



## POLICY BOARD MEETING

October 22, 2020

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

### Members Present:

Vice-chair Commissioner Tom Bloom, Recorder Steven Blinco-Star City, Dave Bruffy-Mountain Line, Brian Carr-WV DOH, Councilperson Janice Goodwin-City of Westover, Councilperson Dave Harshbarger, Councilperson Bill Kawecki, Mike Kelly-Board of Education, Councilperson Jennifer Selin, Commissioner Sean Sikora-Monongalia County

**MPO Director:** Bill Austin, AICP

**Others Present:** Jessica Shuey, Christiaan Abildso, Jacob Darrah, Nari Sundararajan, Jing Zhang

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### 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.

Chairman Statler was unable to attend the meeting. Vice-chair Commissioner Bloom presided the meeting. With a quorum present, Commissioner Bloom called the meeting of the Policy Board to order at 6:00 PM.

### 2. Public Comments

No public comments.

### 3. Approval of Minutes

Commissioner Bloom noted that the minutes of the last meeting were included in the agenda packet. Councilperson Harshbarger moved to approve the minutes as presented; seconded by Councilperson Selin. With no further discussion, the motion was approved.

### 4. Committee Report

#### *a. Citizens Advisory Committee*

Mr. Christiaan Abildso, the Chairman of Citizens Advisory Committee, noted that the committee reviewed and recommended approval of the TIP amendments, the amendment of the scope of work for the transit study, and the performance measures. He noted that the CAC discussed the need for a definition for groupable projects and they discussed developing local performance metrics to measure vehicle crashes. Mr. Abildso noted that the committee supports the DOH's virtual public hearings held for the Van Voorhis Rd project and Greenbag Rd project. Mr. Abildso noted that he serves on the Statewide Complete Street Advisory Board and it would be helpful for the board to review submitted public comments, to ensure that major highway projects contribute to the statewide complete street goals.

*b. Finance Committee*

Mr. Austin noted that Treasure Mayor Lewis was not able to attend this meeting. Mr. Austin read the financial statement prepared by Mayor Lewis as the following:

-- Beginning balance in August \$45,769.23 with expenditures of \$36,982.76 and two deposit of \$32,519.32, leaving a balance of \$41,304.79 at the beginning of September.

-- Beginning balance in September \$41,304.79 with expenditures of \$22,188.19 and two deposit of \$4,536.92, leaving a balance of \$23,653.52 at the beginning of October.

Mr. Kelly moved to accept the Finance Report as presented; seconded by Councilperson Selin. With no discussion, the motion unanimously passed.

*c. Directors Report*

Mr. Austin noted that the MPO's current bank account balance is about \$32,000. The MPO expects to get reimbursement from the DOH for the August consultant expenses by the next week. If the MPO does not receive the reimbursement in time, he may use the line of credit to pay for the upcoming bill from consultants.

Mr. Austin noted that the MPO is working with the DOH, WVU and the City of Morgantown on the Campus Dr Intersection project. The group met yesterday and the project is moving forward.

Mr. Austin noted that DOH held a virtual public meeting for the Greenbag Rd project. The DOH is receiving comments on this project, which has been a topic of public discussion. The county commission and Chairman Statler wrote letters in support of the project.

Councilperson Selin asked about the status of pedestrian safety improvements on Patteson Dr. Mr. Austin noted that the pedestrian safety group has also requested an update on this project. Mr. Austin noted that he is trying to get in touch with DOH's traffic engineers who are working on the project. Mr. Carr noted that he will reach out to the engineering division for any updates on the project.

**5. Mountain Line Transit Study Scope of Work Amendment**

Mr. Austin noted that the Mountain Line Transit received an Accelerating Innovative Mobility (AIM) grant from the FTA to identify unified fare collection mechanisms that could potentially work in the region. Mountain Line proposed an amendment the scope work of the current transit study to include this additional work funded by the AIM grant.

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

**6. TIP Amendments**

Mr. Austin noted that the WV DOH proposed projects for TIP amendments. The projects include Fairchance Rd resurfacing project, Daybrook Rd resurfacing project, Pedlar Run-Hagans Rd resurfacing project, Burroughs St ADA ramp installation project, I-79 Westover Bridge rehabilitation project, Holland Ave APA ramp installation project, and University Ave APA ramp installation project.

Councilperson Selin moved to approve the TIP Amendment as presented; seconded by Councilperson Kawecki. With no discussion, the motion was approved.

Councilperson Selin asked about requesting the installation of speed limit signs on state routes which are located within the city boundary. Mr. Carr noted that the DOH will repair or reinstall damaged signs.

Installing additional signs is up to engineers to decide. The requests could be sent to DOH's district office for consideration.

Mr. Austin noted that Mountain Line Transit requested TIP amendment to add FY 2021 the Accelerating Innovative Mobility Funding. Mr. Austin noted that the funds are to be used to expand the scope of work for the ongoing transit study for coordinated fare and fee collection.

Mr. Kelly moved to recommend approval of the proposed TIP amendment to the Policy Board; seconded by Councilperson Selin. With no discussion, the motion was passed unanimously.

