



243 High Street Room 110
Morgantown, WV 26505
(304) 291-9571
www.planttogether.org

Agenda

MPO Policy Board Meeting
City of Morgantown
Council Chambers

May 18, 2017
6 PM

1. Call To Order
2. Public Comment
3. Approval of Minutes
4. Reports
 - a. Citizens Advisory Committee
 - b. Finance Report
 - c. Executive Directors Report
 - i. Beechurst Avenue Study Status Report
 - ii. WVDOH Ongoing Project Update
 - iii. Need for Bylaws Amendments
5. TIP Amendments
6. Freight Advisory Committee Creation
7. Transportation and Art Grant
8. Other Business
9. Meeting Adjournment



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Memorandum

Date: May 11, 2017
To: Policy Board Members
From: Bill Austin, AICP
Subject: May 18, 2017 Policy Board Meeting Agenda Items

This memorandum is to inform you of action items for the May 18th Policy Board Meeting.

-Transportation Improvement Program Amendments-The West Virginia Division of Highways and WVU have requested that the MPO amend the TIP as shown below:

FY 2017 Add

-White Day Creek Bridge Replacement-Project NHPP0793247D-Add Engineering Phase
Total Cost \$10,000 Federal Funds-\$9,000 State Funds \$1,000

FY 2018 Add

-Pleasant Street Streetscape Project-Project TAP2016309DTC-Design-Total Cost \$160,000
Federal Funds \$160,000

The Transportation Technical Advisory Committee and the Citizens Advisory Committee unanimously recommended adoption of the TIP Amendments to the Policy Board. Please find below a list of TIP Administrative Adjustments approved by MPO Staff. WVU's TIP Amendments are on the last page of this memorandum.

TIP Adjustments

FY 2017

-US 119-Resurface Hornbeck to Scott Avenue-Project ACST0119441D Construct-Total Cost \$1,225,000 Federal Funds \$800,000; \$425,000 Funding from WVDOH Adjustment is the addition of Federal funding for the project.

CO 857 (Cheat Road)-Microseal from Junction with CR 67 to Ices Ferry Bridge-Project ACST0857022D Construct-Total Cost \$375,000 Federal Funds \$300,000; \$75,000 Funding from WVDOH; Adjustment is the addition of Federal funding for the project

-WVU PRT Amendment-Please find on the following page a proposed TIP Amendment from WVU. This amendment is essentially the same as the TIP Amendment approved by the Policy Board at the March meeting except that WVU had included the installation of an HVAC System and the installation of an industrial uninterruptable power supply in the upgrade to the PRT's control system. The Federal Transit Administration requested that the TIP Amendment disaggregate the funding for these items from the control system project so the public would be fully aware of the purpose of the funding.

-Creation of a Freight Advisory Committee- The most recent Federal Transportation legislation, the Fixing America's Surface Transportation Act (FAST) has a strong emphasis on improving freight transportation across the country. This legislation includes the creation of freight oriented grants similar to TIGER grants. The FAST Act also encourages MPO's to create a freight advisory committee as part of their operating structure.

MMMPO Staff utilized an ad-hoc freight advisory committee as part of the most recent transportation plan update in order to assure that freight interests were represented in the process. The freight advisory group membership consisted of Bob Henn of Greer Industry's, Edward Boyle of MCI Group, John Laurita, Ryan Nuzum of Nuzum Trucking and Barry Pallay of the Upper Monongahela River Association. Most of the members of this group assisted us in the development of the Greenbag Road Plan. This group also provided significant guidance for the freight portion of the transportation plan update. In informal discussions with the Committee they expressed an interest in becoming a standing committee of the MPO. In our discussion with the group they felt it would be most appropriate for the group to meet twice a year. As discussed with the Committee, if they are established as a standing committee, their next meeting would be in August.

In reviewing the MPO's Bylaws the Chairman may establish a standing committee such as a Freight Advisory Committee, however in this instance it may be most appropriate for the Policy Board to pass a Resolution establishing the Committee given the emphasis on freight in the FAST Act. Staff has taken the liberty of preparing a Resolution for the Policy Board's consideration (enclosed). It is respectfully requested that the Policy Board consider this Resolution.

