

**HAGERSTOWN/EASTERN PANHANDLE
METROPOLITAN PLANNING ORGANIZATION
INTERSTATE COUNCIL
October 20, 2021**

The Hagerstown/Eastern Panhandle Metropolitan Planning Organization Interstate Council held a meeting on Wednesday, October 20, 2021 at 1:30 p.m. both in person [at the Eastern Panhandle Regional Airport in Martinsburg, WV] and via tele-conference call. MD and WV Open Governmental Meetings Acts and HEPMPO Bylaws permit virtual meetings of our committees and boards provided members can hear and be heard by each other and by any media or members of the public.

CALL TO ORDER

The Chairman called the meeting to order at 1:30 p.m.

ROLL CALL

The following were in attendance: Mark Baldwin, Chairman, City of Martinsburg; Kevin Cerrone, Vice-Chairman, Washington County Transit; Matt Mullenax, HEPMPO Executive Director; Tyson Byrne, MDOT; Elaine Bartoldson, EPTA; Rachel Snavely, Region IX; Jim Bender, City of Hagerstown; Jill Baker, Washington County Dept. of Planning & Zoning; Chris Kinsey, WV DOH; Jim Barnhart, Berkeley County Council; Pam Mohn, Washington County Division of Engineering; and Kevin Donohue, HEPMPO.

Also present were: Kevin Sullivan, Brian Carr, and Evan Snyder, WV DOH; Sean Varsolona MDOTA SHA; and Emily Keefer, Martinsburg Journal.

MINUTES

Motion and Vote: Ms. Bartoldson made a motion to approve the minutes of the May 19, 2021 meeting as presented. The motion was seconded by Mr. Barnhart and unanimously approved.

NEW BUSINESS

-TRANSPORTATION IMPROVEMENT PROGRAM

Mr. Donohue reported there were two administrative adjustments made on September 23, 2021 for EPTA.

Eastern Panhandle Transit Authority

Adjustments – No Formal Action Required

- Section 5339 Buses and Bus Facilities Infrastructure investment Program: Move funding from FY 2021 to FY 2022 and adjust amounts to \$11,705,000 (\$9,364,000 Federal, \$2,341,000 Local)
- Section 5339 Medium Duty Commuter Bus: Move FY 2021 funding to FY 2022 for new total equaling \$400,001 (\$320,000 Federal, \$80,001 Local)

FY-2021-2024 Maryland Transportation Improvement Program

Mr. Donohue reviewed the proposed amendments and administrative adjustments as follows:

State Highway Administration

Amendments – [Resolution 2022-05]

- I-70 Roadway and Bridge Improvements: I-70 over I-81 EB Dual Bridges: Bridge deck replacement and superstructure rehabilitation on I-70 over US 11 EB/WB dual bridges and I-70 over Norfolk Southern EB/WB dual bridges deck replacement and superstructure rehabilitation

- **Change:** Adjust prior ENG to \$1,613,000 (State); Decrease ENG – FY 2021 \$133,000 (\$80,000 Federal; \$53,000 State), FY 2022 \$235,000 (\$217,000 Federal; \$18,000 State); FY 2023 \$235,000 (\$217,000 Federal; \$18,000 State) and FY 2024 \$137,000 (\$5,000 Federal; \$132,000 State); Add ROW phases to FY 2021 \$6,000 (Federal), FY 2022 \$71,000 (Federal), and FY 2023 \$65,000 (Federal); Add CON – FY 2022 \$6,000 (Federal), FY 2023 \$8,000 (Federal) and FY 2024 (\$2,469,000 (Federal)
- US 522 Eastbound I-70 Bridge Replacement: Replacement of bridge 2109000 over eastbound I-70
 - **Data:** ENG – prior \$375,000 (State), FY 2021 \$63,000 (State), FY 2022 \$238,000 (\$216,000 Federal, \$22,000 State), FY 2023 \$286,000 (\$259,000 Federal, \$27,000 State) and FY 2024 \$214,000 (\$195,000 Federal, \$19,000 State)
- I-70 Crystal Falls Drive Bridges Replacement: Replacement of bridges 211353 and 2113504 over Crystal Falls Drive
 - **Data:** ENG – prior \$1,065,000 (State), FY 2021 \$267,000 (\$254,000 Federal; \$13,000 State), FY 2022 \$157,000 (\$149,000 Federal, \$8,000 State), FY 2023 \$157,000 (\$149,000 Federal, \$8,000 State) and \$104,000 (\$99,000 Federal, \$5,000 State); CON – FY 2023 \$20,000,000 (\$19,000,000 Federal; \$1,000,000 State) and FY 2024 \$5,000,000 (\$4,800,000 Federal, \$200,000 State)
- US 522 Eastbound I-70 Bridge Replacement: Replacement of bridges 2107603 and 2107604 over Creek Road
 - **Data:** ENG – prior \$247,000 (State), FY 2021 \$76,000 (State), FY 2022 \$213,000 (\$196,000 Federal, \$17,000 State), FY 2023 \$256,000 (\$235,000 Federal, \$21,000 State), and FY 2024 \$256,000 (\$235,000 Federal; \$21,000 State)

Motion and Vote: Mr. Barnhart made a motion to approve the Maryland TIP amendments as presented. The motion was seconded by Ms. Snavelly and unanimously approved.

