

**HAGERSTOWN/EASTERN PANHANDLE
METROPOLITAN PLANNING ORGANIZATION
INTERSTATE COUNCIL
August 17, 2022**

The Hagerstown/Eastern Panhandle Metropolitan Planning Organization Interstate Council held a meeting on Wednesday, August 17, 2022 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 only 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 1:33 p.m.

ROLL CALL

The following were in attendance: Kevin Cerrone, Chairman, Washington County Transit; Elaine Bartoldson, Vice-Chair, EPTA; Matt Mullenax, HEPMPO Executive Director; Tyson Byrne and Rashad Pinckney, MDOT; Rachel Snaveley, Region IX; Jim Bender, City of Hagerstown; Jill Baker, Washington County Dept. of Planning & Zoning; Brian Carr, WV DOH; Pam Mohn, Washington County Division of Engineering; Steve Stolipher, Jefferson County Commission; Mark Baldwin, City of Martinsburg; and Bob Anderson, City of Ranson.

Also present were: Michaela McDonough, HEPMPO; Deb Eckard, Washington County Planning & Zoning Dept.; Kevin Sullivan, WV DOH; Sean Varsolona, MDOT SHA; Chris Strovel; Brian Lang, AE Comm; Denila Deliallsi, MDOT SHA consultant.

MINUTES

Motion and Vote: Ms. Snaveley made a motion to approve the minutes of the May 18, 2022 meeting as presented. The motion was seconded by Mr. Stolipher and unanimously approved.

NEW BUSINESS

-TRANSPORTATION IMPROVEMENT PROGRAM

FY 2023-2026 WV Transportation Improvement Program Amendments [Resolution 2023-01]

Mr. Mullenax presented the following amendments and adjustments for the WV TIP.

Amendments – Berkeley County

- Specks Run Road Traffic signal - Install traffic signal; ROW – FY 2022: \$75,000 (\$60,000 Federal; \$15,000 State); CON – FY 2023: \$400,000 (\$320,000 Federal; \$80,000 State)
- Lutz Avenue Traffic Signal - Install traffic signal at Lutz Avenue/Route 9 intersection; CON – FY 2023: \$600,000 (\$480,000 Federal; \$120,000 State)
- Warm Springs Avenue Traffic Signal - Install traffic signal at the intersection of Route 11 and Warm Springs Avenue; CON – FY 2023: \$250,000 (\$200,000 Federal; \$50,000 State)

Amendment – Jefferson County

- VA Line-Charles Town Road (Design/Build) - Upgrade to four lanes; ROW – FY 2022: \$14,300,000 (\$0 Federal; \$14,300,000 State)

Motion and Vote: Ms. Snavely made a motion to approve the FY 2023-2026 TIP Amendments [Resolution 2022-01] as presented. The motion was seconded by Mr. Anderson and unanimously approved.

Adjustments – Berkeley County [No formal action required]

- Keyser +1 - Resurfacing between Queen and Raleigh Streets; CON – FY 2023: \$510,000 \$408,000 Federal; \$102,000 State)
- US 11 Two-way left-turn lane in Spring Mills area - Extend existing two-way left-turn lane extension
 - **Change:** Move CON funding from FY 2022 to FY 2023
- Roadway Striping - install pavement markings (covers all of District 5)
 - **Change:** Increase CON funding in FY 2025 to \$1,320,934 (\$739,437 Federal; \$580,9987 State)

Adjustments – Jefferson County [No formal action required]

- Fifth Avenue Streetscape - Construct new sidewalk and install lighting between Mildred Street and the railroad tracks in the City of Ranson; ENG – FY 2022 \$60,935 (\$48,748 Federal; \$12,187 Local)
- Charles Town Interchange Design Study at the overpass at US 340/Route 9/Route 51; ENG – FY 2023 \$2,000,000 (\$1,800,000 Federal; \$200,000 State)

Adjustments – Eastern Panhandle Transit Authority [No formal action required]

- Section 5339 Buses and Bus Facilities Infrastructure Investment Program - Bus Facility construction
 - **Change:** Move FY 2022 funding to FY 2023
- Medium Duty Commuter Bus - Two medium duty commuter buses for future service to Silver Line in Virginia
 - **Change:** Move FY 2022 funding to FY 2023
- Capital Assistance – Bus Replacement - 5339 Capital funds for bus replacements
 - **Change:** Add funding in FY 2023 in the amount of \$370,491 (\$296,393 Federal; \$74,098 Local)
- Operating Assistance – Section 5307 - funding for staff and typical office functions
 - **Change:** Increase funding in FY 2023 to \$3,485,596 \$1,742,798 Federal; \$1,742,798 Local) and in FY 2024 to \$3,485,596 (\$1,742,798 Federal; \$1,742,798 Local)
- Capital Assistance – Preventative Maintenance - Bus purchase program
 - **Change:** Increase funding in FY 2023 to \$625,000 (\$500,000 Federal; \$125,000 Local); FY 2024 to \$625,000 (\$500,000 Federal; \$125,000 Local)
- Capital Assistance - Purchase of driver pads for buses
 - **Change:** Obligated
- Capital Assistance - Purchase of miscellaneous equipment for vehicle fleet
 - **Change:** Move FY 2022 funding to FY 2023
- Capital Assistance – Section 5339 - Bus purchase program
 - **Change:** Add funding in FY 2023 in the amount of \$261,677 (\$209,629 Federal; \$52,408 Local)
- Capital Assistance – Facility and Office Maintenance - Purchase of materials for general facility and office maintenance
 - **Change:** Obligated

