

MEETING NOTICE

TRANSPORTATION COMMITTEE MEETING East Central Wisconsin Regional Planning Commission

COMMITTEE MEMBERS: *Nick Kesler, Dean Will (Alt for Steve Abel), Joe Moore (Alt for Tiffany Brault), Denise Gilane, Lee Hammen, Thomas Kautza, Dave Morack, Austin Hammond, Ron McDonald, Nick Weber/Tom Buchholz*

Place: Virtual
Date: Tuesday, March 11, 2025
Time: 1:30 p.m.

Virtual: <https://meet.goto.com/739527557>
Dial-in: Phone Number: (571) 317-3122
Access Code: 739-527-557

Members - Please contact the East Central office to confirm your attendance

AGENDA

1. **Welcome and Introductions**
2. **Roll Call**
 - A. Introduction of Alternates, Staff and Guests
3. **Approval of Agenda / Motion to Deviate**
4. **Public Comment**
5. **Approval of the January 14, 2025 Transportation Committee Meeting Minutes**
6. **Announcements and Updates**
7. **Special Order of Business**
 - A. Presentation on Transportation and the State Budget Process by Debby Jackson, Executive Director, Transportation Development Association of Wisconsin
8. **Informational/Discussion Items**
 - A. County Roundtable Discussion (*as time permits*)
 - B. North Central WisDOT Updates - <https://projects.511wi.gov/weeklyupdates-nc/>
 - C. Northeast WisDOT Updates - <https://projects.511wi.gov/weeklyupdates-ne/>
9. **Establish Time and Place for Next Meeting**
 - A. **Transportation Committee Meeting:** The next Transportation Committee meeting will be held on Tuesday, June 10, 2025 with location TBD.
 - B. **Commission Meeting:** The next Commission Meeting will be held on Thursday, March 27, 2025 at 10:00 a.m. It will be held in person at the Elisha D. Smith Public Library in Menasha. The agenda and meeting packet will be forthcoming.
10. **Adjourn**

Any person wishing to attend this meeting or hearing who, because of a disability, requires special accommodations should contact the East Central Wisconsin Regional Planning Commission at (920) 751-4770 at least three business days prior to the meeting or hearing so that arrangements, within reason, can be made.

MINUTES
TRANSPORTATION COMMITTEE MEETING
East Central Wisconsin Regional Planning Commission

COMMITTEE MEMBERS: *Nick Kesler, Dean Will (Alt for Steve Abel), Joe Moore (Alt for Tiffany Brault), Denise Gilane, Lee Hammen, Thomas Kautza, Dave Morack, Austin Hammond, Ron McDonald, Nick Weber*

Date: Tuesday, January 14, 2025 - Virtual

Time: 1:30 p.m.

Place: Virtual

1. **Welcome** - Chair Hammen welcomed attendees to the meeting and called the meeting to order at 1:30 p.m.
2. **Roll Call** - Introduction of Alternates, Staff and Guests

Committee Members Present:

Lee Hammen-Chair Outagamie County
 Nick Kesler..... Calumet County
 Joe Moore (*Perm Alt for Keith Heisler*).....Fond du Lac County
 Denise Gilane Menominee County
 Tom Kautza Shawano County
 Austin Hammond Winnebago County
 Tom Buchholz/Nick Weber WisDOT – NE Region

Committee Members Excused:

Ron McDonald Valley Transit
 Dean Will-Vice Chair (Alt. for Steve Abel)Fond du Lac County
 Dave Morack..... Waupaca County

ECWRPC Staff:

Melissa Kraemer Badtke. Executive Director/MPO Director
 Brenna Root Whitby Associate Planner
 Kim Biedermann Principal Planner
 Mike Zuege GIS Manager
 Casey Peters GIS Analyst 1
 Jennie Mayer SRTS Coordinator
 Leann Buboltz..... Adm Coordinator

3. **Approval of Agenda / Motion to Deviate** – A motion by Mr. Moore and second by Mr. Kautza to approve of the agenda as posted. Motion carried unanimously.
4. **Public Comment** – No public comment.
5. **Approval of the October 8, 2024** Transportation Committee Meeting Minutes – A motion was made by Mr. Hammond and second by Mr. Kesler to approve of the minutes as presented. Motion carried unanimously.
6. **Announcements and Updates**
 - A. Staff Report – Update presented by Ms. Brenna Root Whitby
Roadways presented by Ms. Brenna Root Whitby-Associate Planner
 1. *Urban Area Boundaries and Functional Classification:* ECWRPC staff have been working with the small urban areas throughout the region on adjusting the Census-defined Urban Area Boundaries, which have been sent to the Wisconsin Department of Transportation with

anticipated approval in early 2025. Ms. Root Whitby shared that the small urban areas in the region ECWRPC staff are assisting are as follows: Shawano, Waupaca, New London, and Ripon. She added that WisDOT Southeast Region worked to complete the Waupun boundary adjustments. Also noted was that the 2020 US Census did not identify Kiel-New Holstein as an urban area. Once approved staff will work with communities in the small urban areas on updating the Functional Classification Network. Ms. Root Whitby defined that Functional Classification Network is a process to categorize roads based on the intended service of those roadways. Classifications include principal arterials, minor arterials, collector roads, and local roads. These classifications are also used to determine eligibility for certain types of federal and state funding, such as the Surface Transportation Block Grant Program.

2. *County Meetings:* Ms. Root Whitby shared with the members that ECWRPC staff have been meeting with county highway commissioners and planning directors to discuss transportation-related needs and issues. She shared that the purpose of these meetings is to identify where ECWRPC staff can assist counties and communities with their projects and services. These services include conducting asset management inventories (such as conducting pavement ratings inventories (PASER)), performing traffic counts, and assisting with existing and future land use mapping. To date, staff has meet with Waupaca and Fond du Lac counties.

