

82 Hart Field Road Suite 105 Morgantown, WV 26505 (304) 291-9571 www.plantogether.org

Agenda

MPO Policy Board Meeting City of Morgantown 389 High Street August 18, 2016 6:00 PM

- 1. Call To Order
- 2. Public Comment
- 3. Approval of Minutes
- 4. Reports
 - a. Citizens Advisory Committee Report
 - b. Finance Report
 - c. Executive Directors Report
 - i. I-79 Access Study Update
 - ii. Transportation Plan Update
- 5. Informational Update on University Avenue Collins Ferry Intersection Project
- 6. Resolution of Support for WV Association of MPO's
- 7. MPO Office Move
- 8. University Avenue Complete Streets Study Video
- 9. Other Business
- 10. Meeting Adjournment



82 Hart Field Road Morgantown, WV 26505 (304) 291-9571

Memorandum

Date: August 11, 2016

To: Policy Board Members

From: Bill Austin, AICP

Subject: August 18, 2016 Policy Board Agenda

Policy Board members please find below a short description of the items to be considered at the Policy Board meeting to be held August 18th in the City of Morgangtown's Council Chambers 389 Spruce Street at 6 pm.

- **-Finance Report-**Please find enclosed with the agenda the finance reports for the months of June and July 2016. The MPO had expenditures of \$104,233.80 during those two months.
- **-TIP Amendments**-The Division of Highways has requested that the TIP be amended to include the following projects:

FY 2017 Add

- -North Central Rail Trail Map Update-Update and print Trail Brochure-Federal Project Number NRT (FHWA Trails program) NRT2015244D Total Cost \$26,000 Federal Funds \$20,800
- -Mon River Trail Map-Develop and Print Trail Map-Federal Project Number NRT2015250D Total Cost \$26,800 Federal Funds \$21,440

The TTAC unanimously respectfully recommended approval of this TIP Amendments to the MPO's Policy Board.

-Collins Ferry/University Avenue Intersection Improvement Project-The Division of Highways is seeking public comments on alternatives to improve the subject intersection. WVDOH will be making a presentation on this project at the MPO Policy Board meeting. Please find enclosed with your agenda packet the materials WVDOH will be distributing to solicit comments on this project. We have

requested that WVDOH be prepared to discuss additional information on this project at the meeting. This is an informational item only.

- -Resolution of Support for the WV Association of MPO's-MPO staff has been keeping the Policy Board informed of the activities of the West Virginia Association of MPO's for the last several years. The Association recently held a visioning session in Morgantown to determine the steps it would like to take over the next five years. A copy of the Association's draft Action Plan including it's mission statement and vision statement is provided for your information. In developing the Association's Action Plan each MPO's representatives agreed that they would request a Resolution of Support for the Association from their Policy Board's. To date six of the State's MPO's have scheduled a resolution for their Policy Boards consideration. The two remaining MPO's have not let us know when their Board's will be considering the Resolution. It is respectfully requested that the Policy Board adopt the enclosed Resolution to be forwarded to the MPO Association's Chairman.
- **-University Avenue Complete Street Study Video-** The consultants for the University Avenue Complete Streets Study have developed a video demonstrating many of the proposed improvements to University planned in the Study. MPO Staff will display the video as part of the Policy Board Meeting. The video will be made available to WVDOH and the entities that sponsored the University Avenue Study to help promote the implementation of the Study's recommendations.
- -MPO Office Move-As you are aware the MPO has been collocated with the Monongalia County Planning Department and the County Flood Plain Coordinator. This collocation has been beneficial to these agencies since we share data and other resources. Monongalia County has been considering moving those County Offices to the old Courthouse located on High Street. The County recognizing the beneficial relationship between the agencies is planning for the MPO's Office to move into the Courthouse as well. It is anticipated that if this were to occur it would happen in October. This move could potentially provide savings to the MPO's budget as well as maintaining the beneficial relationship between the agencies. This agenda item is to bring the possible move to the Policy Board for consideration.

MORGANTOWN MONONGALIA

METROPOLITAN PLANNING ORGANIZATION POLICY BOARD

JUNE 16, 2016 MINUTES

Members Present: Mike Kelly-Board of Education, Councilperson Bill Kawecki-City of Morgantown, Dave Bruffy-Mountain Line, Councilperson Jennifer Selin-City of Morgantown, Treasurer Mayor Patricia Lewis-Granville, Elwood Penn -WV DOH, Randy Hudak-WVU, Mayor Dave Johnson-Westover

Members Absent: Chairman Eldon Callen-Monongalia County, Commissioner Tom Bloom-Monongalia County, Delegate Joe Statler-Blacksville, Vice Chairman Mayor Herman Reid-Star City, Mayor Marti Shamberger-City of Morgantown, Brian Carr-WVDOH, Councilperson Wesley Nugent-City of Morgantown, Commissioner Edward Hawkins-Monongalia County, Councilperson Janice Goodwin-City of Westover

MPO Director: Bill Austin

1. Call to Order

Without a quorum present, Mayor Lewis called the meeting to order at 6:00 PM.

2. Citizens Advisory Committee Report

Bill Rice, the Chairman of the Citizens Advisory Committee, noted that the CAC recommended approval of the May TIP Amendments, UPWP Amendments, and the revised report of University Avenue Complete Street Study. Mr. Rice commended the dynamic discussion on the recommendations of the University Ave Complete Street Study in the last CAC meeting and encouraged more community participation to the transportation planning process.

