

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

January 26, 2017

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)(The WisDOT Northeast Region is also represented on the MPO Technical Advisory Committee)
George Marthenze for Tom Wegner (Sheboygan County)
Dirk Zylman (Town of Mosel)

Technical Advisory Committee: David Biebel (City of Sheboygan Department of Public Works)
Aaron Brault (Sheboygan County Planning and Conservation Department)
Kris Canto (WisDOT Bureau of Planning and Economic Development, by phone)
Brett Edgerle (Village of Kohler)
Ryan Sazama (City of Sheboygan Department of Public Works – Engineering Division)
David Smith (Bicycle and Pedestrian Transportation Advocate)
Steve Sokolowski (City of Sheboygan Department of Planning and Development)

MEMBERS EXCUSED: Jerry Benzschawel (City of Sheboygan Falls Department of Public Works)
Bill Blashka for Daniel Hein (Town of Sheboygan)
Mary Forlenza (Federal Highway Administration – Wisconsin Division – Ex-Officio)
Derek Muench (Shoreline Metro)
Greg Schnell (Sheboygan County Transportation Department)

OTHERS PRESENT: Callum O’Connor (WisDOT Northeast Region, Green Bay)

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 in attendance 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 Aaron Brault that both committees approve the agenda for the January 26, 2017, joint Technical Advisory Committee/Policy Advisory Committee meeting. Motion carried, with all voting aye on a voice vote.

3. **Moved** by Aaron Brault and seconded by Matt Halada that both committees approve the minutes of the December 8, 2016, 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.

David Smith had questions regarding the lakefront bicycle and pedestrian trail along Broughton Drive (in particular the need for better markings and signage) that David Biebel answered. David Biebel stated that Broughton Drive would be resurfaced in 2017, and added that trail work (including widening and signage) would be completed at the same time as the street project. David Biebel indicated that this project would be completed in the early summer (likely prior to Independence Day).

No additional public input was received.

5. Members of both committees reviewed and recommended approval of various minor amendments to the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2017 – 2020* to the Bay-Lake Regional Planning Commission.

Jeffrey Agee-Aguayo reviewed changes to Table 4 (Elderly and Disabled Transportation Capital Projects) with members of both committees. The WisDOT Bureau of Transit, Local Roads, Railroads and Harbors notified MPO staff of Section 5310 funding awarded to entities in the metropolitan planning area for the purchase of vehicles for elderly and disabled transportation. The Sheboygan County Health and Human Services Department (through its Aging and Disability Resource Center) was awarded two dual axle diesel powered minibuses with 8 ambulatory positions and one wheelchair position. In addition, RCS Empowers, Inc., was awarded one medium sized gasoline powered bus with 11 ambulatory positions and two wheelchair positions, as well as one support side entry minivan with five ambulatory positions

and one wheelchair position. Table 4 was amended to officially program all of these vehicles in the TIP.

Jeffrey Agee-Aguayo reviewed changes to Table 5 (Bicycle and Pedestrian Transportation Projects) with members of both committees. This involved cost changes to a project involving the construction of a multiuse pathway in the Alliant Energy Utility Corridor on the south side of the City of Sheboygan. Engineering costs (2017) increased, while construction costs (2018) decreased slightly.

Jeffrey Agee-Aguayo distributed and reviewed changes to Table 6 (Street and Highway Improvement Projects) with members of both committees. Table 6 was revised from what was mailed out because the WisDOT Northeast Region staff suggested corrections to state project identification numbers for the two Meadowlark Road bridge projects that appear in that table. The more substantive changes to Table 6 involved an increase in costs for the construction of a roundabout at the intersection of State Highway 28 and County Highway EE in 2019, as well as a decrease in costs for the resurfacing of Interstate Highway 43 from State Highway 42 to the Manitowoc County line in 2017.

Jeffrey Agee-Aguayo reviewed changes to the financial plan for the amended TIP with members of both committees. The changes primarily involved modifications to a few entries in Table 7, as well as a change to a bullet to reflect the receipt of Section 5310 funding for vehicles in the amended TIP.

