



82 Hart Field Road Suite 105  
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[www.plantgether.org](http://www.plantgether.org)

### **Agenda**

MPO Transportation Technical Advisory Committee Meeting  
MPO Conference Room  
Morgantown Airport Terminal  
June 7, 2016  
1:30 PM

1. Call To Order
2. Approval of Minutes
3. TIP Amendment
4. MPO Traffic Count Report
5. UPWP Amendment
6. University Avenue Complete Streets Study Revision
7. I-79 Access Study Update
8. Status Report on ongoing projects-WVDOH
9. Other Business
10. Meeting Adjournment



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### Memorandum

Date: June 3, 2016  
To: Transportation Technical Advisory Committee Members  
From: Bill Austin, AICP  
Subject: June 7, 2016 TTAC Agenda

TTAC members please find below a short description of the items to be considered at the TTAC meeting to be held June 7, 2016 at the MPO's Offices at 1:30. Please let me know if you will be unable to attend this meeting.

**-TIP Amendment**-The Division of Highways has requested that the TIP be amended to include the following project:

#### **FY 2016 Add**

-River Road/Dupont Avenue at Milepost 11.46-Repair slide and resurface  
Project Number STP 0045072D Engineering Total Cost \$25,000 Federal Funding \$20,000;  
Project Number STP 0045073D Right of Way Total Cost \$1,000 Federal Funding \$800;  
Project Number STP 0045074D Construction Total Cost \$1,415,000 Federal Funding \$1,132,000

It is respectfully requested that the TTAC recommend approval of this TIP Amendment to the MPO's Policy Board. The Division of Highways has also requested that the MPO Administratively Adjust the TIP by moving the Campus Drive intersection project to FY 2017. This item does not require any action.

**-MPO Traffic Count Report**-Due to the size of the report please find below a link to the MPO's Traffic Count Report for 2016.

<http://plantogether.org/2016%20Spring%20Traffic%20Count%20Draft%20Report.pdf>

As previously discussed with the MPO's Committees MPO staff provides a thorough analysis of each count location every three years. The last time staff prepared this analysis was 2013. MPO Staff will be requesting that 10 locations be recounted this fall to insure that we have accurate data. It is respectfully requested that the TTAC recommend acceptance of this report to the Policy Board.

**-UPWP Amendments-** Changing conditions have prompted MPO staff to request that the MPO amend two line items in the FY 2016-2017 Unified Planning Work Program. A copy of the currently adopted MPO budget (not including proposed changes) is included on the following page for your information.

In regard to the first line item for consideration the MPO has brought in consultants to prepare the University Avenue Complete Streets Study and the I-79 Access Study at a total cost of \$475,000. These projects were originally scheduled to begin in early FY 2014-2015. Half of the funding for these projects was programmed during FY 2014-2015. With the remainder of the funding to be provided in FY 2015-2016. Actual spending on these projects in FY 2014-2015 only totaled approximately \$30,000 leaving approximately \$207,500 in funds necessary for the completion of the projects un-programmed. During FY 2015-2016 the MPO has spent all of the programmed funding for these projects except approximately \$5,000. In order to meet the MPO's contractual obligation to our consultants the Unified Planning Work Program should be amended to include an additional \$212,500 in the Consulting Services Line item. **It should be noted that the MPO has the local match required for this amendment to the UPWP, no additional match will be required.** It is respectfully requested that the TTAC recommend the approval of amending the line item to the MPO Policy Board.

The second line item MPO Staff respectfully requests to be revised is the Health Insurance line item. MPO Staff originally projected that PEIA premiums would increase by 3%. Current discussions in Charleston indicate that the premiums may increase by 12% or more. MPO Staff recommends that this line item be increased by \$2,000 (approximately 10%) to anticipate any changes to PEIA premiums that may come forward. This change will not require an increase in local matching funds. It is respectfully requested that the TTAC recommend amending UPWP by increasing the Health Insurance line item by \$2,000.

