

**Morgantown Monongalia MPO
Minutes
August 16, 2012
City of Morgantown
Council Chambers**

MEMBERS PRESENT: Joe Statler, Asel Kennedy, Patty Lewis, Mike Kelly, Anthony Giambrone, Jim Manilla, Joe Fisher

MEMBERS ABSENT: Eldon Callen, Bill Byrne, Wes Nugent, Perry Keller

I. CALL TO ORDER: Mr. Statler called the meeting to order. A quorum was not present at 7:00pm, so it was decided to begin with the Executive Director's report since no action would need to be taken.

II. EXECUTIVE DIRECTOR'S REPORT:

1. Downtown Traffic Operation Study Status. Mr. Austin reported the City of Morgantown requested the DOH perform a study of downtown traffic. A significant amount of data collection was done for the Study, including an origin and destination study of where traffic enters and exits downtown. Marshall University (Rahall Institute) and WVU are working together; alternatives are being modeled. This information will be presented to the MPO Policy Board at the January 2013 meeting.

2. LRTP Update Status: The Regional Visioning Process has been completed. Suggestions and alternatives for the LRTP were given by the Transportation Advisory Group. The consultants will be coming back with a fully constrained plan, with three potential tiers.

- a. What if there is "double the money" available;
- b. \$130 million available thru 2040, and
- c. what would the "bare bones" necessities be.

The consulting team will have a preliminary review for a TAG meeting in September.

3. Mileground Project Update: The DOH is wrapping up the right of way certificates within the next two weeks, bids for the project will be two weeks from that date. The DOH is consulting with the Board of Education regarding the timing for the roundabout and the opening of the new Eastwood School. The CAC has expressed concerns if the timing of those two projects do not coincide. Left turns will be a serious problem.

4. Van Pool Status: This project is temporarily on hold. Ms. Williams is out and her status is somewhat unsure. MountainLine will soon be getting a Mobility Manager who will assist in the vanpooling project. The MPO will handle the organizational meetings while the Mobility Manager will handle the day to day operations. More clarification of the project will be given in September or October. The contract with VPSI expires September 1. Bids will go out for other providers. Mr. Kennedy asked the status of those utilizing the vanpool. Mr. Austin stated 60 people had originally signed up. There are currently vanpool groups going to two area's one from here to Pittsburgh and a vanpool is now serving the FBI in Clarksburg. The MPO's incentive program needs to be reworked. There was a lot of interest expressed in the program but no one wanted to sign up to be responsible for the van itself.

5. Signalization Project Update: The 705 Corridor software is running but needs to be validated to see if it is successfully working before putting it into place. The goal is for the software to be operation in October 2012. Mr. Manilla asked which signalization is presently working. Mr. Austin stated all software is running using the current signalization patterns. Modeling is now being done; once the model operating in the signal system is validated and fine tuned, it will be put in operation. A meeting with the state will take place in October, 2012. Signalization for the 705 Corridor is from University Town Center to 705, Patteson Drive, VanVoorhis Road and to the Hartman Run Road/Airport Road Intersection. This will be the first one turned on. Signalization from 8th Street to the Waterfront still needs more work and will not be ready until Spring 2013.

III. APPROVAL OF MINUTES: (A quorum is now present) Mr. Kelly moved to approve the minutes as presented; seconded by Mr. Kennedy. With no discussion, the motion unanimously passed.

IV. FINANCE REPORT (June and July 2012)

Mrs. Lewis reported a beginning balance for June of \$11,032.67; two deposits made totaling \$33,813.25; expenditures of \$39,328.06 leaving a balance of \$5,507.85.

July's beginning balance was \$5,507.85; two deposits made totaling \$36,500; expenditures of \$13,251.58 leaving an ending balance of \$28,766.28. Mr. Kennedy moved to approve the Financial Report as given; seconded by Mr. Giambrone. With no discussion, the motion unanimously passed.

V. TRANSPORTATION IMPROVEMENT PROGRAM:

1. MountainLine Transit TIP. The State has requested a TIP amendment for MountainLine Transit. It will be reformatted to add one more year to the MountainLine Transit TIP and to add a Regional Mobility Coordinator position. The MountainLine Board, the TAC and the CAC have recommended approval of the TIP. Mr. Kennedy moved the TIP amendment for MountainLine Transit be approved; seconded by Mr. Keller. With no discussion, the motion unanimously passed.

2. DuPont Road Slide Repair TIP Amendment. This TIP amendment had previously been approved by the MPO Board, but the paperwork was lost by the State. This is an emergency project and there was not enough time to properly advertise, therefore, the State, TAC and CAC recommended this amendment be conditionally approved upon the successful completion without citizen complaint of public involvement period which is scheduled to end August 31, 2012. Mr. Kennedy moved to conditionally approve the DuPont Road Slide Repair TIP; seconded by Mr. Kelly. With no discussion, the motion unanimously passed.

VI. MPO's PROCEDURE for PRIVATE CONSULTANTS:

The FHA and the State are seeking comments on how various MPO's acquire services of private consultants. The MPO has no standing policy on how this is done but our procedures are in full compliance with what the State requires. A formal policy needs to be adopted that include three levels for acquiring private consultants:

- a. \$25,000 and over will require RFQ's and RFP's;
- b. \$10,000 to \$24,999 will require a written quote;
- c. Under \$10,000 can be done by telephone

The MPO's attorney has reviewed the policy and is comfortable with it. Mr. Fisher noted that a few of the references are incorrect and are not material to the document. He requested that he be allowed to provide Mr. Austin with those comments but that the Policy move forward with those changes.

Mr. Fisher moved to accept this policy with minor editing; seconded by Mr. Manilla. With no discussion, the motion unanimously passed.

VII. MEMORANDUM OF UNDERSTANDING WITH MOUNTAIN LINE:

The Federal Transportation Administration has requested a more detailed memorandum of understanding between the MPO and Mountain Line. There

now is an agreement between the MPO and MountainLine for the MPO to perform long range transportation planning services for MountainLine. The funds for this purpose are included in the UPWP. The MPO uses Mountain Line's FTA funding to develop its LRTP. A similar policy was approved by the MPO Board two years ago. Mr. Kennedy moved to accept the memo of understanding with MountainLine; seconded by Mr. Kelly. With no discussion, the motion unanimously passed.

VIII. OTHER BUSINESS:

Bill Rice, Chair of the CAC, expressed concern with Eastwood School and the roundabout, with respect to problems with left hand turns. Mr. Statler advised Governor Tomblin will be in town on August 21 to tour the project. Mr. Kennedy noted he will also tour the new proposed interchange between Westover and Star City. The Governor will be at University Town Center on August 21 at 1:30.

The meeting adjourned at 7:35 PM.