-Transportation and Art Grant Application-MPO Staff very recently became aware of an opportunity form Transportation for America, to apply for a \$50,000 grant that links transportation and art. Previous recipients of these grants include Nashville, San Diego, and Portland. MPO Staff discussed this opportunity with the Citizens Advisory Committee and several members expressed an interest in seeking a grant. The deadline for the grant application is June 2nd. It was also noted that members of the CAC have mentioned the Grant to the City of Morgantown. The CAC asked that the MPO consider providing staff support for the preparation of a grant application if the membership comes up with an idea they feel is viable. The application is very short and MPO Staff estimates that such an application should not take up an inordinate amount of time.

MPO Staff will contact the City of Morgantown prior to the Policy Board Meeting to ensure that any efforts we may undertake are coordinated. We will update you on the status of the City's efforts prior to the Policy Board meeting. If there is no conflict with the City of Morgantown the CAC requests that the Policy Board authorize MPO Staff to assist in the preparation of a grant application with the CAC.

West Virginia University Personal Rapid Transit (PRT)

Fiscal Year Funded	Project Description and Funding Source	Federal Funds	Match	Total Cost	100% MPRT
2014	Power System Upgrade / Section 5337	\$ 1,007,272	\$ 251,818	\$ 1,259,090	
	Vehicle Replacement (delayed)				\$ 21,000,000
2015	Power System Upgrade / Section 5337	\$ 1,459,391	\$ 559,847	\$ 1,799,238	\$ 51,216,685
2016	MPRT ATC & AFC Project FY 2013 Section 5337	\$ 959,807	\$ 239,828	\$ 1,199,135	
2017	MPRT ATC & AFC Project FY 14, 15, 16 Section 5337	\$ 2,591,009	\$ 518,202	\$ 3,109,221	
	ATC Computer Room HVAC Replacement	\$ 52,932	\$ 10,587	\$ 63,519	
	ATC / AFC Beechurst Station UPS Replacement	\$ 37,407	\$ 7,482	\$ 44,889	
2018	Future MPRT Capital Projects / Sect 5337	\$ 928,239	\$ 185,647	\$ 1,113,886	
2019	Future MPRT Capital Projects / Sect 5337	\$ 928,239	\$ 185,647	\$ 1,113,886	
2020	Future MPRT Capital Projects / Sect 5337	\$ 928,239	\$ 185,647	\$ 1,113,886	

NOTES

FY 2017 Add ATC Computer Room HVAC Replacement and UPS Replacement

Total Funding for FY 2017 Remains unchanged

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Centra-Checking (voucher checks)								23,662.62
Check	04/13/2017	8892	Monongalia County	Shared Expense forIntern Computer	√	Computer Hardware	-785.82	22,876.80
Check	04/13/2017	8893	Public Employees Insurance Agency	Health Insurance	√	Salary	-1,789.06	21,087.74
Check	04/13/2017	8894	Public Employees Insurance Agency	RHBT	√	Salary	-270.00	20,817.74
Check	04/13/2017	8895	Service Plus		√	Accounting (Accounting Fees)	-110.24	20,707.50
Check	04/13/2017	8896	Calvin Sun	Immigration Attorney		Professional Fees (Professional Fees)	-1,500.00	19,207.50
Check	04/13/2017	8897	Transmetrics America	Traffic Count Database maintenance		Consulting (Consulting Expense)	-400.00	18,807.50
Check	04/14/2017	5526	J. William B. Austin	Electronic Transfer	√	Salary	-1,993.33	16,814.17
Check	04/14/2017	5527	Jing Zhang	Electronic Transfer	√	Salary	-1,408.25	15,405.92
Check	04/14/2017	5528	ICMA. Retirement Corp	Retirement	√	Salary	-1,606.05	13,799.87
Check	04/14/2017	941	IRS	Electronic Tranfer	√	Salary	-1,258.98	12,540.89
Deposit	04/24/2017		WVDOH	Deposit	√	PL Funds (Funds)	22,028.88	34,569.77
Check	04/24/2017	5529	City of Morgantown	Fee		Salary	-78.00	34,491.77
Check	04/27/2017	8898	Centra Bank - Mastercard	Equip.\$1084.63,Pking for Cmtee's \$50,Travel \$675.87		Administrative Overhead	-1,810.25	32,681.52
Check	04/27/2017	8899	Fringe Benefits Management Company			Salary	-282.36	32,399.16
Check	04/27/2017	8900	J. William B. Austin	Mileage 2 trips to Charleston		Travel & Ent (Travel and Entertainment)	-342.40	32,056.76
Check	04/27/2017	8901	Manpower	Data collection Beechurst Study		Contract Labor (Contract Labor)	-992.16	31,064.60
Check	04/28/2017	5530	J. William B. Austin	Electronic Transfer	√	Salary	-1,993.33	29,071.27
Check	04/28/2017	5531	Jing Zhang	Electronic Transfer	√	Salary	-1,408.26	27,663.01
Check	04/28/2017	5532	ICMA. Retirement Corp			Salary	-1,606.05	26,056.96
Check	04/28/2017	941	IRS	Electronic Transfer		Salary	-1,258.96	24,798.00
Check	04/28/2017	101704	WV Dept of Tax and Revenue			Salary	-452.00	24,346.00
Total Centra-Checking (voucher checks)								24,346.00

