

MINUTES
BAY-LAKE REGIONAL PLANNING COMMISSION
TECHNICAL AND POLICY ADVISORY COMMITTEES JOINT MEETING
January 26, 2023
Sheboygan City Hall (Room 106)
828 Center Avenue, Sheboygan
(Also Conducted via Teleconference using Go to Meeting)

MEMBERS PRESENT: Vernon Koch, Policy Advisory Committee Chairperson,
Presiding

Policy Advisory Committee: Charles Born (Town of Lima)
Heather Cleveland (Sheboygan Transit Commission)
Tom Holtan for Daniel Hein (Town of Sheboygan)
George Marthenze (Town of Herman)
Nick Weber for Tom Buchholz (WisDOT Northeast Region,
Green Bay)

Technical Advisory Committee: Jerry Benzschawel (City of Sheboygan Falls Department of
Public Works)
David Biebel (City of Sheboygan Department of Public Works)
David Bizot (Wisconsin Department of Natural Resources
Bureau of Air Management, Madison)
Aaron Brault (Sheboygan County Planning and Conservation
Department)
Karl Buck (Federal Highway Administration Wisconsin
Division, Madison – Ex-Officio)
Mike Kitzerow (Village of Kohler)
Ryan Sazama (City of Sheboygan Department of Public
Works)
David Smith (Bicycle and Pedestrian Transportation Advocate)
Steve Sokolowski (City of Sheboygan Department of Planning
and Development)
Emily Stewart for Greg Schnell (Sheboygan County
Transportation Department)

MEMBERS EXCUSED: Derek Muench (Shoreline Metro)

OTHERS PRESENT: Dylan Dettloff (Interested Citizen)

STAFF PRESENT: Heena Bhatt and Jeffrey Agee-Aguayo (Bay-Lake Regional
Planning Commission)

1. The meeting was called to order at 1:04 p.m. by Policy Advisory Committee Chairperson Vernon Koch.

Members of both committees, staff and others introduced themselves for the benefit of everyone participating in the meeting.

Members of both committees and staff participating in the meeting noted committee members who had asked to be excused from the meeting.

Jeffrey Agee-Aguayo requested two items from meeting participants for record keeping purposes. First, that members of both committees participating via teleconference state their name when speaking or making a motion or second. Second, that there may be possible roll call votes if there are any non-unanimous votes at this meeting.

2. Heena Bhatt distributed the agenda to those attending the meeting in person. Jeffrey Agee-Aguayo projected the meeting agenda on the shared screen feature in Go to Meeting, and briefly reviewed the agenda. The agenda was also emailed to members of both committees in advance of the meeting.

Moved by David Smith and seconded by Heather Cleveland that both committees approve the agenda for the January 26, 2023, joint Technical Advisory Committee/Policy Advisory Committee meeting. Motion carried, with all voting aye on a voice vote.

3. Heena Bhatt distributed the draft minutes of the December 8, 2022, joint meeting to those attending the meeting in person. Jeffrey Agee-Aguayo projected the draft minutes on the shared screen feature in Go to Meeting, and briefly reviewed those minutes. The draft minutes were also emailed to members of both committees in advance of the meeting.

Moved by David Smith and seconded by Heather Cleveland that both committees approve the minutes of the December 8, 2022, joint Technical Advisory Committee/Policy Advisory Committee meeting. Motion carried, with all voting aye on a voice vote.

4. Policy Advisory Committee Chairperson Vernon Koch asked if there was any input; none was received.

5. Members of both committees reviewed and recommended approval of minor amendments to the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2023 – 2026* to the Bay-Lake Regional Planning Commission. These materials were emailed to members of both committees about a week in advance of the meeting.

Heena Bhatt distributed items related to the minor amendments to the *2023 – 2026 TIP* to those attending the meeting in person.

Jeffrey Agee-Aguayo projected revisions to Table 3 (Calendar Years 2022: Elderly and Disabled Transportation Capital Projects) on the shared screen feature in Go to Meeting. This revision programmed funding for the enhanced volunteer driver program of the Sheboygan County Aging and Disability Resource Center (ADRC) using Federal Transit Administration (FTA) Section 5310 funding. Federal funding for this program would be \$29,744, with a local share of \$29,744, and with \$3,000 in fares and contributions, for a total budget of \$62,488.

