



243 High Street Room 026
Morgantown, WV 26505
(304) 291-9571
www.plantgether.org

Agenda

MPO Policy Board Meeting
City of Morgantown
Council Chambers
389 Spruce Street
May 20, 2021
6 PM

1. Call To Order
2. Public Comment
3. Approval of Minutes
4. Committee Reports
 - a. Citizens Advisory Committee
 - b. Finance Report
 - c. Executive Director Report
 - d. Correspondence
 - i. Secretary White Response to MPO Letter on Exit 155
 - ii. WVDOH response to Judge Gaujot on MPO Letter
5. TIP Amendments
6. Project Status Report-Brian Carr
7. Status Report on Metropolitan Transportation Plan Update
8. Update on Mountain Line Transit Study
9. Status of Mineral Ave./WV 7 Intersection data collection
10. Executive Session (If needed)- per WV 6-9A-4-2a Personnel matters
11. Other Business
12. Meeting Adjournment



243 High Street Rm. 026
Morgantown, WV 26505
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Memorandum

Date: May 13, 2021
To: Policy Board Members
From: Bill Austin, AICP
Subject: May 20 Meeting Agenda Items

This memorandum is to inform you of the action items for the May 20, 2021 Policy Board Meeting to be held Morgantown City Hall at 6 PM. A link to connect to the meeting was included in the agenda transmittal email.

-Proposed TIP Amendments-The West Virginia Department of Transportation Division of Highways and Mountain Line Transit have proposed the following Transportation Improvement Program amendments:

West Virginia Department of Transportation Division of Highways

TIP Amendments

West Virginia Department of Transportation-Division of Highways

FY 2021

Update

Beechurst Ave @ 6th (GO Bond 4) - IMPROVE I/S & WIDEN - Right of Way. Project number U33119132400. Update the cost of federal funding from \$2,400,000 to \$1,478,588 and the total funding from \$3,000,000 to \$1,848,235.

Westover BR – REP PIERS DECK JOINTS - Engineering, Project number S331791525200. Update the federal funding from \$15,000 to \$1,175,000. (add toll credit in federal funding)

Everettville BR – REPLACE BRIDGE - Construction, Project number S3314524200. Update the federal funding from \$400,000 to \$500, 000. (add toll credit in federal funding)

Morris Builder BR + 1 – REPLACE BRIDGE - Construction, project number S331192505500. Update the federal funding from \$900,000 to \$1,125, 000. (add toll credit in federal funding)

Boyer Ave / US 19 Improvements - WIDEN, TURN LANE, TRAFFIC SIGNAL - Engineering, Right-of-way, Construction, Project number U331191410. Update the federal funding from \$4,000 to \$5,000 (ENG), from \$800 to \$1,000 (ROW), and from \$461,600 to \$577,000 (CON). (add toll credit in federal funding)

FY 2023

DELETE

Mon River Rail Trail Maintenance Equipment - EQUIPMENT PURCHASE – Project number U331MONRV100. Federal Funds: \$48,000. Total Funds: \$60,000.

We have discussed the deletion of the Rail Trail equipment with MRTC and they are working with WVDOH to switch the funds over to another project due to cost overruns and to Buy American requirements tied to the grant.

The CAC and the TTAC both unanimously recommended approval of the proposed TIP Amendments to the Policy Board.

In addition to the proposed TIP Amendments WVDOH has the following informational item:

FY 2024

Bridge Bundle Projects:

31-079/00-160.00 (NB): WADES RUN BRIDGE

31-079/00-160.00 (SB) WADES RUN BRIDGE

31-079/00-142.37 (SB) US Army Cpl. Daniel Frederick Mehringer Memorial Bridge

31-079/00-142.37 (NB) US Army Cpl. Daniel Frederick Mehringer Memorial Bridge

31-079/00-145.65 (NB) GOSHEN ROAD OVERPASS

31-079/00-145.65 (SB) GOSHEN ROAD OVERPASS

31-079/00-145.18 (NB) TOMS RUN OVERPASS

31-079/00-145.18 (SB) TOMS RUN OVERPASS

31-079/00-148.81 (NB) UFFINGTON INTERCHANGE

31-079/00-148.81 (SB) UFFINGTON INTERCHANGE

31-068/00-000.56 (SB) I-68 SB RAMP BRIDGE

These projects are to be included in the TIP as informational only. A new TIP will be adopted later this year and the projects will be included in that document.

-Status Report on the Transportation Plan Update-Please find enclosed with the agenda a copy of the work plan for the Transportation Plan Update. We welcome Policy Board comments and participation in the Transportation Plan Update. We also ask that the Policy Board members assist us in publicizing these efforts and in particular participation by the public as the project progresses.



POLICY BOARD MEETING

April 1, 2021

This meeting was held virtually on
<https://cityofmorgantown.my.webex.com/meet/cityofmorgantown>

Members Present:

Chair-Commissioner Tom Bloom, Vice-Chair Ron Justice – WVU, Treasure-Mayor Patricia Lewis, Commissioner Jeffery Arnett-Monongalia County, Recorder Steven Blinco-Star City, David Bruffy – Mountain Line Transit, Brian Carr-WV DOH, Councilperson Bill Kawecki-City of Morgantown, Mike Kelly-Board of Education, Commissioner Sean Sikora-Monongalia County, Mr. Joe Statler,

Members Absent

Dave Harshbarger, Janice Goodwin

MPO Director: Bill Austin, AICP

1. Call to Order

Due to the COVID 19 pandemic, the special Policy Board meeting was held as a teleconference. The phone number and web address to access the teleconference were publicized.