TOTAL

Morgantown - Mon County Trans. Planning Org.
 Checking Account
 As of March 31, 2017

8:18 PM
 05/11/2017

						Accrual Basis		
Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Centra-Checking (voucher checks)								1,946.11
Check	03/02/2017	8876	Centra Bank - Mastercard		√	Office Supplies (Office Supplies)	-3.98	1,942.13
Check	03/03/2017	941	IRS	Electronic Transfer	√	Salary	-1,258.98	683.15
Deposit	03/06/2017		WVDOH	December and January Reimbursements	√	PL Funds (Funds)	37,893.09	38,576.24
Check	03/07/2017	5517	J. William B. Austin	Electronic Transfer	√	Salary	-1,993.32	36,582.92
Check	03/07/2017	5518	Jing Zhang	Electronic Transfer	√	Salary	-1,408.26	35,174.66
Check	03/07/2017	5519	ICMA. Retirement Corp	Retirement Contributions	√	Salary	-1,606.05	33,568.61
Check	03/07/2017	0228	WV Dept of Tax and Revenue	Electronic Transfer	√	Salary	-452.00	33,116.61
Check	03/15/2017	8877	Brickstreet Mutual Insurance Company		√	Administrative Overhead	-88.00	33,028.61
Check	03/15/2017	8878	HDR Engineering	I-79 Access Study	√	Consulting (Consulting Expense)	-2,500.00	30,528.61
Check	03/15/2017	8879	Public Employees Insurance Agency		√	Salary	-1,789.06	28,739.55
Check	03/15/2017	8880	Retiree Health Benefit Trust Fund		√	Salary	-270.00	28,469.55
Check	03/15/2017	8881	Service Plus		√	Accounting (Accounting Fees)	-106.40	28,363.15
Check	03/15/2017	8882	Stantec Consulting Service	University Avenue Complete Streeets	√	Consulting (Consulting Expense)	-2,500.00	25,863.15
Check	03/15/2017	8883	WV Newspaper Publishing Co.		√	Administrative Overhead	-201.87	25,661.28
Check	03/15/2017	8884	WV Newspaper Publishing Co.		√	Administrative Overhead	-185.90	25,475.38
Check	03/15/2017	8885	WV Newspaper Publishing Co.		√	Administrative Overhead	-177.45	25,297.93
Check	03/15/2017	8886	Fringe Benefits Management Company		√	Salary	-282.36	25,015.57
Check	03/15/2017	5520	J. William B. Austin	Electronic Transfer	√	Salary	-1,933.34	23,082.23
Check	03/15/2017	5521	Jing Zhang	Electronic Transfer	√	Salary	-1,408.24	21,673.99
Check	03/15/2017	5522	ICMA. Retirement Corp		√	Salary	-1,606.05	20,067.94
Check	03/15/2017	941	IRS	Electronic Transfer	√	Salary	-1,258.98	18,808.96
Deposit	03/20/2017		WVDOH	Deposit	√	PL Funds (Funds)	15,400.33	34,209.29
Check	03/30/2017	8887	Balestra Harr and Scherer CPA	Audit	√	Accounting (Accounting Fees)	-3,000.00	31,209.29
Check	03/30/2017	8888	Centra Bank - Mastercard	WVAMPO Meeting Beckley	√	Travel & Ent (Travel and Entertainment)	-194.51	31,014.78
Check	03/30/2017	8889	Fringe Benefits Management Company		√	Salary	-282.36	30,732.42
Check	03/30/2017	8890	WV State Auditor	Audit	√	Accounting (Accounting Fees)	-240.00	30,492.42
Check	03/30/2017	8891	J. William B. Austin	WV Safety Perf. Measures Mtg. Charlesto	√	Salary	-171.20	30,321.22
Check	03/31/2017	5523	J. William B. Austin	Electronic Transfer	√	Salary	-1,933.33	28,387.89
Check	03/31/2017	5524	Jing Zhang	Electronic Transfer	√	Salary	-1,408.26	26,979.63
Check	03/31/2017	5525	ICMA. Retirement Corp		√	Salary	-1,606.05	25,373.58
Check	03/31/2017	201703	WV Dept of Tax and Revenue		√	Salary	-452.00	24,921.58
Check	03/31/2017	941	IRS	Electronic Transfer	√	Salary	-1,258.96	<u>23,662.62</u>
Total Centra-Checking (voucher checks)								23,662.62
TOTAL								

