September 18, 2018 Technical Planning Committee Meeting Summary and Minutes
9:30 a.m.

Meeting Location:
NEPA Alliance
1151 Oak Street
Pittston, PA 18640

Technical Planning Committee Attendees:
Marie Bishop* PennDOT District 4-0
David Bodnar* Carbon Co. Planning
Matt Boyer Commuter Services
Brendan Cotter* CCCT/LANTA
Chuck Gould* Chestnuthill Twp.
Ray Green* PennDOT Central
Doyle Heffley* PA House of Reps.
Peggy Howarth* MCTA
Vanessa Koenigkramer PennDOT District 5-0
Christine Meinhart-Fritz* Monroe Co. Planning
Michael Mrozinski* Pike Co. Planning

Organization:

Attendees:
Mike Rebert* PennDOT District 5-0
Michele Scribick Commuter Services
Matt Smoker FHWA
Brian Snyder* Pike Co. Planning
Alan Baranski NEPA Alliance
Jeff Box NEPA Alliance
Annette Ginocchetti NEPA Alliance
Kate McMahon NEPA Alliance
Daniel Yelito NEPA Alliance

*Committee members who voted at this meeting.
^ Participated via phone

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: Ms. Meinhart-Fritz requested a motion from the Committee to approve the minutes from the July 17, 2018 meeting. Mr. Mrozinski noted that a correction of the organization after Mr. Baranski’s name is needed. A motion was made by Ms. Howarth to accept the minutes with the correction, seconded by Mr. Green. The motion passed unanimously.

Action 2: Ms. Meinhart-Fritz requested a motion to approve the letters between NEPA and the transit agencies on the sharing of public transportation performance data. A motion was made by Mr. Cotter, seconded by Mr. Rebert. The motion passed unanimously.

Action 3: Ms. Meinhart-Fritz requested a motion to approve the amendment to the Memorandum of Understanding with SRTP and recommend it to the NEPA MPO Policy Board. A motion was made by Ms. Howarth and seconded by Mr. Rebert. The motion passed unanimously.

Ms. Meinhart-Fritz called the meeting to order at 9:30 a.m.

Business Meeting Minutes
1) Business Items
a) Approval of minutes from the July 17, 2018 Business Meeting
Ms. Meinhart-Fritz requested a motion from the Committee to approve the minutes from the July 17, 2018 meeting. Mr. Mrozinski noted that a correction of the organization after Mr. Baranski’s name is needed. A motion was made by Ms. Howarth to accept the minutes with the correction, seconded by Mr. Green. The motion passed unanimously.

2) TIP Amendments and Administrative Actions
a) District 4-0 and 5-0 2017-2020 TIP Amendments and Administrative Actions
Information was included in the meeting packet which highlighted combined administrative actions for District 4-0 and 5-0. Ms. Koenigkramer and Ms. Bishop presented the administrative actions.

Interstate Informational Item 1) I-380 NB/SB Mill/Fill- increase in construction phase. The sources are I-81 from Ravine to Heggies, I-380 from I-80 to SR 940 and the Interstate Preservation Line Item. 1) District 4-0 adjustments for the end of fiscal year. 2) Milford to Matamoras Betterment 6/408- add HSIP funding from Central Office reserve line item. 3) Red Rock over Forest Hill Run- increase to cover negotiated amount. The sources are the Stony Creek Bridge and the NEPA Highway and Bridge Line Item. 4) Monroe County Bridge #8- Foundry Road, Berne Drive over Red Creek Bridge, Golf Drive over Buck Hill Branch and Long Pond Road over Tunkhannock Creek- advance PE onto the 2017 TIP and increase to negotiated amount. The PE phase is fully covered on the 2019 TIP. The sources are T-516 County Bridge #12 PE phase and the NEPA Highway and Bridge Line Item. Interstate Information Item 2) I-81 Mahanoy to McAdoo- decrease to match low bid. The source is the Interstate Contingency Line Item. 5) Milford- Bushkill #2- increase construction phase to add paving to extend the limits of the paving. 6) PA 309- McAdoo- increase for low bid adjustment. The sources are the PA 248 Retaining Wall and the NEPA Highway and Bridge Line Item. 7) 1009 & 3026 Super. Deck Replacement- increase for additional pavement reconstruction. The source is the NEPA Highway and Bridge Line Item. 8) State adjustments to projects to maximize funds due to TIP expiration. 9) Bushkill Village DEWA- add project to the TIP. Funding is Federal Lands Access Program (FLAP) funds. 10) SR 3010 over Pohopoco Creek- increase ROW for damage claim estimate. The source is the NEPA Highway and Bridge Line Item. 11) PA 924 over SR 4030 RR& Crk- increase ROW for silt removal. The sources are SR 2024 Ridgeway Street and the NEPA Highway and Bridge Line Item. 12) PA 33 Median Barrier- increase to cover supplement. The sources are PA 248 Retaining Wall Repair, SR 61 Rest SR 2014 to PSU and the NEPA Highway and Bridge Line Item. 13) SR 33 Pavement Preservation- increase for patching and shoulder replacement. The sources are the Stites Tunnel Bridge, SR 61 Restoration SR 2014 to PSU and the NEPA Bridge and Highway Line Item. Interstate Information Line Item 3) I-81 July Flood Permanent Repairs- add permanent repair to I-81 project to the Interstate TIP. 14) Delivery Consultant Assistance- increase for consultant assistance. The sources are the Stites Tunnel Bridge and the NEPA Highway and Bridge Line Item.

