

# Northeastern Pennsylvania Metropolitan Planning Organization

*Transportation Programming for the Counties of: Carbon ✧ Monroe ✧ Pike ✧ Schuylkill*

## **July 17, 2018 Technical Planning Committee and Policy Board Joint Meeting Summary and Minutes** 9:55 a.m.

### **Meeting Location:**

**Monroe County Transportation Authority  
134 MCTA Drive  
Swiftwater, PA 18370**

### **Attended in Swiftwater**

<b>Attendees:</b>	<b>Organization:</b>
Dave Bekisz*	Schuylkill Co. Transit
Marie Bishop*	PennDOT District 4-0
David Bodnar*	Carbon Co. Planning
Matt Boyer	Commuter Services of PA
John Christy*	Monroe Co. Commissioner
Matt Connell^	NCC Monroe Campus
Brendan Cotter*	CCCT
Ray Green*^	PennDOT Central
Doyle Heffley*	PA House of Reps.
Peggy Howarth*	MCTA
Vanessa Koenigkramer	PennDOT District 5-0
Eric Koopman	Monroe County Planning
Chris Kufro*	PennDOT District 5-0
John Malinchok*	Schuylkill Co. Planning Comm.
Christine Meinhart-Fritz*	Monroe County Planning
Michael Mrozinski*	Pike County Planning
Emma Pugh	PennDOT District 4-0
Jason Skrimcovsky	Carbon County Planning
Andrew Seder	Rep. Baker's Office
Larry Shifflet	PennDOT Central
Susan Smith*	Schuylkill Co. Planning
Matt Smoker	FHWA
Tiana Williams	CCCT
Alan Baranski	EPA Alliance
Kate McMahon	NEPA Alliance

### **Attended via Conference Call**

Micah Gursky^	St. Luke's Hospital
Joe Sebelin^	Pocono Counties WIA

### **Attended in Carbon County**

Nettie Ginocchetti	NEPA Alliance
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### **Attended in Pike County**

Jill Giamboni	Rep. Peifer's Office
Jane Neufeld	Delaware Township
Brian Snyder*	Pike County Planning

### **Attended in Schuylkill County**

George Halcovage	Schuylkill Co. Commissioner
Gary Hess	Schuylkill Co. Commissioner
Debbie Klotunowitch	Avenues
Daniel Yelito	NEPA Alliance

\* **Technical Committee Voting Member**

^ **Policy Board Voting Member**

### **Summary of Actions Taken by the NEPA MPO Technical Planning Committee:**

During the course of this meeting the MPO Committee voted on the following actions:

Action 1: Mr. Mrozinski requested a motion from the Committee for a chairperson for the NEPA MPO Technical Planning Committee. Mr. Christy nominated Ms. Meinhart-Fritz as chairperson of the NEPA MPO. The motion was seconded by Ms. Smith. The motion passed unanimously.

Action 2: Ms. Meinhart-Fritz requested a motion from the Technical Committee for a vice-chairperson for the NEPA MPO Technical Committee. Ms. Smith nominated Mr. Bodnar as vice-chairperson of the NEPA MPO Technical Committee. The motion was seconded by Ms. Howarth. The motion passed unanimously.

Action 3: Dr. Connell requested a motion from the Policy Board for a chairperson for the Policy Board. Mr. Green nominated Dr. Connell as chairperson of the NEPA MPO Policy Board. The motion was seconded by Mr. Gursky. The motion passed unanimously.

Action 4: Dr. Connell requested a motion from the Policy Board for a vice-chairperson. Mr. Green nominated Ms. Kathy Henderson as vice-chairperson of the NEPA MPO Policy Board. The motion was seconded by Mr. Gursky. The motion passed unanimously.

Action 5: Ms. Meinhart-Fritz requested a motion from the Technical Committee to approve the minutes from the May 16, 2018 meeting. A motion was made by Mr. Mrozinski to accept the minutes, seconded by Ms. Howarth. The motion passed unanimously.

Action 6: Dr. Connell requested a motion from the Policy Board to approve the minutes from the May 2, 2018 meeting. A motion was made by Mr. Green, seconded by Mr. Gursky. The motion passed unanimously.

Action 7: Ms. Meinhart-Fritz requested a motion from the Technical Committee to endorse the NEPA MPO Air Quality Conformity Resolution. A motion was made by Ms. Howarth, seconded by Mr. Green. The motion passed unanimously.

Action 8: Dr. Connell requested a motion from the Policy Board to approve the NEPA MPO Air Quality Conformity Resolution. A motion was made by Mr. Green, seconded by Mr. Sebelin. The motion passed unanimously.