Mr. Kelly joined the meeting. With a quorum present, Mayor Lewis called the meeting to proceed to the Public Comment section.

3. Public Comment

None

4. Approval of Minutes

Mayor Lewis introduced the approval of the Minutes for the May Meeting. Mr. Kelly moved approval of the minutes; seconded by Mr. Bruffy. With no discussion, the motion unanimously passed.

5. Reports

a. Finance Report

Mayor Lewis presented the MPO's activities as the following:

-- Beginning balance in May \$21,818.13 with expenditures of \$17,026.51 and three deposits of \$31,948.31, leaving a balance of \$36,739.93 at the beginning of April.

Mr. Bruffy moved to accept the April and May Finance Report; seconded by Mr. Kelly. With no discussion, the motion unanimously passed.

b. Executive Directors Report

Mr. Austin noted that a meeting of WV MPO Association is scheduled to discuss potential ways to improve the transportation planning process in the State. The meeting will be facilitated by the Land Use Planning Clinic of WVU Law School. Mr. Austin then noted that MPO staff will meet representatives from WVU to discuss the Mon Blvd TWLTL project in next few weeks. Mr. Austin expressed his appreciation to Mr. Penn for representing WV DOH at this meeting and noted that the WV DOH is undergoing personnel adjustment, which may result in light attendance of the WV DOH in the MPO meetings.

5. TIP Amendments

Mr. Austin noted that the Division of Highways has requested a project for TIP Amendments. It is a slide repair and resurfacing project near the River Road and DuPont Road intersection. The project is on a primary truck route and the road may be partly closed during its construction. Mr. Austin noted that the TTAC and CAC recommended approval of this amendment.

Councilperson Selin moved to approve the proposed Amendment to the TIP, seconded by Mr. Kelly. With no discussion, the motion unanimously passed.

6. MPO Traffic Count Report

Mr. Austin noted that a draft Traffic Count Report of 2016 is included in the agenda package for review. The report contains detailed information for each count station, including directional volume, peak hours, and 24 hour traffic volume by 15 minute interval. Mr. Austin noted that MPO prepares this detailed report every three years. This report will be posted on the MPO's website for public information. MPO Staff will request some locations for recount in this fall to insure the correctness of the data and to assess the traffic pattern changes near the new I-79 interchange area. Mr. Bruffy moved to accept the draft Traffic Count Report; seconded by Councilperson Selin. With no discussion, the motion was unanimously approved.

7. UPWP Amendment

Mr. Austin noted that changing conditions have prompted MPO staff to request that the MPO amend two line items in the FY 2016-2017 Unified Planning Work Program. The first one is to include an additional \$212,500 in the Consulting Services Line item to fulfill the MPO's contractual obligation to our consultants.

Mr. Austin noted that this is a reschedule of funding with no change in the total cost of the contractual service. He noted that the MPO has the local match required for this amendment to the UPWP.

The second line item change is to revise the Health Insurance line item. MPO Staff originally projected that PEIA premiums would increase by 3%. Current discussions in Charleston indicate that the premiums may increase by 12% or more. MPO Staff recommends that this line item be increased by \$2,000 to anticipate any changes to PEIA premiums that may come forward. This change will not require an increase in local matching funds. Mr. Bruffy moved to accept the UPWP Amendment; seconded by Councilperson Selin. With no discussion, the motion was unanimously approved.

8. University Avenue Complete Street Study Revision

Mr. Austin noted that the Policy Board requested MPO staff revise some parts of the Study to address comments received by the Policy Board. They are Grumbein's Island, the Loop area, and the Beverly Ave area. Mr. Austin noted that the project consultants have clarified the concerns on the proposed bicycle facility on University Ave from Oakland St to Riverview Dr and the cycling community agreed with the proposal. Mr. Austin noted that the TTAC and the CAC recommended approval of the revised report on the University Avenue Complete Street Study. Mr. Bruffy moved to accept the report of the University Avenue Complete Street Study; seconded by Mr. Kelly.

Councilperson Selin asked which agency will be responsible to conduct a study on the Beverly intersection. Mr. Austin noted that the City of Morgantown will be the primary agency to carry out that study. The study can be done in collaboration with the Sunnyside Up neighborhood association and the MPO. With no further discussion, the motion was unanimously approved.

