

MINUTES  
BAY-LAKE REGIONAL PLANNING COMMISSION  
SHEBOYGAN METROPOLITAN AREA  
TECHNICAL AND POLICY ADVISORY COMMITTEES

June 28, 2018

Sheboygan County Administration Building (Room 119), Sheboygan

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

Policy Advisory Committee: Charles Born (Town of Lima)  
Matt Halada for Will Dorsey (WisDOT Northeast Region, Green  
Bay)

Technical Advisory Committee: Jerry Benzschawel (City of Sheboygan Falls Department of  
Public Works)  
Aaron Brault (Sheboygan County Planning and Conservation  
Department)  
Brett Edgerle (Village of Kohler)  
Jim Glavan (Sheboygan County Representative, Eastern  
Wisconsin Counties Railroad Consortium)  
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: David Biebel (City of Sheboygan Department of Public Works)  
Bill Blashka for Daniel Hein (Town of Sheboygan)  
Peter McMullen (WDNR Southeast Region, Milwaukee)  
Derek Muench (Shoreline Metro)  
Ryan Sazama (City of Sheboygan Department of Public Works)  
Mayor Mike Vandersteen (City of Sheboygan)

OTHERS PRESENT: None

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

1. The meeting was called to order at 1:00 p.m. by Policy Advisory Committee Chairperson  
Steven Bauer.

Members of both committees and staff present 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 Aaron Brault and seconded by Jim Glavan that both committees approve the agenda for the June 28, 2018, 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 Aaron Brault that both committees approve the minutes of the May 24, 2018, 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 a minor amendment to the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2018 – 2021* to the Bay-Lake Regional Planning Commission.

Jeffrey Agee-Aguayo distributed (as needed) and reviewed one change to Table 6 (Street and Highway Improvement Projects) with members of both committees in attendance. The change involved a cost reduction to one project (construction of a roundabout at the intersection of State Highway 28 and County Highway EE in 2020). The total cost of this project was reduced by \$394,000, with the federal share of this project decreasing by \$316,000, and with the state share of this project decreasing by \$78,000.

**Moved** by Aaron Brault and seconded by Brett Edgerle that both committees recommend approval of this minor amendment to the *Sheboygan Metropolitan Planning Area TIP: Calendar Years 2018 – 2021* to the Bay-Lake Regional Planning Commission. Motion carried, with all voting aye on a voice vote.

Jeffrey Agee-Aguayo also discussed a major amendment to the *2018 – 2021 TIP* that would be coming up in July. This major amendment would add three signal timing projects in the City of Sheboygan that were awarded Congestion Mitigation and Air Quality (CMAQ) funding to the *2018 – 2021 TIP*. These projects are as follows (Note: The funding award is 80 percent of total project cost, with the project sponsor responsible for the 20 percent local share):

- **State Highway 23/Kohler Memorial Drive/Erie Avenue Traffic Flow Improvement** – CMAQ funding awarded: \$414,480. This project will improve signals at various intersections along the corridor, which extends from North Taylor Drive to North 9<sup>th</sup> Street.

- **State Highways 28 and 42/14<sup>th</sup> Street/Calumet Drive Traffic Flow Improvement** – CMAQ funding awarded: \$607,040. This project will improve signals at various intersections along the corridor, which extends from Indiana Avenue to North Avenue along 2.40 miles of roadway.
- **Taylor Drive Traffic Flow Improvement** – CMAQ funding awarded: \$533,520. This project will improve signals along the corridor, which extends from Indiana Avenue to Superior Avenue along 1.63 miles of roadway, and includes a small 0.90 mile section of Erie Avenue.

Jeffrey Agee-Aguayo stated that all of the above noted projects include “adding radio communication infrastructure, installing video detection, conducting 13-hour intersection turning movement counts, and retiming and coordinating traffic signals.”

Jeffrey Agee-Aguayo commented that this major amendment to the *2018 – 2021 TIP* would need a 30 day public comment period and a public hearing, as the addition of these three projects exceeds \$1 million. The public hearing would be incorporated into a special meeting of the Sheboygan MPO Technical and Policy Advisory Committees that will take place on July 25, 2018 (along with recommendation of approval of the major amendment). The public comment period on this major amendment started on June 27, 2018, and will run through July 26, 2018. The Bay-Lake Regional Planning Commission would take action on the major amendment and on the minor amendment that was recommended for approval at this meeting at a meeting of its Executive Committee on July 27, 2018.

