

MINUTES
BAY-LAKE REGIONAL PLANNING COMMISSION
SHEBOYGAN METROPOLITAN AREA
TECHNICAL AND POLICY ADVISORY COMMITTEES SPECIAL JOINT MEETING
July 25, 2019
Sheboygan County Administration Building (Room 119), Sheboygan

MEMBERS PRESENT: Steven Bauer, Policy Advisory Committee Chairperson,
Presiding

Policy Advisory Committee: Matt Halada for Will Dorsey (WisDOT Northeast Region, Green Bay, by phone)
Vernon Koch for Tom Wegner (Sheboygan County)
Mayor Mike Vandersteen (City of Sheboygan)

Technical Advisory Committee: Jerry Benzschawel (City of Sheboygan Falls Department of Public Works)
David Biebel (City of Sheboygan Department of Public Works)
Aaron Brault (Sheboygan County Planning and Conservation Department)
Sandra Carpenter (WisDOT Northeast Region, Green Bay, by phone)
Brett Edgerle (Village of Kohler)
Mike Friedlander (Wisconsin Department of Natural Resources Bureau of Air Management, Madison, by phone)
Jim Glavan (Sheboygan County Representative, Eastern Wisconsin Counties Railroad Consortium)
Derek Muench (Shoreline Metro)
Diane Paoni (WisDOT Bureau of Planning and Economic Development, Madison, by phone)
David Smith (Bicycle and Pedestrian Transportation Advocate)
Steve Sokolowski (City of Sheboygan Department of Planning and Development)

MEMBERS EXCUSED: Bill Blashka for Daniel Hein (Town of Sheboygan)
Ryan Sazama (City of Sheboygan Department of Public Works)

OTHERS PRESENT: None

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

1. The meeting was called to order at 1:01 p.m. by Policy Advisory Committee Chairperson Steven Bauer.

Members of both committees and staff introduced themselves for the benefit of everyone in attendance.

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

2. **Moved** by Matt Halada and seconded by David Biebel that both committees approve the agenda for the July 25, 2019, special joint Technical Advisory Committee/Policy Advisory Committee meeting. Motion carried, with all voting aye on a voice vote.

3. **Moved** by Jim Glavan and seconded by Brett Edgerle that both committees approve the minutes of the April 25, 2019, joint Technical Advisory Committee/Policy Advisory Committee meeting. Motion carried, with all voting aye on a voice vote.

4. Policy Advisory Committee Chairperson Steven Bauer asked if there was any public 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 2019 – 2022* to the Bay-Lake Regional Planning Commission.

Jeffrey Agee-Aguayo distributed amendments to Table 6 (Street and Highway Improvement Projects) to members of both committees in attendance, and these amendments were also projected onto the screen in the meeting room. Jeffrey Agee-Aguayo then reviewed the changes to Table 6, which were as follows:

- The North Avenue reconstruction project (2019) increased in cost by \$1,430,000; all of this involves the local (City of Sheboygan) share of the project.
- The State Highway 28/County Highway EE roundabout construction project decreased in cost by \$204,000, including a \$163,000 decrease in the federal share and a \$41,000 decrease in the state share.
- The County Highway O Sheboygan River Tributary bridge replacement project decreased in cost by \$4,000; the federal share for this project increased by \$14,000, while the local share for this project decreased by \$18,000.
- Preliminary engineering on the three CMAQ-funded signal timing projects in the City of Sheboygan was moved from 2019 to 2020.
- Two new projects were added: Design leading to resurfacing of State Highway 32 from State Highway 23 to State Highway 42, and design leading to concrete repairs on State

Highway 23 from County Highway P to State Highway 32 (both design projects will take place in 2019, with the actual resurfacing or concrete repairs taking place several years later).

Jeffrey Agee-Aguayo noted cost changes to total highway preservation, safety, and improvement project funding resulting from the amendments to Table 6.

Jeffrey Agee-Aguayo also distributed the revised financial plan (fiscal constraint redemonstration) for the July 2019 minor amendments to the *2019 – 2022 TIP*, and the revised financial plan was also projected onto the screen in the meeting room. Jeffrey Agee-Aguayo then reviewed the changes to the financial plan, which were as follows:

- One National Highway Performance Program (NHPP) project was added to the TIP.
- One Surface Transportation Block Grant (STBG) program project was added to the TIP.
- Moving design for three CMAQ projects from 2019 to 2020.
- Individual cells in Table 7 (Programmed and Available Funding for the 2019 – 2022 TIP) were amended to reflect changes in NHPP funding in 2019, changes in STBG funding in 2019 and 2020, and changes in CMAQ funding in 2019 and 2020.

Finally, Jeffrey Agee-Aguayo discussed a new project being developed by the Sheboygan County Transportation Department. This project would involve the reconstruction of portions of County Highway EE/Weeden Creek Road in the urbanized area, likely in 2024. Preliminary phases of this project (design and right-of-way acquisition) will be added to the *2020 – 2023 TIP* that will be developed in the coming weeks.

