

DRAFT MINUTES
BAY-LAKE REGIONAL PLANNING COMMISSION
TECHNICAL AND POLICY ADVISORY COMMITTEES JOINT MEETING
FOR SHEBOYGAN MPO
April 25, 2024
(In-Person and Virtual)

MEMBERS PRESENT:

- Vernon Koch (Sheboygan County), Policy Advisory Committee Chairperson, Presiding

Policy Advisory Committee:

- Charles Born (Town of Lima), Policy Advisory Committee Vice-Chair
- Mayor Randy Meyer (City of Sheboygan Falls)
- George Marthenze (Town of Herman)
- Tom Holtan (Town of Sheboygan)

Technical Advisory Committee:

- Bryan Olson (Sheboygan County – Director of Department of Transportation), Technical Advisory Committee Chair
- Aaron Groh (City of Sheboygan-Department of Public Works)
- Elke Daugherty (City of Sheboygan – Dept. of Planning & Development)
- Kevin Jump (City of Sheboygan)
- Karl Buck (FHWA – Wisconsin Division)
- Mike Kitzerow (Village of Kohler)
- Shad Tempas (On behalf of Jerry Benzschawel, City of Sheboygan Falls- Department of Public Works)
- Nick Weber (WisDOT Northeast Region, Green Bay)

MEMBERS EXCUSED:

- Heather Cleveland (City of Sheboygan)
- Aaron Brault (Sheboygan County – Planning & Conservation Department)
- David Bizot (Wisconsin DNR – Bureau of Air Management)

OTHERS PRESENT:

- Diane McGinnis Casey (City of Sheboygan)
- Matt Sorenson (WisDOT)
- Emily Stewart (Sheboygan County)

STAFF PRESENT:

- Heena Bhatt (Bay-Lake Regional Planning Commission)
- Brian Dickson (Bay-Lake Regional Planning Commission)

1. The meeting was called to order at 11:01 am. by Policy Advisory Committee Chair Vernon Koch.

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

2. The meeting Agenda for the April 25, 2024, joint Technical Advisory Committee/Policy Advisory Committee meeting was approved.

Moved by Mike Kitzerow and seconded by George Marthenze.

3. The Draft meeting minutes for March 7, 2024, joint Technical Advisory Committee/Policy Advisory Committee meeting was approved.

Moved by Charles Born and seconded by Mike Kitzerow.

4. Policy Advisory Committee Chairperson, Vernon Koch, asked if there was any public input. No input was provided.
5. Review and release for 45-days public comment period of *Draft 2024 Public Participation Plan* for the Sheboygan Metropolitan Planning Organization.

Heena Bhatt provided an overview of the Public Participation Plan to the members present. Ms. Bhatt noted that a change from the previous plan was to change the public comment period for Major TIP amendments from 30 days to 15 days. Ms. Bhatt also noted that during the initial comment period two comments were received from Nick Weber (WisDOT Northeast Region) and Karl Buck (FHWA -Wisconsin Division) and those comments have been addressed in the current draft of the public participation plan. Additions include adding current federal transportation programs and executive orders into the list of guiding plans and to include federal, state, and local housing agencies and housing advocacy organizations into the public participation process, as this is a new initiative within federal agencies. Ms. Bhatt presented and provided a brief overview of all the elements of the plan to the committee members.

After some minor discussion the members approved to release the public participation plan for a 45-day public comment period.

Moved by Mike Kitzerow and seconded by Charles Born.

6. Prioritization of Surface Transportation Block Grant (STBG) Urban Candidate Projects Submitted for the Federal Fiscal Years (FFYs) 2024 – 2027 Funding Cycle under the Bipartisan Infrastructure Law (BIL) in the Sheboygan Urbanized Area.

Heena Bhatt informed the members that two projects were submitted for consideration for funding under the STBG program. The first project is on North 15th Street from North Avenue to Calumet Drive (WI-42) and is sponsored by the City of Sheboygan. The second project is on

Fond du Lac Avenue from State Highway 32 (Main Street) to Oak Street and is sponsored by Sheboygan Falls. Ms. Bhatt said that in reviewing the projects, both projects scored a 19 so further discussion would be needed to select a project. Ms. Bhatt said the committee could potentially split funding between the two projects, or select one project to fund now, and the project could be funded later.

Aaron Brault (County of Sheboygan) had provided his input via email before the meeting and mentioned that the North 15th Street project has a much higher traffic volume than Fond du Lac Avenue and he would prefer the N 15th street get the full available funding for this cycle. Emily Stewart asked if the City of Sheboygan and the City of Sheboygan Falls would be amenable to splitting the funding between the two projects. Kevin Jump (City of Sheboygan-DPW) said that the North 15th Street project has not been completely scoped out yet. Diane McGinnis Casey (City of Sheboygan) asked what amount of funding would be available next year and Ms. Bhatt said that that information has not been provided by WisDOT yet and it is difficult to estimate funding from one year to the next. Ms. McGinnis Casey then asked if funding from this year could be carried forward to next year. Nick Weber and Heena Bhatt said generally funds not used can be carried forward into the next fiscal year within the state budget, but more investigation would have to be done to see if the funds could remain allocated to the MPO. Ms. McGinnis Casey then asked if the fund can be used for design only. Ms. Bhatt said if the whole project is funded, the funding can be split between design and construction but, the funding cannot be allocated for design only projects.

Mayor Randy Meyer (City of Sheboygan Falls) said the project on Fond du Lac Road is part of an overall rehabilitation project in the area with 3 to 4 million dollars being spent on additional projects in 2025. Mayor Meyer said that the city of Sheboygan Falls would prefer to get the whole 80% funding for the Fond du Lac Ave project, rather than having a split between the two projects. After some internal discussions between City of Sheboygan member present, Ms. McGinnis Casey said the City of Sheboygan would be willing to forgo funding for their project in 2024 and hope the committee would give priority to their project in 2025.

The committee unanimously voted to approve funding for the City of Sheboygan Falls project on Fond du Lac Avenue for STBG funding in 2024.

Moved by George Marthenze and seconded by Charles Born.

7. Update on WisDOT Northeast Region and Other MPO Planning Activities

- Nick Webber provided an update and mentioned WisDOT will be announcing a carbon reduction program grant in early May, and the MPOs will be notified once the grant is announced. The initial deadline for the application is June 30th, 2024, but this can change depending on when the grant is announced.
- Ms. Bhatt added this will be the second round of such grant funding and that she will let members know when that grant is announced. She did note that funding for electric cars will not be available in this grant.

- Ms. Bhatt said the first Sheboygan MPO Bike/Ped meeting was held and it went well. There was much to discuss and not everything was able to be addressed in the first meeting so a second meeting will be held soon.
 - Ms. Bhatt said the WisDOT/MPO/RPC Quarterly meeting was held this week and much information was provided.
 - Ms. Bhatt said work continues on the Sheboygan County Transportation Planning/Feasibility Study. Currently Bay Lake RPC, Shoreline Transit, and County staff are looking into an option for a fixed route bus service to Plymouth from City of Sheboygan and another option for an on-demand service in the rural areas of the county.
8. Chair Vernon Koch announced the next meeting date is June 13, 2024, at 11:00 am.
9. Adjournment

Moved by Mike Kitzerow and seconded by Charles Born 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 was adjourned at 12:01 pm.

Recording secretary,

Brian Dickson