Ms. Meinhart-Fritz asked for an explanation of the Bushkill Village project. Ms. Bishop stated that they received Federal Lands Access Program (FLAP) funds for a transit project. The district wasn’t involved in the application. Mr. Mrozinski stated that they study is to develop options for providing transit access to the Bushkill Village town center.

b) Transit Amendments and Administrative Actions
None.

3) Transportation Planning & Programs
a) Current Project Status
Ms. Bishop provided an update on the highway projects in District 4-0. (See attached summary document.)

Mr. Mrozinski asked about coordination with the school district on the Milford to Matamoras Betterment project since the school district told him that they have not heard from anyone at the district. Ms. Bishop stated that she will have the project manager reach out to the school district.

Mr. Rebert provided an update on the highway projects in District 5-0. (See attached summary document.)

b) 2019-2022 Transportation Improvement Program Update
Mr. Baranski stated that the MPO committees approved the TIP in July. We submitted the TIP package on August 2nd to Central Office. We were asked to submit two other documents as part of the TIP- an Environmental Justice piece and a document regarding our MPO self-certification. The STIP was approved by the State Transportation Commission in August and was submitted to the federal agencies. Mr. Smoker stated that FHWA completed its review of the STIP. Everything that was submitted by NEPA was fine. Two other MPOs have outstanding issues but they are being addressed. FHWA is coordinating with EPA on the Air Quality Conformity documents submitted with the TIPs. Everything should be in place by October 1st. Ms. Meinhart-Fritz asked if the two MPOs that have issues had to address the AQ conformity issue that NEPA had? Mr. Smoker stated that one did but that is not the issue that they are working through. Mr. Smoker stated that if the STIP is not approved by October 1st that we can continue to work off the 2017 in the meantime. Mr. Baranski stated that at the October meeting, we would like to do an after action review with the committee. The development of the 2021 TIP will start as soon as February to look at financial guidance. There is a Planning Partners meeting in October so we will get more guidance on the 2021 TIP development then. Mr. Smoker stated that as part of the 2019 STIP adoption process, FHWA will issue a Planning Finding to address best practices as well as areas that need attention going forward.

c) Transit Asset Management (TAM) Group Plan
Ms. Howarth stated that PennDOT has created the Transit Asset Management (TAM) plan for the transit agencies. There are two agencies that have opted out of the TAM plan. The plan addresses transit assets greater than $50,000. It is a way for the transit agencies to communicate with the MPOs about the status of the assets. The TAM letter stated that the transit agencies are using the TAM plan and it outlines how the transit agencies will communicate information about transit assets to the MPOs. The TAM plan will allow the state to monitor the transit agencies to see how they are replacing assets and keeping them in a state of good repair.

Mr. Baranski stated that it also affects Pike County since they receive transit funds. So there are four letters- three from the transit agencies and one from Pike County. Ms. Howarth stated that they are looking at assets that are funded through a variety of federal funding sources. Ms. Meinhart-Fritz asked how it affects their reporting. Ms. Howarth stated that each transit agency is setting goals. PennDOT’s capital planning tool has been very helpful in reporting on their assets. Mr. Cotter stated that on an annual basis, the transit agencies will be providing the committee with a report on how they reported in the previous fiscal year and their goals for the upcoming fiscal year. We already provide transit updates to the committee so this just formalizes that process.