## Morgantown Monongalia MPO Operating Budget FY 2016-17

| Line Item Fixed Operating Expenses  |  |                    |                     |                          |
|---|--|--------------------|---------------------|--------------------------|
| Category  | Consolidated<br>Federal<br>Planning<br>Funds | WVDOT              | City/County         | Total Cost<br>Allocation |
| <b>Salaries</b>   |  |                    |                     |                          |
| Director  | \$ 67,853.66                                 | \$ 8,481.71        | \$ 8,481.71         | \$ 84,817                |
| Planner 2   | \$ 38,467.44                                 | \$ 4,808.43        | \$ 4,808.43         | \$ 48,084                |
| Benefits (see below)  | \$ 43,299.35                                 | \$ 5,412.42        | \$ 5,412.42         | \$ 54,124                |
| <b>Contracted/Capital<br/>Expenses</b>  |  |                    |                     |                          |
| Contracted Services   | \$ 14,400.00                                 | \$ 1,800.00        | \$ 1,800.00         | \$ 18,000                |
| Consulting Services   | \$ 800.00                                    | \$ 100.00          | \$ 100.00           | \$ 1,000                 |
| Computer Equipment  | \$ 2,400.00                                  | \$ 300.00          | \$ 300.00           | \$ 3,000                 |
| Software  | \$ 2,400.00                                  | \$ 300.00          | \$ 300.00           | \$ 3,000                 |
| Public Notices/Publishing   | \$ 2,400.00                                  | \$ 300.00          | \$ 300.00           | \$ 3,000                 |
| <b>Overhead</b>   |  |                    |                     |                          |
| Travel & Training   | \$ 8,000.00                                  | \$ 1,000.00        | \$ 1,000.00         | \$ 10,000                |
| Office Rent   | \$ 7,200.00                                  | \$ 900.00          | \$ 900.00           | \$ 9,000                 |
| Utilities (phone, internet,<br>web site)  | \$ 3,200.00                                  | \$ 400.00          | \$ 400.00           | \$ 4,000                 |
| Copier lease, supplies,<br>postage  | \$ 800.00                                    | \$ 100.00          | \$ 100.00           | \$ 1,000                 |
| <b>Total</b>  | <b>\$ 191,220.45</b>                         | <b>\$23,902.56</b> | <b>\$ 23,902.56</b> | <b>\$ 239,026</b>        |
| <b>Employee Benefit Expenditure Detail</b><br>(Calculated on Total Wages = \$132,901) |  |                    |                     |                          |
| Description   | Consolidated<br>Federal<br>Planning<br>Funds | WVDOT              | (City/County)MPO    | Total Cost<br>Allocation |
| FICA (6.2%)   | \$ 6,591.91                                  | \$ 823.99          | \$ 823.99           | \$ 8,239.89              |
| Worker's Compensation (2.3%)  | \$ 2,445.39                                  | \$ 305.67          | \$ 305.67           | \$ 3,056.73              |
| Medicare (1.45%)  | \$ 1,541.66                                  | \$ 192.71          | \$ 192.71           | \$ 1,927.07              |
| Retirement (14.0%)  | \$ 14,884.95                                 | \$ 1,860.62        | \$ 1,860.62         | \$18,606.19              |
| Health Insurance (PEIA<br>expected 3% increase)                                       | \$ 16,286.87                                 | \$ 2,035.86        | \$ 2,035.86         | \$20,358.59              |
| Dental & Vision Insurance<br>(2015 rates)   | \$ 1,548.58                                  | \$ 193.57          | \$ 193.57           | \$ 1,935.72              |
| <b>Total Employee Benefit Package</b>   |  |                    |                     | <b>\$54,124.19</b>       |

**-University Avenue Complete Street Study Revisions-**During consideration of the University Avenue Complete Streets Study the Policy Board requested that MPO staff look at revisions to the Study to address comments received by the Policy Board. MPO Staff has requested the following changes to reflect the comments heard at the Policy Board and from the CAC:

**-The “Loop” Project-**there was concern that this project appeared to be completely designed in the report as presented. MPO Staff has requested that the Consultant include the Loop in the text and with a separate appendix fully describing it as a “potential future project”.