- Capital Assistance – Passenger Amenity - Bus shelter purchase, system signage and other passenger information
 - **Change:** Move FY 2022 funding to FY 2023

FY 2023-2026 MD Transportation Improvement Program Amendments [Resolution 2023-02]

Mr. Mullenax presented the following amendments and adjustments for the MD TIP.

Amendment

- I-81 Interchange improvements at Maugans Avenue (Exit 9) - Adding additional lanes and capacity at the northbound and southbound entrance and exit ramps; ENG – FY 2022: \$790,000 (\$263,000 Federal; \$527,000 State), FY 2023: \$32,000 (Federal); CON – FY 2023: \$517,000 (Federal); FY 2024: \$1,759,000 (Federal)

Motion and Vote: Mr. Bender made a motion to approve the FY-2023-2026 TIP Amendment as presented [Resolution 2023-02] as presented. The motion was seconded by Ms. Mohn and unanimously approved.

Adjustments (No formal action required)

- Eastern Boulevard Widening Phase II - Widen existing road to four lanes
 - **Change:** Move and adjust CON funding to \$385,000 in FY 2024, \$1,274,000 in FY 2025 and \$1,422,000 in FY 2026
- Halfway Boulevard Extended Phases 1 and 2 - Construct a new connector road and new connector road between existing Halfway Boulevard and MD Route 63
 - **Change:** Increase CON funding in FY 2023 to \$4,800,000 (\$3,800,000 Federal; \$1,000,000 Local) and in FY 2024 to \$381,000 (Local)
- Local Federal Aid Projects
 - **Change:** Increase CON funding in FY 2023 to \$7,138,000 (\$5,710,000 Federal; \$1,428,000 Local)
- Wright Road Relocation - New roadway construction, consisting of grading, paving and concrete sidewalks
 - **Change:** Increase CON funding in FY 2023 \$2,400,000 (\$1,000,000 Federal; \$1,400,000 Local); in FY 2024 to \$200,000 (Local) and in FY 2025 to \$127,000 (Local)

-LONG RANGE TRANSPORTATION PLAN

Mr. Mullenax introduced Denila Deliallsi, a consultant for the Maryland State Highway Administration. Ms. Deliallsi gave a power point presentation relative to the development of the Maryland Pedestrian Safety Action Plan. The consultant collected and analyzed data including crashes and crash types, typical causes of crashes, etc. After the data was analyzed, major areas of need were identified relative to bicycle and pedestrian safety issues. Priority corridors were identified and a plan of actions and strategies were discussed in order to coordinate with MDOT partners. A thorough review is currently being conducted with SHA District 6.

Ms. Deliallsi briefly discussed the public outreach that was conducted in the Spring and Winter of 2021. She reviewed the State's website for this project and several maps being used to pinpoint areas of need. Priority corridors were identified at the following locations: US Route 40 E and W, MD Rt. 65, Downs ville Pike, parts of Route 11, and parts of Main Street in Boonsboro. There is no estimated date for the release of the Pedestrian Safety Action Plan.

Mr. Mullenax noted that the Infrastructure and Investments Jobs Act (IIJA) requires MPOs and State DOTs to allocate 2.5% of their annual budget toward multi-modal studies. He is anticipating that sometime in the next year, in partnership with the State DOTs, a pedestrian road safety audit would be conducted for one of the identified corridors to ensure compliance with IIJA requirements. One audit would be performed in Maryland and one in West Virginia.

Regional Freight Plan

Mr. Mullenax announced this is the first freight plan in our region. Staff held a kick-off meeting with the consultants and have begun working on developing a regional traffic profile. Staff has been acquiring and developing freight related data and preparing for the Study Advisory Committee's first meeting. The Study will include a truck parking component and designation of critical freight corridor miles in both Maryland and West Virginia which will unlock additional types of funding for roadways that have this type of freight activity. Public meetings as well as a freight summit will be held in partnership with private entities in the near future.

