

# MEETING SUMMARY

**Meeting:** Macomb County – Federal Aid Committee (FAC) Winter 2024 Meeting

**Date & Time:** January 24, 2024 – 2:00-4:00 PM

**Location:** Assembly Rooms A&B of the Macomb County Verkuilen Building

**Invitees:** See attached Meeting Attendees list

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1. **Call to Order by the Chair** – Scott Wanagat, MCDR Highway Engineer, interim FAC Chair
  - a. Scott Wanagat interim chair, called the meeting to order at 2:01 PM. He thanked everyone for coming and said everyone should have received a copy of the agenda packet earlier in the week and printed copies were available.
2. **Introductions** – Scott Wanagat
  - a. Introductions were made around the room. See attendance roster.
3. **Old Business** – Scott Wanagat
  - a. **Minutes from Summer FAC meeting June 28, 2023**
    - i. Additional comments were added to the summer meeting summary to express public comments that were received.
    - ii. Motion to approve the meeting minutes was made by Scott Lockwood and seconded by Mike Freckelton; there was no further discussion and the motion carried.
  - b. **Minutes from Fall FAC meeting September 28, 2023**
    - i. Motion to approve the meeting minutes was made by Frank Viviano and seconded by Frank DiGiorgio; there was no further discussion and the motion carried.
2. **New Business** – Scott Wanagat, MCDR Highway Engineer, interim FAC Chair
  - c. **Macomb FAC TIP Subcommittee Membership Proposed Changes in Guidance Document**
    - i. The proposed changes to the guidance document were included in the agenda packet.
    - ii. Proposed changes include:
      1. Modestly expanding membership to allow up to 7 members to serve on the TIP subcommittee.
      2. The chair could allow for flexibility in the event that there are not enough volunteers.
    - iii. Scott previously sent an email for considering the changes to the guidance document; no formal feedback was received.
    - iv. All current TIP subcommittee members have volunteered to continue. Additional volunteers would be requested to start during the next TIP cycle, which begins in Spring of 2024.
    - v. Anyone interested in volunteering to serve for the next two TIP updates should e-mail Scott Wanagat by March 2, 2024.
    - vi. Mary Bednar made the motion to approve the proposed changes and Scott Lockwood seconded the motion; there was no discussion and the motion carried.
  - d. **Macomb FAC TIP Update Process Change Update**

- i. The group was briefed on the suggested work plan to update the TIP Call for Projects process. Key goals of this were reviewed during the fall meeting.
- ii. Key actions that have been taken include:
  1. The working group has been created and meeting;
  2. The scope of work was confirmed; and
  3. The technical group is developing draft materials.
- iii. The final recommendations and materials will be presented during the April FAC meeting with the target roll out date for the new process in May 2024.

**4. SEMCOG Update** – Steve Brudzinski, SEMCOG

- a. It is time to start on the next TIP cycle for 2026-2029. It is anticipated to ready in June or July of 2025.
- b. The call for projects is anticipated to occur in fall 2024. Any changes to projects in 2026 and new projects for 2027, 2028, and 2029 need to be included. The 2026 program will move forward as is unless changes are submitted.

**5. MDOT Update**

- a. A review was conducted on the projects on FY24 list and there are ten without ProjectWise folders. MDOT requests local agencies to check their project numbers and ProjectWise folders.
- b. NEPA and cultural resources reviews used to go to SHPO but is now internally reviewed by MDOT's Environmental Clearance Unit for historic and archaeological implications of a project.
- c. Now is the time to submit projects for the June letting.

**6. Q&A for FAC Members**

- a. When do locals need to submit their projects to MCDR?  
There are two calls that are done involving MCDR: one local call, where the municipalities submit their projects for funding to MCDR; the other is the federal aid call, which is different than what was recently submitted for projects. This call for projects is for the federal aid committees to submit their projects to SEMCOG. The other local calls occur between these cycles.

**7. Public Comment** – None.

**8. Next FAC Meeting**

- a. Special meeting: Wednesday, April 24, 2024, 2:00 – 4:00 PM – Location TBD

**9. Additional Items**

- a. The subcommittee is working on language for the current TIP cycle for a resolution to be signed for participating and funding regarding the local match on projects.
- b. This resolution/document will be included and required during the next cycle, but the committee would like to have something in writing for existing projects in order to avoid issues when it comes time to bid. Some challenges have come up with project funding due to board turnover. This would serve as a written commitment that the community will match 80% for construction, and the separate PE costs.
- c. This is a preliminary agreement, not the actual cost sharing agreement.
- d. There is concern with requiring board signatures prior to final project selection. The committee is still investigating exactly when is the most appropriate time to require the resolution or similar document.

**10. Adjourn**

a. The meeting was adjourned at 2:18 PM.

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**Attachments:** Meeting Attendees  
**Reviewed By:** Dustin Elliott, HNTB; Scott Wanagat, Chair, MCDR  
**Submitted By:** Danielle Gerlach  
**CC:** File

## Meeting Attendees/Agency or Firm Represented

- Ashley Carpenter, AEW
- Bryan Santo, MCDR
- Crystal Kozak, Macomb Township
- Danielle Gerlach, HNTB
- Dustin Elliott, HNTB
- Eric Dimoff, MCDR
- Eric Kipp, Spalding DeDecker
- Frank DiGiorgio, Bruce Township
- Frank Viviano, Macomb Township
- Gordy Wilson, AEW
- Irvin Wyche, MCDR
- Louis Urban, Center Line
- Mary Bednar, Clinton Township
- Melissa Williams, MCDR
- Michael Vigneron, AEW
- Mike Freckelton, St. Clair Shores
- Nick Schaefer, City of Center Line
- Ryan Kern, AEW
- Scott Lockwood, AEW
- Scott Wanagat, MCDR
- Steve Brudzinski, SEMCOG
- Tim Gepshes, City of Warren
- TJ Connolly, Road Commission of Oakland County
- William Diamond, Utica
- Willie Souaid, MDOT