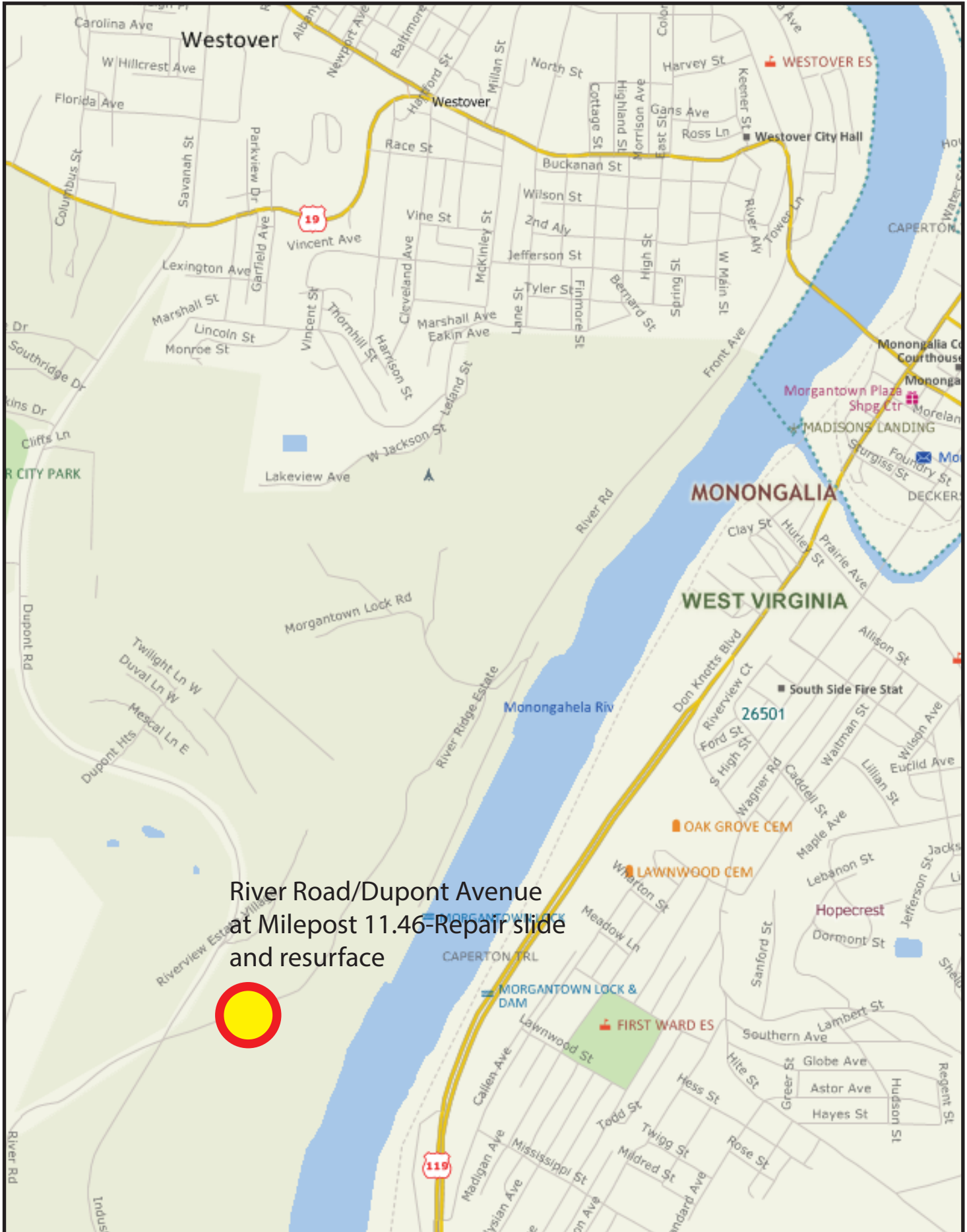
**-Beverly Avenue-**the text is to identify that the implementation of the recommendation for this project are dependent on the findings of a traffic study including provisions for emergency vehicle access.

**-University Avenue-between Oakland and Gilmore-**CAC members expressed a concern that the recommended “sharrow” on this segment might not be adequate without a wider (14’) lane in the southbound (climbing) direction. The consultants identified that providing a wider lane at this location may not be feasible due to potential utility relocation and sidewalk impacts. The consultant will identify the both the 11’ lane configuration and the 14’ lane configuration as potential alternatives for this segment with the final configuration being dependent on the final design of improvements in the area and available funding.

The final version of these recommendations will be available at the TTAC meeting.