With a quorum present, Chairman Bloom called the meeting of the Policy Board to order at 5:39 PM.

Chairman Bloom noted that the MPO hold this meeting under its By-Law Article 5, Section 4. The special meeting is called by Mr. Justice, Commissioner Sikora, Commissioner Arnett, and himself.

2. Public Comment

No Public Comments.

3. Consideration of MPO Priority List in regard to status of Interstate I-79 Exit 155 Modification Project-TIP Project Number U3317915450000 may go into Executive Session per WV §6-9A-4-b (9)

Commissioner Bloom noted that meeting is to discuss the Interstate I-79 Exit 155 Modification Project and a letter to the DOH concerning the project.

Commissioner Sikora noted that the County Commission has been working with the DOH, Westridge Developer, and the consultant about interchange project on I-79. It has been noted that the State will decide the next round of the General Obligation Bond project very soon. To avoid missing the funding deadline, the MPO prepared a letter to the DOH addressing this status of the project. The letter

summarizes the MPO's understanding of project, clarifies the MPO's stands on projects, and requests clarification about project status and procedure from the DOH.

Mr. Statler moved to approve this letter and authorize the Executive Director send it to the DOH immediately; seconded by Mr. Justice.

Mr. Statler noted that it is important to get the project into the GO bound in time. Otherwise, the MMMPO is at risk of losing funding opportunities for this project.

Councilperson Selin asked about what things does the MPO need to do to move the project forward. Chairman Bloom noted that the letter requests a clarification from the DOH on that question.

Mr. Austin noted that the project is included in the MPO's Metropolitan Transportation Plan for alternative funds, a category of projects recommended for funding outside of MPO's normal allocation of federal and state funds. It is different from other tiered projects in the MTP. It is important to make this distinction.

Mr. Justice noted that the purpose of this action is to ensure that the project will be fully considered for the next round of Roads to Prosperity Bound, and get the project programmed in time.

Mr. Kelly pointed out that the MMMPO is the nexus between the Division of Highways and the local community. It is a direct channel where local residents can use to express their concerns to the DOH.

Recorder Blinco noted that many people he knows, including students, use the intersection on a daily basis. The congestion and safety have been a continuing concern. He noted that the project will have major impact to this region.

Mr. Bruffy noted that he almost died in a crash at the intersection. The intersection poses real safety issues for its users. Safety improvement will help the Mountain Line provide better service to the west part of the County.

With no further discussion, the motion passed. Mr. Carr abstained.

Mr. Austin noted that the MPO is to finalize the contract with the consultant for the MPO's Metropolitan Transportation Update. The consultant will start the public involvement very soon. The Policy Board members are welcome to join the steering committee for this project.

11. Meeting Adjournment

The meeting adjourned on 6:54 PM.



POLICY BOARD MEETING

March 18, 2021

This meeting was held virtually on
<https://cityofmorgantown.my.webex.com/meet/cityofmorgantown>

Members Present:

Chair-Commissioner Tom Bloom, Vice-Chair Ron Justice – WVU, Treasure-Mayor Patricia Lewis, Commissioner Jeffery Arnett-Monongalia County, Recorder Steven Blinco-Star City, David Bruffy – Mountain Line Transit, Brian Carr-WV DOH, Councilperson Bill Kawecki-City of Morgantown, Mike Kelly-Board of Education, Commissioner Sean Sikora-Monongalia County

Members Absent

Dave Harshbarger, Joe Statler,

MPO Director: Bill Austin, AICP

1. Call to Order

Mr. Austin noted that due to the COVID 19 pandemic, the Policy Board meeting was held as a teleconference. The phone number and web address to access the teleconference were publicized.

With a quorum present, Chairman Bloom called the meeting of the Policy Board to order at 6:00 PM.

2. Public Comment

No Public Comments.

3. Committee Report

a. Citizens Advisory Committee

Mr. Austin noted that Chairman Abildso of the Citizens Advisory Committee is not able to attend this meeting due to a schedule conflict. Mr. Austin reported that the CAC has recommended approval of the agenda items presented to the committee, including the TIP amendment request, the Unified Planning Work Program, the scope of work for Metropolitan Transportation Plan Update, the Performance Measures, the Mountain Line Transit Study, and the Don Knott's Blvd Crash Report.

b. Finance Report

Mayor Lewis briefed the Board on the financial report as the following:

At the beginning of January, the balance was \$21,462.04. In January, the expenditure was \$29,967.79, with two deposits totaling \$46,964.60, leaving a balance of \$38,458.85 at the end of January.

At the beginning of February, the balance was \$38,458.85. In February, the expenditure was \$28,294.00, with two deposits totaling \$4,536.92, leaving a balance of \$14,701.77 at the end of February.

Commissioner Sikora moved to approve the finance report as presented; seconded by Recorder Blinco. With no discussion, the motion was approved.

c. Executive Director's Report

Mr. Austin noted that he re-inherited the Chairman of the West Virginia Association of MPOs. The MPO's quarterly newsletter has been released to the public. The MPO staff has been working with consultant on the Industrial Park interchange project.