Jeffrey Agee-Aguayo projected a revision to Table 4 (Calendar Years 2023 – 2026: Elderly and Disabled Transportation Capital Projects) on the shared screen feature in Go to Meeting. This revision removed a paratransit vehicle project that was to be funded with FTA Section 5310 funding.

Jeffrey Agee-Aguayo projected revisions to Table 6 (Calendar Years 2023 – 2026: Street and Highway Improvement Projects) on the shared screen feature in Go to Meeting. Jeffrey Agee-Aguayo then reviewed the one revision to Table 6 with everyone in attendance, which included the following:

- TIP ID No.: 372-23-011: State Highway 32: Intersection with County Highway V: Design Leading to Reconstruction and Preservation: This is a new project for 2023, with a total cost of \$214,000 (\$171,000 in federal funding and \$43,000 in state funding).

Jeffrey Agee-Aguayo also noted cost changes to the highway preservation cost category in the 2023 – 2026 funding summary in Table 6.

Jeffrey Agee-Aguayo projected the revised financial plan (fiscal constraint demonstration) for the January 2023 minor amendments to the 2023 – 2026 TIP on the shared screen feature in Go to Meeting. Jeffrey Agee-Aguayo then reviewed revisions to the financial plan, including changes to entries in the National Highway Performance Program (NHPP) and the FTA Section 5310 program in Table 7, as well as minor changes to pages 1 and 3 in the narrative.

Finally, Jeffrey Agee-Aguayo projected the revised Appendix I (Performance Measures in the Sheboygan Metropolitan Planning Area TIP) on the shared screen feature in Go to Meeting. Jeffrey Agee-Aguayo then reviewed revisions to Appendix I. The most significant revisions involved the addition of Public Transit Agency Safety targets and the updating of project information to be consistent with the amended TIP.

There were no questions or comments from members of either committee regarding the minor amendments to the 2023 – 2026 TIP.

Moved by Tom Holtan and seconded by Aaron Brault that both committees recommend approval of the presented minor amendments to the *Sheboygan Metropolitan Planning Area TIP*:

Calendar Years 2023 – 2026 to the Bay-Lake Regional Planning Commission. Motion carried, with all voting aye on a voice vote.

6. Members of both committees reviewed and recommended approval of Amendment #1 to the *2023 Sheboygan Metropolitan Planning Area Transportation Planning Work Program* to the Bay-Lake Regional Planning Commission. These materials were emailed to members of both committees about a week in advance of the meeting.

Heena Bhatt distributed items related to Amendment #1 to the *2023 Sheboygan Metropolitan Planning Area Transportation Planning Work Program* to those attending the meeting in person.

Jeffrey Agee-Aguayo projected Amendment #1 to the *2023 Sheboygan Metropolitan Planning Area Transportation Planning Work Program* on the shared screen feature in Go to Meeting, then proceeded to review the amendment with those participating in the meeting.

Jeffrey Agee-Aguayo stated that the first portion of this amendment adds a task under the Short-Range Transportation Planning work element that will involve “working on a bicycle and pedestrian transportation improvement plan for the metropolitan planning area.” This task is added at no additional cost in the Short-Range Transportation Planning work element, and will be completed as time permits.

Jeffrey Agee-Aguayo noted that the second portion of this amendment adds \$33,465 to the 2023 Work Program to begin completion of a transportation planning/feasibility study for Sheboygan County. The remaining \$21,535 of the \$55,000 under the contract to complete the Sheboygan County Transportation Planning/Feasibility Study is anticipated to be expended in 2024, and will be included in the *2024 Sheboygan Metropolitan Planning Area Transportation Planning Work Program*. Some 80 percent of this amount will involve Federal Transit Administration (FTA) Section 5304 funding, while the remaining 20 percent of this amount will involve the local share provided by Sheboygan County. The Commission will bill Sheboygan County on a monthly basis beginning in April 2023 (with Sheboygan County billing the WisDOT Transit Section for reimbursement of the federal share); the WisDOT Bureau of Planning and Economic Development will have no involvement in the billing process for the study. The project is anticipated to begin in March 2023 and should wrap up in mid-2024.

As far as questions and comments from members of both committees were concerned:

- Heather Cleveland wondered if members of the American Rescue Plan Act (ARPA) transportation committee for Sheboygan County would be included on the review committee for the Sheboygan County Transportation Planning/Feasibility Study; Emily Stewart responded affirmatively.
- Heather Cleveland wondered if veteran transportation issues would be addressed in the study; Emily Stewart responded affirmatively.

