



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

### Agenda

Policy Board Meeting  
City of Morgantown  
389 Spruce Street  
Morgantown WV  
March 17, 2022

6:00 PM

1. Call To Order
2. Public Comment Period
3. Approval of Minutes
4. Committee Reports
  - a. Citizens Advisory Committee
  - b. Finance Committee
  - c. Executive Director
5. TIP Amendments
6. 2022 UPWP Amendment
7. 2023 Unified Planning Work Program
8. Draft Metropolitan Transportation Plan
9. Update on Transit Study
10. Demonstration of Online TIP Database
11. Other Business
12. Meeting Adjournment



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### **Memorandum**

**Date:** March 10, 2022  
**To:** Policy Board Members  
**From:** Bill Austin, AICP  
**Subject:** March 10, 2022 Meeting Agenda Items

This memorandum is to inform you of the items under consideration in the March 10, 2022 Agenda.

**5) Transportation Improvement Program Amendment-** The proposed TIP Amendments are as follows:

#### **West Virginia Department of Transportation Division of Highways**

##### **FY 2022**

###### *Update – Cost Increase*

**I-79 Bridge Rehabilitations** – Rehab Bridges, Design/Build – Construction. Project number U384791097400. Federal funds \$63,270,000 (from \$40,139,040); total funds \$70,300,000 (from \$50,173,800).

##### **FY 2023**

#### **West Virginia University**

West Virginia University requested to utilize the funds totaling \$1,674,325.00 for SGR activities that will improve and maintain PRT vehicles, stations, and guideway infrastructure. The \$1,674,325.00 combines the State of Good Repairs (SGR) 5337 grant apportionments of \$887,577.00 from FFY 2020 and the \$786,748.00 from the FFY21. The projects include:

ALI 12.7A.00 Preventative Maintenance, \$ 150,000.00  
ALI 12.44.03 Rehab/Renovation – Admin/Maintenance Facility, \$ 50,000.00  
ALI 12.24.07 Rehab/Renovation PRT Guideway, \$ 537,162.50

ALI 12.34.02 Rehab/Renovation PRT Passenger Stations, \$ 537,162.50

ALI 12.44.20, \$ 400,000.00

WVDOH and WVU request that the Policy Board adopt the TIP Amendments identified above. The TTAC and CAC have reviewed the Amendments and recommended that they be adopted.

**6) 2022 Unified Planning Work Program Amendment-**As reported at the January Policy Board meeting the Policy Board needs to amend the 2022 Unified Planning Work Program so we may complete payment for the ongoing update of the Metropolitan Transportation Plan. This amendment is necessary because the project got off to a late start and a portion of the work budgeted for in the previous fiscal year was not completed that fiscal year. This work was carried over to the current fiscal year. MPO staff has coordinated with WVDOH to ensure that the necessary funds are available. The MPO carried over the match required for these funds from last year.

MPO staff respectfully requests that the Policy Board amend the Consultant Services line item in the FY 2022 Unified Planning Work Program be increased by \$25,000 to \$235,000 from \$210,000.

**7) 2023 Unified Planning Work Program-**Please find enclosed the draft Transportation Improvement Program for FY 2022-2023. At the last Policy Board meeting the Policy Board requested that the MPO look at additional cost of living allowance pay increases over and above the 3 percent originally proposed. The draft document enclosed includes tables for 3%, 4% and 5% cost of living allowances for MPO staff. None of these proposed pay increases necessitate a significant increase in the budget as presented in January. To keep the total budget the same we are proposing a decrease of \$4,000 in the Consulting Services line item and an approximately \$1,000 decrease in MPO travel expenses. Other than this very little has changed in the document since the Policy Board reviewed it except there has been some fine tuning of the language, the actual work to be performed has stayed the same. The TTAC and the CAC have reviewed and recommended approval of the UPWP for FY 2022-2023.

**8) Metropolitan Transportation Plan-**We will be requesting that the Policy Board release the draft document to the public for comment. There will be a workshop with the Plan Steering Committee prior to the Policy Board meeting beginning at 4 pm. The TTAC and CAC have reviewed the draft Plan and recommended that it be released to the public for comment.