Mr. Austin noted that he will take a short vacation in the second week of April.

4. Approval of Minutes

Chairman Bloom noted that the minutes of the last meeting were included in the agenda packet. Mr. Kelly moved to approve the minutes as presented; seconded by Mr. Justice. With no further discussion, the motion was approved.

5. TIP Amendments

Mr. Austin noted that the DOH has proposed amendments to the MPO's Transportation Improvement Program. The amendments will remove some bridge projects to a bridge bundle program developed by the DOH and now included in a BUILD grant from the FHWA. Those bridge projects include the Westover Bridge project, Uffington I/C +1 project, the I-68 SB Ramp Bridge project, and USAC Daniel Mehringer Memorial Bridge NB & SB project. In addition, the DOH requested deletion of Beechurst Ave at 6TH (GO BOND 4). The project is to be merged with the University Ave- Campus Dr project. The DOH also requested adjustment on the funding for the Van Voorhis Rd project and University Ave- Campus Dr project.

Mr. Carr noted that DOH is finalizing the bridge bundle program which will include 19 bridges in the area. The bundle will help the DOH address performance measurement.

Mr. Kelly moved to approve the TIP amendments as presented; seconded by Mr. Carr. With no discussion, the motion was unanimously passed.

6. FY 2021-2022 UPWP

Mr. Austin noted that the draft FY 2021-2022 UPWP is included in the agenda package. Mr. Austin noted that the UPWP includes a request for \$200,000 (80% Federal, 10% State, 10% Local) in additional funding for the Metropolitan Transportation Plan Update, a 2.75% cost of living increase for MPO staff, and two work items for Mountain Line Transit. The work items for Mountain Line are a review of selected intersections where Mountain Line vehicles have to make left turns to identify any operational improvements that could facilitate the movement and improve safety, and a review of Mountain Line data

to identifying locations heavily used by Mountain Line passengers that could use the sidewalk and or bus shelter improvement.

Mr. Kelly moved to approve the UPWP as presented; seconded by Councilperson Selin. With no discussion, the motion was unanimously passed.

7. Scope of Work for Metropolitan Transportation Plan Update

Mr. Austin noted that MPO staff is finalizing the contract with the consulting firm for the Metropolitan Transportation Plan Update. The draft scope of work for the update is included in the agenda package. The scope includes an extensive public involvement process, an update of the regional travel demand model, and the creation of a fiscally constrained transportation plan. The work for the MTP update is to be performed in conjunction with the preparation of comprehensive plans for Monongalia County, the City of Morgantown, Star City, and Westover. The proposed cost of this work is \$250,000, of which 80% will be provided by Federal funds, 10% from State funds, and 5% each from Monongalia County and the City of Morgantown. This project is funded partially in the current fiscal year and it is included in the FY 2021-2022 UPWP.

Mr. Austin noted that MPO staff requests the Policy Board to adopt this scope of work. The MPO also requests the Policy Board to authorize the Executive Director and the Policy Board Chairman to sign the contract for this work upon successful completion of the negotiations.

Mr. Austin noted that the scope of work is only for the transportation plan update. The county and municipalities will negotiate with the consulting firm under separate contracts. Mr. Austin noted that Mon County, Westover, and Granville came close to finalizing their contract. Star City currently has concerns about the cost. The City of Morgantown has hired a new planning director. Mr. Austin noted that he will discuss with the director about the project next week.

Councilperson Selin moved to approve the scope of work and the authorization; seconded by Mayor Lewis. With no discussion, the motion was unanimously passed.

8. Performance Measure

a. Pavement Management/Bridge Maintenance

Mr. Austin noted that the FAST Act requires that the State Departments of Transportation adopt performance measures for a variety of transportation purposes. The MPO recently adopted the state's Highway Safety performance measures. In addition to safety, Congress expressed an interest in ensuring that roadway surfaces and bridges are well maintained. To accomplish this, the states are to set goals for the condition of their pavement and bridges.

b. Congestion Management

Mr. Austin noted that besides the performance measures on maintenance, the State has also developed goals for the measures on congestion management, including travel time reliability and emission reduction. Mr. Austin noted that the table showing the State's goals are included in the agenda package. In the State Transportation Improvement Program, the DOH uses the Performance Measure 1 (PM1) for safety-related measures; the Performance Measure 2 (PM2) for maintenance-related measures, including bridges; and the Performance Measure 3 (PM3) for travel time liability-related measures.

Mr. Bruffy moved to approve the performance measure as presented; seconded by Mr. Kelly. With no discussion, the motion was unanimously passed.

9. Mountain Line Transit Study

Mr. Austin noted that the Mountain Line Transit Authority has recently completed a short to medium-range transit plan. The Plan reviews Mountain Lines' current operations and makes recommendations for improvements. The executive summary of the study is included in the agenda package. The full plan is available at the MPO's website.

Mr. Bruffy noted the study recommends the expansion of evening service, weekend service and core urban area, and infrastructure improvements.

Mr. Bruffy moved to adopt the Mountain Line Transit Study; seconded by Mr. Councilperson Kawecki. With no discussion, the motion was unanimously passed.

Councilperson Selin expressed her appreciation for the study.