9. I-79 Access Study Update

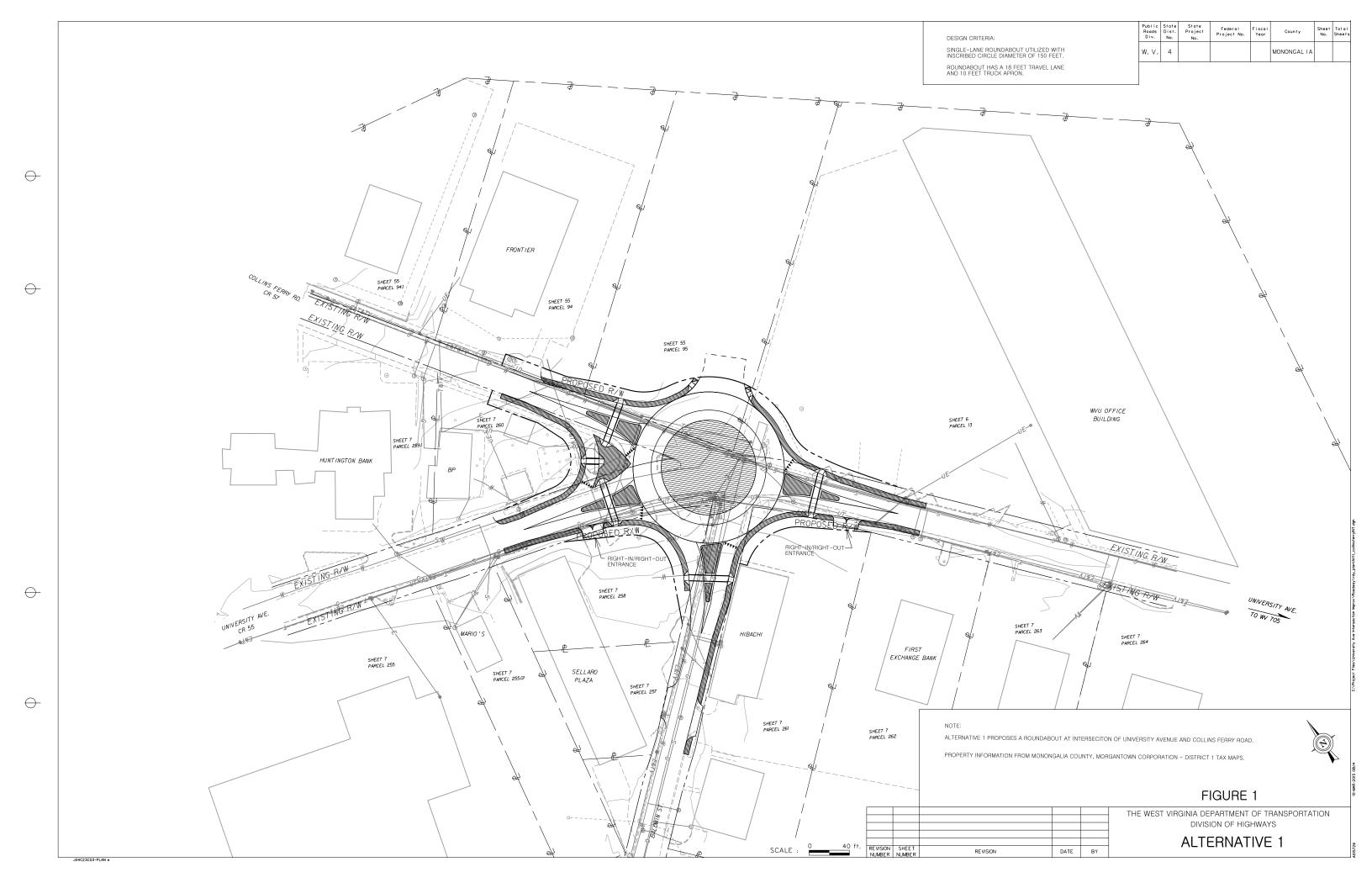
Mr. Austin noted that the MPO staff met the consultant and DOH staff in Charleston to discuss preliminary findings from the traffic analysis on the alternatives identified in the I-79 Access Study. Mr. Bruffy noted that 11 scenarios are being considered, including two bridges at three locations over the Monongahela River. The study team is assessing the potential impact of each scenario on the community in terms of transportation, economy, environment, and neighborhood cohesive. Mr. Austin noted that context sensitive designs and environmental justice will play important roles in the evaluation process. It is expected a steering committee meeting will be held in July and the alternatives will be presented to the public in August.