Ms. Meinhart-Fritz requested a motion to approve the letters between NEPA and the transit agencies on the sharing of public transportation performance data. A motion was made by Mr. Cotter, seconded by Mr. Rebert. The motion passed unanimously.
d) RFQ for MPO Strategic Plan and LRTP Consulting Services

Mr. Baranski stated that one of the action items identified in our work program is to develop a strategic plan for the MPO. We also have our Long Range Transportation Plan update coming up. Since we are in non-attainment for air quality, we have to update our LRTP every four years so it is due by March 2020. The RFQ is seeking consultants for the development of the strategic plan and also any other assistance in the update of the LRTP and other MPO plans as necessary. The development of a bike-ped plan was also included in the RFQ. We anticipate that the development of the bike-ped plan would be after the completion of the LRTP. The contract with the consultant would be for three years.

There is a timeline included in the RFQ. We are looking to put the RFQ out on Thursday. It will be advertised in local newspapers, planning websites and social media. We are looking to engage a workgroup to review proposals and select the consultant. At the November MPO meeting, we will have presentations from the top firms and do a final scoring and select the consultant. At the December MPO meeting, we would be looking to recommend a contract with a scope of services for the selected consultant.

We used all of the dates on the calendar for the selection process but we do need to add a meeting in November. Mr. Baranski stated that we are looking for volunteers for the workgroup. Mr. Rebert stated that PennDOT will have someone on the workgroup. Ms. Meinhart-Fritz stated that the county planners should probably serve on the workgroup. Mr. Baranski stated that we will send out a Doodle poll to determine a date for the additional meeting in November.

Mr. Green asked what type of work we anticipate the consultant would do on the LRTP. Mr. Baranski stated that we anticipate that most of the work on the LRTP update will be done by NEPA staff but we may need assistance on some portions of the plan such as fiscal constraint or environmental justice.

e) Critical Rural and Urban Freight Corridor Designations

Ms. McMahon stated that PennDOT recently released its recommendations for the critical rural and urban freight corridors. The committee provided recommendations of potential freight corridors in NEPA in spring 2017. Most of the corridors that the committee recommended were either partially or fully included on PennDOT’s draft list of freight corridors. Ms. Ginocchetti shared a map of the recommended critical rural freight corridors in the NEPA MPO region. Ms. Meinhart-Fritz asked if District 5-0 is happy with the list. Mr. Rebert stated that they hoped to get more urban miles in the Lehigh Valley but they are happy with what was included in the NEPA region. It will help them move funding around. Mr. Smoker stated that PennDOT has not officially submitted its list of recommendations to FHWA yet.

f) PennDOT Connects Initiative

Mr. Baranski stated the next step in the PennDOT Connects process is training for local municipalities on aspects of project development and the processes that PennDOT uses. PennDOT is hoping to hold the municipal training by the end of November. We will be attending training in Harrisburg next week to learn about the training. Ms. McMahon stated that we are the coordinator for Lackawanna/Luzerne MPO and Wayne County and we will have two trainings in our area. We are looking at holding one in Monroe and one in Lackawanna. Attendance at the classes is limited to 30 so we have been asked to tailor our outreach. Ms. Meinhart-Fritz asked if PPA has been consulted on the training and if the training is going to cover the HOP process. Mr. Baranski stated that when training was held back in March, HOPs was a major issue that was raised. Ms. Gould stated that in his municipality, they encourage developers to meet with PennDOT on the HOP process as early as possible. If it is possible to make that a requirement, it would make the process go smoother. Mr. Rebert stated that ideally they would sit down with PennDOT early but they don’t control the developer’s schedule. Mr. Gould stated that when a developer comes in,
the township requests a work session with the developer and PennDOT to work out issues early in the process.

g) **Functional Classification Review**
Mr. Baranski stated that the changes for Pike County in the format that Central Office has indicated that they want them in. We are working on the submission for Monroe County. We have been instructed not to submit every possible change but there are a lot of changes in Monroe County. We need to identify some dates for a meeting in Carbon County. Once Carbon is completed, we’ll move to Schuylkill County. Mr. Mrozinski asked if Wayne County’s changes went through. Ms. McMahon stated that Wayne County may not have formally submitted their changes. They did a letter but that is not the full submission.

h) **Jim Thorpe Parking Study/Complete Streets Analysis**
Mr. Baranski stated that the project data collection and analysis continues. We will be engaging the steering committee again shortly. The consultant has collected a lot of data so far. Good developments have occurred since we started this process. The county parking lot project has been funded through the Transportation Alternatives Set Aside program which ties into the complete streets process. Carbon County is constructing a new county building that will include parking for county employees. The Fall Foliage Festival will be coming up and the consultant will be gathering data during that event.

i) **Commuter Services Update**
Mr. Baranski stated that we need to adopt an amended MOU to extend the current agreement with Commuter Services. The MOU identifies that amount of funding remaining for Commuter Services and has an expiration date of September 30, 2020. The Technical Committee will recommend approval to the Policy Board and the Policy Board will consider it for approval.