FY-2021-2024 West Virginia Transportation Improvement Program

WVDOH – Berkeley County

Amendments – [Resolution 2022-04]

- Meadow Lane Traffic Signal: Install traffic signal and construct right turn lane
 - **Data:** ROW – FY 2022 \$40,000 (\$36,000 Federal, \$4,000 State); CON – FY 2023 \$550,000 (\$495,000 Federal, \$55,000 State)

Motion and Vote: Mr. Cerrone made a motion to approve the proposed West Virginia TIP amendment as presented. The motion was seconded by Ms. Bartoldson and unanimously approved.

Adjustments – No formal action required

- FY 23 DEPMPO: Highway planning and research
 - **Data:** ENG – FY 2021 \$330,000 \$264,000 Federal, \$66,000 State)
- Interstate Striping: Striping
 - **Data:** ENG – FY 2023 \$6,300,000 (State)
- SF Br Inspect: Bridge inspection by SF
 - **Data:** ENG – FY 2022 \$600,000 (\$240,000 Federal – STBG, \$240,000 – STBG-OFF, \$120,000 State), FY 2023 \$600,000 (\$240,000 Federal – STBG, \$240,000 STBG – OFF, \$120,000 State) and FY 2024 \$600,000 (\$240,000 Federal – STBG, \$240,000 STBG – OFF, \$120,000 State)
- SF Br Inspect – Training: Bridge Inspection Training
 - **Data:** ENG – FY 2022 \$250,000 (\$200,000 Federal, \$50,000 State), FY 2023 \$250,000 (\$200,000 Federal, \$50,000 State) and FY 2024 \$250,000 (\$200,000 Federal, \$50,000 State)

- SF Br Inspect – Statewide: Bridge inspection by SF
 - **Data:** ENG – FY 2022 \$200,000 (\$160,000 Federal, \$40,000 State), FY 2023 \$200,000 (\$160,000 Federal, \$40,000 State) and FY 2024 \$200,000 (\$160,000 Federal, \$40,000 State)
- Roadway Departure Assessment A: Improve roadway departures
 - **Data:** CON – FY 2023 \$1,076,000 (\$968,400 Federal, \$107,600 State)
- Roadway Departure Assessment B: Improve roadway departures
 - **Data:** CON – FY 2023 \$895,000 (\$805,500 Federal, \$89,500 State)
- Roadway Departure Assessment C: Improve roadway departures
 - **Data:** CON – FY 2023 \$947,000 (\$852,300 Federal, \$94,700 State)
- Roadway Departure Assessment D: Improve roadway departures
 - **Data:** CON – FY 2023 \$876,000 (\$788,400 Federal; \$87,600 State)
- Roadway Departure Assessment E: Improve roadway departures
 - **Data:** CON – FY 2023 \$713,000 (\$641,700 Federal, \$71,300 State)
- APD Striping: Striping
 - **Data:** CON – FY 2023 \$7,600,000 (Federal)
- Tabler Station I/C Improvements: Widen northbound and southbound ramps
 - **Change:** Remove ROW – FY 2022 \$100,000 (Federal)
- D-5 Recall Striping: Pavement marking (Paint);
 - **Change:** Increase CON – FY 2022 \$260,000 \$182,000 Federal, \$78,000 State), FY 2023 \$260,000 (\$182,000 Federal, \$78,000 State) and FY 2024 \$267,908 (\$187,535 Federal, \$80,373 State)
- Roadway Striping (D5): Install pavement markings
 - **Change:** Increase and adjust contribution for CON – prior \$2,210,485 (State) and FY 2022 \$2,432,000 (Federal)
- Hedgesville HS Bridge (GO Bond 2/3): Replace bridge
 - **Change:** Move CON from FY 2021 to FY 2022 with same amount