10. Don Knott's Blvd Crash Report

Mr. Austin noted that the crash report on Don Knotts Blvd is included in the agenda package. He noted that the report identifies several high crash locations particularly at Pleasant Street, Greenbag Road, Smithtown Road (SR 43), and Foundry Street. Mr. Austin noted that the MPO has gotten better access to the DOH's crash database. The Policy Board can request the MPO staff to prepare similar crash reports at other locations of interest.

Councilperson Selin asked about the improvements that could be done to improve the Don Knott's Blvd corridor. Mr. Austin noted that the countermeasures used by traffic engineers include improving signs and pavement markings, improving intersection alignment, reducing speed limit. Mr. Carr noted that enhanced enforcement could improve the traffic safety as well.

Mr. Justice moved to adopt the crash report as presented; seconded by Mayor Lewis. With no discussion, the motion was unanimously passed.

11. Letter Concerning Project Delays

Chairman Bloom noted that the County Commission has concerns about the lack of progress on the construction of the Mileground Project and the improvement of the University Avenue/Collins Ferry Road intersection. WVDOH identified 14 parcels that had been submitted to the judicial system for consideration. The Commission has requested the MPO Executive to prepare a letter calling attention to the court about the cases and requesting that those cases be processed in an expedite way. Commissioner Sikora agreed and noted that it is important for the public to know the status of the project. Commissioner Arnett noted that the Commission only seek an expediated process for court decisions to move the project forward.

Recorder Blinco moved to approve the Letter as presented; seconded by Mr. Kelly. With no discussion, the motion was unanimously passed.

12. Other Business

Commissioner Bloom noted that the DOH recently did a road widening study on Sunset Beach Rd. Mr. Austin noted that some residents living in the Cheat Lake area raised their concerns about Sunset Beach Rd to the DOH. In response, the DOH prepared a preliminary study on the issue, outlining the estimated cost of requested improvements. Commissioner Bloom noted that the DOH identified two

alternatives to fix the problems with the estimated cost of \$19 million and \$13 million. He hopes that the MPO will be aware of this issue when updating its Metropolitan Transportation Plan this year.

Councilperson Selin asked about how the project of this type could be included in the MPO's Metropolitan Transportation Plan. Mr. Carr noted that the best time to include this type of project is during the transportation plan update. The DOH expect all requested highway projects are in the MPO's Metropolitan Transportation Plan, regardless of this tiers or priorities. Mr. Austin noted that the MPO only authorize projects that involve federal funds. It has no control over the projects which funded only by state funds.

11. Meeting Adjournment

The meeting adjourned on 6:54 PM.

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Clr</u>	<u>Split</u>	<u>Amount</u>	<u>Balance</u>
Centra-Checking (voucher checks)								
Check	04/14/2021	9323	CDW	New Comp. A/V equipment	√	Computer Hardware	-1,709.47	39,556.02
Check	04/14/2021	9324	City of Morgantown	User Fee	√	Salary	-117.00	39,439.02
Check	04/14/2021	9325	Monongalia County	Computer Memory	√	Computer Hardware	-58.00	39,381.02
Check	04/14/2021	9327	Retiree Health Benefit Trust Fund		√	Salary	-480.00	38,901.02
Check	04/14/2021	9326	Public Employees Insurance Agency		√	Salary	-2,217.14	36,683.88
Check	04/15/2021	5884	J. William B. Austin	Electronic Transfer	√	Salary	-2,272.16	34,411.72
Check	04/15/2021	5885	Jessica D. Shuey	Electronic Transfer	√	Salary	-1,150.09	33,261.63
Check	04/15/2021	5886	Jing Zhang	Electronic Transfer	√	Salary	-1,458.03	31,803.60
Check	04/15/2021	941	IRS	Electronic Transfer	√	Salary	-1,505.18	30,298.42
Check	04/15/2021	5887	ICMA. Retirement Corp		√	Salary	-2,138.41	28,160.01
Deposit	04/29/2021		WVDOH	Deposit	√	PL Funds (Funds)	21,759.25	49,919.26
Check	04/30/2021	9328	Centra Bank - Mastercard	JZ-APA \$452 and phone and Software		Dues and Subscriptions	-495.81	49,423.45
Check	04/30/2021	9329	Fringe Benefits Management Company			Salary	-1,028.36	48,395.09
Check	04/30/2021	5888	J. William B. Austin	Electronic Transfer	√	Salary	-2,272.16	46,122.93
Check	04/30/2021	5890	Jing Zhang	Electronic Transfer	√	Salary	-1,458.04	44,664.89
Check	04/30/2021	5889	Jessica D. Shuey	Electronic Transfer	√	Salary	-1,150.10	43,514.79
Check	04/30/2021	5891	ICMA. Retirement Corp			Salary	-2,138.41	41,376.38
Check	04/30/2021	941	IRS	Electronic Transfer		Salary	-1,505.14	39,871.24
Check	04/30/2021	043021	WV Dept of Tax and Revenue	Electronic Transfer	√	Salary	-592.00	39,279.24
Total Centra-Checking (voucher checks)								39,279.24

