



243 High Street Room 026  
Morgantown, WV 26505  
(304) 291-9571  
[www.plantogether.org](http://www.plantogether.org)

### **Agenda**

Policy Board  
Monongalia County Commission Chambers  
243 High Street  
Morgantown WV  
August 18, 2022

6:00 PM

1. Call To Order
2. Public Comment Period
3. Approval of Minutes
4. Committee Reports
  - a. Citizens Advisory Committee
  - b. Treasurers Report
  - c. Executive Directors Report
5. Presentation by WestRidge
6. TIP Amendments
7. Public Involvement Policy
8. Request for Proposals for On Call Engineering and Planning Services
9. Proposed Safe Streets for All Grant Zero Fatalities Resolution
10. Travel Policy Amendment
11. Other Business
12. Meeting Adjournment



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### Memorandum

**Date:** August 11, 2022  
**To:** Policy Board Members  
**From:** Bill Austin, AICP  
**Subject:** August 18, 2022 Policy Board Meeting Agenda Items

This memorandum is to inform you of the items under consideration in the August 18, 2022 Agenda.

West Virginia Department of Transportation-Division of Highways has requested the following TIP amendments:

#### **FY 2022**

##### ***Remove***

I-79 BRIDGE REHABILITATIONS, REHAB BRS - DESIGN/BUILD, Project Federal ID: NHPP0793308D.  
Funding source: NHPP

I-79 BRIDGE REHABILITATIONS, REHAB 4 BRS - DESIGN/BUILD, Project Federal ID: NHPP0793313D.  
Funding source: HWI-BR

I-79 BRIDGE REHABILITATIONS, REHAB 4 BRS - DESIGN/BUILD, Project Federal ID: NHPP0793312DTC.  
Funding source: NHPP

I-79 BRIDGE REPLACEMENTS (BUILD GRANT), REHAB 4 BRS - DESIGN/BUILD, Project Federal ID: NHPP0793313D. Funding source: EARMARK- GRANT

I-79 BRIDGE REHABILITATIONS, REHAB BRS - DESIGN/BUILD, Project Federal ID: NHPP0793309D.  
Funding source: HWI-BR

##### ***Add***

I-79 BRIDGE REHABILITATIONS, REHAB BRS - DESIGN/BUILD, Project Federal ID: HWI0793309D. NHPP-BR. Construction. Federal Dollar Cost: \$31,805,012, Total Dollar Cost: \$35,338,903

I-79 BRIDGE REPLACEMENTS, REPLACE 4 BR -DESIGN/BUILD, Project Federal ID: HWI0793313D. NHPP-BR. Construction. Federal Dollar Cost: \$4,662,111, Total Dollar Cost: \$5,180,123

I-79 BRIDGE REHABILITATIONS, REHAB BRS - DESIGN/BUILD, Project Federal ID: HWI0793309D. HWI-BR. Construction. Federal Dollar Cost: \$15,156,030, Total Dollar Cost: \$16,840,033

I-79 BRIDGE REPLACEMENTS, REPLACE 4 BR - DESIGN/BUILD, Project Federal ID: HWI0793313D. HWI-BR. Construction. Federal Dollar Cost: \$31,332,917, Total Dollar Cost: \$34,814,352

I-79 BRIDGE REPLACEMENTS, REPLACE 4 BR - DESIGN/BUILD, Project Federal ID: NHPP0793312DTC. NHPP. Right of Way. Federal Dollar Cost: \$48,000, Total Dollar Cost: \$48,000

I-79 BRIDGE REHABILITATIONS (BUILD GRANT), REHAB BRS - DESIGN/BUILD, Project Federal ID: HWI0793309D. EARMARK GRANT. Construction. Federal Dollar Cost: \$20,000,000, Total Dollar Cost: \$20,000,000

**The TTAC and CAC both unanimously recommended the approval of the WVDOH's TIP Amendments to the MPO Policy Board.**

Mountain Line has requested that the MMMPO amend the TIP to include the table below.