As far as questions and comments from members of both committees were concerned, David Biebel wondered if Congestion Mitigation and Air Quality (CMAQ) projects could be included as “illustrative projects” in the TIP until they are awarded funding; Jeffrey Agee-Aguayo responded that this was not his traditional practice (normally waiting until CMAQ projects were awarded funding), but added that it was possible to do this. Aaron Brault, David Biebel and Jeffrey Agee-Aguayo discussed the types of CMAQ project applications that could be seen in the metropolitan planning area in the next funding cycle.

George Marthenze commented that both bridge replacement projects on Meadowlark Road (Towns of Herman and Sheboygan Falls) involved significantly higher local shares than what appeared in Table 6. Dirk Zylman noted that the same was true for the Luelloff Road bridge replacement project. The Federal funding formula for local bridge replacement projects apparently changed, which may lead to moving projects further out. Jeffrey Agee-Aguayo indicated that he would look into this with the WisDOT Northeast Region staff.

David Biebel had a question regarding the State Trunk Network (STN) connecting highway system preventive maintenance grouped projects that Matt Halada and Jeffrey Agee-Aguayo answered.

Moved by Aaron Brault and seconded by Brett Edgerle that both committees recommend approval of the above noted minor amendments to the *Sheboygan Metropolitan Planning Area TIP: Calendar Years 2017 – 2020* to the Bay-Lake Regional Planning Commission. Motion carried, with all voting aye on a voice vote.

6. Members of both committees reviewed changes and additions to the report on transportation system performance indicators for the Sheboygan Metropolitan Planning Area for 2016.

Jeffrey Agee-Aguayo distributed revised copies of the transportation system performance indicator report, then reviewed changes and additions made to that report (based on the minutes of the December 8, 2016, meeting, pages 5 – 6). The following changes and additions were reviewed:

- In the area of motor vehicle crash data (page 1 of the report), information regarding the number of towed vehicles in the case of severe injury crashes was added to the report.
- An inventory of “other” (not public transit) passenger transportation serving the Sheboygan Metropolitan Planning Area was added to the report (pages 2 through 4 of the report).
- Information on demand for intercity bus service was added to the report (in the case of Indian Trails Bus Lines and Jefferson Bus Lines, page 7 of the report).
- In the area of sufficiency ratings for bridges, minor editorial corrections were made (pages 11 and 12 of the report).
- In the area of “number of road calls divided by miles of service” for transit, a minor editorial correction was made (page 13 of the report).

Jeffrey Agee-Aguayo then distributed and reviewed pavement rating maps with members of both committees in attendance. The map of pavement ratings of gravel and sealcoat surfaces was reviewed first, followed by the map of pavement ratings of paved surfaces. The map of pavement ratings of paved surfaces was also in display format in the meeting room.

In response to questions raised at the December 8, 2016, meeting, Jeffrey Agee-Aguayo distributed and reviewed a handout regarding housing vacancy rate estimate procedures from the U.S. Bureau of the Census’ American Community Survey (ACS).

Finally, Jeffrey Agee-Aguayo reviewed a comparison of performance indicators among small Wisconsin MPOs that have put together such reports. Besides Sheboygan, the other MPOs in the comparison included LaCrosse, Wausau, Eau Claire, Fond du Lac and Oshkosh. Some Wisconsin MPOs have not compiled these reports, while other MPOs (Southeastern Wisconsin, Madison, Appleton and Green Bay) were excluded from the comparison due to their relatively large size.

Several comments were raised regarding the inventory of other passenger transportation serving the Sheboygan Metropolitan Planning Area. Aaron Brault wondered if Uber should be added to the inventory. Charles Born wondered if Custom Care and Transport Service still existed. Steven Bauer thought that Lakeshore Transportation moved to County Highway M.

As the pavement rating map for paved surfaces was reviewed, Jeffrey Agee-Aguayo asked members of both committees if they wanted display copies of these maps for their local jurisdictions. Brett Edgerle requested a pavement rating map of the Village of Kohler, while Dirk Zylman requested a pavement rating map of the Town of Mosel.

As far as other questions and comments were concerned, Aaron Brault had a question regarding GIS coding procedures for the pavement rating maps which Jeffrey Agee-Aguayo answered, while Charles Born commented on housing vacancy rates.