Action 9: Ms. Meinhart-Fritz requested a motion from the Technical Committee to endorse the 2019-2022 Transportation Improvement Program. A motion was made by Ms. Howarth, seconded by Mr. Christy. The motion passed unanimously.

Action 10: Dr. Connell requested a motion from the Policy Board to approve the 2019-2022 Transportation Improvement Program. A motion was made by Mr. Sebelin, seconded by Mr. Gursky. The motion passed unanimously.

Action 11: Ms. Meinhart-Fritz requested a motion from the Technical Committee to endorse the 2019-2022 Transportation Improvement Program Amendments and Administrative Actions Guidelines and Procedures MOU. A motion was made by Mr. Cotter, seconded by Ms. Howarth. The motion passed unanimously.

Action 12: Dr. Connell requested a motion from the Policy Board to approve the 2019-2022 Transportation Improvement Program Amendments and Administrative Actions Guidelines and Procedures MOU. A motion was made by Mr. Green, seconded by Mr. Sebelin. The motion passed unanimously.

Action 13: Ms. Meinhart-Fritz requested a motion from the Technical Committee to endorse the NEPA MPO Self-Certification Resolution. A motion was made by Ms. Smith, seconded by Mr. Bodnar. The motion passed unanimously.

Action 14: Dr. Connell requested a motion from the Policy Board to approve the NEPA MPO Self-Certification Resolution. A motion was made by Mr. Sebelin, seconded by Mr. Gursky. The motion passed unanimously.

Action 15: Ms. Meinhart requested a motion from the Technical Committee to approve the 2018-2019 Technical Committee Meeting Dates. A motion was made by Mr. Bekisz, seconded by Mr. Bodnar. The motion passed unanimously.

Action 16: Dr. Connell requested a motion from the Policy Board to approve the 2018-2019 Policy Board Meeting Dates. A motion was made by Mr. Green, seconded by Mr. Gursky. The motion passed unanimously.

**Mr. Mrozinski called the meeting to order at 9:55 a.m.**

### **Business Meeting Minutes**

#### **1) Business Items**

##### a) Nomination/Election of Technical Committee Chairperson and Vice-Chairperson

Mr. Mrozinski stated that we need to nominate a new chair and vice-chair for the NEPA MPO Technical Committee for a two-year term. The chairmanship and vice-chairmanship rotate between the four MPO counties and this term the chairperson should be from Monroe County and the vice-chairperson should be from Carbon County.

Mr. Mrozinski requested a motion from the Technical Committee for a chairperson for the NEPA MPO Technical Planning Committee. Mr. Christy nominated Ms. Meinhart as chairperson of the NEPA MPO Technical Committee. The motion was seconded by Ms. Smith. The motion passed unanimously.

**Ms. Meinhart chaired the Technical Committee meeting from this point forward.**

Ms. Meinhart requested a motion from the Technical Committee for a vice-chairperson for the NEPA MPO Technical Committee. Ms. Smith nominated Mr. Bodnar as vice-chairperson of the NEPA MPO Technical Committee. The motion was seconded by Ms. Howarth. The motion passed unanimously.

##### b) Nomination/Election of Policy Board Chairperson and Vice-Chairperson

Dr. Connell requested a motion from the Policy Board for a chairperson for the Policy Board. Mr. Green nominated Dr. Connell as chairperson of the NEPA MPO Policy Board. The motion was seconded by Mr. Gursky. The motion passed unanimously.

Dr. Connell requested a motion from the Policy Board for a vice-chairperson. Mr. Green nominated Ms. Kathy Henderson as vice-chairperson of the NEPA MPO Policy Board. The motion was seconded by Mr. Gursky. The motion passed unanimously.

##### c) Approval of minutes from the May 16, 2018 Technical Committee Business Meeting

Ms. Meinhart requested a motion from the Technical Committee to approve the minutes from the May 16, 2018 meeting. A motion was made by Mr. Mrozinski to accept the minutes, seconded by Ms. Howarth. The motion passed unanimously.

##### d) Approval of minutes from the May 2, 2018 Policy Board Business Meeting

Dr. Connell requested a motion from the Policy Board to approve the minutes from the May 2, 2018 meeting. A motion was made by Mr. Green, seconded by Mr. Gursky. The motion passed unanimously.

## 2) TIP Amendments and Administrative Actions

### a) District 4-0 2017-2020 TIP Amendments and Administrative Actions

None.