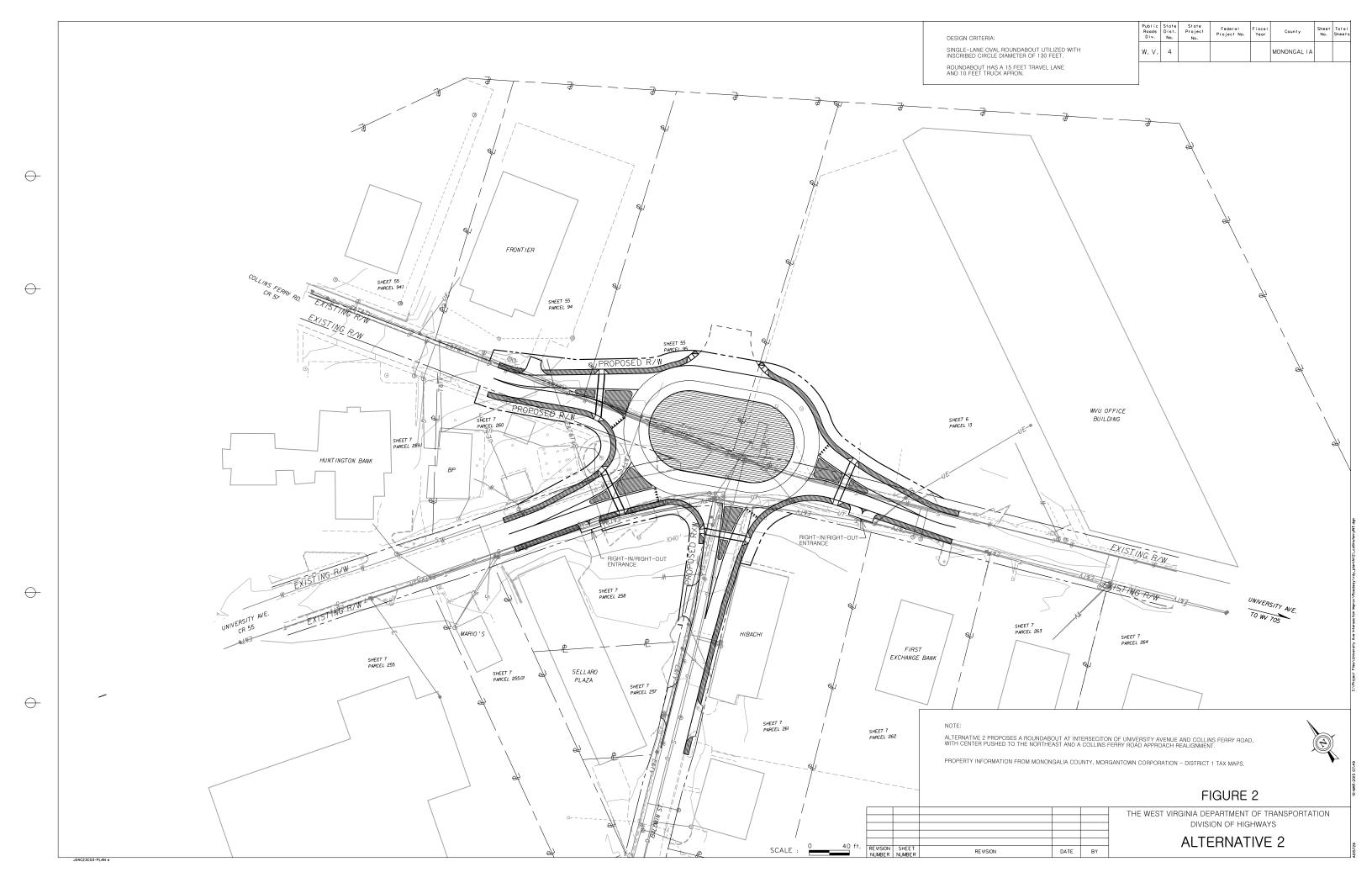
10. Other Business

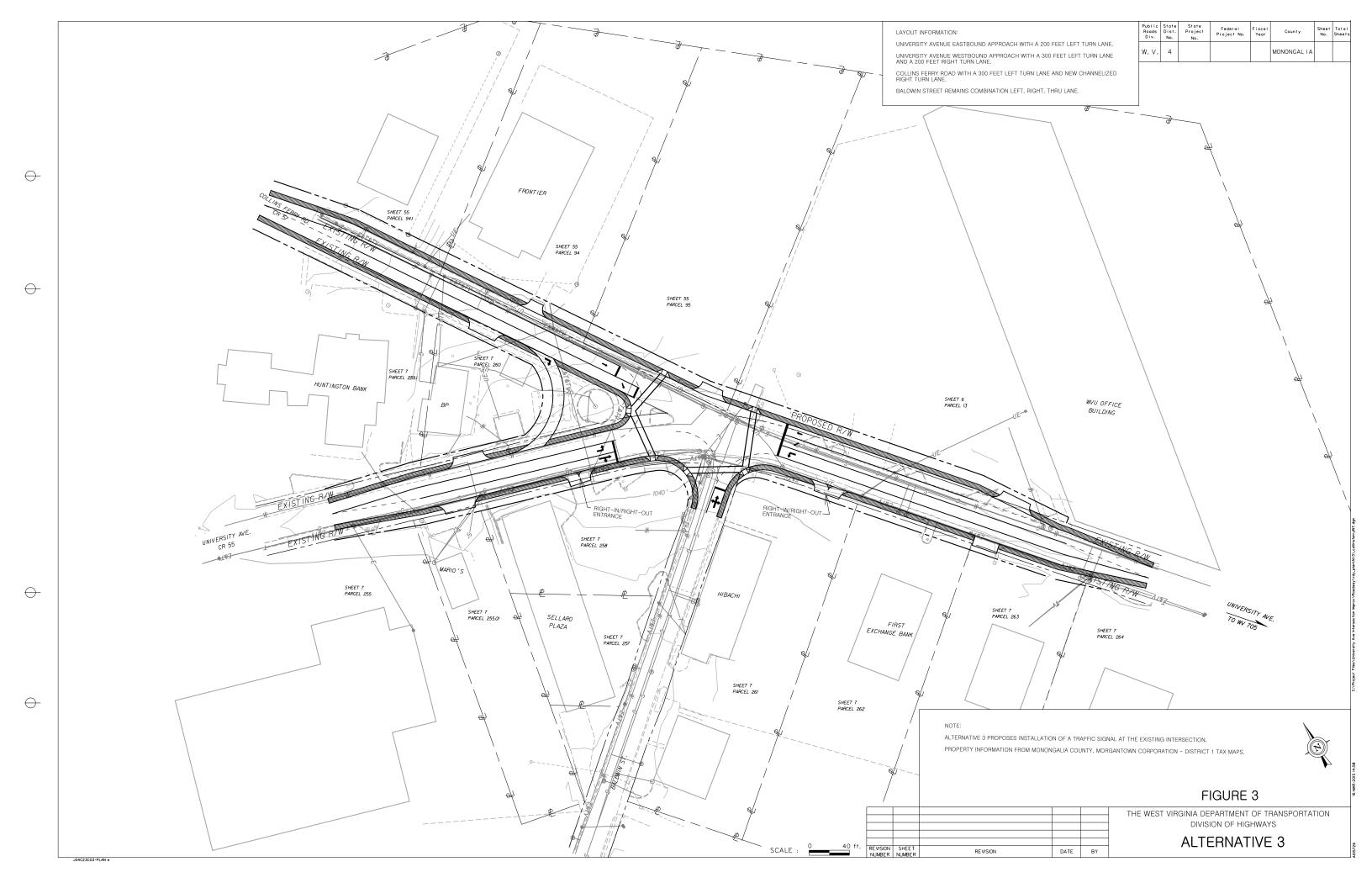
Mr. Bruffy noted that MLTA will begin to provide new services on August 8th, which will benefit areas such as Mylan Park, Westover, Morgantown Mall, and University Towncenter. The improvements will include higher frequency of service and extended operation time in both weekdays and weekend days. Mr. Bruffy noted that the goals is to make it more convenient for people using public transit instead of using private vehicles and he is pleased that the MLTA is able provide better service to community.