Mr. Boyer stated that the MOU is very similar to the original agreement. The SRTP board meets tomorrow and they will consider it for approval. We hope to have the MOU in place by the end of September. Mr. Baranski stated that the Policy Board is scheduled to meet next week prior to the NEPA Annual Dinner. If the Policy Board does not meet, they will consider it by email ballot by the end of the month.

Mr. Boyer stated that he provided a program update document for the past six months. September is Try Transit Month. The Commute PA app currently has about 100 sponsors to redeem rewards. They can also redeem them for coupons in an entertain book from the app developer.

Mr. Boyer stated that they have heard meetings at MI Windows, Kalahari, Hydro (formerly Sapa), Great Wolf Lodge and Sanofi. They are meeting with the tenants at the High Ridge Business Park. They have met with some of the companies but not all of them.

Mr. Boyer introduced Michele Scribbick, a new Commuter Services representative. Ms. Meinhart-Fritz asked if Ms. Scribbick works out of the office at the Schuylkill Transit System. Mr. Boyer stated that is her home office but most of her time is spent on the road, meeting with employers.

Ms. Meinhart-Fritz requested a motion to approve the amendment to the Memorandum of Understanding with SRTP and recommend it to the NEPA MPO Policy Board. A motion was made by Ms. Howarth and seconded by Mr. Rebert. The motion passed unanimously.

j) **Local Technical Assistance Program Update**
Ms. McMahon provided an update on the LTAP program for the 2017-2018 fiscal year. Ms. Ginocchetti demonstrated new LTAP maps including a current classes map, an LTAP story map from 2014-2018 and a LTAP map that includes ESRI Insights data.

4) Other Business
   Mr. Baranski stated that at the October meeting, we will be asking the committee to consider performance measures related to pavement and bridge condition and CMAQ.

5) Adjournment
   There being no further business, the NEPA MPO Technical Planning Committee meeting adjourned at 11:15 a.m.
SR 6-FP3 SR 6 Paving
MPMS 101930 – Let June 7, 2018
• SR 6 in Blooming Grove, Lackawaxen, Shohola and Palmyra Townships

SR 6-408 - Milford to Matamoras Betterment
MPMS 57765 – Let September 13, 2018
• Reconstruction, restoration, resurfacing, safety improvements on US Route 6 (Pennsylvania, Constitution Avenues) from Milford to Matamoras, in Milford and Matamoras Boroughs, Milford and Westfall Townships.

SR 2002–SLD SR 2002 Slide
MPMS 96806 – Est. let January, 2020
• Slope repair on State Route 2002 (Wilson Hill Road) in Delaware Township, Pike County.
• Project currently in Preliminary Engineering phase, near completion.
• Design of Soldier Pile and Lagging Retaining Wall with or without tie-back anchors.
• Project is being converted from a design-build project to full design-bid project due to ROW acquisition of National Park Service property.
• Line & Grade and TS&L Approved.
• Environmental Clearance is pending; need Section 4(f) form signed by National Park Service.
• Meeting to be scheduled with National Park Service (October, 2018 timeframe)
• Final Design will start once Environmental Clearance is received.
SR 209-RSM – Mansion Hill Rock Slide Mitigation (I. Petros)
MPMS 107079 – Safety Improvement – est let December 6, 2018
- Public Meeting with the Mahoning Township Board of Supervisors and Public held on February 28, 2018.
- Right-Of-Way issue with Awesome Property owner solved and certificate issued.
- Clearance issued on June 25, 2018
- MPT approved on June 11, 2018
- Constructability review is ongoing

SR 443-02S – Roadway Safety Improvements (C-K. Bellotti)
MPMS 66296 – est let February 13, 2020
- NPDES Permit submitted on June 22, 2018. Administratively complete letter received on July 12, 2018.
- JPA submitted on June 25, 2018
- Final Bridge plans approved on May 22, 2018 for SR 902
- Final Bridge Plans re-submitted on July 17, 2018 for SR 443. Addressing comments.
- UGI/Amerigas scheme approved. ROW Plan revised.
- Final ROW Plans approved. Appraisals underway.

