

Region 2 Planning Commission

Serving Hillsdale, Jackson and Lenawee Counties

MEETING MINUTES

Region 2 Planning Commission - Full Commission

**** ZOOM MEETING ****

Thursday, May 13, 2021

- I. **Call to Order** – In the absence of Chair Terry, Vice-Chair Jancek called the meeting to order at 2:01 PM. A quorum was present.

Attendance:

Acker	Driskill (E)	Jenkins	Shotwell
Adams	✓ Duckham (E)	Jennings	Sigers (E)
✓ Bair (E)	✓ Elwell (E)	Karnaz	✓ Snell
Baker	Frazier	Kastel	Snow
Bales	✓ Gaede (E)	Keller	✓ Southworth
Barnhart	Gallagher, D.	Koehn	Sutherland
Beach	Gallagher, F.	Kubish (E)	✓ Swartzlander (E)
Beckner	Gentner	Lammers	Teriaco
Beeker (E)	✓ Goetz	Lance	Terry (E)
Blythe	Gould, J.	Linnabary	✓ Tillotson (E)
Boggs	✓ Gould, L. (E)	Miller	Todd
Bolton	✓ Grabert (E)	Navarro	Votzke
Bush	Greene (E)	Nickel	Wagner
Camacho	Greenleaf	O'Dowd	Wardius
Chamberlain	✓ Griffin	Overton (E)	Webb
Collins	✓ Guetschow (E)	Pixley	Wiley
Cornish	Hartsel	✓ Poleski	Williams
Cousino	Hawkins	Richardson	Wilson
Cure	Hawley	Ries	Winter
David	Heath	Root	✓ Witt (E)
DeBoe	✓ Herlein	✓ Schlecte	✓ Wittenbach (E)
Dillon	Horwath	Sessions	
✓ Drake (E)	✓ Jancek (E)	Shaw	

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

Staff Present: Grant Bauman, Tanya DeOliveira, Steve Duke, Jacob Hurt, James Latham, Jill Liogghio

Others Present: Christopher Bolt, JCDOT; Chad Cumberworth, Jackson Area Transportation Authority; Mike Davis, MDOT; Jon Dowling, City of Jackson; Joanne Havican, Village of Parma; Angie Kline, JCDOT; Alex Masten, The Enterprise Group; Chelsea Poole; Bret Taylor, JCDOT

- II. **Approval of the May 13, 2021 Agenda** – The motion was made by Comm. Elwell, supported by Comm. Bair, to approve the May 13, 2021 agenda as presented. The motion carried unanimously.
- III. **Public Comment** – Vice-Chair Jancek requested public comment. No comments were received.
- IV. **Receipt of Treasurer’s Report of April 30, 2021** – A motion was made by Comm. Drake, and supported by Comm. Bair, to receive the April 30, 2021 Treasurer’s Report as presented. The motion carried unanimously.
- V. **Approval of May 13, 2021 Submitted Bills** – A motion was made by Comm. Bair, supported by Comm. Snell, to approve payment of the May 13, 2021 submitted bills. The motion carried unanimously.
- VI. **Staff Progress Report for March and April, 2021** – The R2PC staff each reported on their planning activities for the months of March and April, 2021.
- VII. **Approval of Amendments to the JACTS FY 2020-2023 Transportation Improvement Program (TIP)** – The following amendments were submitted for Commission review and approval:

Mr. Dowling reported that the City of Jackson was requesting the following amendments to the JACTS FY 2020-2023 Transportation Improvement Program (TIP):

FY	Job number	Limits	Length	Description	Funds & Source	Amendment Type
2022	211848	S West Ave. at W Morrell St.	0	Traffic signal replacement with black mast arm poles	\$251,934.30 - Fed (HSIP) \$37,992.70 - City	Add
2022	211849	E Ganson St. at N Elm St.	0	Traffic signal replacement with box span signal	\$170,657.10 - Fed (HSIP) \$23,961.90 - City	Add

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	5339 – Bus and Bus Facilities	County-wide	5339 – Bus and Bus Facilities	Procuring 1 35-ft transit bus	\$166,697 – Federal (5339) \$41,674 – State (CTF) \$208,371 – Total
2021	5307 – CTF Urbanized Formula	County-wide	5307 – CTF Urbanized Formula	Procuring 1 35-ft transit bus	\$282,763 – Federal (5307) \$70,691 – State (CTF) \$353,454 – Total