6. Jeffrey Agee-Aguayo gave a report on preparation of the Update to the *Year 2045 Sheboygan Area Transportation Plan (SATP)* to members of both committees in attendance. Jeffrey Agee-Aguayo started this review by distributing the plan outline to those who needed it.

A. Jeffrey Agee-Aguayo distributed (as needed) and reviewed draft Chapter 2 (Metropolitan Transportation Planning Process) with members of both committees in attendance. The review focused on items that changed in the chapter since the original *Year 2045 SATP* was approved in 2015 (these items were highlighted).

As far as questions and comments regarding draft Chapter 2 were concerned, several members of both committees discussed air quality attainment status in the Sheboygan area. Diane Paoni stated that the State Freight Plan was adopted by WisDOT in June 2018. Steve Sokolowski thought that the Sheboygan Urbanized Area should be darkened or lightened in Map 2.1; Aaron Brault suggested combining Maps 2.1 and 2.2 into a single map.

Jeffrey Agee-Aguayo distributed (as needed) and reviewed draft Chapter 3 (Profile of the Metropolitan Planning Area) with members of both committees in attendance. Again, the review focused on items that changed in the chapter since the original *Year 2045 SATP* was approved in 2015 (these items were highlighted).

As far as questions and comments regarding draft Chapter 3 were concerned, Diane Paoni had a question regarding specific observations in Tables 3.5 (Persons in Poverty) and 3.6 (Per Capita Income by Geography) that Jeffrey Agee-Aguayo answered.

Jeffrey Agee-Aguayo distributed (as needed) and reviewed draft Chapter 4 (Mission Statement, Goals and Objectives) with members of both committees in attendance. Once again, the review focused on items that changed in the chapter since the original *Year 2045 SATP* was approved in 2015 (these items were highlighted).

As far as questions and comments regarding draft Chapter 4 were concerned, Jim Glavan commented that Blue Cab should be added to Objective 4.13; Jeffrey Agee-Aguayo responded that this objective was focused on transportation services in which one uses an app to summon service and which are not based at fixed locations in the Sheboygan area, adding that traditional taxi services in the area would be addressed in Chapter 5. Steve Sokolowski and Brett Edgerle discussed Spaceport Sheboygan and Objective 10.5, noting that there do not need to be any changes to this objective as written at this time. In regard to the bicycle and pedestrian transportation goals and objectives, Charles Born asked if motorized bicycles are permitted on area bicycle and pedestrian trails; Aaron Brault responded affirmatively. David Smith commented that when area municipalities complete projects like repaving work, those municipalities should make sure that everything gets restriped for the benefit of bicyclists and pedestrians; David Smith added that this did not need to be added as a goal or objective in Chapter 4.

B. Jeffrey Agee-Aguayo gave an update on progress on draft Chapter 5 (Existing Condition of the Transportation Network) to members of both committees in attendance.

Jeffrey Agee-Aguayo stated that the Bicycle Network and Pedestrian Network sections of draft Chapter 5 were complete. Jeffrey Agee-Aguayo gave copies of these sections to Aaron Brault and David Smith for review before they are presented to both committees at a future meeting.

Jeffrey Agee-Aguayo indicated that the Transit Network section of draft Chapter 5 was complete. Jeffrey Agee-Aguayo added that he would give a copy of this section to Derek Muench for review before it is presented to both committees at a future meeting.

Jeffrey Agee-Aguayo commented that the Intercity Passenger Network and Freight Networks sections were complete, although MPO staff will be refreshing some of the freight data to the most recent available year (2016) soon with the assistance of WisDOT Central Office staff.

Jeffrey Agee-Aguayo noted that the Roadway Networks section was close to being completed, and added that he was currently working on crash analysis for this section. Other information in this section that remains to be completed includes: traffic counts; pavement condition; structural condition of bridges; and the location of signalized intersections, roundabouts and bridges.

There were no questions or comments regarding the update on progress on draft Chapter 5.

7. Matt Halada discussed WisDOT Northeast Region planning activities and construction projects in Sheboygan County with everyone in attendance.

Matt Halada discussed the median cable guard project that is underway on portions of Interstate Highway 43 in Sheboygan County. Aaron Brault had questions regarding this project that Matt Halada answered.