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

10:29 AM

630702022

Accrual Basis

Type	Date	Num	Name	Memo	Class	Cr	SpB	Amount	Balance
<b>Centra-Checking (voucher checks)</b>									<b>33,386.68</b>
Check	01/12/2022	9398	Public Employees Insurance Agency			√	Salary	-1,997.94	31,388.74
Check	01/12/2022	9399	Retiree Health Benefit Trust Fund			√	Salary	-232.00	31,156.74
Check	01/12/2022	9400	WV Newspaper Publishing Co.			√	Administrative Overhead	-800.00	30,356.74
Check	01/13/2022	0113	City of Morgantown	User Fee			Salary	-97.50	30,259.24
Check	01/15/2022	5962	J. William B. Austin	Electronic Transfer		√	Salary	-2,386.84	27,872.40
Check	01/15/2022	5963	Jing Zhang	Electronic Transfer		√	Salary	-1,501.88	26,370.52
Check	01/15/2022	5964	ICMA. Retirement Corp			√	Salary	-1,762.75	24,607.77
Check	01/15/2022	941	IRS	Electronic Transfer		√	Salary	-1,316.70	23,291.07
Check	01/27/2022	9402	Fringe Benefits Management Comp.				Salary	-337.66	22,953.41
Check	01/27/2022	9403	WVAMPO	Jessica Moberly Conference Fee			Professional Fees	-110.00	22,843.41
Check	01/28/2022	5967	ICMA. Retirement Corp				Salary	-1,339.67	21,503.74
Check	01/28/2022	5968	J. William B. Austin	Electronic Transfer		√	Salary	-2,386.84	19,116.90
Check	01/28/2022	5969	Jing Zhang	Electronic Transfer		√	Salary	-1,501.88	17,615.02
Check	01/28/2022	941	IRS	Electronic Transfer			Salary	-1,698.70	15,916.32
Check	01/28/2022	012822	WV Dept of Tax and Revenue	Electronic Transfer			Salary	-584.00	15,332.32
Check	01/28/2022	9404	Centra Bank - Mastercard	Adobe and Website			Computer Software	-272.77	15,059.55
Check	01/28/2022	5970	Jessica Moberly				Salary	-1,339.67	13,719.88
Total Centra-Checking (voucher checks)									<b>13,719.88</b>

TOTAL

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Centra-Checking (voucher checks)								<b>13,394.30</b>
Deposit	02/04/2022		WVDOH	Deposit	√	PL Funds (Funds)	40,325.13	53,719.43
Check	02/14/2022	9401	City of Morgantown	User Fee	√	Salary	-97.50	53,621.93
Check	02/15/2022	5971	J. William B. Austin	Electronic Transfer	√	Salary	-2,386.84	51,235.09
Check	02/15/2022	5973	Jing Zhang	Electronic Transfer	√	Salary	-1,501.88	49,733.21
Check	02/15/2022	5975	Jessica Moberly	Electronic Transfer	√	Salary	-1,231.33	48,501.88
Check	02/15/2022	5974	ICMA. Retirement Corp	JZ and BA	√	Salary	-1,762.75	46,739.13
Check	02/15/2022	5976	ICMA. Retirement Corp	JM	√	Salary	-275.00	46,464.13
Check	02/15/2022	9405	Public Employees Insurance Agency		√	Salary	-2,605.34	43,858.79
Check	02/15/2022	9406	Retiree Health Benefit Trust Fund		√	Salary	-144.00	43,714.79
Check	02/15/2022	9407	Stantec Consulting Service	MTP Update	√	Consulting	-12,711.21	31,003.58
Check	02/15/2022	9408	WV Newspaper Publishing Co.		√	Admin Overhead	-119.48	30,884.10
Check	02/15/2022	9409	J. William B. Austin	Mileage for 2 Charleston Trips	√	Salary	-374.40	30,509.70
Check	02/15/2022	941	IRS	Electronic Transfer	√	Salary	-1,672.38	28,837.32
Deposit	02/18/2022		WVDOH	January 2022	√	PL Funds (Funds)	18,085.53	46,922.85
Check	02/28/2022	5977	J. William B. Austin	Electronic Transfer	√	Salary	-2,386.83	44,536.02
Check	02/28/2022	5978	Jessica Moberly	Electronic Transfer	√	Salary	-1,231.34	43,304.68
Check	02/28/2022	5979	Jing Zhang	Electronic Transfer	√	Salary	-1,501.89	41,802.79
Check	02/28/2022	5980	ICMA. Retirement Corp	Jessica Moberly		Salary	-275.00	41,527.79
Check	02/28/2022	5981	ICMA. Retirement Corp	JZ and BA		Salary	-1,762.75	39,765.04
Check	02/28/2022	941	IRS	Electronic Transfer		Salary	-1,672.36	38,092.68
Check	02/28/2022	22822	WV Dept of Tax and Revenue	Electronic Transfer		Salary	-638.00	<u>37,454.68</u>
Total Centra-Checking (voucher checks)								37,454.68

TOTAL