TOTAL

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Centra-Checking (voucher checks)								
Check	03/11/2021	9314	Balestra Harr and Scherer CPA		√	Accounting (Accounting Fees)	-3,100.00	11,601.77
Check	03/11/2021	9315	Encova Insurance		√	Insurance (Insurance)	-242.00	11,359.77
Check	03/11/2021	9316	WV Board of Risk & Insurance Management		√	Administrative Overhead	-1,114.00	10,245.77
Check	03/15/2021	5876	J. William B. Austin	Electronic Transfer	√	Salary	-2,272.16	7,973.61
Check	03/15/2021	5877	Jessica D. Shuey	Electronic Transfer	√	Salary	-1,150.09	6,823.52
Check	03/15/2021	5878	Jing Zhang	Electronic Transfer	√	Salary	-1,458.03	5,365.49
Check	03/15/2021	5879	ICMA. Retirement Corp		√	Salary	-2,138.41	3,227.08
Check	03/15/2021	941	IRS	Electronic Transfer	√	Salary	-1,505.18	1,721.90
Deposit	03/19/2021		WVDOH	Deposit January Reimbursement	√	PL Funds (Funds)	26,991.89	28,713.79
Deposit	03/24/2021		Monongalia County	Deposit J. Shuey Reimbursement	√	Salary	2,268.46	30,982.25
Deposit	03/25/2021		WVDOH	Deposit February Reimbursement	√	PL Funds (Funds)	23,156.76	54,139.01
Check	03/30/2021	9317	Centra Bank - Mastercard	AMPO dues and phone	√	Dues and Subscriptions	-333.15	53,805.86
Check	03/30/2021	9318	Public Employees Insurance Agency		√	Salary	-2,217.14	51,588.72
Check	03/30/2021	9319	Retiree Health Benefit Trust Fund		√	Salary	-480.00	51,108.72
Check	03/30/2021	9320	Service Plus		√	Accounting (Accounting Fees)	-118.80	50,989.92
Check	03/30/2021	9321	Fringe Benefits Management Company		√	Salary	-1,028.36	49,961.56
Check	03/30/2021	9322	Dominion Post	TIP Advertisement	√	Public Notices	-172.21	49,789.35
Check	03/30/2021	5880	J. William B. Austin	Electronic Transfer	√	Salary	-2,272.16	47,517.19
Check	03/30/2021	5881	Jessica D. Shuey	Electronic Transfer	√	Salary	-1,150.10	46,367.09
Check	03/30/2021	5882	Jing Zhang	Electronic Transfer	√	Salary	-1,458.03	44,909.06
Check	03/30/2021	5883	ICMA. Retirement Corp		√	Salary	-2,138.41	42,770.65
Check	03/30/2021	941	IRS		√	Salary	-1,505.16	41,265.49
Total Centra-Checking (voucher checks)								41,265.49

TOTAL



WEST VIRGINIA DEPARTMENT OF TRANSPORTATION

Division of Highways

1900 Kanawha Boulevard East • Building Five • Room 110
Charleston, West Virginia 25305-0430 • (304) 558-3505

Byrd E. White, III
Secretary of Transportation/
Commissioner of Highways

Jimmy Wriston, P. E.
Deputy Secretary/
Deputy Commissioner

April 14, 2021

**Mr. Tom Bloom, Chairman
and Mr. J. William B. Austin, AICP,
Executive Director
Morgantown Monongalia
Metropolitan Planning Organization
243 High Street Room 026
Morgantown, West Virginia 26505**

Dear Mr. Bloom and Mr. Austin:

Thank you for your email, dated April 5, 2021, and your letter, dated April 2, 2021, on behalf of the Morgantown Monongalia Metropolitan Planning Organization (MMMPO), regarding your concerns about the progression of the Star City Interchange and Chaplin Hill Road Overpass project ("Exit 155 Project").

There appears to be confusion surrounding the March 18, 2021 meeting involving the Monongalia County Commission, West Virginia Division of Highways (WVDOH), the developer, the developer's attorney, and the developer's consultant. The primary topics discussed during this meeting centered around the developer's lack of response in three items. The developer has taken more than a year to respond with revisions to the Interchange Modification Report (IMR), which was submitted to WVDOH on March 19, 2021, and is currently being reviewed. The developer has not submitted a comprehensive proposal that is acceptable but has committed to having that to us by April 30, 2021. The developer has yet to enter into an agreement with the WVDOH and has been in possession of the draft agreement for over two years. However, the developer has committed to a response by April 9, 2021, which we have not yet received.

The developer proposed to advance only the interstate bridges as a design build project, while the remainder of the project scope is worked out. The WVDOH asserted that the MMMPO would likely take exception to the proposal if the interstate bridges were all that was accomplished and asked if the MMMPO had been included in this proposal. The only reason the developer proposed this is because the developer has not advanced the required National Environmental Policy Act (NEPA) document, nor plan development, in order to provide the necessary property (right of way) for the total proposal, and they felt

Mr. Tom Bloom, Chairman
Mr. J. William B. Austin, AICP, Executive Director
Morgantown Monongalia Metropolitan Planning Organization
April 12, 2021
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that since these bridges were already owned by the WVDOH we could move ahead without a total project plan. Also, the developer has now proposed that the WVDOH assume the lead in design, and the construction estimate is now closer to \$80 million.

The WVDOH in no way indicated that the MMMPO was delaying the project but did question if the MMMPO was involved in these recent decisions by the developer. The WVDOH also indicated that, due to the lack of advancement on the part of the developer, there is likely no way to meet any of the imposed deadlines in the schedule. While your letter clearly indicates support, it does not represent that only moving the interstate bridge contract forward to construction is acceptable.

The WVDOH does not use design/build contract methods for development schedule failings. This contract method is selected on the merit of the work and potential for ingenuity.