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

Matt Halada discussed the South 8th Street Sheboygan River bridge rehabilitation project. This work will involve hydraulic and electrical system repairs, bridge painting and miscellaneous concrete surface repairs. Other work will include some minor approach pavement replacement, spot curb and gutter and sidewalk repairs. The current cost estimate for this project is \$3,250,000. The project will be let on May 9, 2017, and work should start in the summer. David Biebel noted that the hydraulic work would likely start in October (after the boating season is over for 2017).

Matt Halada also discussed the State Highway 42/Calumet Drive project. This project was let in December 2016. Work is anticipated to begin in early May of 2017 and finish in late September of 2017. Work will be staged to keep State Highway 42 open to traffic, although various turning movement restrictions will take place, especially at the North Avenue intersection. This project is tied to a State Highway 42 pavement repair project from Mueller Road to Interstate Highway 43.

Matt Halada stated that project solicitation information for the 2017 – 2022 cycle of the STP-Urban, STP-Rural and Local Bridge programs is now available. Matt Halada also noted that the WisDOT Northeast Region would be hosting a Local Program Symposium on February 22, 2017, from 9:00 a.m. to 12:00 noon at the WisDOT Northeast Region office. The format of this year's symposium will mainly focus on the STP-Urban, STP-Rural and Local Bridge programs. The symposium is also an opportunity for local project sponsors to have questions answered. Jeffrey Agee-Aguayo distributed correspondence regarding project solicitation information for these programs as well as a notice regarding the 2017 Local Program Symposium.

Charles Born had a question regarding future work on State Highway 28 that Matt Halada answered. Charles Born noted that portions of State Highway 28 in the Town of Lima were in poor condition.

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

Jeffrey Agee-Aguayo stated that the final adopted *2017 Sheboygan Metropolitan Planning Area Transportation Planning Work Program* has been posted to the Sheboygan MPO webpage.

Jeffrey Agee-Aguayo noted that all parties (Sheboygan Transit Commission, Bay-Lake Regional Planning Commission, and WisDOT) have signed the *Cooperative Agreement for Continuing Transportation Planning for the Sheboygan, Wisconsin, Metropolitan Area*, and added that the agreement has been posted to the Sheboygan MPO webpage.

Jeffrey Agee-Aguayo indicated that after some minor editing, the final *2016 Public Participation Plan Update* for the Sheboygan MPO was posted to the Sheboygan MPO webpage and was mailed to pertinent WisDOT and USDOT staff and to local repositories in the Sheboygan area in late December.

Jeffrey Agee-Aguayo commented that he participated in a public hearing regarding WisDOT's State Freight Plan in DePere on December 13, 2016.

Jeffrey Agee-Aguayo stated that the quarterly meeting of the Northeast Wisconsin Regional Access to Transportation Committee (NEWRATC) that he was to attend in Appleton on January 11, 2017, was cancelled due to poor weather.

Jeffrey Agee-Aguayo noted that he participated in a quarterly meeting of the Wisconsin Department of Natural Resources Bureau of Air Management's Transportation Conformity Work Group (via teleconference) on January 18, 2017.

Jeffrey Agee-Aguayo indicated that he participated in a quarterly MPO Directors' meeting (via teleconference) on January 24, 2017; WisDOT and FHWA staff who are liaisons to the MPOs also regularly participate in these meetings.

Jeffrey Agee-Aguayo commented that he would be participating in a meeting of the Bay-Lake Regional Planning Commission Executive Committee on January 27, 2017. The minor amendments to the *Sheboygan Metropolitan Planning Area TIP: Calendar Years 2017 – 2020* that were recommended for approval at this joint meeting of the MPO advisory committees will be on the agenda at the Executive Committee meeting.

Finally, Jeffrey Agee-Aguayo discussed the hiring process for a Planner I at the Bay-Lake Regional Planning Commission. This position would be assigned 40 percent to Sheboygan MPO activities, 40 percent to regional transportation planning activities (including assisting with

development of a regional bicycle and pedestrian transportation plan), and 20 percent to miscellaneous other activities. The deadline for applying is February 10, 2017. Jeffrey Agee-Aguayo briefly summarized application materials received to date.

8. The next meeting of the Sheboygan MPO Technical and Policy Advisory Committees was scheduled for **Thursday, February 23, 2017, at 1:00 p.m.**

9. **Moved** by Aaron Brault and seconded by David Biebel 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 1:59 p.m.

Recording secretary,

Jeffrey C. Agee-Aguayo