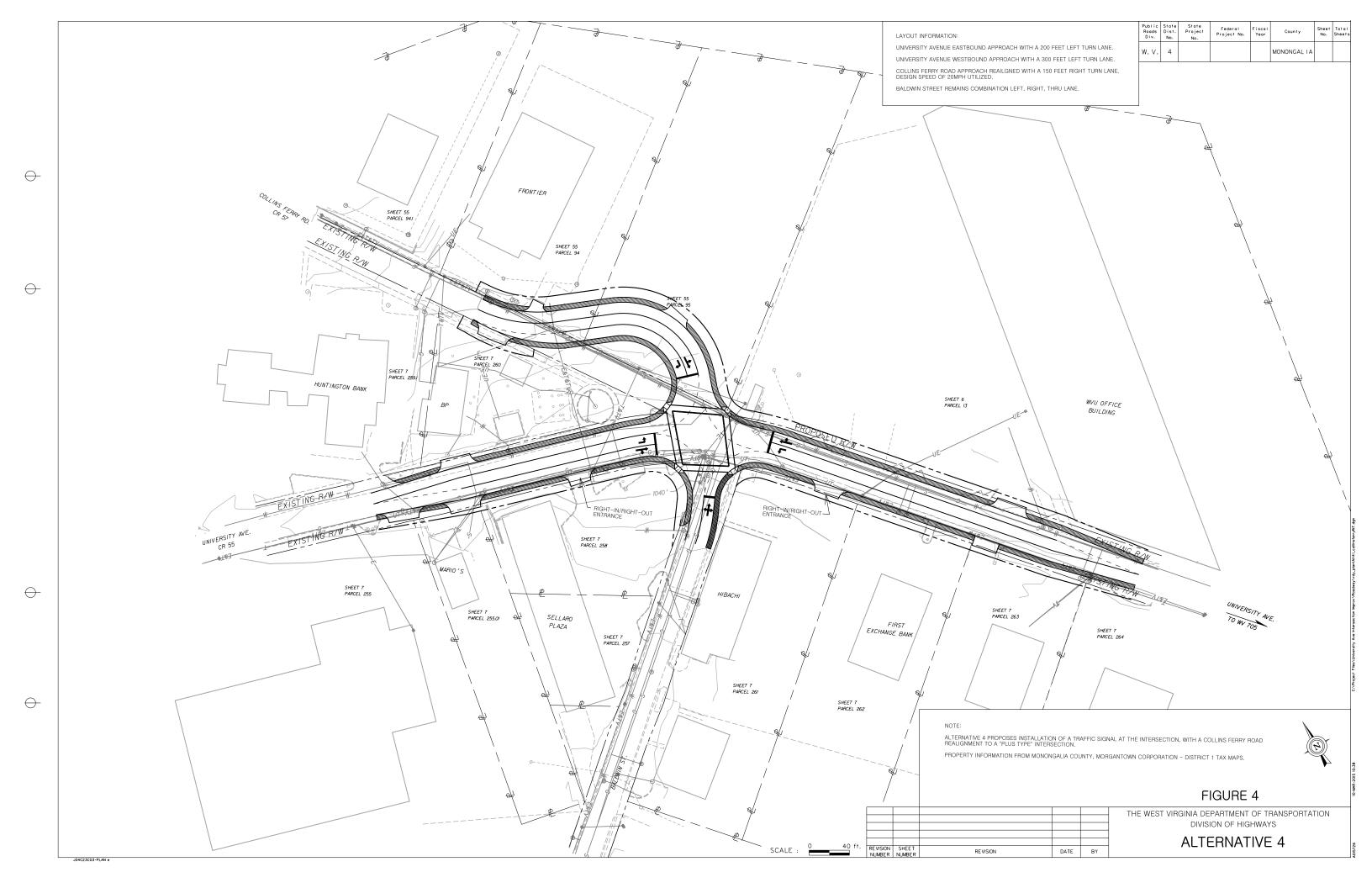
10. Other Business

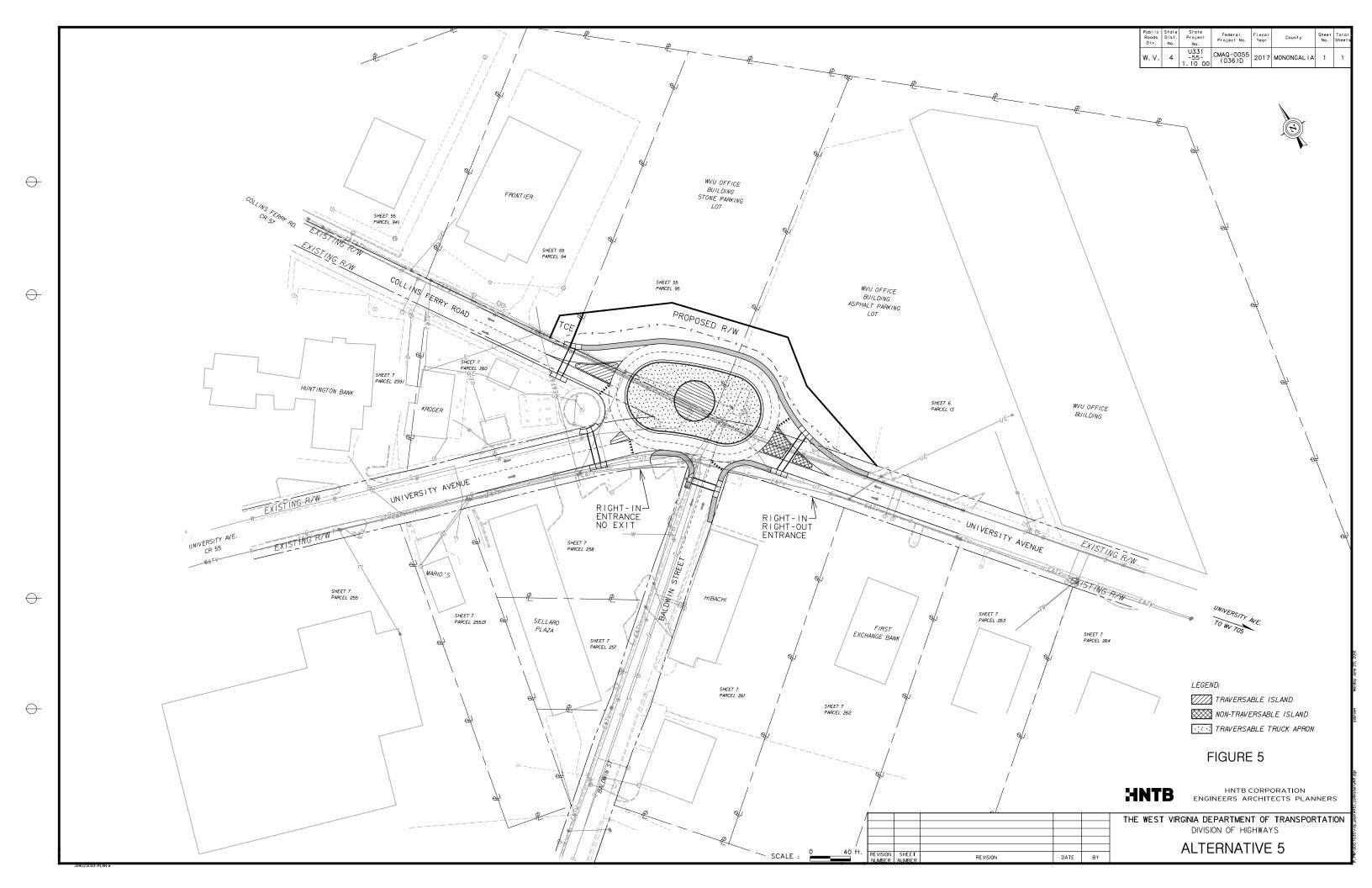
Meeting adjourned at 7:04 PM











West Virginia Association of Metropolitan Planning Organizations Action Plan

- Vision

Our vision is to work collaboratively to advance transportation planning and decision-making in West Virginia's Metropolitan Regions.

- Mission

To better serve the West Virginia community we will work collaboratively with federal and state partners to achieve greater representation and influence for Metropolitan Planning Organizations

1. Goal-Increase visibility/recognition

Action Items

- a. Resolution by local governments & MPO Boards to support the MPO Association
- b. Strengthen local officials knowledge of MPO's
 - i. Reception for MPO, local governments and Statewide associations
 - 1. County Commission Association
 - 2. Municipal League
 - 3. MPO Day at Legislature

2. Goal-Improve coordination between MPO Association, WVDOT, FHWA, FTA, and other agencies

Action Items

- a. Establish DOH procedures on how they deal with MPO's through the development of the Planning Handbook
 - i. Administration/Operations develop an ongoing process to propose solutions/ideas to DOH
 - ii. Work with WVDOT to strengthen MPOs representation in any discussion of a project in the area using federal funds
- b. Regular meeting with WVDOT Secretary
- c. Regular meeting with FHWA Division Head

3. Goal-Support DOT functions/duties

Action Items

- a, Identify issues where MPO's can be of help in supporting WVDOT, FHWA, FTA Suggested topics:
 - i. Funding
 - ii. Staff stability
 - iii. Other issues as identified through discussion with agencies
 - b. Members promote issues identified to local and legislative stakeholders

DRAFT

4. Improve financial stability-Determine means to fund Association

Activities

Action Items

- a. Establish Committee to decide sources of income and need to incorporate Potential sources to be considered
 - i. Dues
 - ii. MPO Conference with sponsors
 - iii. Other to be determined
- b. Implement recommendation of committee





RESOLUTION OF SUPPORT FOR THE WEST VIRGINIA ASSOCIATION OF METROPOLITAN PLANNING ORGANIZATIONS

WHEREAS. the Morgantown Monongalia MPO partners with the West Virginia Department of Transportation, the Federal Highway Administration, and the Federal Transit Administration to develop short term planning studies and long term multi-modal metropolitan transportation plans through a "continuous, cooperative and comprehensive planning program" that identify and address the transportation needs of our community in an open collaborative process that builds community consensus; and