Again, thank you for writing and sharing the MMMPO's concerns. I appreciate your continued support of highway matters. Should you have any questions, please feel free to contact my office.

Sincerely,



Byrd E. White, III
**Secretary of Transportation/
Commissioner of Highways**

BEW:Fa

**cc: Jimmy Wriston, P.E., Deputy Secretary of Transportation/
Commissioner of Highways, WVDOH**
D. Alan Reed, P.E., WVDOH State Highway Engineer, WVDOH
Jason C. Foster, P.E., Chief Engineer of Development, WVDOH
Sean Sikora, President, Monongalia County Commission President



WEST VIRGINIA
DEPARTMENT OF TRANSPORTATION
1900 Kanawha Boulevard East • Building Five • Room 109
Charleston, West Virginia 25305-0440 • (304) 558-0444

Byrd E. White, III
Cabinet Secretary

April 23, 2021

Honorable Philip D. Gaujot
Monongalia County Justice Center
75 High Street, Suite 31
Morgantown, West Virginia 26505

Re: Mileground and University Avenue Projects

Dear Judge Gaujot,

As General Counsel at the West Virginia Department of Transportation (WVDOT), it recently came to my attention that a letter to you dated March 19, 2021 from the Morgantown Monongalia Metropolitan Planning Organization (MMMPO) attributed roadway construction delay to proceedings pending in your court. I have looked into the matters raised in that letter and write to apologize to you on behalf of the WVDOT for any perceived responsibility attributed to you or your court.

The West Virginia Department of Transportation, Division of Highways (WVDOH) and the MMMPO have a long history of cooperative effort in the advancement and improvement of transportation in this State. WVDOH appreciates MMMPO's interest in the important projects underway on the Mileground and on University Avenue, and regularly provides information to the MMMPO. In this particular case, WVDOH was asked earlier this year to provide a list of any outstanding eminent domain cases related to parcels involved in the two projects. WVDOH provided this information but did not review or consent to the subsequent letter by the MMMPO.

In its letter, MMMPO references the impact of certain court proceedings on condemnation actions related to two WVDOH projects. These projects consist of 50 parcels of property that are needed for construction. In order to begin construction on any project, WVDOH only needs right of entry to the necessary parcels. To date, WVDOH has either purchased or gained entry to 44 of the parcels necessary for these projects and is working towards access to the remaining parcels for which right of entry is needed. Any current delay in right of entry on the few remaining parcels is related either to plan revisions being made by WVDOH or appraisals being obtained by WVDOH, and is not related to any action or inaction of the courts. Although WVDOH works diligently to fully acquire all right of way for a project (as opposed to just right of entry) in advance of construction, in many cases that is simply not realistic, particularly with

Honorable Philip D. Gaujot

April 23, 2021

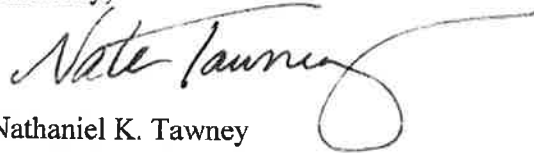
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complex projects of this nature where the acquisitions involve several businesses. It is possible that litigation will still be ongoing even after these projects are finished.

The WVDOH is working hard to address expeditiously all issues with these projects, both legal and non-legal, and get them to completion. The projects are moving, with utility relocations underway on both University Avenue and the Mileground. Also, work on a new roadway drainage system, along with other initial project work, has begun on the Mileground.

I am advised that the WVDOH attorneys appearing before you have experienced fair and judicious treatment with you and the Monongalia County Circuit Courts when they have had to resort to litigation for the advancement of a project. On behalf of WVDOH, please accept my apology for any negative light that may have been cast on the judiciary as a result of MMMPO's misunderstanding of the progress of these projects, and any fault of the WVDOH in creating that misunderstanding.

Sincerely,



Nathaniel K. Tawney



Rebecca Paulley

**Morgantown Monongalia MPO
Comprehensive Plans & Metropolitan
Transportation Plan Update**

Project Work Plan

Submitted to:



April 2021

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I. Background & Planning Process

Stantec has been retained by the Morgantown Monongalia Metropolitan Planning Organization (in cooperation with the West Virginia Department of Highways) to provide professional services in the preparation of the **2050 Metropolitan Transportation Plan Update and associated community Comprehensive Plans**. A 12 to 14 month planning timeframe is anticipated, beginning in April 2021, with expected completion by June 2022.

The Morgantown Monongalia MPO (MMMPO) consists of all or part of three municipalities (Morgantown, Granville, Star City and Westover) and Monongalia County. The MMMPO (in cooperation with WVDOH) is initiating a planning process that builds upon previous regional planning efforts, while incorporating the tenets of sustainable transportation. The intent of this project is to address the multitude of transportation and development issues, notably: safety, regional mobility, and commuting choices, while building upon the region's growth strategy (i.e., Comp Plans).

II. Project Description

The Metropolitan Transportation Plan (MTP) and travel demand model enhancement examines all modes of travel with a 25-year outlook, and recommends fiscally-constrained projects (those that could be reasonably funded). This effort will be conducted concurrently with the county and municipal comprehensive planning efforts to ensure cross collaboration. An MTP is a guiding document for public investments in roadways, transit service, and non-motorized (bicycle or pedestrian) facilities and prioritizes projects based on performance measurement elements in accordance with Federal Highways Administration (FHWA) guidance.

