HAGERSTOWN/EASTERN PANHANDLE
METROPOLITAN PLANNING ORGANIZATION
TECHNICAL ADVISORY COMMITTEE
January 16, 2019

The Hagerstown/Eastern Panhandle Metropolitan Planning Organization Technical Advisory Committee held a meeting on Wednesday, January 16, 2019 at 10:30 a.m. at the Hagerstown Regional Airport, Fire Station Conference Room, 18434 Showalter Road, Hagerstown, Maryland.

The following were in attendance: Matt Mullenax, HEPMPO Executive Director; Ian Beam, MDOT; Sean Varsolona, MDOT SHA; Heather Williams and Laura Hoffmaster, Berkeley County Planning; Kevin Sullivan and Chris Kinsey and Perry Keller, WVDOH Planning; Ken Clohan, WVDOH District 5 Traffic; Seth Rivard and Rashedul Hasan Deepon, City of Charles Town; Jennie Brockman, Jefferson County Planning & Zoning; Dana Keith, City of Martinsburg; Bill Green and Crystal Danfelt, Town of Williamsport; Megan Flick, City of Hagerstown; Stephanie Overcash, Washington County Transit; Steve Thomas, HEPMPO; and Jill Baker and Debra Eckard, Washington County Planning Department / MPO. Also present was Travis Johnson, Director/Local Transit Support for the Maryland Transit Administration and Chris Taylor, Regional Transit Administrator for Western Maryland.

CALL TO ORDER

Mr. Mullenax called the meeting to order at 10:30 a.m.

MINUTES

Motion and Vote: Mr. Keller made a motion to approve the minutes of the October 17, 2018 meeting as presented. The motion was seconded by Mr. Beam and unanimously approved by all members present.

NEW BUSINESS

-TRANSPORTATION IMPROVEMENT PROGRAM

FY 2019-2022 West Virginia Transportation Improvement Program

Mr. Mullenax stated that the following amendments were advertised from January 2, 2019 to January 15, 2019 for public comment. No public comment was received. Mr. Thomas presented the following adjustment for the West Virginia TIP as follows:

Berkeley County

Adjustments:

- Clarence Martin Jr. Memorial Bridge: C&P Work; ENG $10,000 ($8,000 Federal; $2,000 State); Requested adjustment to add the project to TIP Groupable B2019-01 – Maintenance System Preservation – Bridge Project
- Arden – Martinsburg (WV 45): Resurfacing; CON $890,000 ($712,000 Federal; $178,000 State); Requested adjustment to add the project to TIP Groupable B2019-02 – Maintenance and System Preservation – Pavement. Mr. Mullenax stated this project will include skid resistance pavement.
- Spring Mills – Marlowe (US 11): Resurfacing; CON $650,000 ($520,000 Federal; $130,000 State); Requested adjustment to add the project to TIP Groupable B2019-02 – Maintenance and System Preservation – Pavement.

Jefferson County

Adjustments:

- MARC Strategic Ridership: Plan Preparation; ENG $150,000 (100% Federal); Requested adjustment to add project to TIP Groupable J2019-07 – Technical Support.

No action required; for informational purposes only.

FY 2019-2022 Maryland Transportation Improvement Program

Mr. Thomas presented the following amendments and adjustments for the Maryland TIP as follows:

- I-70/MD 65 and CSX Bridges Rehabilitation: Deck replacement of dual bridges 21118 and 21119; ENG FY 2016 - $747,000 (100% State); ENG FY 2017 - $243,000 (100% State); ENG FY 2018 – ENG $243,000 (100% State); ENG FY 2019 - $421,000 (100% State); ENG FY 2020 - $229,000 (100% State); CON FY 2019 - $3,312,000 ($2,955,000 Federal; $357,000 State); CON FY 2020 - $4,454,000 ($3,812,000 Federal; $642,000 State); CON FY 2021 - $6,203,000 ($4,838,000 Federal; $1,365,000 State); CON FY 2022 - $7,138,000 ($5,567,000 Federal; $1,571,000 State); CON FY 2023 - $5,474,000 ($4,270,000 Federal; $1,204,000 State); CON – FY 2024 $2,760,000 Federal; $607,000 State)

  Comments: Mr. Varsolona stated that SHA is completing the planning for the I-70/MD 65 interchange and has identified alternative #6 as the SHA's preferred alternate, and is also the County's preferred alternative. Alternative 6 includes a partial cloverleaf that will support the County's objectives to reduce right-of-way impacts in the project costs. At the same location, a separate I-70 bridge deck rehabilitation and widening project at MD 65 and the CSX tracks to the east will be advanced. This will accommodate any proposed changes in the interchange redesign but does not implement any of them. The next step will be to identify funding for subsequent phases most likely in design; when funding is identified, SHA will amend the TIP. FHWA would approve the CE at which point FHWA would agree to the alternative and the preferred alternative would become the selected alternative.