Matt Halada discussed the State Highway 23 “majors” project from Plymouth to Fond du Lac; a public hearing on the draft limited scope supplemental environmental impact statement (EIS) was held in Fond du Lac the evening of June 19, 2018. The draft limited scope supplemental EIS is available during a public comment period that started with the notice of availability on June 1, 2018, and ends on July 31, 2018. The preferred alternative remains a 4-lane facility on the existing alignment with expressway corridor preservation (same as the 2010 and 2014 documents). WisDOT is striving for a final limited scope supplemental EIS and record of decision (ROD) in the fall of 2018 (likely in mid-October). Immediately after the ROD, WisDOT will transition to final design, real estate and construction activities. The first potential bid letting for this project would be in spring of 2019, and would be the portion of the project involving grading the base and possible paving in Sheboygan County (from the west county line to County Highway P); adding paving to the contract helps utilize the “let savings” of \$19 million earmarked for this project in the last state biennial budget, which needs to be finalized by the Majors Committee at its August meeting. Construction of this project will start in 2019 and will run through 2022. Steve Sokolowski had a question regarding this project that Matt Halada answered. There was considerable discussion regarding this project from members of both committees.

Charles Born had questions regarding the State Highway 28 preservation project that Matt Halada answered. David Smith discussed this project in terms of Complete Streets policies (or lack thereof). Jeffrey Agee-Aguayo noted that WisDOT did not ask him to amend the *2018 – 2021 TIP* to include this project, since the project involved only state funding.

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

Jeffrey Agee-Aguayo stated that the full Bay-Lake Regional Planning Commission met on June 8, 2018. Minor amendments to the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2018 – 2021* (including addition of a Wisconsin Employment Transportation Assistance Program (WETAP) employment carpool project funded through the CMAQ program, as well as cost and cost share changes to existing street and highway projects) were approved by the Commission at this meeting.

Jeffrey Agee-Aguayo indicated that the Commission hired a new transportation planning intern who started work on June 18, 2018. The intern will be working full-time over the summer and about 10 hours per week when classes start up again in the fall. So far, the intern has mainly been working on the Shoreline Metro Transit Development Program (TDP) Update, but will also work on various MPO projects during the internship.

Jeffrey Agee-Aguayo noted that he participated in a teleconference organized by staff of the Wisconsin DNR Bureau of Air Management to discuss updating of planning assumptions to be used in future conformity analyses the afternoon of June 18, 2018.

Jeffrey Agee-Aguayo commented that he participated in the State Highway 23 “majors” project draft limited scope supplemental EIS public hearing in Fond du Lac the evening of June 19, 2018.

Jeffrey Agee-Aguayo stated that he and other Commission staff participated in the mid-year meeting to review progress on the *2018 Sheboygan Metropolitan Planning Area Transportation Planning Work Program* (via Skype conferencing) the morning of June 22, 2018.

Jeffrey Agee-Aguayo noted that he participated in a teleconference organized by staff of the Madison Area MPO to plan the 2018 MPO/RPC/WisDOT transportation planning conference the afternoon of June 25, 2018.

Finally, Jeffrey Agee-Aguayo indicated that he would be participating in the following upcoming meetings:

- Quarterly meeting of the Northeast Wisconsin Regional Access to Transportation Committee on July 11, 2018, in Oshkosh.
- Quarterly meeting of the Wisconsin DNR Bureau of Air Management Transportation Conformity Work Group on July 16, 2018, in Madison (MPO staff will be participating in this meeting via teleconference).
- WisDOT Northeast Region Travel Demand Forecast Model Users’ Group meeting on July 26, 2018, in Green Bay (Note: This meeting is now being postponed to sometime in September or October).

8. A special meeting of the Sheboygan MPO Technical and Policy Advisory Committees (to take up a major amendment to the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2018 – 2021*) was scheduled for **Thursday, July 25, 2018, at 1:00 p.m.**

The next regular meeting of the Sheboygan MPO Technical and Policy Advisory Committees was scheduled for **Thursday, September 6, 2018, at 1:00 p.m.**

9. **Moved** by Jim Glavan and seconded by Steve Sokolowski 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 2:40 p.m.

Recording secretary,

Jeffrey C. Agee-Aguayo

