

Region 2 Planning Commission

Serving Hillsdale, Jackson and Lenawee Counties

MEETING MINUTES

Region 2 Planning Commission - Full Commission
Jackson County Tower Bldg., 5th Floor
Jackson, MI 49201

Thursday, September 9, 2021

I. **Call to Order** – Chair Terry called the meeting to order at 2:01 PM. A quorum was present.

Attendance:

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

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

Staff Present: Steve Duke, Jacob Hurt

Others Present: Joe Bentschneider, JCDOT; Mike Davis, MDOT; Alex Masten, The Enterprise Group

II. **Pledge of Alliance** – Those in attendance rose for the Pledge of Alliance.

- III. **Approval of the September 9, 2021 Agenda** – The motion was made by Comm. Bair, supported by Comm. Snell, to approve the September 9, 2021 agenda as presented. The motion carried unanimously.
- IV. **Public Comment** – Chair Terry requested public comment. No comments were received.
- V. **Approval of the Full Commission Meeting Minutes for July 8, 2021** – The motion was made by Comm. Camacho, supported by Comm. Drake, to approve the Full Commission meeting minutes of July 8, 2021 as submitted. The motion carried unanimously.
- VI. **Approval of the Action Taken at the August 12, 2021 Executive Committee Meeting** – The motion was made by Comm. Snell, supported by Comm. Bair, to approve the action taken at the August 12, 2021 Executive Committee meeting. The motion carried unanimously.
- VII. **Receipt of Treasurer’s Report of August 31, 2021** – A motion was made by Comm. Snell, and supported by Comm. Camacho, to receive the August 31, 2021 Treasurer’s Report as presented. The motion carried unanimously.
- VIII. **Approval of September 9, 2021 Submitted Bills** – A motion was made by Comm. Bair, supported by Comm. Snell, to approve payment of the September 9, 2021 submitted bills. The motion carried unanimously.
- IX. **Staff Progress Report for August, 2021** – The August, 2021 staff progress report was included in the agenda packet. Mr. Duke noted that MSU is hosting a virtual workshop on October 13th (9 am till noon) to provide details to local governments on implementing the funding provided through the American Rescue Plan Act (ARPA). Further details on the meeting will be sent out shortly.
- X. **Approval of Amendments to the JACTS FY 2020-2023 Transportation Improvement Program (TIP)** – Ms. Kline reported that the Jackson County Department of Transportation (JCDOT) was requesting the following projects be added to the JACTS FY 2020-2023 Transportation Improvement Program (TIP):

FY	Name	Limits	Description	Funds & Source	Action
2022	HIP COVID Relief (Urban)	N/A	Debt Service Repayment	\$347,885 STUL \$0 Local \$347,885 Total	ADD
2022	HIP COVID Relief (Rural)	N/A	Debt Service Repayment	\$357,866 RTF \$0 Local \$357,866 Total	ADD

The motion was made by Comm. Camacho, supported by Comm. Snell, to approve the JCDOT amendments as presented. The motion carried unanimously.

- XI. Approval of the JACTS 2050 Long Range Transportation Plan (LRTP) Socio-Economic Data** – Mr. Duke explained that work on the 2050 Long Range Transportation Plan update has begun. In preparation for the upcoming 2050 Long Range Transportation Plan, the total population and the total household data used in the Travel Demand Model has been reviewed and is being presented for formal approval by the JACTS Technical Advisory Committee. The data represents the conditions for 2018, the base year for the Travel Demand Model. This data, along with the employment data, are used to predict future deficiencies along major traffic corridors within the transportation system in Jackson County. JACTS staff worked with The Enterprise Group to review employment data. A memo was sent to townships, villages, and the City of Jackson to review the population and household data.

A motion was made by Comm. Elwell, supported by Comm. Schlecte, to approve the JACTS 2050 Long Range Transportation Plan Socio-Economic Data – the 2018 total population, 2018 total household, and 2017 employment data as presented. The motion carried unanimously.

- XII. Approval of Staff Travel Request to Attend the Michigan Association of Regions Annual Conference in Muskegon, MI** – The motion was made by Comm. Schlecte, supported by Comm. Swartzlander, to approve the staff travel request to attend the Michigan Association of Regions (MAR) annual conference in Muskegon, MI., September 28 – 30, 2021. The motion carried unanimously.

- XIII. Retirements – R2PC Chair and Executive Director** – Chair Terry announced that he is retiring as the manager for the City of Litchfield effective September 30th and thereby is no longer eligible to be on the R2PC Board. A motion was made by Comm. Tillotson, supported by Comm. Bair, to elect Vice-Chair Jancek as R2PC Chair to complete the remainder of Chair Terry’s term beginning October 1st. The motion carried unanimously. The annual election of officers will be held in February, 2022.

Chair Terry reported that Mr. Duke is stepping down as the R2PC Executive Director at the end of September. He explained that the Personnel & Finance Committee has been meeting over the past two months and have recommended that Mr. Jacob Hurt, Deputy Director, be promoted to the Executive Director position beginning October 1, 2021. A 3-year contract has been prepared by the R2PC lawyer, Kevin Thomson, and was included in the agenda packet. A motion was made by Comm. Swartzlander, supported by Comm. Bair, to approve the appointment of Mr. Hurt as Executive Director beginning October 1, 2021 and authorizing Chair Terry to sign a 3-year employment contract with Mr. Hurt as prepared. The motion carried unanimously.

Chair Terry reported that Ms. DeOliveira, Transportation Planner, had resigned her position at R2PC two weeks ago. Until a new transportation planner can be hired and trained, Mr. Duke has agreed to continue working on a part-time, as needed agreement. Mr. Duke has requested R2PC continue payment of his Medicare supplement and his hourly wage as of October 1, 2021. A motion was made by Comm. Gaede, supported by Comm. Camacho, to approve the agreement with Mr. Duke as presented. The motion carried unanimously.

- XIV. Other Business** – Mr. Duke reported that the Lenawee County Library is undergoing renovations so the October Executive Committee meeting will be held at the Lenawee Now offices.

Mr. Duke asked the Commissioners if they thought we should still host our annual dinner meeting this year due to pandemic concerns. The consensus of those in attendance was

to proceed with the annual meeting as scheduled on November 4th at the Jackson County Country Club.

No other business was brought before the Commission.

- XV. Public / Commissioners' Comments** – Comm. Goetz explained that further assistance from MDOT and the Lenawee County Road Commission is needed to address visibility issues at US-223/Horton Road intersection. Vice-Chair Jancek stated he would assist Comm. Goetz in communicating his concerns to Mr. Kelby Wallace, Manager, Jackson-TSC.

No additional public or Commissioner comments were received.

- XVI. Adjournment** – There being no further business, Chair Terry adjourned the meeting at 2:53 PM.

Chris Wittenbach
Secretary