MORGANTOWN MONONGALIA
METROPOLITAN PLANNING ORGANIZATION POLICY BOARD
MARCH 23, 2017 MINUTES

Members Present:

Chairman Ron Justice-WVU, Vice-Chairman Mike Kelly, Treasurer Mayor Patricia Lewis-Granville, , Councilperson Jennifer Selin-City of Morgantown, Commissioner Edward Hawkins-Monongalia County, Mayor Marti Shamberger-City of Morgantown, Brian Carr-WV DOH, Councilperson Wesley Nugent-City of Morgantown, Commissioner Tom Bloom-Monongalia County, Mayor Herman Reid-Star City

Members Absent: Delegate Joe Statler-Blacksville, Councilperson Janice Goodwin-City of Westover, Commissioner Sean Sikora-Monongalia County, Dave Bruffy-Mountain Line

MPO Director: Bill Austin

1. Call to Order

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

2. Public Comment

No public comment

3. Approval of Minutes

a) November 2016

Chairman Justice noted that the minutes of the 2016 November meeting were included in the agenda packet. Mayor Shamberger moved to approve the minutes as presented, seconded by Mr. Kelly. With no discussion, the motion was unanimously approved.

a) January

Chairman Justice noted that the minutes of January meeting were included in the agenda packet. Councilperson Selin moved to approve the minutes as presented, seconded by Commissioner Bloom. With no discussion, the motion was unanimously approved.

4. Committee Reports

a. Citizens Advisory Committee

Mr. Rice, the Chairman of the CAC, noted that the CAC unanimously recommended approval of the TIP amendments, the Metropolitan Transportation Plan Update, and the I-79 Access Study in the last CAC meeting. Mr. Rice also noted that he expects the MPO to continue to play a leading role in improving the transportation in the area.

a. Finance Report

Mayor Lewis presented the Finance Report for November and December as the following:

-- Beginning balance in January \$7,543.51 with expenditures of \$26,648.09 and one deposit of \$31,466.21, leaving a balance of \$12,364.63 at the beginning of December.

-- Beginning balance in February \$12,364.63 with expenditures of \$10418.52, leaving a balance of \$7,543.51 at the beginning of December.

Mr. Kelly moved to accept the January and February Finance Report; seconded by Councilperson Nugent. With no discussion, the motion unanimously passed.

c. Executive Director

i. Bylaws Review

Mr. Austin noted that in the MTP Update process, the MPO established an ad-hoc freight advisory committee. Considering the increased emphasis on freight planning recent federal legislations, it is recommended that the MPO review its by-laws to add a freight advisory committee to the MPO's committee structure. The committee will review and provide advice on freight-related transportation issues in the region. Mr. Austin then noted that the MPO staff will conduct an administrative review on the changes in the MPO's funding mechanism as stipulated by recent federal regulations.

ii. Audit Selection Committee

Mr. Austin noted that the MPO is to establish an audit selection committee to select an audit firm to conduct the audit for the MPO in the next three years. He will ask the Policy Board for committee members once he hears from the State Auditor's Office.

iii. WV Association of MPO's

Mr. Austin informed the Board that he has been elected president of the WV MPO Association and he will collaborate with colleagues around the state to provide better transportation planning service in the state. Chairman Justice congratulated Mr. Austin on this election.

Mr. Austin then noted that he will attend conferences in the end of May and in October to obtain professional education credits required by the AICP.

5. 2015-2016 Audit

Mr. Austin noted that the report of FY 2015-2016 Audit was included in the agenda package. There were no findings from the auditors. Mayor Shamberger moved to accept the Audit as presented; seconded by councilperson Selin. With no discussion, the motion unanimously passed.