Category	Source	2023		2024		2025	
		Federal	Local	Federal	Local	Federal	Local
Operation Assistance							
Operating Assistance (1)	5307 ARP	\$3,350,000	N/A				
Operating Assistance	5307 -	\$3,401,120	\$3,401,120	\$3,401,120	\$3,401,120	\$3,401,120	\$3,401,120
Operating Assistance	CMAQ 5307	\$5,000	N/A	\$5,000	N/A	\$5,000	N/A
Capitol Assistance							
5307 Preventative Maintenance (2)	5307	\$200,000	\$50,000	\$200,000	\$50,000	\$200,000	\$50,000
Revenue Rolling Stock Replacement (3)	5307	\$2,223,225	\$555,806				
Revenue Rolling Stock Replacement	5339	\$2,192,835	\$548,209	\$153,537	\$38,384	\$650,000	\$162,500
Federal 5311(f) Intercity (4)	5311 ARPA	\$200,000	N/A				
Federal 5311(f) Intercity	5311	\$369,249	\$369,249	\$370,000	\$370,000	\$370,000	\$370,000
Operating Assistance (5)	5310 - CRRSA	\$78,000	N/A				
Operating Assistance	5310			\$80,000	\$80,000	\$80,000	\$80,000

This table reflects Mountain Line’s actual budget for upcoming fiscal year which begins October 1 as well as changes to the format of the TIP agreed to by WVDOT and the Federal Transit Administration. **The TTAC and the CAC both unanimously recommended approval of Mountain Line’s TIP Amendments by the MPO Policy Board.**

In addition to the proposed TIP Amendments WVDOH has requested the following TIP Adjustments. These Adjustments do not require approval by the Policy Board.

**TIP Administrative Adjustment**

*The WV Division of Highways has requested the following Transportation Improvement Program (TIP) Administrative Adjustment:*

*Add*

US 119 MORGANTOWN LIGHTING, UPDATE LIGHTING. Construction phase. Project Federal ID: NHPP0119493D. Federal Dollar Cost: \$1,600,000, Total Dollar Cost: \$2,000,000.

*FFY Changes*

I-79 SB Welcome Center project, moving from FFY 2024 to 2025

Holland Ave + 1 project, moving from FFY 2023 to 2024

River Road Slides, moving from FFY 2023 to 2024

Laurel Point Bridge (GO BOND 2/3), moving from FFY 2022 to 2023

Exit 146 SB Exit Ramp, moving from FFY 2022 to 2023

Exit 152 NB & SB Ramp, moving from FFY 2022 to 2023

*FFY and Project Cost Changes*

Everettville Bridge, moving from FFY 2022 to 2023, increasing federal funding from \$500,000 to \$1, 100,000

Morris Builders Bridge + 1, moving from FFY 2022 to 2023, increasing federal funding from \$1,125,000 to \$2, 800,000

***Project Removal Due to Funding Obligation***

The funding for the following projects has been obligated. Those projects will be removed from the MPO’s TIP Highway Table.

- Foundry St Linkage Trail: Construct Trail
- Holland Ave + 1: Design/Build ADA Ramps
- Caperton Trail Lighting: Install Lighting
- Cheat Lake – Coopers Rock: Resurfacing
- Pleasant St Streetscape: Sidewalk Construction
- FY 23 MMMPO Budget: Highway Planning & Research
- FY 23 Greenbag Road Right of Way \$3,000,000

**No action is required on these items.**

**-Draft Public Involvement Policy**-Please find enclosed with the Agenda a copy of the draft Public Involvement Policy as modified from comments received at the last TTAC and CAC meetings. Changes to the document include a more robust description of the MPO's partnership for public involvement for amendments and adoption of the Transportation Improvement Program with Mountain Line. Identifies that the MPO will work with the City of Morgantown's and other Neighborhood Associations as potential means for involving the public in the Transportation Planning Process. MMMPO Staff released the draft policy to the public in June. No public comments were received on the proposed policy. It is respectfully requested that the Policy Board adopt the revised Public Involvement Policy. **The TTAC and CAC both unanimously recommended approval of the draft policy to the Policy Board.**