The Project Team recognizes the importance of communicating milestones and deliverables throughout the planning process. With this in mind, the following **Project Work Plan** (PWP) describes the team organization, milestones, deliverables, schedule, quality control plan, and communication plan for this planning effort. On a monthly basis, we will prepare a progress report that describes project efforts from the previous month, current issues to be resolved, and next months' milestones and activities. The progress reports will be included with a copy of the monthly invoice for your convenience.

III. Project Goals/Objectives

Our planning and engineering approach is focused on the creation of a **flexible planning framework**. Through our Project Team's experience in working with MPOs, we understand the need to be responsive in our planning process: as the old adage goes, "expect the unexpected." Our goal is to ensure that the endorsed recommendations are a result of informed decision-making and a process that allows residents the opportunity to make changes and justify the outcome. The advantage of a flexible framework is the ability to customize the process to reflect the priorities of the project stakeholders, who must be thoroughly engaged in the planning process to create successful strategies in the final plan.

This MTP/Comp Plans planning process will encompass a comprehensive multimodal plan (including highway, bicycle, pedestrian, transit, and rail elements), growth strategies, travel demand modeling, evaluation and prioritization matrix, and a detailed action/ implementation plan that is fiscally-constrained.

The **Technical Advisory Committee (TAC)** will be represented by a unique group of staff, local citizens and key decision-makers that will meet (up to 4 times) throughout the life of the project. The Technical Advisory Committee team will serve as the advisory group (meeting more frequently) for the problem assessment, analysis and vetting of plan recommendations. It is anticipated that MPO staff will attend all meetings of the TAC. Concurrent to the TAC/MTP planning process, each municipal comp plan will have a designated Steering Committee to help guide their planning process. Representatives from the MTP project team may be involved during the comp plan process to ensure coordination of local transportation issues.

IV. Project Team

Mike Rutkowski will serve as your Project Director assuring quality reviews on project deliverables (MTP/Comp Plans) and helping to facilitate public outreach and stakeholder collaboration efforts. **Timothy Tresohlavy will serve as your Project Manager** (MTP) providing the day-to-day contact for the project and will serve as the front line of communication between the Stantec Team and project stakeholders. Throughout the duration of this plan, our focus will be on this project, giving MPO and member jurisdictions quick access to information and providing timely response to questions. The remainder of the project team is listed below:

Stantec:

<u>Project Team Task Leaders</u>	<u>Role:</u>
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Michael Rutkowski, P.E., AICP	Project Director
Timothy Tresohlavy, AICP, GISP	Project Manager, Sr. Planner
Erica Ortman, EIT	Engineer / Concept Designer
Amanda Morrell, RLA	Outreach Specialist
Dan Hemme, MPA	Transportation Planner/Smart Technology
LaToya Thomas	Outreach Specialist/Underserved Populations
Amber Lewis, RLS	Urban Designer
David Schellinger, P.E.	Travel Demand Modeling Lead
Mark Butler, AICP, ENV SP	Sr. Travel Demand Modeler
Heejoo Ham	Jr. Travel Demand Modeler

Scott Lane, AICP, CPTED	Westover Comp Plan PM
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Deana Rhodeside/Ron Sessoms	Morgantown Comp Plan PMs
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Matt Noonkester, AICP	Monongalia Comp Plan PM
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V. Project Schedule

Planning tasks will include Committee coordination, public outreach, a visioning process, an analysis of modal travel deficiencies, public workshop, project symposiums, multi-modal transportation elements, a strategic implementation plan, and agency/stakeholder coordination. The tentative completion of the MMMPO Metropolitan Transportation Plan is scheduled for June 2022. Dates within this milestone schedule are **subject to change** based on data availability, public involvement scheduling, review of deliverables, and council/board presentations. The table below provides the *tentative* project milestone schedule, and will be updated monthly. **Bold** items are meeting dates, and **Green** items are related to public outreach.

Project Milestone	Tentative Initiation/Completion	Achieved
Notice to Proceed	4/05/2021	4/05/2021
Submit Project Work Plan (PWP)	4/19/2021	4/19/2021
Submit Data Request tech memo	4/19/2021	4/19/2021
Technical Advisory Committee mtg #1	4/19/2021	4/19/2021
Develop project website & web map	4/23/2021	
Kickoff meeting with WVDOH & FHWA	4/30/2021	