Active Transportation presented by Ms. Brenna Root Whitby-Associate Planner

1. *Trail Video Inventory:* ECWRPC staff have been conducting video inventories of the local trail network. The purpose of this is to collect visual data on our trails to set up a library of information, which can be used for future planning efforts and to highlight to the public the trails within the region.

Safe Routes to School Updates presented by Jennie Mayer-SRTS Coordinator

1. *Built Environment and Active Transportation to and from Schools Study - Community Engagement Session:* The Safe Routes to School team has been working with Traffic Analysis and Design Inc. (TADI) to conduct community engagement sessions for the built environment and active transportation to and from school study. Staff recently held the three separate engagement sessions for the participating schools. These sessions were our third round of engagement. District Administrators and Municipality Staff were invited to the engagement session. Revelations shared what we have heard in the previous rounds of engagement. Additional signage and reduced speed limits were common themes for all four schools. For two of the schools we also heard the lack of sidewalks and trails and lack of crossing guards were concerns. TADI explained the initial risk assessment mapping results for the area around the schools. Participants were separated into two groups. Each group was asked general questions related to transportation safety issues and given the opportunity to share their input on safety issues and place points on a map. Oakwood Elementary School and Read Elementary School in Oshkosh, Neenah High School, and Bonduel Elementary School are participating in the study. She shared that the Plan is anticipated to be completed in April 2025.
2. *Bike Safety Videos:* Staff have been working with Image Studios and A2Z Designs to create a series of bike and pedestrian safety videos. Videos for Kindergarten-2nd grade and 3rd grade -5th grade were taped in December. The Bike and Pedestrian Myths series for students in 6th grade-12th grade will be taped in January. These videos will be used for school presentations and education in the classroom.
3. *Neenah Action Plan:* Safe Routes to School Staff continue to work on the Neenah Joint School District Action Plan. Observations were conducted at all of the Schools this past fall. Surveys were sent out to school families to gather additional information from the school community. Staff are currently setting up meetings with key stakeholders like Kobussen Bus, Police Departments, and School Staff to learn more about the various transportation challenges. All of the information will be used to develop recommendations for the schools. The Action Plan is anticipated to be completed in March of 2025.

Transit and Specialized Transportation presented by Brenna Root Whitby-Associate Planner

1. *Specialized Transportation Coordinated Plan Implementation Assistance Meeting*: East Central hosted an introductory meeting with all of the member counties to discuss implementation of their specialized transportation coordinated plans, and to share best practices in May. A second meeting was held in October at the Navarino Nature Center in Shawano County. These meetings will continue in 2025 based on feedback from the group.

7. Special Order of Business

- A. Regional (Rural) Transportation Program – Roles and Responsibilities of the Transportation Committee. Presented by Ms. Melissa Kraemer Badtke-Executive Director. Ms. Kraemer Badtke introduced Ms. Brenna Root Whitby as the new lead for the Regional (Rural) Transportation Program with staff support from Ms. Kim Biedermann and herself. Due to the redesignation process of defining the Appleton (FC) and Oshkosh MPO policy boards, a review of the existing ECWRPC Transportation Committee roles and responsibilities were in order. The new policy boards will serve as the final decision-making bodies for matters pertaining to the MPOs and the ECWRPC Transportation Committee will no longer be voting on MPO-related matters and will only receive updates on actions.

The Transportation Committee will continue to provide recommendations to the Commission Board regarding the transportation work program element(s) in accordance with state and federal regulations. East Central staff will continue to work in coordination with the transportation committee, the county and local municipal staff, the Wisconsin Department of Transportation (WisDOT), the Federal Transit Administration (FTA), and the Federal Highway Administration (FHWA) to ensure that the program deliverables and projects are compliant with federal and state regulations. A more detailed report of Roles and Responsibilities are available upon request.

Online Mapping Demonstration – ECWRPC Hub presented by Casey Peters – GIS Analysis I.

Melissa Kraemer Badtke shared with the members that she is a member on the board of directors serving on the Transportation Development Association (TDA). She noted that updates will be received from TDA-Debby Jackson, Executive Director on information pertaining to the State Transportation budget and projects, with the goal of having Ms. Jackson present at an upcoming meeting.

8. Informational/Discussion Items

- A. Discuss the 2025 Meeting Schedule – Meeting dates are proposed to change; March 11, June 10 and October 14, 2025. Meeting schedule has member consensus.
- B. County Roundtable Discussion (*as time permits*) – Nothing to report.
- C. North Central WisDOT Updates – No one present.
- D. Northeast WisDOT Updates - shared that <http://www.511wi.gov> is a website that offers construction updates during this busy time. Mr. Buchholz indicated that construction is about to begin on the Hwy 41 project. Along with that, public meetings are also being held to share information regarding this project and updates are shared on the project website: <https://i41project.wisconsin.gov/>.

9. Establish Time and Place for Next Commission Meeting

- A. Transportation Committee Meeting: The next Transportation Committee Meeting will take place on March 11, 2025 at 1:30 p.m. Further details will be forthcoming.
- B. Commission Meeting: The next Commission Board meeting is scheduled for Thursday, January 30, 2025 held virtually at 10:00 a.m.

10. **Adjourn** – A motion was made by Mr. Kautza and second by Mr. Hammond to adjourn with the time noted 1:50 p.m.

Respectfully submitted by
Leann Buboltz – Administrative Coordinator, ECWRPC