- David Smith thought that the objective of the Sheboygan County Transportation Planning/Feasibility Study should be included in the amendment just as it is included in the scope of services.
- Aaron Brault thought that the Sheboygan County Transportation Planning/Feasibility Study should also focus on employment transportation issues.
- Charles Born stated that the transportation services that will hopefully be an outcome of this study will be needed more as the population grows older.

Moved by David Smith and seconded by Charles Born that both committees recommend approval of Amendment #1 to the *2023 Sheboygan Metropolitan Planning Area Transportation Planning Work Program* to the Bay-Lake Regional Planning Commission. Motion carried, with all voting aye on a voice vote.

7. MPO staff gave an update on progress on the *Year 2050 Sheboygan Area Transportation Plan (SATP)* to everyone participating in the meeting.

Chapter 6 (Transportation and Land Use)

Jeffrey Agee-Aguayo projected Map 6.2 (Congestion Status of Streets and Highways in 2050) on the shared screen feature in Go to Meeting, then proceeded to review the map with those participating in the meeting. This map completes Chapter 6 of the *Year 2050 SATP*.

Chapter 7 (Recommended Transportation Plan)

Jeffrey Agee-Aguayo projected the following maps on the shared screen feature in Go to Meeting:

- Map 7.1: Recommended Capacity Modifying Street and Highway Improvement Projects;
- Map 7.2: Recommended Bicycle Transportation Projects; and
- Map 7.3: Recommended Pedestrian Transportation Projects.

Jeffrey Agee-Aguayo then reviewed each map with those participating in the meeting.

Aaron Brault commented that the Interurban Trail is still planned as mapped. This affects Maps 7.2 and 7.3, and also affects page 24 of the *2022 Transportation System Performance Indicators Report*.

Heena Bhatt discussed her work in refining the bicycle and pedestrian transportation projects, policies and strategies section in Chapter 7.

Chapter 8 (Mitigation of Environmental Impacts of Major Transportation Projects)

Jeffrey Agee-Aguayo projected draft Chapter 8 on the shared screen feature in Go to Meeting, then proceeded to review the chapter, which includes seven maps.

Jeffrey Agee-Aguayo commented that he and Heena Bhatt would be holding a meeting with environmental stakeholders to review this chapter in the near future.

Other Work

Jeffrey Agee-Aguayo stated that staff was still refining draft Chapter 9 (Financial Plan, the final chapter of the plan).

It was noted that the *2022 Transportation System Performance Indicators Report* will be Appendix B in the *Year 2050 SATP*.

Finally, Jeffrey Agee-Aguayo commented that staff started work on Appendix C of the *Year 2050 SATP* (Conformity Assessment) recently.

8. Members of both committees reviewed the 2022 Transportation System Performance Indicators Report for the Sheboygan Metropolitan Planning Area.

Jeffrey Agee-Aguayo distributed the 2022 Transportation System Performance Indicators Report to those attending the meeting in person.

Jeffrey Agee-Aguayo projected the 2022 Transportation System Performance Indicators Report on the shared screen feature in Go to Meeting. Heena Bhatt then reviewed the report with those participating in the meeting.

Heena Bhatt reviewed the introduction and purpose section of the report, including key findings of the report and an overview map of the Sheboygan metropolitan planning area. Heena Bhatt then presented on demographics, including population, employment and housing. The section on impacts of transportation on the environment included discussion of modes of transportation to work in Sheboygan County and the usage of park-and-ride lots. The section of safety and security on streets and highways discussed roadway fatalities and serious injuries (including fatality and serious injury rates), as well as the number of crashes by type of crash. The transportation system preservation section discussed bridge condition, pavement condition of state highways, and culvert condition, including maps showing bridge condition, pavement condition index (PCI) on state highways, and culvert condition.

Heena Bhatt then reviewed the safety, accessibility and efficiency of transit service section of the report; this section discussed safety in terms of preventable crash rates, various accessibility and mobility measures, an inventory of private transportation providers in Sheboygan, various

efficient management and operations measures, buses at or past replacement age, various system safety and reliability measures, and information regarding intercity bus lines serving the area, along with a map showing transit routes and the transit service area. The section on active transportation included discussion of nonmotorized fatalities and serious injuries in the metropolitan planning area, various accessibility and mobility measures, and a map of bike lanes and multipurpose trails. The next section focused on air traffic at the Sheboygan County Memorial Airport. The final section focused on freight, and discussed inbound and outbound commodities transported by truck, rail and other modes, along with other statistics, and included a map of truck routes and freight terminals.