Ms. Kline reported that JCDOT was requesting the following amendments to the JACTS FY 2020-2023 Transportation Improvement Program (TIP):

FY	Job number	Name	Limits	Description	Funds & Source	Amendment Type
2022	211703	Horton Road at Springbrook Road	At Intersection	Covert skewed T-intersection to a compact roundabout	\$265,917.60 HSIP \$29,546.40 Local \$295,464 Total	Add
2022	211851	LED Stop Signs	Various Intersections	Install radar activated LED bordered stop signs & 24" stop bars	\$78,264 HSIP \$8,696 Local \$86,960 Total	Add
2022	211852	Moscow Road Safety Improvements	Masker Road to Spring Arbor Road	Tree removal, pavement markings, signing upgrades	\$205,650 HRRR \$22,850 Local \$228,500 Total	Add
2022	211823	North Concord Road Safety Improvements	Spring Arbor Road to Hutchison Road	Tree removal, pavement markings, signing upgrades	\$89,235 HRRR \$9,915 Local \$99,105 Total	Add
2022	211853	Rives Junction Road	Springport Road to Cook Street	Tree removal, pavement markings, signing upgrades	\$136,980 HRRR \$15,220 Local \$152,200	Add
2022	211855	Springport Road at Rives Junction Road	At Intersections	Covert skewed T-intersection to a compact roundabout	\$313,613.10 HSIP \$34,845.90 Local \$348,459 Total	Add
2022	211779	Horizontal Curve Signing (northeast & western portions of county)	At Intersections	Horizontal Curve Signing	\$339,003 HSIP \$37,667 Local \$376,670 Total	Add
2022	211862	Page Avenue Road Safety Audit	S. Dettman Road to Sager Road	Road Safety Audit	\$16,000 HSIP \$4,000 Local \$20,000 Total	Add
2022	211864	Spring Arbor Road (east) Road Safety Audit	McCain Road/Warren Avenue to Brown Street	Road Safety Audit	\$16,000 HSIP \$4,000 Local \$20,000 Total	Add
2022	211867	Spring Arbor Road (west) Road Safety Audit	M-60 to McCain Road/Warren Avenue	Road Safety Audit	\$16,000 HSIP \$4,000 Local \$20,000 Total	Add
2022	206636	Preventative Maintenance	Territorial Road, from Lansing Ave to Cooper Road Territorial Road, from Cooper Road to Bunkerhill Road Clark Lake Road, from	Preventative Maintenance Overlay on All Seasons Routes	\$981,199 STP \$442,924 TEDF \$1,424,123 Total	Change limits

			0.25 miles south of Stony Lake Road to Brooklyn Road			
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Mr. Davis 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
2022	202119	CON	I-94 BL	M-106 and I-94 BL	5.9	Non-freeway signing upgrade	\$276,000 – Fed (NHG) \$276,000 – Total	Length change from 27.4 to 5.9
2021	211152	PE	Region-wide	All trunklines in MPO	2.3	Durable pavement marking application	\$648 – Fed \$72 – State \$5,000 Total	Delete
2021	207302	PE	Region-wide	All of MPO	2.5	Special pavement markings	\$2,592 – Fed \$288 – State \$20,000 Total	Delete

A motion was made by Comm. Snell, supported by Comm. Bair, to approve the proposed City of Jackson, JATA, JCDOT, and MDOT amendments as presented. The motion carried unanimously.

VIII. R2PC FY 2020 Annual Audit Report – Mr. Latham, R2PC Accountant, reviewed the recently completed FY 2020 Annual Audit Report prepared by Smith & Klaczkiewicz, PC. Mr. Latham reported that the auditors found no significant findings or deficiencies. The motion was made by Comm. Drake, supported by Comm. Bair, to accept the R2PC FY 2020 audit and place a copy on file. The motion carried unanimously.

IX. Other Business – Mr. Duke reported that R2PC received notification from Rollin Township that they are initiating the development of an update to their township Master Plan. Further information can be obtained by emailing the township offices at rollintownship@comcast.net.

No other business was brought before the Commission.

X. Public / Commissioners' Comments – Mr. Duke reported that the R2PC will continue virtual meetings for the immediate future. State office workers, along with R2PC employees, are expected to return to the office in-person on July 12, 2021.

No additional public or Commissioner comments were received.

XI. Adjournment – There being no further business, Vice-Chair Jancek adjourned the meeting at 2:50 PM on a motion by Comm. Shotwell, and supported by Comm. Bair.

Chris Wittenbach
Secretary