Members of the MPO advisory committees had no questions or comments regarding the proposed amendments.

Moved by David Biebel and seconded by Aaron Brault that both committees recommend approval of the minor amendments to the *Sheboygan Metropolitan Planning Area TIP: Calendar Years 2019 – 2022* to the Bay-Lake Regional Planning Commission. Motion carried, with all voting aye on a voice vote.

6. Jeffrey Agee-Aguayo discussed funding cycles that were open for project applications with members of both committees in attendance.

A. The Congestion Mitigation and Air Quality improvement program (CMAQ) was discussed first.

Jeffrey Agee-Aguayo distributed a WisDOT webpage on the CMAQ program, and this webpage was also projected onto the screen in the meeting room. Eligible project categories include “enhancement of public transit (including expanded service and capital items), bicycle and pedestrian facilities, ridesharing programs and facilities, and technologies that improve traffic flow and vehicle emissions.” Jeffrey Agee-Aguayo reviewed CMAQ materials with members of both committees in attendance, including program guidelines, the project application, and application instructions. Jeffrey Agee-Aguayo stated that he e-mailed a link to the CMAQ webpage to members of both committees on June 4, 2019. The deadline for receipt of application materials is August 1, 2019.

As far as questions and comments from members of both committees were concerned, Derek Muench asked if his CMAQ project application had been received from the WisDOT Northeast Region office; Sandra Carpenter responded that she had not received this application to date. Aaron Brault asked about the “sunset date” to complete projects under this program; in looking into this after the meeting, the “sunset date” is six years after the project is awarded, and is specified in the State-Municipal Agreement (SMA) for the project.

B. The Surface Transportation Block Grant (STBG) Urban Program (previously and more commonly known as the STP Urban Program) was also discussed.

Jeffrey Agee-Aguayo distributed a WisDOT webpage on the STBG Urban program, and this webpage was also projected onto the screen in the meeting room. A letter with STBG Urban deadlines (along with those of the other local programs) was also distributed and reviewed. Urban principal arterials, urban minor arterials and urban collectors in the urbanized area are eligible for this program as long as they are not on the state trunk highway system. Transit capital items and bicycle and pedestrian facilities are also eligible project categories in the urbanized area. Jeffrey Agee-Aguayo reviewed STBG Urban materials with members of both committees in attendance, including guidelines for the 2020 – 2025 funding cycle, a fact sheet on the program, application instructions, and the project application.

Jeffrey Agee-Aguayo stated that he initially e-mailed members of both committees regarding the availability of this program on June 4, 2019, and sent out a follow-up e-mail on July 10, 2019. Slightly more than \$3.6 million will be available in the urbanized area this funding cycle. Project applicants were encouraged to get their draft applications in to the WisDOT Northeast Region soon so that WisDOT Northeast Region staff can review and provide advice on the applications before they are finalized. Project applicants were also encouraged to get their final applications in to the WisDOT Northeast Region (with a copy to Jeffrey Agee-Aguayo) by October 15, 2019. Jeffrey Agee-Aguayo noted that projects would be prioritized at either the October 24, 2019, meeting or the December 12, 2019, meeting.

Jeffrey Agee-Aguayo indicated that several other programs have upcoming deadlines, including:

- STBG Rural (October 15, 2019);

- Local Bridge (October 15, 2019); and
- Highway Safety Improvement Program (HSIP – August 15, 2019).

Finally, Jeffrey Agee-Aguayo commented that the process to kick off the next Transportation Alternatives Program (TAP) funding cycle might start in the fall.

7. Matt Halada discussed WisDOT Northeast Region planning activities and construction projects in Sheboygan County with everyone in attendance (*Note: A summary of status of the state trunk highway projects is attached to these minutes*).

Matt Halada discussed the status of the State Highway 23 expansion project from the Fond du Lac County line to County Highway P in detail with members of both committees in attendance.

Matt Halada also discussed the status of painting of the Sheboygan River and Otter Creek bridges on State Highway 57 in detail with members of both committees in attendance.

Finally, Matt Halada discussed three local projects that were recently let involving bridges in the Town of Sherman.

Jeffrey Agee-Aguayo then gave an update on other MPO activities to everyone in attendance.

Jeffrey Agee-Aguayo stated that he attended two events regarding the State Highway 23 “majors” project, including a local officials’ meeting on April 30, 2019, and the groundbreaking ceremony for the project at the Wade House in Greenbush on May 8, 2019.

Jeffrey Agee-Aguayo noted that he participated in an MPO mid-year review teleconference with WisDOT and FHWA staff on May 15, 2019.

Jeffrey Agee-Aguayo indicated that he met with the Director of Shoreline Metro to discuss next steps in the completion of the Transit Development Program (TDP) on June 11, 2019.