# Morgantown Monongalia MPO TIP Amendments Map (June, 2016)



River Road/Dupont Avenue  
at Milepost 11.46-Repair slide  
and resurface





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## **MINUTES**

MPO Transportation Technical Advisory Meeting  
Morgantown Airport Terminal Building 1<sup>st</sup> Floor  
Morgantown Monongalia MPO Conference Room  
May 17, 2016  
1:30 PM

### **Members Present**

Damien Davis-City of Morgantown, Chris Fletcher-City of Morgantown, Scott Wright-MUB  
Chandra Inglis Smith-FHWA, Brian Carr-WV DOH, Dave Bruffy-MLTA, Bill Austin-MMMPO, Rich  
Wood-Monongalia County Planning, Clement Solomon-WVU

### **Members Absent**

Ron Snyder, James Meadows, Donny Williams, Fouad Shoukry

### **Others Present**

John Whitmore-City of Morgantown, Jing Zhang-MMMPO

### **1. Call to Order**

Mr. Austin called the meeting to order at 1:30 PM. The meeting attendees introduced themselves.

### **2. Approval of the Minutes**

Mr. Austin noted that the minutes of the March meeting were included in the agenda packet.

Mr. Bruffy moved to approve the minutes; seconded by Mr. Fletcher. With no discussion, the motion was unanimously approved.

### **3. TIP Amendments**

Mr. Austin noted that WV DOH proposed to delete the WV 705 Patteson Drive +1 and to add a resurfacing project on US 119 from Stewartstown Rd to Bakers Ridge Rd. Mr. Carr noted that the District engineer identified that the scope of this project is no longer valid according to current traffic condition and right-of-way is limited in that intersection area. Mr. Wood moved to recommend approval of the TIP Amendments to the Policy Board; seconded by Mr. Davis. With no discussion, the motion was unanimously approved.

#### **4. Draft Title VI Plan**

Mr. Austin noted that MPO staff has drafted the attached draft Title VI Plan using the Hagerstown Eastern Panhandle MPO's Plan as a model. This Plan was released to the public after the last Policy Board meeting. To date we have received no comments on the draft Plan. Mr. Fletcher moved to recommend approval of draft Title VI Plan to the Policy Board; seconded by Mr. Bruffy. With no discussion, the motion was unanimously approved.

#### **5. Draft University Avenue Complete Street Study**

Mr. Austin noted that the draft final report of University Ave Complete Street Study is included in the agenda package for review. Mr. Fletcher noted that the illustrations in the Loop area presented in this report is only a concept. It is not what the City has committed to. The City has serious concerns about the proposed realignment on Falling Run Road and York Street. There are significant challenges to implement this alternative. Mr. Carr asked about the status of the TIGER grant recently submitted for implementing projects recommended in the Study. Mr. Austin noted that the grant application requested for \$10 million with \$5 million local match. The Loop area was not included in the grant application. Mr. Fletcher moved to recommend approval of the draft study report to the Policy Board; seconded by Mr. Davis. With no discussion, the motion was unanimously approved.

#### **6. Draft Westover Granville Pedestrian Study**

Mr. Austin noted that the Westover-Granville Pedestrian Plan was conducted in house by MPO staff. It recommends 14 projects to improve the walkability in Westover and Granville. Mr. Austin appreciated the MLTA for facilitating MPO's public outreach efforts.

Mr. Fletcher suggested that regarding the Project 6 recommended in this study, it may be more cost-effective to install sidewalks on Emmett Dr, which has been used by pedestrians traveling between the University Towncenter and Star City. Mr. Austin noted that the MPO staff will make further effort to assess this option. Mr. Wood moved to recommend approval of the draft study report to the Policy Board; seconded by Mr. Davis. With no discussion, the motion was unanimously approved.

#### **7. Update on Ongoing Projects**

Mr. Austin noted that the I-79 Access Study has developed draft recommendations for internal review. The MPO staff will meet with DOH staff and the consultant to discuss preliminary recommendations for this study. A stakeholder meeting and a public meeting will be held in June.

Mr. Carr noted that based on the input from the community and the MPO's Policy Board, the DOH decided to implement a construction plan that will close the intersection of Mileground Rd and Cheat Rd for about 3 weeks for construction. Mr. Carr noted that the construction will take place during the summer of 2017 when the school is not in session. The DOH is coordinating with various entities in this region on this issue, including the school districts, WVU, hospitals, and emergency agencies. The DOH is also communicating with FAA to address some environmental issues.

Mr. Wright noted that the MUB will begin to work on the Van Voorhis Project in a week. After the drainage part of the project is done, the DOH will work on the roadway part of the project. Mr. Bruffy expressed his appreciation that the Transit Levy was passed. The levy will provide funding for extending evening service, expanding service area, and purchasing equipment.

#### **9. Meeting Adjournment**

There being no further business. The meeting adjourned at 2: 19 PM.