## 7. Auditor Selection

Mr. Austin noted that as required under State Code, the MPO forwarded our RFQ for auditor services to three firms from the list of eligible firms by the State Auditor's Office. In response to our RFT we received two proposals for the conduct of our audit for the period 2020 to 2023. Utilizing the States required methodology the MPO's Selection Committee unanimously recommended the selection of Balestra, Harr, and Scherer (BHS), the MPO's current auditor, for the conduct of the MPO's audits for the next three years. Mr. Austin noted that BHS was not the low bidder for the contract however, the consensus of the Selection Committee was that the BHS proposal was more responsive to the RFQ as identified by the process required by the State Auditor's Office.

Mr. Austin noted that it is requested that the Policy Board authorize the Executive Director to enter into a contract totaling \$9,300 with BHS for their services over the next three years.

Mr. Bruffy moved to authorize the Executive Director to enter into a contract totaling \$9,300 with BHS for the service described, seconded by Mr. Kelly. With no discussion, the motion was passed unanimously.

## 8. Performance Measures

### *a. Highway Safety Performance Measures*

Mr. Austin noted that States are required to adopt goals for these Performance measures to document progress in achieving national goals. MPOs are asked to adopt the Highway Safety goals. Mr. Austin read the goals identified by the WV DOH.

Mr. Kelly moved to adopt the Highway Safety Performance Measures as presented; seconded by Mr. Bruffy. With no further discussion, the motion was approved.

### *b. Transit Asset Management Performance Measure*

Mr. Austin noted that similar to the requirements put on states for the maintenance of bridges, transit providers are to develop performance measures and goals for the maintenance of their infrastructure and equipment. For the purposes of these measures, the WVDOT Division of Public Transit works with the transit systems around the state to develop the performance measures and target goals for the state's public transportation providers. Mr. Bruffy noted that the measure set objectives for the federal investment in transit asset. The safety measures are consistent with highway measures, such as fatality and serious injuries.

Councilperson Kawecki moved to adopt the Transit Asset Management Performance Measure as presented; seconded by Mr. Kelly. With no further discussion, the motion was approved.

*c. Transit Safety Performance Targets*

Mr. Austin noted that as part of the same legislation that mandates the Highway Performance Measures, the Federal Transit Administration mandates that State and local transit agencies adopt Safety performance measures to ensure that Federal funding is meeting goals for efficiency and safety. Mr. Austin noted that Mountain Line's performance measures for the Public Transportation Safety Plan is included in the agenda package.

This is an informational item. No action is need from the board.

**9. Discussion of upcoming Transportation Plan Update and Comprehensive Plans**

Mr. Austin noted that the MPO is preparing to update the MPO's Metropolitan Transportation Plan. MPO Staff is proposing that the area's municipalities as well as Monongalia County update their comprehensive plans in conjunction with MTP Update, in a single effort that would develop updated land use for use in the MPO's regional travel demand model. These comprehensive plans as well as the Comprehensive Plans for Westover, Granville and Monongalia County are all due for an update in 2022. Mr. Austin noted that the MPO would use transportation planning funds to supplement the local funds for public involvement in the development of the Comprehensive plans. It will more efficiently develop all of the plans.

The plan updates will emphasize the synergy and the economy of scale from the combined public involvement process for land use and transportation planning. Mr. Austin noted that the recently adopted regional bicycle and pedestrian plan and the ongoing Mountain Line short and medium range strategic plan will be integrated into the plan update.

Councilperson Selin noted that the last joint plan update in 2010 was very well done. It was a cost-effective to update plans for region. Mr. Bruffy noted that the metropolitan transportation plan update will decide the priority for transportation infrastructure investment in the region. It is important for the stakeholders to participate in the planning process.

**10. Other Business**

Mr. Carr noted that the DOH will update the statewide long-range transportation plan. The DOH has been working on the update for the last four months and the consultant will get in touch with each MPO in the state for interviews. Mr. Carr noted that MPO's metropolitan transportation plans will be a vital part of the statewide plan. The project team will set up a website providing information about the state plan update.

Mr. Carr noted that the Mileground project is moving forward with site preparation for construction. The DOH has access to most parcels in the corridor and is waiting to get access to remaining parcels. Mon Power is starting to remove utility infrastructures along the Eastern Hill section.

Councilperson Kawecki asked about the status of Beechurst Ave project. Mr. Austin noted that the DOH's engineering study on this project is wrapping up. The DOH is collaborating with the WVU and the City of Morgantown on the Campus Dr intersection improvement and the 1<sup>st</sup> St relocation. The project is expected to begin construction in 2022.

Councilperson Selin asked if DOH's highway projects in the statewide plan could overtake the priority for the projects in the MPO's plan. Mr. Carr noted that the projects in the statewide transportation plan

will not be prioritized and the DOH will implement those projects based on performance measures and local MPO priorities.

Mr. Abildso asked if the MPO's bicycle and pedestrian projects will be integrated into the statewide long-range transportation plan. Mr. Carr noted that the statewide plan often includes regionally significant projects with no clear funding sources in sight. Local pedestrian and bicycle projects are less likely to be included in the statewide long-range plan. Mr. Carr also noted that the state long-range plan will identify projects under the guidance of performance measures to achieve statewide performance goals.

## **11. Adjournment**

The meeting adjourned on 7:32 PM.