SR 33-03S - PA 33 Median Barrier (C-B. Rotz)
MPMS 96414 – est let April 8, 2021
- Alternatives Analysis Report for entire SR 33 corridor in Monroe County completed. Corridor divided into three sections. Sections were prioritized.
- Preparing Preliminary Engineering agreement for first section, from SR 115 to SR 2002.

SR 80-05S – I-80/Exit 308 Realignment (I. Nathaniel)
MPMS 57921 – est let May 9, 2019
- Final ROW plans check approved by central office
- Project is in final design phase
- Advance acquisition of GAP ROW plans in process

SR 80-17M – I-80 Reconstruction (I. Nathaniel)
MPMS 76357 – est let October 6, 2022
- Project advisory committee meeting # 2 scheduled for September 25, 2018
- Progressing environmental tasks
- Refining Alternatives

SR 115-03S – Effort Corridor Improvement (C-M. Grantner)
MPMS 102167 - est let July 23, 2020
- SEPS approved on July 18, 2018
- CE Clearance received on July 24, 2018
- Line and Grade approved on August 14, 2018
- Final Design WO#1 approved

SR 209-03S – Mt. Nebo Road to Municipal Drive (C-M. Grantner)
MPMS 95398 – est let September 17, 2020
- Line & Grade submitted on July 18, 2018
SR 209-16S – 209/115 Intersection Improvement-Phase 2 (K. Cox)
MPMS 88935 – est let April 25, 2019
- Working on Final ROW plan
- CE re-evaluation planned
- Finalizing storm water management design
- Ongoing coordination with school district and township
- Designing retaining wall foundation
- Waiting on Air Quality significance

SR 611-11M – Congestion Improvements (C-K. Oszeyczik)
MPMS 74979 – est let January 28, 2021
- Coordinated with Traffic Unit on revised lane configurations for SR 0715 and Ramp F.
- Bog Turtle report submitted to Fish & Wildlife.
- Continuing adjustment of proposed Stormwater basins
- Received Safety Submission approval
- Evaluating church parking impacts/mitigation possibilities.
- Coordination with ROW Unit - church impacts
- Archaeological exploration near church being planned
- PMC Packet being drafted

SR 715-03S – 715/611 Intersection Safety Improvements (C- K. Oszeyczik)
MPMS 79473 – est let January 28, 2021
- Geotechnical borings completed - August 2018
- Soil boring lab tests on-going
- Submitted SR 0611 parking impact exhibits for Traffic Unit review
- Continuing adjustment of proposed Stormwater basins
- Received Safety Submission approval
- Phase I ESA submission - September 2018

SR 715-01B over Pocono Creek (C- K. Oszeyczik)
MPMS 79163 – est let January 28, 2021
- Submitted revised TS&L, H&H design and SEPS.
- Geotechnical drilling contract out for bid.
NORTHEASTERN PENNSYLVANIA ALLIANCE
HIGHWAY STATUS REPORT
MEETING SEPTEMBER 18, 2018

SCHUYLKILL COUNTY

SR 61-18S – 61/209 Intersection Safety Improvement (C-M. Grantner)
MPMS 72466 – est let May 23, 2019
  • ROW resubmission due at the end of September

SR 61-14M – Reconstruction St. Clair - Frackville (C-K. Oszyczik)
MPMS 96470 – est let April 8, 2021
  • SACM held on May 2, 2018
  • Submissions on-going include TS&Ls and H&H
  • Addressing Safety Submission comments
  • Coordinating with Traffic Unit on signing comments from Safety Review
  • Completed bat investigation - State Game Commission agrees no hibernacula present within 1000' of project limits. Only tree clearing restrictions required.
  • State Game Commission proposed SGL mitigation improvements to parking areas.
  • Public Meeting scheduled for October 2, 2018. Dry Run meeting scheduled for September 12, 2018.
  • Phase I ESA to be submitted - September
  • Coordination with DEP on wetland mitigation sites continues
  • SWM meeting scheduled with DEP on September 20, 2018
  • Upcoming submissions
    o SB Embankment Report - September 2018
    o Revised NB Embankment Report - October 2018
    o DFV - November 2018

SR 309-03M – PA 309 Resurface (K. Cox)
MPMS 96484 – est let July 26, 2018
  • Project LET on July 26, 2018

SR 924-06M – Gold Star Highway Resurface (K. Cox)
MPMS 93710 – est let January 30, 2020
  • ROW plan approved
  • Signal plan advancing
  • Traffic Control Plan advancing
  • Pavement Design advancing
  • CE re-evaluation approved on July 30, 2018