

**MINUTES  
HAGERSTOWN EASTERN PANHANDLE  
METROPOLITAN PLANNING ORGANIZATION**

**June 15, 2005**

The HEPMPO held its regular meeting on Wednesday, June 15, 2005 at 7:00 p.m. at the Berkeley County Commission Chambers (Room 205) Dunn Building, 400 West Stephen Street, Martinsburg, West Virginia.

The following members were present: Vice Chairman, Howard Strauss, Berkeley County Commission; Mike Nixon, MD DOT; Robert Gordon, Eastern Panhandle Region 9 Planning & Development Council; Greg Corliss, Jefferson County Commissioner; Donald C. Bailey, WV DOT; Mark Baldwin, City Manager, City of Martinsburg; Mike Thompson, MPO Coordinator and Jill Baker, Associate Planner, Washington County Planning Department; Kathleen A. Maher, City of Hagerstown. Also present was Lewis Grimm, Cambridge Systematics,

**CALL TO ORDER**

Vice Chairman, Howard Strauss, called the meeting to order at 7:05 p.m. A quorum was present for Maryland with Mr. Thompson as acting alternate for Mr. Greg Snook, Ms. Baker as acting alternate for Mr. Jim Kercheval, and Ms. Maher as acting alternate for Mr. Kristen Aleshire.

**OLD BUSINESS**

**- Adoption of FY 2006-2008 Transportation Improvement Program**

Mr. Gordon made a motion to adopt the Transportation Improvement Program for the preparation of the Resolution to be signed by Chairman Snook. Seconded by Mr. Corliss. Unanimously approved.

**NEW BUSINESS**

**- Revision to FY 2005 Unified Planning Work Program**

Mr. Nixon presented for review and approval an amendment to the FY 2005 Unified Planning Work Program to include \$1,706 into the Administrative Task for the purchase of a license to run ground core testing software that will meet Air Quality guidelines. A portion of this amount (\$250.00) would be used to obtain a membership with the Clean Air Partners to be used in conjunction with the Early Action Compact.

Mr. Strauss expressed his desire for West Virginia to also provide money to obtain a membership with the Clean Air Partners.

Mr. Nixon made a motion to grant approval of the amendment to the FY 2005 Unified Planning Work Program for Maryland and West Virginia. Seconded by Mr. Corliss. Unanimously approved.

**- Revision to FY 2006 Unified Planning Work Program**

Mr. Nixon presented for review and approval an amendment to the FY 2006 Unified Planning Work Program to include additional funding from the Federal government. The additional funding is approximately 10% higher than the original amount.

Mr. Nixon made a motion to grant approval of the amendment to the FY 2006 Unified Planning Work Program. Seconded by Mr. Corliss. Unanimously approved.

**FUTURE MEETINGS**

Ms. Baker stated that an all day seminar is being planned for July 18, 2005. The first part of the seminar will be a presentation by the Federal Highway Administration to discuss organizational and basic economical issues. The presentation will provide a good review of how the planning process works and goals and objectives to be achieved by the MPO. The second part will consist of a workshop to discuss how these issues apply directly to our MPO and the overall structuring of some organizational issues.

**Discussion before adjournment**

Due to the expiration of Mr. Randy Hilton's term as Mayor of the City of Charles Town, Jefferson County is required to appoint a new representative to the MPO Board. Mr. Corliss will discuss this issue with the Jefferson County Commission to find a new representative as soon as possible.

**ADJOURNMENT**

Mr. Gordon made a motion to adjourn the meeting at 7:40 p.m. Seconded by Mr. Nixon. So ordered.

Respectfully submitted,

---

Howard Strauss, Vice Chairman