

Meeting Minutes
Marshall Small Urban Area Meeting
November 4, 2021

Call to Order

Meeting was called to order at 10:04 a.m. The meeting was hosted on Microsoft Teams by the Kalamazoo Area Transportation Study in accordance with the Kalamazoo County State of Emergency declaration permitting virtual participation by persons subject to the Michigan Open Meetings Act.

Introductions

The following individuals were in attendance:

Marguerite Davenport, City of Marshall
Brian Kernstock, Calhoun County Road Department
Mark Kloha, Michigan Department of Transportation Small Urban Program Manager
Kristine Parsons, Calhoun County Road Department
Ali Townshend, Kalamazoo Area Transportation Study
Fred Nagler, Kalamazoo Area Transportation Study

Public Comments on Non-Agenda Items

No public comments were offered.

Review of Voting Members

Voting members were identified as Davenport representing the City and Parsons representing the Road Department.

Review of Currently Programmed Projects

During discussion, it was noted that the minutes of the April 13, 2021 Marshall Small Urban Meeting incorrectly referenced 2021 as the project year of an approved motion changing the CCRD 17 ½ Mile project to Old 27 when it was actually 2023. Nagler said he would correct the minutes and submit them to Kloha along with a revised project data sheet so the programming can be changed.

Kloha reminded participants that there is still \$81,204 in HIP/COVID funding available to the Marshall Small Urban program that must be used by the end of fiscal year 2024. At the previous meeting it was decided that the Road Department and the City would split the extra funding evenly.

MOTION by Parsons, SUPPORT by Davenport ***“to add \$40,602 in HIP/COVID funding to the CCRD 2023 Old 27 project.”*** Motion passed unanimously on a roll call vote.

Call for Projects 2024-2026

It was noted that the Marshall Small Urban program was switched from odd to even year approval cycle, meaning that award years will be 2024 and 2026 for the call period. Parsons and Davenport presented and discussed their proposed project rankings for each year.

MOTION by Parsons, SUPPORT by Davenport and unanimous approval on a roll call vote of the following project prioritization of for fiscal years 2024 – 2026:

Fiscal Year 2024

Rank	Road Name	Limits	Agency	STP	HIP/COVID
1	Verona West Dr	West Dr to W. Mansion Michigan to Verona	Marshall	\$385,000	\$40,602
2	S. Marshall	Michigan to Clinton	Marshall	\$385,000	

Fiscal Years 2025 and 2026

Rank	Road Name	Limits	Agency	STP	HIP/COVID
1	G Drive North	Old 27 to 17 ½ Mile	CCRD	\$385,000	
2	17 ½ Mile	North St. to G Drive	CCRD	\$385,000	

Public Comments

No public comments were offered

Other Business

Participants were reminded to send their project data sheets to Nagler as soon as possible for submission to MDOT for programming

There being no further business, the meeting was adjourned at 10:25 a.m.

Minutes prepared:
November 4, 2021