WVDOH - Jefferson County

Adjustments - No formal action required

- US 340 I/C Augustine Avenue: Design study
 - **Data:** ENG – FY 2021 \$150,000 (\$120,000 Federal; \$30,000 State)
- Shepherdstown Bike Path: Development and construction of a multi-use path adjacent to Shepherdstown Pike
 - **Change:** Move CON from FY 2022 to FY 2023 with increased amounts totaling \$1,532,100 (\$416,600 Federal – TAP, \$850,400 Federal – NRT, \$265,100 Local)
- US 340 Rock Slide Investigation: Investigation and repair of land slide
 - **Change:** Adjust ROW FY 2022 to \$40,000 (\$32,000 Federal, \$8,000 State)
- Ranson 5th Avenue Complete Street: Sidewalk construction, on-street parking improvements and pedestrian accessibility
 - **Change:** Move ENG from FY 2021 to FY 2022 and change contributions to \$62,500 (\$50,000 Federal; \$12,500 Local)
- Harpers Ferry High Street: Design and construct sidewalks
 - **Change:** Move CON from FY 2021 to FY 2022 with same amounts
- Charles Town Augustine Avenue: Design and plan a shared bike/pedestrian path
 - **Change:** Move ENG from FY 2021 to FY 2022 and change contributions to \$120,000 (\$96,000 Federal, \$24,000 Local)

- Flowing Springs Park Trail: Design and construct trail
 - **Change:** Move ENG from FY 2021 to FY 2022 and change contributions to \$80,000 (\$64,000 Federal; \$16,000 Local). Move CON from FY 2021 to FY 2022 with same amounts
- Armory Canal Trail: Design and construct trail
 - **Change:** Move ENG from FY 2021 to FY 2022 with same amounts. Move CON from FY 2021 to FY 2022 and change contributions to \$481,486 (\$385,188 Federal, \$96,298 Local)
- MARC Strategic Ridership: Plan preparation/improvement
 - **Change:** Move CON from FY 2021 to FY 2022 with same amounts
- Daniel Road: Roadway realignment
 - **Change:** Move ENG from FY 2021 to FY 2022 with same amounts
- Evitts Creek Br/Bloomery (GO Bond 2/3): Replace bridge and drainage structure
 - **Change:** Move CON from FY 2021 to FY 2022 with same amounts
- West Washington Street: Design sidewalk
 - **Change:** Move ENG from FY 2021 to FY 2022 with same amounts

Eastern Panhandle Transit Authority Asset Management Performance Measures

Mr. Donohue stated that EPTA has finalized their FY 2022 targets for transit asset management. He briefly reviewed the report. Staff will be incorporating these new targets into the TIP.

West Virginia Highway Safety Performance Measures [Resolution 2022-06]

Mr. Mullenax reported that West Virginia has finalized their highway safety performance measure targets for FY 2022. He noted that in the latest 2020 safety performance target year, the HEPMPO has failed to meet the regional Strategic Highway Safety Plan goals for any of the following performance measures: fatality, serious injury, fatality rate, serious injury rate and non-motorized serious injury or fatality rate. In addition, the MPO's safety performance has declined from meeting or making significant progress in 4 of the 5 goals in 2019 to only 2 of the 5 goals in 2020.

Mr. Mullenax stated that staff recommends adopting West Virginia's new highway safety targets; however, he has drafted a letter to Secretary Wriston urging the WV DOT to consider additional HSIP funding for priority corridors and intersections that have been identified in the HEPMPO 2019 Regional Traffic Safety Study. These funds could help to improve safety measures in Berkeley and Jefferson counties. Members of the TAC expressed their support of sending the letter to Secretary Wriston.

Motion and Vote: Ms. Bartoldson made a motion to approve the West Virginia Highway Safety Performance Measures as presented. The motion was seconded by Ms. Mohn and unanimously approved.

Motion and Vote: Mr. Barnhart made a motion to send a letter to Secretary Wriston as discussed. The motion was seconded by Ms. Snavelly and unanimously approved.

-LONG RANGE TRANSPORTATION PLAN

Long Range Transportation Plan Update

Mr. Mullenax reported that our consultants are in the process of updating the travel demand model and projects list. Staff and the consultants met with local planning, engineering and EDA staff to discuss planned and potential development in the area, including possible impacts to the existing transportation

network. We are currently conducting a survey of freight stakeholders which focuses on infrastructure improvements and various freight issues. Our consultant is developing a data repository website which will be available to the public. Mr. Mullenax briefly reviewed a draft site which includes the existing transportation network, population and growth data, regional employment trends, environmental justice, projected trends, traffic congestion information, etc. This site should be completed in the next few weeks.

Dual Highway Speed Management Study

Mr. Mullenax stated that our consultants completed traffic and pedestrian data collection in mid-Sept. Staff has received and mapped crash data along the study corridor. The DOT crash analysis designates the study corridor from Cannon Avenue to Cleveland Avenue with fatal, injury, pedestrian and total crash numbers above the State average. A field workshop with State and local stakeholders is scheduled for later in the month. A draft study should be completed with a public hearing anticipated in February 2022.

