 bus	Section 5339 Bus and Bus Facilities – ABANDON JOB	\$740,800 Source – 5339	\$185,200 Source – CTF	N/A	\$926,000
2020	5307 – Urbanized Formula	Countywide	Capital	Mobility Management; Operating Funds	\$1,005,142 Source – 5307	N/A	N/A	\$1,005,142
2020	5307 – Urbanized Formula	Countywide	Capital	Mobility Management; to procure 5 sedan vehicles	\$179,540 Source - 5307	N/A	N/A	\$179,540
2021	5307 – Urbanized Formula	Countywide	5307 – Urbanized Formula	Procuring 2 medium duty transit vehicles – ABANDON JOB	\$160,000 Source – 5307	\$40,000 Source CTF	N/A	\$200,000
2021	5339 – Bus and Bus Facilities	Countywide	5339 – Bus and Bus Facilities	Procuring 2 medium 26-foot transit vehicles	\$156,800 Source - 5339	\$29,200 Source – CTF	N/A	\$196,000

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

FY	Project Name	Limits	Primary Work Type	Project Description	Federal Cost & Funding Source	State Cost & Funding Source	Local Cost & Funding Source	Total Project Cost
2020	5307 – Urbanized Formula	Countywide	Operating	Operating	\$1,316,971 Source – 5307	N/A	\$1,316,971 Source – N/A	\$2,633,942
2020	5311 – Non-Urban Formula	Countywide	Operating	Operating Assistance	\$57,645 Source – 5311	\$57,645 Source – CTF	N/A	\$115,290
2021	5307 – Urbanized Formula	Countywide	Operating Assistance	Operating Assistance	\$1,300,000 Source – 5307	\$1,300,000 Source – N/A	N/A	\$2,600,000
2021	5339 Bus and Bus Facilities	Countywide	5339 Bus and Bus Facilities	Replacing windows at the JATA admin. facility	\$18,266 Source – 5339	\$4,567 Source – CTF	N/A	\$22,833

The motion was made by Comm. Drake, supported by Comm. Duckham, to approve the proposed MDOT, JCDOT and JATA amendments as presented. The motion carried unanimously.

- XII. **Other Business** – Mr. Duke reported that pursuant to the Michigan Planning Enabling Act, R2PC received notification the City of Adrian’s intent to update their Master Plan; and, pursuant to the Michigan Zoning Enabling Act, Deerfield Township has prepared an interim zoning ordinance.

Ms. Debbie Kelly, Jackson Enterprise Group, presented a brief summary of an Economic Development Administration (EDA) grant application being prepared for Jackson County and Blackman Township for the development of an industrial park on County Farm Road, including corridor improvements to the roadway. The project will be funded with approximately \$5.9 million in federal funds, with Blackman Township adding \$1.5 million to the project. No comments regarding the project were forthcoming from the Commissioners.

No additional business was brought before the Committee.

- XIII. **Public Comments/Commissioner Comments** – No further comments were received.

- XIV. **Adjournment** – There being no further business, the meeting was adjourned by Chair Terry at 2:55 p.m.

Chris Wittenbach
Secretary