6. TIP Amendments

Mr. Austin noted that WVU, the Mountain Line, and the West Virginia Division of Highways have requested that the MPO amend the TIP. The amendments requested by DOH include I-68 Morgantown-Maryland Lighting project, Decker's Creek Trail Repair projects, Morgantown Multi-use path projects, and several resurfacing projects in the Morgantown area. Councilperson Selin moved to approve the TIP Amendments requested by DOH, seconded by Mr. Kelly. With no discussion, the motion was unanimously approved.

Councilperson Nugent asked about the route of the multi-use path. Mr. Austin noted that DOH staff will collaborate with the city engineer to identify the appropriate alignment of the path in engineering phase.

Mr. Austin noted that Mountain Line has requested a TIP amendment to reflect changes to Section 5307 funding to comply with the FAST ACT and to recognize the passage of the Transit Levy in Monongalia County. Mr. Austin noted that the amendments will break out existing funding to various funding categories for upgrading and repairing transit facilities including multi-model bus shelter projects and bus replacement. Commissioner Bloom moved to approve the TIP Amendments requested by the Mountain Line, seconded by Councilperson Nugent. With no discussion, the motion was unanimously approved.

Mr. Austin then noted that WVU has requested TIP amendments to reflect changes to the PRT portion of the TIP, due to new work needed on the PRT. The changes includes increasing federal funding and WVU match multiple fiscal years. Commissioner Bloom moved to approve the TIP Amendments requested by the Mountain Line, seconded by Councilperson Nugent. With no discussion, the motion was unanimously approved.

7. I-79 Access Study

Mr. Austin noted that the I-79 Access Study has been completed. The alternative 12 has been identified as the most preferred alternative to provide additional access to I-79 from north part of the Morgantown urban area. Mr. Austin noted that the Study received a lot of public comments including letters from elementary school students. Mr. Austin noted that TTAC and CAC have unanimously recommended approval of the Study. Mr. Kelly moved to adopt the I-79 Access Study, seconded by Councilperson Selin. With no discussion, the motion was unanimously approved. Commissioner Bloom suggested that the MPO write a letter to the students to inform them about the adopted alternatives and to express appreciation for their participation. Mr. Austin agreed.

8. Update to Transportation Plan Adoption

Mr. Austin noted that a copy of the updated Metropolitan Transportation Plan was included in the agenda package. Mr. Austin noted that the MTP Update includes review of goals and objectives, update of the projects status and project reprioritization, as well as environmental justice analysis. Mr. Austin noted that the MPO has conducted a thorough public outreach process including conducting a survey which received more than 700 responses.

Mr. Austin then noted that the recommended alternative from the I-79 Access Study is a major part of the Update. New projects proposed in the Update include Smithtown Rd Improvement Project from Don Knotts Blvd to the I-79 Exit, a climbing lane extension project on I-79 in the vicinity of the Uffington Bridge for approximately 300 yards, and an auxiliary lane project on I-79 from Exit 152 and Exit 155.

Mr. Austin noted that the TTAC, the CAC and the Freight advisory committee all unanimously recommended approval of the MTP Update to the Policy Board.

Commissioner Bloom asked about the improvements at the Grumbein's Island with \$3 million budget. Mr. Austin noted that it will be the improvements recommended by the University Ave Corridor Study, which include channeling pedestrian traffic by building plant barriers and installing pedestrian signals. WVU supported this alternative at the technical level. Mr. Austin noted that the Grumbein's Island has been ranked as the top concern for pedestrian safety in the public survey of the MTP Update. Councilperson Selin moved to approve of the MTP Update, seconded by Mayor Shamberger. With no discussion, the motion was approved. Commissioner Bloom abstained.

9. 2017 Unified Planning Work Program Adoption

Mr. Austin noted that the 2017-2018 Unified Planning Work Program for the MPO was included in the agenda package for review. The primary work includes the corridor study on Beechurst Ave and an update of the pedestrian plan prepared by the Morgantown Pedestrian Board in 2010. The MPO will begin the Beechurst Ave Corridor Study in April and conduct the pedestrian plan update from this fall to the next spring. Chairman Justice noted that local officials have met with the DOH and discussed the Beechurst Ave corridor improvements. He commended the DOH's commitment to improve this core corridor in the area. Commissioner Bloom moved to approve of the 2017 UPWP, seconded by Mr. Kelly. With no discussion, the motion was unanimously approved.

10. Other Business

Commissioner Bloom noted that county commissioners will meet with DOH staff to discuss the signage at the new interchange on I-79 next week.

11. Meeting Adjournment

Meeting adjourned at 6:41 PM.