  The TIP amendment for the second stage of the 4 bridges is the remaining funding for the bridge project. Phase 1 is underway; SHA is preparing the road and bridges to maintain traffic during the bridge reconstruction which should begin in 2020. The bridges are a system preservation project and will be advancing regardless of the interchange; however the interchange requires the bridges to be reconstructed. Timeline for completing the planning (only if funding is identified) would be spring for FHWA concurrence and summer for next phase. In order to complete planning, FHWA requires SHA to identify subsequent phase design funding. This is not currently funded for construction.

Adjustments:

- Eastern Boulevard Extended: Construct new 4 lane road; ENG $199,200 (88,900 Federal Earmark ($110.300 Local); CON $1,100,000 (100% Local); Requested adjustment is to remove the CON funding from the project and move the project to the Narrative portion of the TIP under "Projects Between Funding Stages". This will preserve the project within the TIP until funding can be re-allocated to it at a later date.
- Col HK Douglas Drive Extended Phase i: Construct new access road; FY 2017 $20,000 (100% Local); FY 2019 $3,200,000 ($2,000,000 ARC; $1,200,000 Local); Requested adjustment is to reduce the Local amount of CON funding for FY 2019 to $550,000.

Obligated Projects:

- Yale Drive Extension: $10,820,300

- Garis Shop Road Bridge (part of Local Federal Aid projects): $1,550,700

Narrative Change:

- Eastern Boulevard Widening Phase I – to be added to the Maryland Narrative portion of the TIP as a Non-Federally Funded, Regionally Significant Project: Widen roadway from 2 lanes to 4 lanes; $6,750,000 (100% Local)

Motion and Vote: Mr. Varsolona made a motion to recommend approval of the MD TIP Amendment to the Interstate Council. The motion was seconded by Mr. Keller and unanimously approved by all members present.

Maryland Transit Asset Management Plan and Targets Presentation

Mr. Mullenax announced that the 2019 TAM Targets for Maryland have been received which must be incorporated into the TIP. The TAM Targets for West Virginia were received in October and have been incorporated into the TIP. He introduced Mr. Travis Johnson, Director/Local Transit Support for the Maryland Transit Administration.

Mr. Johnson gave a power point presentation which briefly explained how the new targets were established for 2019. Part of the requirement, mandated by the State, is to work with MPOs to identify performance targets. The targets should be incorporated in both the Long Range and Short Range Transportation Plans.
He explained MDOT's and MTA's approach to asset management and discussed the Tier II plan. Tier II plans have transit systems with 100 vehicles or less. During the past year, workshops have been held with the Locally Operated Transit Systems (LOTS) to gather information and develop and inventory. Mr. Johnson explained how performance targets are set. He noted there are currently no penalties for missing targets.
The Tier 2 Group TAMP includes Asset Management Policy, Asset Inventory, Asset Condition Assessments, Performance Measures and Targets, Asset Management Strategies, Decision Support Tool and Processes, Prioritized SGR Capital Projects; Key Asset Management Activities, Implementation Resources and Continual Improvement Process.

Each LOTS must have an established policy. Three major categories for assets have been identified: Rolling Stock, Equipment, and Facilities. He explained the benchmarks for each category and the asset portfolio for each asset. He reviewed the fiscally constrained targets that are developed for the LOTS.

-LONG RANGE TRANSPORTATION PLAN

Maryland Highway Safety Performance Measures

Mr. Beam gave a brief presentation on the Highway Safety Performance Measures for Maryland. The performance measures look at the number of fatalities, number of serious injuries, fatalities/100 VMT, serious injuries/100 million VMT and non-motorized fatalities and serious injuries. He discussed the targets for Washington County for 2019 and displayed graphs showing fatalities, serious injuries, fatality rates, etc.