**-Requests for Qualifications for On Call Engineering/Planning Services**-With the passage of the Infrastructure Bill, it has become apparent that the MPO will need to have planning and engineering resources available to address the quick implementation of projects as we move forward. The IIJA provides for MPO's to receive direct allocations of federal funds for projects. These funds may be used for engineering and design in addition to the Federal funds available to the MPO for planning purposes. Several MPO's around the state have developed an On Call Engineering contract with engineering firms to address these needs potentially including the conduct of the MPO's Annual Traffic Count Program. WVDOH also has contracts with engineering firms to perform these services as needed. The enclosed draft On Call services RFQ provides for the MPO to enter into a contract with up to 3 firms to perform on-call services. The proposed contract would not obligate the MPO to spend any funds with a firm but it would provide the MPO with a set fee structure for engaging engineering firms for specific tasks. **The TTAC and CAC have both unanimously recommended that the Policy Board release this RFQ to acquire firms for an on call services contract.**

**-Proposed Safe Streets for All Grant**-Please find included in the agenda package a resolution adopting a "Zero Fatality" approach to traffic safety. Adoption of this policy will support the MPO's application for a Safe Streets for All grant application. This program differs from typical FHWA grant programs in that it seeks to spur systemic change to improve safety for an area's transportation network so it can consist of more than one project and state departments of transportation are not eligible to apply for a grant.

MPO Staff has been working with Policy Board Members and agency staff to develop a list of projects for an application for a Safe Streets for all Grant-The purpose of the grant program is to address safety concerns throughout the community with a systemic or region wide approach. If the MPO is successful in applying for the grant the MPO would create a committee based on the Pedestrian Safety Committee that has been operating for sometime to oversee the implementation of the grant's projects. Members of that committee include Monongalia County, the City of Morgantown, WVU, the West Virginia Local Transportation Assistance program. Under the proposal for the grant that committee would be expanded to include representatives (staff or elected officials) for the MPO member agencies that participate in the application.

To date Policy Board members have indicated that they would support the MPO applying for the grant to include the Willey Street Reconstruction/Relocation project included in the recently adopted MTP, two projects in Star City, and several projects in Granville. Mountain Line has also expressed an interest in participating in the grant application. The City of Morgantown is to provide additional projects prior to the Policy Board meeting. In addition to proposing construction projects for the grant the MPO is working with WVU Medicine to develop a traffic safety/active transportation educational outreach effort to inform the area's residents about traffic safety and active transportation which promotes health as well as helps to reduce traffic congestion. MPO Staff anticipates having more information on the proposed grant at the Policy Board meeting. **It is respectfully requested that the Policy Board adopt the attached Resolution to adopt a Zero Fatality Policy to be included in the MPO's grant application.**

**-MPO Staff Travel Policy Amendment**-As part of an ongoing review of the MPO's policies staff looked at the MPO's travel policy. In reviewing the policy it was noted that the MPO does not have a per diem policy for travel outside of the area. Staff reviewed several different policies and is recommending that the MPO adopt the rates from the United State General Services Administration per diem policy for West Virginia. **It is respectfully requested that the Policy Board adopt the attached travel policy with those rates.**