Regional Bicycle and Pedestrian Plan

Mr. Mullenax reported that a kick-off meeting was held with the consulting team and work has begun on developing a base inventory as well as an assessment of existing bicycle and pedestrian facilities. Staff is acquiring and developing bike/ped data, reviewing the 2016 Regional Bicycle Plan, and reviewing related IIJA programs and requirements as they relate to bicycle and pedestrian safety in order to update the Plan and to make sure all regulations are being met. Advisory Committee meetings will begin this Fall and MetroQuest surveys will be conducted in the early Spring of 2023.

I-81 Transportation Systems Management & Operations Plan

Mr. Mullenax noted that the WV DOT is developing an MOA with the MPO to begin work on this project. MPO Staff will be acting as the project manager and WV DOT will provide funding. This project will be looking at technologies to improve safety, reduce congestion and increase efficiency without adding capacity by using geometric improvements, enhanced detour routing and mapping, etc. Staff has been collecting GIS corridor data and working with the WV DOT on collecting updated traffic and truck counts along I-81. New counts should be available by the end of this year or early next year.

HEPMPO Website Upgrade

Mr. Mullenax reported that staff has completed a review of all recurring costs of current website and domain information in preparation for the MPO's website upgrade. Ultimately, the new website will meet all ADA and Web Content Accessibility Guidelines (WCAG). The site search and mobile/tablet experience will also be enhanced as a result of this upgrade.

-ORGANIZATIONAL ADMINISTRATION

FY 2022 Self-Certification

Mr. Mullenax stated it is time for the MPO's annually required self-certification process. This process certifies that our metropolitan transportation planning process conforms to all applicable Federal regulations.

Motion and Vote: Ms. Bartoldson made a motion to approve the self-certification. The motion was seconded by Mr. Bender and unanimously approved.

Financial Status Update

Mr. Baker stated that we ended FY 2022 with a surplus of approximately \$64,000. The majority of funds spent during FY 2022 were for special studies and long-range transportation planning tasks, as well as the TIP, transit and general administration of the program. Most of the surplus was due to the vacancy of the transportation planner position.

Director's Report

Mr. Mullenax gave a brief update on the following:

- The new transportation planner, Michaela McDonough was introduced. Ms. McDonough reported she has been working on acquiring and creating data for the regional freight plan and the bike/ped plan.
- The Long-Range Transportation Plan (2050), FY 2023-2026 TIP and the FY 2023 Unified Planning Work Program have all received Federal concurrence/approval.
- A public meeting was held in May for the EPTA Commuter Bus Implementation Plan. Currently contracts for bus purchases are being reviewed. The Silver Line at Ashburn should be open by late Fall. The MPO and EPTA continue seeking operating funds to launch this service.
- The Dual Highway Speed Management Plan has been completed. This study focused on speed management and pedestrian and bicycle safety between Cannon and Cleveland Avenues in Hagerstown. Recommendations derived from this plan complement PSPA.
- The Dual Highway Sidewalks Phase 2 project has been started. There was a 30% design meeting held on August 2nd. This project proposes the extension of sidewalks from Eastern Boulevard to All Star Court in Hagerstown. SHA's goal is to have this project go out to bid next summer and begin construction in 2024.
- Staff attended the FHWA/I-81 Truck Parking Virtual Workshop and presented for West Virginia. As WV DOT begins updating their State Freight Plan, we can expect to see more discussions about policies regarding increased truck parking.
- The MPO continues to support EPTA in the development of the new Transit Center in Martinsburg. This project remains on track and 30% plans are expected to be finalized by the end of the month and submitted to the City of Martinsburg in October.
- A public workshop for the draft WV DOT STIP for FY 2023-2028 will be held sometime in early September. The new STIP will include fiscal years 2027 and 2028 and is the first time monies will be discussed from the time the IJJA was passed that requires roughly 20% to 30% of Federal funding is increased over the normal allocations.
- The new draft MDOT Consolidated Transportation Program (CTP) is expected around September 1st. The pre-tour meeting has been scheduled in October and the tour meeting in November.
- The 2020 census urbanized boundaries are expected to be released this fall. At that time, any new MPOs would be designated and any urbanized areas that have crossed over the 200,000 person threshold would achieve transportation management area (TMA) status. That could mean a significant change in the administration and funding for our MPO.
- Per the Infrastructure and Investment Jobs Act (IIJA), State DOTs must establish a process for the distribution of Surface Transportation Block Grant (STBG) funding. This is a consultative process to allocate funds. Both State DOTs are updating their STIPs and more details should be available once the updates are complete.
- Carbon Reduction Program funding suballocation tables have been released for the MPOs. This is a new program under IIJA. US DOT is expected to release guidance prior to November 15th on how these funds may be programmed.

Public Comment

There were no citizens present.

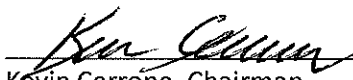
Future Meetings

The next scheduled meeting of the Interstate Council is Wednesday, October 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

Ms. Baker 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,



Kevin Cerrone, Chairman