Motion and Vote: Mr. Beam made a motion to recommend approval of the Maryland Highway Safety Performance Measures to the Interstate Council for FY 2019. The motion was seconded by Mr. Keller and unanimously approved.

West Virginia Highway Safety Performance Measures

Motion and Vote: Mr. Keller made a motion to recommend approval of the West Virginia Highway Safety Performance Measures to the Interstate Council for FY 2019. The motion was seconded by Mr. Beam and unanimously approved.

Regional Traffic Safety and Improvement Study

Mr. Mullenax reported that the public survey was completed with more than 400 responses and over 1000 map markers. The two highest ranked regional transportation safety issues are traffic congestion and distracted driving. Results of the survey have been posted on our Facebook page and have been sent to the Traffic Advisory Committee. Our consultants are now working on the corridor assessments. Three road safety audits were completed in December in each of the three counties. The study should be completed by the end of FY 2019.

Weverton Rail Crossing Feasibility Study

Mr. Mullenax reported that the draft conceptual drawings for at-grade and grade-separated crossing options have been prepared as well as the environmental screening and cost estimates. These documents are all being reviewing by the Advisory Service and Washington County. Once comments have been received from the Committee, public meetings will be held to gather public comment. The study should be completed by the end of FY 2019.

MARC Comparative Analysis

Mr. Mullenax briefly discussed the Cost Comparative Analysis Summary Matrix that was prepared to evaluate peer regional commuter rail systems that cross state lines in terms of operations, ridership, funding, organizational structure and history. The study was presented to the MARC funding committee in December and includes recommendations. The Committee is working toward finding a long-term funding solution. The MPO is working with the West Virginia DOT to develop a MARC Strategic Ridership Plan.

-ORGANIZATIONAL ADMINISTRATION

Draft Title VI Plan Update

Mr. Mullenax noted that the Plan was advertised for public comment from November 1 to 30, 2018. No comments were received. The MPO's public outreach efforts have been included in the Plan during the public comment period. This Plan must be updated every three years.

Motion and Vote: Mr. Rivard made a motion to recommend to the Interstate Council adoption of the Title VI Plan update as presented. The motion was seconded by Mr. Varsolona and unanimously approved by all members present.

Procurement of General Services Contract

Mr. Mullenax stated that the MPO's current on-call planning contract with Michael Baker International will expire on July 1, 2019. Under our current contract, we have the option to extend the contract for one final year. At this time, Staff is recommending extending the contract for the final year for the following reasons:

1. The extension of the contract costs no additional resources (staff time or money)
2. Staff time can remain focused on finishing our current studies, grants, special projects, Committee service and preparing a draft budget.
3. Baker has done and continues to perform excellent work.

Motion and Vote: Mr. Rivard made a motion to recommend extension of the general services contract for Michael Baker International for the final year to the Interstate Council. The motion was seconded by Ms. Brockman and unanimously approved.

Financial Status Update

Ms. Baker gave a brief summary of the second quarter expenditures and income for FY 2019. Approximately 40% of the overall budget has been expended to date; however, this is only an estimate because final amounts have not been received from the Washington County Department of Budget & Finance regarding salaries. Most of the expenditures have been for special studies.

Director's Report

Mr. Mullenax reported on the following items:

- On January 25, 2019 at 10:00 a.m. the MPO will be hosting the Maryland Bicycle and Pedestrian Advisory Committee at the Washington County Free Library in Hagerstown.
- MDOT and Washington County were not successful in being awarded a BUILD grant for I-81, Phase 2 (from Exit 1 to Exit 5). The MPO is currently working with MDOT and Washington County on an INFRA grant for this project.
- The MPO has written a letter of support to the State of West Virginia to encourage improvements on the WV 9 corridor.
- The Draft FY 2020 Unified Planning Work Program will be presented at the March meeting.
- Draft revisions for the Public Participation Plan will also be presented in March.

-OTHER BUSINESS

Citizen Comment

There were no citizens present at the meeting.

Future Meetings

The next TAC meeting will be held on March 20, 2019 at 10:30 a.m. in Martinsburg, West Virginia.

-ADJOURNMENT

Ms. Brockman made a motion to adjourn the meeting at 11:50 a.m. The motion was seconded by Mr. Rivard and so ordered by Mr. Mullenax.

Respectfully submitted,

Matthew Mullenax
HEPMPO Executive Director