

## **HAGERSTOWN/EASTERN PANHANDLE MPO REGULAR MEETING – MAY 19, 2004**

The Hagerstown/Eastern Panhandle MPO held its regular meeting on Wednesday, May 19, 2004 in the Washington County Administrative Annex conference room, 80 West Baltimore Street, Hagerstown, Maryland.

Present were: Chairman, Gregory I. Snook, President, Washington County Board of County Commissioners; Vice-Chairman, Jim Knode, Jefferson County Commissioner; Mike Nixon, MD DOT; Donald C. Bailey and Richard Warner, WV DOT-Urban Study Section; Howard Strauss, President, Berkeley County Board of County Commissioners; William Breichner, Mayor, City of Hagerstown; Kathleen A. Maher, Planning Director, City of Hagerstown; Vicky Shear; Region 9-Planning and Development Council; Robert Thomas and Jeff Blanchett, Franklin County Commissioners Office; Jim Kercheval, Washington County Board of County Commissioners; Stephen T. Goodrich, Interim Planning Director for Washington County; Jill Baker, Associate Planner, and Sandy Coffman, Administrative Assistant, Washington County Planning Commission. Lewis Grimm, Project Manager of Cambridge Systematics, Inc. was also present. Robert Gordon, Region 9-Planning and Development Council, was absent.

### **CALL TO ORDER**

The meeting was called to order by the Chairman at 7:00 p.m.

### **MINUTES**

Mr. Strauss made a motion to accept the minutes of February 18, 2004, as presented. Seconded by Mr. Breichner. So ordered.

### **OLD BUSINESS**

- **Long-Range Transportation Plan Update – Cambridge Systematics, Inc.**

Mr. Grimm, Project Manager for Cambridge Systematics, Inc., presented an update on the Multimodal Long-Range Transportation Plan. The last update was provided in February 2004. Mr. Grimm distributed copies of his presentation to the members present (see attached copy). He provided an overview of the four key topics of the update.

- **Status of Travel Demand Model Calibration**
- **Status of Future Traffic Analysis Zone (TAZ) Demographic Data Projections**
- **Discussion of Existing, plus Committed Highway Network**
- **Discussion of Public Information Meetings**

Mr. Grimm noted that the next round of public meetings have been scheduled in mid June, for the three different counties. The meetings will include a presentation of future transportation needs, by using anticipated future growth in population and employment to estimate additional travel throughout the area. A brief question and answer period followed. Mr. Snook thanked Mr. Grimm for his presentation and the information provided.

- **T.I.P Amendments – West Virginia**

Mr. Bailey provided an overview of the recent FY 2004-2007 Transportation Improvement Program amendments for West Virginia. The first T.I.P. amendment is for the resurfacing of WV 9, from Bloomery to the Virginia State Line (STP-0009(158)E). The total cost of the project is \$432,000. The second project is for a paved alternate access and an improved crossing at Church Street and Mildred Street (STPG-2003(014)E). The total cost of this improvement project is \$55,000. The third project is to rotomill, repair joints and resurface 1-81, from Bunker Hill to Tabler Station. The total cost of the project is \$2,000,000. The fourth amendment is for rotomill and resurfacing on I-81 at the south Martinsburg Interchange. The total cost of the project is \$1,100,000. The final amendment is for the upgrade of traffic signals at US 340/WV 51 –Patrick Henry Way and Flowing Springs Road. The total cost of the project is \$90,000. Mr. Knode made a motion to approve the West Virginia T.I.P. amendments, as submitted. Seconded by Mr. Nixon. Unanimously approved.

- **T.I.P Amendments – Maryland**

Mr. Nixon presented Maryland's Transportation Improvement Program amendments for FY 2004. The first amendment presented (W2000-2) was for area wide congestion management, to include traffic engineering and support, traffic signals, camera detectors, and lighting. The funding was increased for FY 2004 to \$700,000. The other amendment is to increase funding in FY 2004 to \$2,600,000 for resurfacing. Mr. Kercheval made a motion to approve the T.I.P. amendments for Maryland, as submitted. Seconded by Mr. Breichner. Unanimously approved.

- **Additional T.I.P. Amendment for PanTran – West Virginia**

Ms. Baker presented and explained the additional West Virginia TIP amendment for PanTran transit projects. A motion was made by Mr. Strauss to adopt the PanTran amendments to be included within the TIP. Seconded by Mr. Nixon. Any comments or questions regarding the transit projects should be directed to Bob Gordon in Region 9.

## **NEW BUSINESS**

- **Unified Planning Work Program (UPWP) FY 2005 – Review and Adoption**

The UPWP had been previously e-mailed to the members, prior to the meeting, for their review. Mr. Nixon made a motion to approve the FY 2005 - Unified Planning Work Program, as presented. Seconded by Mr. Breichner. Unanimously approved.

- **Extension Request – Long Range Transportation Plan**

Mr. Snook stated that a letter was received from Cambridge Systematics, Inc. on April 20, 2004, concerning the preparation of the Long-Range Transportation Plan. The letter outlines the request for a no-cost time extension of the Cambridge Systematics' contract from June 15, 2004 to February 28, 2005. Mr. Grimm stated that the request, for a no-cost time extension, was based on a variety of factors. He explained that it took longer than anticipated for the demographic projections and field survey work. Also, the loss of Mr. Arch's input and direction slowed the project. Mr. Grimm estimated that about 60% of the project has been completed, and it is their intent to complete the task, as soon as possible. The status reports from Cambridge Systematics will continue on a monthly basis. Mr. Nixon stated that MD DOT had noted that the old Plan had expired in November. MD DOT has been contacted and assured on the completion of the new Plan and they were satisfied that such an extensive effort was being conducted in completing a new Plan. Mr. Strauss made a motion that the HEP/MPO agreed that the no-cost extension request be granted to no later than February 28, 2005, as outlined in Mr. Grimm's letter. Seconded by Mr. Kercheval. The motion was unanimously approved.

## **FUTURE MEETING**

The next regular Hagerstown/Eastern Panhandle Metropolitan Planning Organization meeting will tentatively be held in September 2004.

## **OTHER BUSINESS**

Ms. Baker stated that a contract was received from PanTran, and by entering into an agreement with PanTran, the MPO would do quarterly invoices and reports, as required by their Division of Transportation. Originally, the FTA had requested monthly reports, and some other items that would require considerable Staff time and funding. The contract was modified to quarterly invoicing and reporting. Bob Gordon in Region 9 will be performing the reporting and Washington County will do the invoicing. The TIP amendment previously approved goes hand in hand with the agreement, and if the agreement is entered into, the TIP amendment will be incorporated as a line item in the HEP/MPO Transportation Improvement Program. Mr. Kercheval made a motion to approve the contract with PanTran, as presented. Seconded by Mr. Breichner. Unanimously approved.

## **ADJOURMENT**

There being no further business, the meeting adjourned at 7:55 p.m.

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Michael C. Thompson, MPO Coordinator