### b) District 5-0 2017-2020 TIP Amendments and Administrative Actions

Information was included in the meeting packet which highlighted administrative actions for District 5-0. Ms. Koenigkramer presented the administrative actions. 1) I-80 Wayfinding – add construction phase to the TIP. 2) Mady's Bridges- deobligation, returning funds to the region. 3) and 4) Mansion Hill Rock Slide Mitigation- NHPP adjustments for utility and ROW phase, SR 33 Slope Failure construction and PA 309 McAdoo final design. The source is the NEPA Highway and Bridge Line Item. 5) P/S/ Box Beam Bridge Bundle- increase in utility phase due to revised estimate. The construction phase is the source. 6) Multiple 581 adjustments due to end of fiscal year. 7) PA 309- McAdoo- increase utility phase to revised estimate. The NEPA Highway and Bridge Line Item is the source. Interstate Informational Item 1) and 2) Add I-80 Rehabilitation, I-380 from I-80 to SR 940, I-81 from Ravine to Hegins to the Interstate TIP. 8) Transportation Alternatives Project Management- increase for ongoing and newly selected projects. The NEPA Highway and Bridge Line Item is the source. 9) PA 309 McAdoo- Increase to cover inspection and fully fund PS&E design estimate. The sources are Interchange Road Slope Failure, St. Clair to Frackville Reconstruction and the NEPA Highway and Bridge Line Item. 10) Multiple 581 adjustments due to the end of the fiscal year. 11) I-80 Median Barrier- increase to cover accrued unbilled costs. The Safety Line Item is the source. 12) 13) and 14) Multiple adjustments due to the end of the fiscal year. 15) Cherry Creek Bridge I- increase per construction cost summary. The Mahantango Creek Bridges and the NEPA Highway and Bridge Line Item are the source. 16) US 209 over Wabash Creek- increase to meet current expenditures. The Mahantango Creek Bridges and the NEPA Highway and Bridge Line Item are the source.

Mr. Christy asked what the total cost of the Stites Tunnel Creek Bridge will be. Ms. Koenigkramer stated that it is about \$9 million. Ms. Meinhart-Fritz asked if they know how long the bridge will be closed. Mr. Kufro stated that the let date is next week and they will know better once a contractor is on board. Work will begin next spring.

Mr. Mrozinski asked if administrative action #3 needs to be an amendment since it is switching from state to federal funds. Mr. Green stated that it is not required in our current MOU but that change is made in the MOU that the committee will be considering shortly.

Mr. Baranski asked whether projects that have been awarded funding through Transportation Alternatives (TA) Set Aside or Green Light Go need to have an action by the committee to add them to the TIP. We have been awarded funding for several new projects through TA and Green Light Go recently. Mr. Green stated that an action is not required since it is a statewide action. The committee could vote to endorse the projects if we wish.

### c) Transit Amendments and Administrative Actions

Information was included in the meeting packet which highlighted administrative actions for Carbon County Community Transportation (CCCT) Mr. Cotter presented the administrative actions.

- 1) CCCT Van/Minibus Purchase - increase state funding and add local funding. The CCCT Fare Collection System and CCCT Technical Assistance are the source.

**3) 2019-2022 Transportation Improvement Program Adoption Actions:**

a) NEPA MPO Air Quality Conformity Resolution

Mr. Baranski stated that the resolution is to approve the Air Quality Conformity Analysis reports for Monroe and Carbon County. The resolution states that we are in compliance with all of the required air quality regulations and laws.

Ms. Meinhart-Fritz requested a motion from the Technical Committee to endorse the NEPA MPO Air Quality Conformity Resolution. A motion was made by Ms. Howarth, seconded by Mr. Green. The motion passed unanimously.

Dr. Connell requested a motion from the Policy Board to approve the NEPA MPO Air Quality Conformity Resolution. A motion was made by Mr. Green, seconded by Mr. Sebelin. The motion passed unanimously.

b) 2019-2022 Transportation Improvement Program Adoption

Mr. Baranski stated that this action is to approve all of the Transportation Improvement Program components including bridge and highway, transit and interstate. The TIP development process took about a year and a half. We have held a 30-day comment period and have made all of the TIP documents available in multiple formats. The comments that we received during the public hearing will be shared with District 4-0 and a formal response will be provided.

Ms. Meinhart-Fritz requested a motion from the Technical Committee to endorse the 2019-2022 Transportation Improvement Program. A motion was made by Ms. Howarth, seconded by Mr. Malinchok. The motion passed unanimously.

Dr. Connell requested a motion from the Policy Board to approve the 2019-2022 Transportation Improvement Program. A motion was made by Mr. Sebelin, seconded by Mr. Gursky. The motion passed unanimously.

c) 2019-2022 Transportation Improvement Program Amendments & Administrative Actions Guidelines and Procedures MOU

Mr. Baranski stated that the MOU outlines the procedures for amending the TIP. The MPOs and RPOs sign off on the MOU and it is signed by all parties. It was included in the public comment documents. The threshold for the NEPA MPO region for amendments is now \$2 million based on our population. The previous MOU threshold was at \$3 million.