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Centra-Checking (voucher checks)									27,407.35
Depo:	05/03/2022		ICMA. Retirement Corp	Jessica Moberly reimbursement		√	Salary	200.00	27,607.35
Depo:	05/04/2022		Monongalia County	JM reimbursement Aoril		√	Salary	2,349.40	29,956.75
Chocl	05/11/2022	9431	Dominion Post	TIP Announcement		√	Public Notices	-139.77	29,816.98
Chocl	05/11/2022	9432	Public Employees Insurance Agency			√	Salary	-2,555.34	27,261.64
Chocl	05/11/2022	9433	Retiree Health Benefit Trust Fund			√	Salary	-144.00	27,117.64
Chocl	05/11/2022	9434	Service Plus			√	Accounting (Accounting Fees)	-129.08	26,988.56
Chocl	05/13/2022	6007	J. William B. Austin	Electronic Transfer		√	Salary	-2,386.85	24,601.71
Chocl	05/13/2022	6009	Jing Zhang	Electronic Transfer		√	Salary	-1,501.88	23,099.83
Chocl	05/13/2022	6010	ICMA. Retirement Corp	BA and JZ		√	Salary	-1,762.75	21,337.08
Chocl	05/13/2022	6012	Jessica Moberly	Electronic Transfer		√	Salary	-1,231.34	20,105.74
Chocl	05/13/2022	6013	ICMA. Retirement Corp	JM		√	Salary	-475.00	19,630.74
Chocl	05/13/2022	941	IRS	Electronic Transfer		√	Salary	-1,672.34	17,958.40
Depo:	05/20/2022		WVDOH	Deposit		√	PL Funds (Funds)	31,287.09	49,245.49
Chocl	05/24/2022	9435	Centra Bank - Mastercard	\$58 software \$998.23 Travel			Travel	-956.23	48,289.26
Chocl	05/24/2022	9436	J. William B. Austin	Mileage to Conf. in Berkely Springs			Salary	-149.76	48,139.50
Chocl	05/24/2022	9437	Jing Zhang	All Exp. APA Nat. Conf. San Diego		√	Travel	-2,136.60	46,002.90
Chocl	05/24/2022	9438	Stantec Consulting Service	MTP Update		√	Consulting (Consulting Expense)	-15,000.00	31,002.90
Chocl	05/24/2022	9439	WV Board of Risk & Insurance Mgmnt.				Administrative Overhead	-1,578.00	29,424.90
Chocl	05/30/2022	6014	J. William B. Austin	Electronic Transfer		√	Salary	-2,386.83	27,038.07
Chocl	05/30/2022	6015	Jessica Moberly	Electronic Transfer		√	Salary	-1,231.33	25,806.74
Chocl	05/30/2022	6016	Jing Zhang	Electronic Transfer		√	Salary	-1,501.88	24,304.86
Chocl	05/30/2022	6017	ICMA. Retirement Corp				Salary	-2,037.75	22,267.11
Chocl	05/30/2022	941	IRS	Electronic Transfer			Salary	-1,672.40	20,594.71
Chocl	05/30/2022	5302	WV Dept of Tax and Revenue	Electronic Transfer			Salary	-638.00	19,956.71
Total Centra-Checking (voucher checks)									19,956.71
TOTAL									

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
<b>Centra-Checking (voucher checks)</b>									<b>19,956.71</b>
Depos	06/02/2022		Monongalia County	JM reimbursement		√	Salary	2,349.40	22,306.11
Check	06/15/2022	9440	J. William B. Austin	Mileage for Charleston		√	Travel & Ent	-186.03	22,120.08
Check	06/15/2022	9441	Public Employees Insurance Agency			√	Salary	-2,555.34	19,564.74
Check	06/15/2022	9442	Retiree Health Benefit Trust Fund			√	Salary	-144.00	19,420.74
Check	06/15/2022	9443	Service Plus			√	Accounting	-160.52	19,260.22
Check	06/15/2022	9444	Fringe Benefits Management Company			√	Salary	-360.66	18,899.56
Check	06/15/2022	6018	J. William B. Austin	Electronic Transfer		√	Salary	-2,386.84	16,512.72
Check	06/15/2022	6019	Jessica Moberly	Electronic Transfer		√	Salary	-1,231.33	15,281.39
Check	06/15/2022	6020	Jing Zhang	Electronic Transfer		√	Salary	-1,501.88	13,779.51
Check	06/15/2022	941	IRS	Electronic Transfer		√	Salary	-1,672.38	12,107.13
Check	06/15/2022	6021	ICMA. Retirement Corp			√	Salary	-2,037.75	10,069.38
Depos	06/21/2022		WVDOH	May 2022		√	PL Funds (Funds)	35,045.02	45,114.40
Depos	06/21/2022		Monongalia County	JMoberly June		√	Salary	2,349.40	47,463.80
Check	06/30/2022	9445	Centra Bank - Mastercard	\$102.81 software 12.63 food		*	Computer Software	-114.44	47,349.36
Check	06/30/2022	9446	Stantec Consulting Service	Last MTP Update Payment		*	Consulting	-35,107.48	12,241.88
Check	06/30/2022	9447	WV Newspaper Publishing Co.	Ad for PIP Update		*	Administrative Overhead	-68.79	12,173.09
Check	06/30/2022	6022	J. William B. Austin	Electronic Transfer		√	Salary	-2,386.83	9,786.26
Check	06/30/2022	6023	Jessica Moberly	Electronic Transfer		√	Salary	-1,231.34	8,554.92
Check	06/30/2022	6024	Jing Zhang	Electronic Transfer		√	Salary	-1,501.89	7,053.03
Check	06/30/2022	6025	ICMA. Retirement Corp			*	Salary	-2,037.75	5,015.28
Check	06/30/2022	941	IRS	Electronic Transfer		*	Salary	-1,672.36	3,342.92
Check	06/30/2022	63022	WV Dept of Tax and Revenue	Electronic Transfer		*	Salary	-638.00	2,704.92
Total Centra-Checking (voucher checks)									2,704.92