WHEREAS, all MPO's in West Virginia work with these same agencies to accomplish this mission for their respective area's through the same open planning process that seeks to develop a community consensus; and

WHEREAS, West Virginia's eight metropolitan planning organizations' have identified a need to share information on the best practices for transportation planning and operations including administrative functions and communications with partner agencies; and

WHEREAS. it has been identified that metropolitan planning organization's in many states including Virginia and Ohio have identified that an Association of Metropolitan Planning Organizations can facilitate discussions with their State and Federal partners and that an Association can assist each MPO's ability to effectively represent their communities to their partners; and

WHEREAS, West Virginia's MPO's have formed an Association in partnership with the West Virginia Department of Transportation, the Federal Highway Administration, and the Federal Transit Administration; to enhance their effectiveness; and

WHEREAS, the WV Association of MPO's has developed a five year vision for the operation of the Association:

NOW THEREFORE BE IT RESOLVED: that the Morgantown Monongalia MPO supports the West Virginia Association of MPO's in their mission to further transportation planning within the State and the MPO Policy Board agrees that MPO staff should be reasonably available to support the mission of the Association.

ADOPTED, this 18th day of August, at a regular meeting of the Morgantown Monongalia Metropolitan Planning Organization.

ATTEST:	
Eldon A. Callen	J. William B. Austin
Chairman	Secretary

Morgantown - Mon County Trans. Planning Org. Checking Account
As of July 31, 2016

2:46 PN
08/11/2010
Accrual Basis

_Тур	<u>e</u>	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Centra-Checking (voucher	che	cks)							19,881.75
Dep	osit	07/11/2016		Monongalia County	Deposit		MPO (County)	17,525.00	37,406.75
Che	ck	07/12/2016	8803	Comcast			Administrative Overhead	-309.27	37,097.48
Che		07/12/2016	8804	Fringe Benefits Management Company		√.	Salary	-322.62	36,774.86
Che		07/12/2016	8805	Jing Zhang		√.	Travel (Travel)	-2,031.90	34,742.96
Che		07/12/2016	8806	Morgantown Municipal Airport		√.	Rent (Rent)	-720.00	34,022.96
Che		07/12/2016	8807	Service Plus		√.	Accounting (Accounting Fees)	-112.64	33,910.32
Che		07/13/2016	8808	Public Employees Insurance Agency		√.	Salary	-1,767.06	32,143.26
Che		07/13/2016	8809	Retiree Health Benefit Trust Fund		√.	Salary	-392.00	31,751.26
Dep		07/14/2016		City of Morgantown	Deposit		MPO (City)	17,500.00	49,251.26
Che		07/15/2016	5458	VOID			Salary	0.00	49,251.26
Che		07/15/2016	5459	VOID			Salary	0.00	49,251.26
Che		07/15/2016	5460	VOID		,	Salary	0.00	49,251.26
Che		07/15/2016	5461	J. William B. Austin	Electronic Transfer	√,	Salary	-1,934.41	47,316.85
Che		07/15/2016	5462	Jing Zhang	Electronic Transfer	√,	Salary	-1,408.33	45,908.52
Che		07/15/2016	941	IRS	Electronic Transfer	√,	Salary	-1,259.98	44,648.54
Che		07/15/2016	5463	ICMA. Retirement Corp			Salary	-1,606.05	43,042.49
Che		07/25/2016	5464	City of Morgantown	Employee Fee	,	Salary	-78.00	42,964.49
Dep		07/28/2016		WVDOH	Deposit	√,	PL Funds (Funds)	24,273.81	67,238.30
Che		07/29/2016	5465	J. William B. Austin	Electronic Transfer	٧,	Salary	-1,929.02	65,309.28
Che		07/29/2016	5466	Jing Zhang	Electronic Transfer	V	Salary	-1,402.94	63,906.34
Che		07/29/2016	5467	ICMA. Retirement Corp			Salary	-1,606.05	62,300.29
Che		07/29/2016	941	IRS	Electronic Transfer		Salary	-1,259.96	61,040.33
Che		07/29/2016		7 WV Dept of Tax and Revenue	Electronic Transfer		Salary	-452.00	60,588.33
Che		07/29/2016	8810	HDR Engineering	I-79 Access Study		Consulting (Consulting Expense)	-20,000.00	40,588.33
Che		07/29/2016	8811	City of Morgantown	Rent		Administrative Overhead	-720.00	39,868.33
Che Total Centra-Checking (voud		07/29/2016 checks)	8812	Stantec Consulting Service	University Avenue Complete Streets		Consulting (Consulting Expense)	-20,000.00	19,868.33 19,868.33