Ms. Meinhart-Fritz requested a motion from the Technical Committee to endorse the 2019-2022 Transportation Improvement Program Amendments and Administrative Actions Guidelines and Procedures MOU. A motion was made by Mr. Cotter, seconded by Ms. Howarth. The motion passed unanimously.

Dr. Connell requested a motion from the Policy Board to approve the 2019-2022 Transportation Improvement Program Amendments and Administrative Actions Guidelines and Procedures MOU. A motion was made by Mr. Green, seconded by Mr. Sebelin. The motion passed unanimously.

d) NEPA MPO Self-Certification Resolution

Mr. Baranski stated that the self-certification resolution is an endorsement from the committees that we are in compliance with all of the applicable federal and state laws and regulations. It has been updated to have all of the correct statutory references.

Ms. Meinhart-Fritz requested a motion from the Technical Committee to endorse the NEPA MPO Self-Certification Resolution. A motion was made by Ms. Smith, seconded by Mr. Bodnar. The motion passed unanimously.

Dr. Connell requested a motion from the Policy Board to approve the NEPA MPO Self-Certification Resolution. A motion was made by Mr. Sebelin, seconded by Mr. Gursky. The motion passed unanimously.

#### **4) Transportation Planning & Programs**

##### **a) Current Project Status**

Mr. Bishop provided an update on the Transportation Alternatives Set-Aside Program, Multimodal Transportation Fund and Appalachian Regional Commission projects in District 4-0. (See attached summary document.)

Mr. Kufro provided an update on the Transportation Alternatives Set-Aside Program, Multimodal Transportation Fund and Appalachian Regional Commission projects in District 5-0. (See attached summary document.)

##### **b) PennDOT Connects Initiative**

Mr. Baranski stated that we have been continuing to attend PennDOT Connects meetings and field views with the districts. There was a statewide PennDOT Connects workshop at the end of May to review how different areas are handling the process and what improvements can be made. There will be two meetings and field view project scopings on July 20<sup>th</sup> for the two TA Set Aside projects. We did PennDOT Connects meetings at the beginning of the application process and this is the follow up to that effort.

Mr. Shifflet stated that there will be a report from the statewide workshop and actions that the department is responsible for. The department is also preparing a PennDOT Connects annual report.

##### **c) Functional Classification Review**

Mr. Baranski stated that we met with Monroe County earlier this month. We got down to the local roads and have wrapped up the review in Monroe County. There are some traffic counts being done in Monroe County in follow-up since some of the state's counts seemed inconsistent. After Monroe County, we will move on to Carbon County, followed by Schuylkill County.

##### **d) Jim Thorpe Parking Study/Complete Streets Analysis**

Mr. Baranski stated that the project data collection and analysis continues. The project subcontractor, Alta, was on site for the Jim Thorpe Birthday celebration. They have cameras deployed to view traffic and pedestrian interactions. They have mounted a few more cameras to get video logs of conflicts. We anticipate that we will get some preliminary findings in the coming months.

##### **e) Commuter Services Report**

Mr. Boyer stated that they have conducted a number of events since his last report. Commuter Services did an Earth Day event that 281 people participated in, 13,407 miles taken off the road. May was Bike Month and they had 101 people participate. In June, they worked with the transit providers on Dump the Pump Day and conducted a social media campaign as well. Commuter Services also did employer's events with Kalahari, Great Wolf Lodge and Northeast Pre-Stressed. They also had the Best Work Places for Commuters event and Hollander in Schuylkill County was recognized. Mr. Boyer stated that their next event is in September with Try Transit Month. The SRTP Board will meet this week and will

begin drafting a new MOU agreement between them and NEPA to utilize the carryover funds from the 2017 TIP.

**5) Other Business**

a) 2018-2019 Proposed Meeting Dates

Ms. Meinhart requested a motion from the Technical Committee to approve the 2018-2019 Technical Committee Meeting Dates. A motion was made by Mr. Bekisz, seconded by Mr. Bodnar. The motion passed unanimously.

b) Dr. Connell requested a motion from the Policy Board to approve the 2018-2019 Policy Board Meeting Dates. A motion was made by Mr. Green, seconded by Mr. Gursky. The motion passed unanimously.

c) **Adjournment**

There being no further business, the NEPA MPO Technical Planning Committee and Policy Board joint meeting adjourned at 10:40 a.m.