EPTA Commuter Bus Service Implementation Plan

Mr. Mullenax announced that a kick-off meeting was held with State and local partners for this project. Our consultants are in the process of reviewing the demand analysis, researching the interstate MOUs that would be needed, and developing a marketing plan. Staff is continuing to provide technical assistance to EPTA and the WV Division of Public Transit (WVDPT). WVDPT has secured funding for two medium duty commuter buses. A draft plan is anticipated in February with a public meeting to be held in March 2022. The Plan proposes a PILOT commuter service starting in FY 2023 from Martinsburg to Ranson/Charles Town to Ashburn, VA.

-ORGANIZATIONAL ADMINISTRATION

FY 2022 Unified Planning Work Program Revision [Resolution 2022-07]

Mr. Mullenax explained that the purpose of the proposed revision is to account for \$70,000 in unspent funding from FY 21 by our consultants on the Long Range Transportation Plan update. Ms. Baker and Mr. Mullenax presented a budget amendment request to the Board of County Commissioners of Washington County, MD on September 28th, which was approved. The proposed changes, shown on pages 16 and 29 of the UPWP, were discussed with MDOT and WVDOT respectively. The proposed revision was advertised for public comment from September 18th to October 19th; no comments were received. Revising the budget to account for unspent funds will allow the LRTP Scope of Work not to be reduced. Staff has reviewed the proposed UPWP Revision and recommends approval by the Interstate Council.

Motion and Vote: Mr. Byrne made a motion to approve the proposed revision as presented. The motion was seconded by Ms. Bartoldson and unanimously approved.

Title VI Plan Update

Mr. Mullenax reported that a kick-off meeting was held with MDOT and WVDOT to review the current plan and discuss the update process. Staff and the consultant have acquired the latest Census data. The consultant is currently conducting new disparate impact analysis and updating outreach efforts over the past three years. The draft plan should be available for public review and comment in November. Staff anticipates the draft plan to be considered by the Interstate Council at the January 2022 meeting.

Public Participation Plan Update

Mr. Mullenax noted that our current PPP was approved in May 2019. The Plan recommends a review of our procedures every three years. As part of the LRTP update, we have been able to utilize our consultants to perform a full search engine optimization and accessibility review of our website. Staff has begun

preparing updates and will present them to the Interstate Council for approval following a public comment period in March 2022.

Financial Status Update

Ms. Baker reported that during the 1st quarter of FY 2022, we spent approximately \$123,500. The majority of these funds were spent for consulting services, which includes special studies and the Long Range Transportation Plan Update, and administrative costs.

Director's Report

Mr. Mullenax gave a brief update on the following:

- The annual MDOT tour was held in Hagerstown a few weeks ago. The MPO made a presentation on its TSMO Plan. There was a lot of discussion regarding I-81 improvements.
- There is currently no news on the Federal authorization of new surface transportation bill.
- The Dual Highway Sidewalk Phase 2 project from Eastern Boulevard to All Start Court is going to be funded using HSIP funds.
- District 6 has requested design funds for the top 5 of the 8 priority signals in downtown Hagerstown.
- The EPTA Transit Center RFQ is currently out bid for an A & E firm. Kevin continues to work with EPTA on its Wayfinding project.
- The WV 45 widening project bids will close in mid-November. Also, Mr. Mullenax believes that WV DOT is preparing an interchange modification report, which is required when any part of an interstate system is to be realigned. WVDOT is considering the possible realignment of the northbound Exit 12 ramp.
- West Virginia will tentatively start its TSMO plan in January.
- Staff will begin developing a new TIP in January for FY 2023-2026. A draft will be presented in March 2022.
- An election of officers will be held at the January 2022 meeting.
- Route 9 Planning & Environmental Linkage Study update – This study was completed this past summer. Six corridors were considered as well as a no-build option and an option focusing on the existing right-of-way on Route 9 W to Berkeley springs. The State will continue to focus on improvements in existing right-of-way and once then new infrastructure bill is passed, the State will consider funding to move ahead with one of the corridors. No corridors have been selected and none have been eliminated.

-OTHER BUSINESS

Public Comment

There were no citizens present.

Future Meetings

The next scheduled meeting of the Interstate Council is Wednesday, January 19, 2022 at 1:30 p.m. This meeting will be held in person, with a call-in option, at the Eastern West Virginia Regional Airport in Martinsburg, WV.

-ADJOURNMENT

Mr. Cerrone made a motion to adjourn the meeting at 2:30 p.m. The motion was seconded by Ms. Bartoldson and so ordered by the Chairman.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mark Baldwin", is written over a horizontal line. The signature is cursive and somewhat stylized.

Mark Baldwin, Chairman