

MINUTES  
BAY-LAKE REGIONAL PLANNING COMMISSION  
TECHNICAL AND POLICY ADVISORY COMMITTEES JOINT MEETING  
FOR SHEBOYGAN MPO  
October 23, 2025  
(In-Person and Virtual)

MEMBERS PRESENT:

Policy Advisory Committee:

- Vernon Koch, Policy Advisory Committee Chairperson, Presiding
- Charles Born, Policy Advisory Committee Vice-Chairperson, Presiding
- Tom Holton (Town of Sheboygan)
- Cullen Peltier (City of Sheboygan Falls on behalf of Mayor Randy Meyer)

Technical Advisory Committee:

- Bryan Olson, Technical Advisory Committee Chairperson, Presiding
- Derek Muench, Technical Advisory Committee Vice-Chairperson, Presiding
- Aaron Brault (Sheboygan County Planning and Conservation Department)
- Taylor Zeinert (City of Sheboygan)
- Mike Kitzerow (Village of Kohler)
- Kevin Jump (City of Sheboygan)
- Travis Peterson (City of Sheboygan)
- Justin Johnson (WisDOT Central)
- Bryan Kelly (Bike/Ped Enthusiast/Transit Committee)
- Stephanie Steinfeldt (WisDOT TIP)

Non-Members:

- Edward Procek (Sheboygan County Board)

STAFF PRESENT:

- Heena Bhatt (Bay-Lake Regional Planning Commission)
- Bryce Thompson (Bay-Lake Regional Planning Commission)

1. The meeting was called to order at 11:02 a.m. by Policy Advisory Committee Chairperson 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 October 23, 2025, joint Technical Advisory Committee/Policy Advisory Committee meeting was approved.

**Moved** by Aaron Brault and seconded by Charles Born

3. The Draft meeting minutes for May 14, 2025, joint Technical Advisory Committee/Policy Advisory Committee meeting was approved.

**Moved** by Aaron Bault and seconded by Mike Kitzerow

4. Policy Advisory Committee Chairperson Vernon Koch asked if there was any public input.

No public input received.

5. Review and Recommendation of Approval of the *2026 Sheboygan Metropolitan Planning Area Unified Planning Work Program*.

Heena Bhatt gave an overview of the *2026 Sheboygan Metropolitan Planning Area Unified Planning Work Program*. Ms. Bhatt explained the five main elements of the program, including program support and administration, long-range transportation planning, short-range transportation planning, transportation improvement program (TIP), and safe and accessible transportation options (SATO).

Ms. Bhatt then explained the budget breakdown for the 2026 program. It was also noted that local match decreased from 2025.

**Moved** by Derek Muench and seconded by Aaron Brault

6. Review and Recommendation of Approval of Minor Amendments to the *Sheboygan Metropolitan Planning Area TIP: Calander Years 2025-2028* to the Bay-Lake Regional Planning Commission.

Ms. Bhatt explained the three minor amendments being added to the TIP. It was noted that these projects were considered minor amendments as they are each below one million dollars in funding.

Derek Muench noted amendment to Table 2: Transit Capital Items, with replacement of two paratransit vehicles in 2026. The replacement of the two paratransit vehicles was noted at a cost of \$130,000 each with no local match and 100% funded by County CARES ACT and AARPA funds.

**Moved** by Derek Muench and seconded by Bryan Kelly, carried as amended.

7. Review and Recommendation of approval of the proposed changes to the Sheboygan Metropolitan Planning Organization Functional Classification System.

Ms. Bhatt explained seven recommended changes by Wisconsin Department of Transportation to the functional classification for the Sheboygan MPO. Ms. Bhatt noted that these changes can occur due to the Average Annual Daily Traffic (AADT) counts, along with changes in density and school locations.

Aaron Brault asked if these changes would affect future funding, Ms. Bhatt explained that they would not. Bryan Kelly asked why 10<sup>th</sup> Street was being changed to a collector street, Ms. Bhatt explained it was due to the AADT count.

**Moved** by Aaron Brault, seconded by Charles Born

8. Discussion of the 2055 Sheboygan Area Transportation Plan.

Ms. Bhatt gave an overview of the 2055 Sheboygan Area Transportation Plan. It was noted that Ms. Bhatt will reach out to each community to discuss programmed projects in their capital improvement plan. Ms. Bhatt also explained that along with the update of the long-range plan, a new a new conformity analysis will be established using the new MOVES model.

Ms. Bhatt mentioned that in the next meeting the committee will work on an idea generation exercise where she expects all committee members to discuss top three topics of concern that they would like to be included in the long-range planning process.

A brief discussion was held about priorities for the plan. Mr. Born noted that data centers should be an area of focus for the plan. Ms. Zeinert noted that the City of Sheboygan is updating its zoning code for the inclusion of data centers.

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

Ms. Bhatt and Mr. Thompson provided updates on the MPO Bike and Ped Plan, noting that the draft will be sent out in the near future. Ms. Bhatt also mentioned that the Shoreline Metro TDP plan is in process with public survey being conducted and the next meeting for the TDP is on November 11<sup>th</sup>.

10. Next Meeting Date: December 18, 2025, 11:00 a.m.

Vernon Koch noted that the next meeting will be held on December 18, 2025, at 11:00 a.m.

11. The meeting was adjourned at 11:43 a.m.

**Moved** by Charles Born, seconded by Derek Muench

Recording secretary,

Bryce Thompson  
Transportation Planner  
Bay Lake Regional Planning Commission