TOTAL

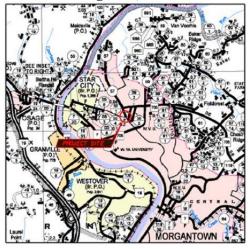
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Туре	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Centra-Checking (voucher ch	ecks)							36,739.93
Check	06/01/2016	8787	HDR Engineering	I-79 Access Study		Consulting (Consulting Expense)	-7,500.00	29,239.93
Check	06/01/2016	8788	Stantec Consulting Service	University Avenue Study		Consulting (Consulting Expense)	-7,500.00	21,739.93
Check	06/14/2016	8789	Brickstreet Mutual Insurance Company			Administrative Overhead	-266.00	21,473.93
Check	06/14/2016	8790	Comcast		√	Administrative Overhead	-309.01	21,164.92
Check	06/14/2016	8791	J. William B. Austin	2 Trips to Charleston-Milage	√.	Travel & Ent (Travel and Entertainment)	-320.00	20,844.92
Check	06/14/2016		Public Employees Insurance Agency		√.	Salary	-1,669.94	19,174.98
Check	06/14/2016		Retiree Health Benefit Trust Fund		√.	Salary	-326.00	18,848.98
Check	06/14/2016		WVNET	Web hosting	√.	Administrative Overhead	-60.00	18,788.98
Check	06/14/2016		WV Newspaper Publishing Co.	TIP Newspaper Ad	√.	Administrative Overhead	-106.68	18,682.30
Check	06/15/2016	941	IRS		√.	Salary	-1,187.51	17,494.79
Check	06/15/2016	5451	J. William B. Austin	electronic transfer	√.	Salary	-1,895.94	15,598.85
Check	06/15/2016		Jing Zhang	electronic transfer	٧,	Salary	-1,285.34	14,313.51
Check	06/15/2016		ICMA. Retirement Corp		٧,	Salary	-1,574.56	12,738.95
Check	06/15/2016	5454	Service Plus		٧,	Accounting (Accounting Fees)	-106.40	12,632.55
	t 06/21/2016		WVDOH	Deposit	٧,	PL Funds (Funds)	27,934.80	40,567.35
•	t 06/27/2016		Monongalia County Planning Commission	Deposit	٧,	Internet	154.50	40,721.85
Check	06/27/2016		Centra Bank - Mastercard	Charleston Hotel and Mailing Labels (\$16.99)	٧,	Travel & Ent (Travel and Entertainment)	-227.55	40,494.30
Check	06/27/2016		Fringe Benefits Management Company		٧,	Salary	-282.36	40,211.94
Check	06/27/2016		HDR Engineering	I-79 Access Study	٧,	Consulting (Consulting Expense)	-2,500.00	37,711.94
Check	06/27/2016	8799	Morgantown Municipal Airport		٧,	Rent (Rent)	-720.00	36,991.94
Check	06/27/2016	8800	Stantec Consulting Service	University Avenue Complete Streets	٧,	Consulting (Consulting Expense)	-2,500.00	34,491.94
Check	06/27/2016	8801	traffic Group	Annual Traffic Count Program	٧,	Consulting (Consulting Expense)	-7,525.00	26,966.94
Check	06/27/2016	5455	J. William B. Austin	Electronic Depost	٧	Salary	-1,894.86	25,072.08
Check	06/27/2016	5456	Jing Zhang	Electronic Deposit	٧,	Salary	-1,284.27	23,787.81
Check	06/27/2016		ICMA. Retirement Corp		٧	Salary	-1,574.56	22,213.25
Check	06/27/2016	941	Internal Revenue Service	Electronic Deposit	٧	Salary	-1,187.50	21,025.75
Check	06/27/2016	63016			٧	Salary	-424.00	20,601.75
Check	06/29/2016	8802	Morgantown Municipal Airport		٧	Rent (Rent)	-720.00	19,881.75
Total Centra-Checking (vouche	r cnecks)							19,881.75

TOTAL



University Avenue Intersection
Morgantown, WV
Monongalia County
State Project #U331-55-1.10 Federal Project #CMAQ-0055(036)D
August 8, 2016



Location Map - CR 55 / CR 57 intersection

The University Avenue Intersection Project is at the intersection of University Avenue (County Route 55), Collins Ferry Road (County Route 57), and Baldwin Street in the City of Morgantown, within Monongalia County, West Virginia. Commercial businesses with entry driveways are located in each quadrant around the intersection. The WVDOH is evaluating alternatives for the most cost effective solution to increase the level of service for this intersection.

Five alternatives are being evaluated for this project.

- Alternative #1- Proposes constructing a single roundabout in the intersection.
- Alternative #2- Proposes constructing an oval roundabout in the intersection.
- Alternative #3- Proposes a traffic signal and added additional turning lanes at the existing intersection.
- Alternative #4- Proposes a traffic signal at the intersection with Collins Ferry Road and Baldwin Street then realign to form a plus style intersection.
- Alternative #5- Proposes to construct a single lane non-traditional shaped roundabout.

If you would like to comment on the project please mail written comments to: RJ Scites, P.E., Director, Engineering Division

> West Virginia Division of Highways 1334 Smith Street

> > --4--- 337--4 37:---:-- 25201

Charleston, West Virginia 25301

Or visit the WVDOH Website at www.transportation.wv.gov (under Public Comments then Comment on Engineering Projects, Open University Avenue Project). All comments are due by Monday, September 19, 2016.

A COMMENT FORM IS ON THE BACK OF THIS FLYER

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Mr. RJ Scites, P.E. Director, Engineering Division West Virginia Division of Highways 1334 Smith Street Charleston, West Virginia 25301

PROJECT: University Avenue Intersection Project

Monongalia County

State Project # U331-55-1.10

Federal Project # CMAQ-0055(036)D

COMMENTS DUE BY September 19, 2016

Please consider the following comments:		
(Please print the following information)		
NAME:		
ADDRESS:		
ORGANIZATION (IF ANY):		

Project Information and Comment Sheets

Can be found online at our WVDOH Website at http://go.wv.gov/dotcomment.

Under Engineering Projects, Open, and then click University Avenue Project.