TOTAL

Morgantown - Mon County Trans. Planning Org.  
 Checking Account  
 As of July 31, 2022

11:32 AM  
 08/08/2022  
 Accrual Basis

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
<b>Centra-Checking (voucher checks)</b>								<b>2,704.92</b>
Check	07/08/2022	9449	City of Morgantown	User Fee	*	Salary	-117.00	2,587.92
Deposit	07/13/2022		Monongalia County	Deposit FY 2023 Match	*	PL Funds Match	17,500.00	20,087.92
Check	07/15/2022	9453	Dominion Post		*	Public Notices	-59.38	20,028.54
Check	07/15/2022	9454	Fringe Benefits Management Company	May	*	Salary	-357.06	19,671.48
Check	07/15/2022	9455	WVAMPO	WVAMPO/National AMPO Dues	*	Professional Fees	-650.00	19,021.48
Check	07/15/2022	9456	Fringe Benefits Management Company	June	*	Salary	-357.06	18,664.42
Check	07/15/2022	9457	Service Plus		*	Accounting	-125.60	18,538.82
Check	07/15/2022	6026	J. William B. Austin	Electronic Transfer	*	Salary	-2,616.77	15,922.05
Check	07/15/2022	6027	Jessica Moberly	Electronic Transfer	*	Salary	-1,295.29	14,626.76
Check	07/15/2022	6028	Jing Zhang	Electronic Transfer	*	Salary	-1,581.18	13,045.58
Check	07/15/2022	6029	ICMA. Retirement Corp		*	Salary	-2,001.99	11,043.59
Check	07/15/2022	941	IRS	Electronic Transfer	*	Salary	-1,796.18	9,247.41
Deposit	07/18/2022		City of Morgantown	Deposit	*	PL Funds Match	17,500.00	26,747.41
Deposit	07/22/2022		WVDOH	WVDOH	*	PL Funds (Funds)	53,731.21	80,478.62
Check	07/28/2022	9458	Centra Bank - Mastercard			Web Hosting	-101.81	80,376.81
Check	07/28/2022	9459	Fringe Benefits Management Company			Salary	-360.66	80,016.15
Check	07/28/2022	9461	Public Employees Insurance Agency			Salary	-2,778.90	77,237.25
Check	07/28/2022	9462	Retiree Health Benefit Trust Fund			Salary	-210.00	77,027.25
Check	07/29/2022	6030	J. William B. Austin	Electronic Transfer	*	Salary	-2,616.76	74,410.49
Check	07/29/2022	6031	Jessica Moberly	Electronic Transfer	*	Salary	-1,295.30	73,115.19
Check	07/29/2022	6032	Jing Zhang	Electronic Transfer	*	Salary	-1,581.18	71,534.01
Check	07/29/2022	6033	ICMA. Retirement Corp			Salary	-2,001.99	69,532.02
Check	07/29/2022	941	IRS	Electronic Transfer		Salary	-1,796.18	67,735.84
Check	07/29/2022	72922	WV Dept of Tax and Revenue	Electronic Transfer		Salary	-698.00	67,037.84
<b>Total Centra-Checking (voucher checks)</b>								<b>67,037.84</b>

TOTAL