Jeffrey Agee-Aguayo commented that he and other Commission staff assisted the Town of Sheboygan Falls with updating the town’s pavement ratings on June 18, 2019. The town board signed off on the ratings at its meeting on July 1, 2019, and the 2019 ratings have been submitted to WisDOT on behalf of the town.

Jeffrey Agee-Aguayo stated that he assisted Shoreline Metro with its Community Development Block Grant (CDBG) quarterly report in the first half of July.

Jeffrey Agee-Aguayo noted that he participated in a quarterly meeting of the Northeast Wisconsin Regional Access to Transportation Committee (NEWRATC) in Menasha on July 16, 2019.

Jeffrey Agee-Aguayo indicated that he participated in a quarterly MPO/RPC Directors' meeting (via teleconference) on July 23, 2019.

Jeffrey Agee-Aguayo commented that upcoming meetings include: the quarterly meeting of the Bay-Lake Regional Planning Commission Executive Committee on July 26, 2019 (final approval of the TIP amendments recommended for approval at this joint meeting of the MPO advisory committees); and participation in a WisDOT performance review of Shoreline Metro on August 7, 2019.

Finally, Jeffrey Agee-Aguayo discussed post-approval activities regarding the Update to the *Year 2045 Sheboygan Area Transportation Plan (SATP)*. These activities included: posting the Update to the *Year 2045 SATP* to the Bay-Lake Regional Planning Commission's Sheboygan MPO webpage (the entire plan is posted there, as well as individual chapters and appendices); work on an Executive Summary of the Update to the *Year 2045 SATP*; work on interactive mapping involving maps that portray existing conditions (from Chapter 5 of the Update to the *Year 2045 SATP*); and development of a poster summarizing key points in the Update to the *Year 2045 SATP* (this poster was on display in the meeting room, and will soon be posted to the MPO webpage). Jeffrey Agee-Aguayo asked members of both committees to contact him if they wanted either a paper copy of the full Update to the *Year 2045 SATP* and/or a summary poster regarding the plan. A paper copy of the final Update to the *Year 2045 SATP* will be transmitted to the Mead Public Library in the near future.

8. The next meeting of the Sheboygan MPO Technical and Policy Advisory Committees was scheduled for **Thursday, September 5, 2019, at 1:00 p.m.**

9. **Moved** by Aaron Brault and seconded by Mayor Mike Vandersteen 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 1:31 p.m.

Recording secretary,

Jeffrey C. Agee-Aguayo

SHEBOYGAN COUNTY

WIS 23 Expansion

Location/limits: WIS 23 from the west Sheboygan/Fond du Lac County line to County P west of the city of Plymouth.

Length of project: 7.42 miles

Cost: \$12.3 million

Schedule: May 13, 2019 to November 2019.

Description of work: This work is part of the WIS 23 four-lane, on-alignment expansion project scheduled for 2019-2022 in Sheboygan and Fond du Lac counties. Work this year in Sheboygan County includes subgrade construction of the additional lanes in the Sheboygan County work zone, grading, drainage culverts and inlets, westbound structure over the Mullet River, westbound structure over the Ice Age Trail, wetland mitigation site, and other incidental items of work.

July 8 to July 12: Contractor will continue to place fill between Scenic View and County A for future WIS 23 westbound lanes. The contractor will place fill between County S and Twinkle Lane. The landscaping contractor will seed, e-mat and mulch from Julie Court to Plank Road. Contractor will install culvert and driveway pipe between Scenic View and Ridge Road. Stripping of topsoil will continue at the Fond du Lac County Mitigation site.

July 15 to July 19: Contractor will continue to place fill between Scenic View and County A for future WIS 23 westbound lanes. Contractor will place fill from County S to Twinkle Lane. Contractor will be installing culvert pipe and driveway pipes between Scenic View and Ridge Road. Stripping of topsoil will continue at the Fond du Lac County Mitigation site.

Traffic Impacts: Traffic not impacted and will continue to utilize existing WIS 23.

WIS 23 Construction Website: <https://projects.511wi.gov/wis23resurface/>

Sheboygan River and Otter Creek Bridge Painting

Location/limits: Sheboygan River Bridge and Otter Creek Bridge on WIS 57 between Kiel and Plymouth

Length of project: On bridges (.25 miles)

Cost: \$266,509

Schedule: July 15, 2019 to August 2019.

Description of work: This work for this contract is the blasting and repainting the bridges over the Sheboygan River and Otter Creek. The bridge over Otter Creek will also receive and polymer overlay.

July 9 to July 12: Work will consist of putting up the portable message boards notifying traffic of the upcoming road closures.

July 15 to July 19: The detour will be set for Otter Creek bridge closure. The contractor will be moving in equipment and setting up containment.

Traffic Impacts: WIS 57 will be closed to through traffic 2.2 miles north of WIS 23. Detour will be set sending traffic to WIS 67.

Detour: The detour for the Otter Creek Bridge closure is via County J, WIS 67, WIS 23.