As far as questions and comments from members of both committees were concerned:

- Vernon Koch thought that categories that were not included on a map (such as the PCI map of state highways on page 15 or the culvert ratings map on page 16) should be noted on those maps.
- In referring to the PCI map of state highways on page 15, Jerry Benzschawel asked who rated the state highways; Heena Bhatt responded that WisDOT rated the pavements on their system, but Jeffrey Agee-Aguayo believed that they were sometimes a bit behind in updating records. Jerry Benzschawel was referring to a section of State Highway 32/Giddings Avenue in the City of Sheboygan Falls that was rated as being in “fair” condition.
- In referring to the air traffic section on page 25, Emily Stewart stated that she could provide updated airport operations data (the last period in which publicly accessible data were available was June 2020).
- David Bizot noted that Inflation Reduction Act funds were available for heavy duty vehicles, including transit buses. Steve Sokolowski asked about the range of vehicles covered; David Bizot responded that many municipal services vehicles would be covered under this program.

Heena Bhatt mentioned that she would work with members of both committees to develop new measures for the next report. Heena Bhatt also stated that it would be feasible to possibly combine the Performance Measures and Performance Indicators Report to make it more efficient since they have similar kinds of data. Heena Bhatt concluded by indicating that a possible dashboard with performance indicator report data may be developed and posted to the MPO webpage in the future.

9. Nick Weber gave an update on WisDOT Northeast Region planning activities (including local programs) to everyone participating in the meeting.

Nick Weber stated that the WisDOT Northeast Region had a new Deputy Director, Chad DeGrave.

Nick Weber also introduced a website developed by WisDOT to focus on statewide planning efforts to meeting participants (in the meeting chat box). This website is <https://www.wisdotplans.gov/>.

Jeffrey Agee-Aguayo and Heena Bhatt then gave an update on other MPO activities to everyone participating in the meeting.

Jeffrey Agee-Aguayo stated that he participated in a meeting of the Bay-Lake Regional Planning Commission on December 9, 2022; final approval of Shoreline Metro’s Public Transportation Agency Safety Plan (PTASP) Update and targets took place at that meeting.

Jeffrey Agee-Aguayo noted that he met virtually with WisDOT’s consultant (SRF Consulting Group) regarding updating socioeconomic data for the WisDOT Northeast Region travel demand forecast model update on December 12, 2022.

Jeffrey Agee-Aguayo indicated that he and Heena Bhatt participated in a quarterly meeting of the Northeast Wisconsin Regional Access to Transportation Committee (NEWRATC, via teleconference) the morning of January 10, 2023.

Jeffrey Agee-Aguayo commented that he and Heena Bhatt participated in a quarterly meeting of the Wisconsin DNR Bureau of Air Management Transportation Conformity Workgroup (via teleconference) the afternoon of January 10, 2023.

Jeffrey Agee-Aguayo stated that he and Heena Bhatt participated in a quarterly meeting of MPO and RPC directors the morning of January 24, 2023.

Jeffrey Agee-Aguayo noted that he would be participating in a meeting of the Bay-Lake Regional Planning Commission’s Executive Committee the morning of January 27, 2023. The amendments to the *2023 – 2026 TIP* and the *Sheboygan Metropolitan Planning Area Transportation Planning Work Program* that were recommended for approval at this meeting will receive final approval at the Executive Committee meeting.

Heena Bhatt commented that she would be attending a public meeting of local active transportation advocates with Heather Cleveland at the Mead Public Library the evening of February 9, 2022, to encourage public participation for the *Year 2050 SATP* as well as discuss the gaps in existing bicycle infrastructure for the possible bicycle study.

The only question came from Charles Born, who asked about the State Highway 32/County Highway V intersection in terms of when it would be constructed; Nick Weber responded that he would look into this with his colleagues at the WisDOT Northeast Region.

10. The next meeting of the Sheboygan MPO Technical and Policy Advisory Committees is scheduled for **Thursday, February 23, 2023, at 1:00 p.m.**

11. **Moved** by David Biebel and seconded by David Smith that the joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees be adjourned. Motion carried, with all voting aye on a voice vote. The meeting adjourned at 2:26 p.m.

Recording secretary,

Jeffrey C. Agee-Aguayo

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