Project Milestone	Tentative Initiation/Completion	Achieved
Coordinate/Call with Travel Demand Model Team	4/30/2021	
Discuss FHWA Performance Measures	5/07/2021	
Develop online survey (+ freight survey)	5/07/2021	
Review (available) crash records	5/13/2021	
Document plan review summaries	5/21/2021	
Review Transit Master Plan & capital improvements	5/21/2021	
Develop base year capacity deficiency mapping	5/31/2021	
Stakeholder/focus group meetings	6/10/2021	
Review Existing + Committed and current MTP projects	6/18/2021	
Review current travel demand model (Base network performance)	6/18/2021	
Obtain and Review FHWA/FTA/WVDOH funding revenues/expenditures	6/24/2021	
Project symposium #1 - virtual	6/29/2021	
Finalize project vision, goals, and objectives	7/02/2021	
Draft existing conditions chapters 1-3	7/13/2021	
Review current travel demand model (Future network performance)	7/16/2021	
Identify 3 Hot Spots/Corridor Concept Locations	7/26/2021	
Identify bicycle and pedestrian gaps/MMLOS	8/10/2021	
Building Block Exercise (3 Comp Plans) - virtual	8/17/2021	
Update Policy Board #1 – Virtual	8/26/2021	--
Assess Freight Needs	9/02/2021	
Develop draft Evaluation Criteria	9/14/2021	
Review/validate bike/ped project recommendations	9/28/2021	
Identify FY network capacity deficiencies	10/14/2021	
Create Transit needs plan	10/28/2021	
Develop transportation recommendations by mode	11/12/2021	
Draft Hot Spot Concept Design review & discussion	11/30/2021	
Update Policy Board #2 - Evaluation	12/14/2021	
Project Open House Prep	1/07/2022	
Project Open House #2	1/11/2022	
Develop probable cost estimates & apply Evaluation Criteria	1/25/2022	
Develop fiscally-constrained prioritization by horizon year	2/10/2022	
Finalize Hot Spot Concept Designs (<i>planning-level</i>)	2/18/2022	

Project Milestone	Tentative Initiation/Completion	Achieved
Create system-level maps for all modes	2/28/2022	
Create project sheets (up to 20)	3/04/2022	
Draft remaining chapters	3/09/2022	
Update Policy Board #3 - Recommendations	3/17/2022	
Review comments due from client/WVDOH/FHWA	3/23/2022	
Public Review Period (MTP): 30-day	4/06/22 - 5/06/22	
Revised Draft MTP	5/20/2022	
MTP Adoption	June 2022	

** Up to four TAC meetings will be scheduled*

*** One Hot Spot Meeting, concurrent to TAC meeting will be scheduled*

**** Up to three Board Briefings meetings will be scheduled throughout the course of the study, as appropriate.*

^A Tentative completion dates subject to change based on client review and scheduling meetings/work sessions with elected officials. The milestone schedule will be updated and included in bi-monthly progress reports.

VI. PPP, Communication Protocol & Contact List

To ensure quality performance and delivery, the Stantec Team will augment the MPO's existing PPP Contact List (as available) with website subscribers and document public outreach activities. In addition, we have included a general Communication Plan (below) that will outline coordination protocols and assign task leaders.

With this in mind, and considering the concurrent Comp Planning efforts, there is a need to ensure timely and continuous communication among staff and stakeholders. The intent of a communication plan is to establish a framework for an open communication channel between the MPO staff and the Consultant Project Team. The protocol established here identifies the primary points of contact within MPO as well as within the Consultant Team. Information in this work plan will be used for the duration of the project to maintain smooth coordination and enhance communication with the public, stakeholders, and the client. The following components of the Communication Plan include:

Bi-weekly Coordination Calls:

The Consultant Team leadership will conduct bi-weekly coordination calls with the MPO Project Manager and select municipal Comp Plan representatives, on an as-needed basis. The purpose of the calls will be to

discuss on-going planning activities and upcoming events as well as strategies for public and stakeholder collaboration. To ensure timely deliverables, these calls will be focused on events occurring within the next month.

Deliverables:

It is the intent of the Consultant to send meeting deliverables to the Client PM in draft form at least three days prior to TAC/public meetings for review and final edits. Some events and deliverables may require screen-share discussions to help expedite the review process.

Progress Reporting:

The Consultant will prepare monthly progress reports consisting of a bulleted list describing recent project efforts. These progress reports will be included with a copy of the monthly invoice for ease of reference.

The progress reporting and conference calls will be used by the project team members to ensure schedule adherence and project deadlines. Understandably, the planning process may encounter externalities that may cause delay in the schedule. If this occurs, the Project Manager will contact the Client PM directly to establish a procedure for addressing the delay. The Consultant Team will make every effort to adhere to the project timeline. However, in order to meet and exceed client and stakeholder expectations, a flexible planning process that is responsive to project objectives will be administered.

Project Team Communication:

Direct communication between the Consultant and the Client (MTP PM) will occur throughout the planning process via email correspondence, telephone calls, and video conferencing meetings with the MPO staff.

A detailed contact list for the TAC membership will be provided by MPO at the outset of the project to augment the communication protocol. Individual contact lists may be created for other agencies, entities, and public participants. Contact lists will be updated periodically as the need arises.

Documentation Quality Review:

In addition to the review by the project leadership, specific project documents will go through a series of quality control reviews by trained technical writing staff. Specifically, the final reporting documents associated with this effort will be reviewed by staff for grammar, sentence flow, and comprehension.

VII. Invoicing & Progress Reports

Invoices will be submitted on a monthly basis to the Client beginning June 2021. Each invoice will be accompanied by a progress report consisting of a bulleted list summarizing that quarter's efforts.

Invoices will be addressed to:

Bill Austin, Executive Director
Morgantown Monongalia MPO
82 Hart Field Road Suite 105
Morgantown, WV 26505
Work Phone: 304.291.9571
Email: baustin@plantogether.org

VIII. Project Contacts

MMMPO Project Manager:

Bill Austin, Executive Director
Work Phone: 304.291.9571
Email: baustin@labyrinth.net

Stantec Project Team (MTP):

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Project Director
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Timothy Tresohlavy
Project Manager
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