



243 High Street Room 110  
Morgantown, WV 26505  
(304) 291-9571  
[www.plantgether.org](http://www.plantgether.org)

### Agenda

MPO Policy Board Meeting  
Morgantown City Hall-Council Chambers  
389 Spruce Street  
November 17, 2016  
6:00 PM

1. Call To Order
2. Public Comment
3. Approval of Minutes
4. Reports
  - a. Citizens Advisory Committee
  - b. Finance Report
  - c. Executive Directors Report
    - i. Update on I-79 Access Study
    - ii. Update on Metropolitan Transportation Plan Update
5. Transportation Improvement Program Amendments
6. Approval of Draft 2016 Meeting Calendar
7. Input on MPO Unified Planning Work Program for FY 2016-17
8. Administrative Items:
  - a. Appointment of Officer Nominating Committee
  - b. Notice of Director review
9. Other Business
10. Meeting Adjournment



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### **Memorandum**

Date: November 10, 2016

To: Policy Board Members

From: Bill Austin, AICP

Subject: November 17, 2016 Policy Board Agenda

Please find below a short description of the items to be considered at the November 17, 2016 Policy Board Meeting to be held at Morgantown City Hall in the Council Chambers at 6:00 PM.

#### **-Transportation Improvement Program Administrative Adjustments and Amendments:**

##### **Transportation Improvement Program Amendments**

The West Virginia Department of Transportation Division of Highways has requested the following Transportation Improvement Program Amendments.

##### **FY 2016 Remove:**

-I-68 Pierpont Road EB Exit 7 Ramp Widening-Right of Way FY Project NHPP 0068170D  
Total Cost \$1,000 Federal Funds \$900

-CO 73 (Smithtown Road) Resurfacing From CR 55 to MP 4.4-Project STP0073085D-Total  
Cost \$240,000 Federal Funds \$192,000

##### **FY 2017 Add:**

Please visit the MPO website [plantgether.org](http://plantgether.org) for administrative adjustments to the TIP requested by the Division of Highways.

-Deckers Creek Trail-Design Trail-Project NRT2015245DTC Total Cost \$45,725 Federal  
Funds \$45,725

-Deckers Creek Trail-Construct Trail-Project NRT2015246DTC Total Cost \$121,175  
Federal Funds \$96,940

-WV 100 Granville Bertha Hill Slide Correction Project STP00100154D-Total Cost \$625,000 Federal Funds \$500,000

### **FY 2018 ADD**

-Mon River Trail Maintenance Equipment Purchase-Project NRT2015294D-Total Cost \$60,000 Federal Funds-\$48,000

The Division of Highways has requested the following Administrative Adjustments. These items do not require any action by the MPO's Committee's.

### **Administrative Adjustments**

#### **Move to FY 2018**

-**Beechurst/Campus Drive Intersection Realignment**-Engineering-Total Cost \$30,000 delayed by financial constraints (Previously 2016)

-**Mileground Widening (Center Section)-Construction**-Total Cost \$7,600,000 delayed by Design Division Staffing Issues (Previously 2017)

-**Westover-Dunkard Avenue Sidewalks**-Construction-Total Cost \$495,000 delayed by financial constraints (Previously 2016)

#### **Move to FY 2019**

-**Beechurst/Campus Drive Intersection Realignment**-Construction-Total Cost \$530,000 delayed by financial constraints (Previously 2016)

-**University Avenue/Collins Ferry Road Intersection Improvement**-Right of Way and Construction Total Cost \$3,200,000 delayed by financial constraints (Previously FY 2018)

-**Walnut Street Streetscape Project**-Total Cost \$297,500 delayed by financial constraints (Previously 2016)

In addition to the adjustments to the major projects noted above the Division of Highways has previously discussed with the MPO adjustment of the following projects:

-**Arnettsville Arch Bridge**-Project ACST0019425D Add \$1,493,600 Federal funds total project cost remains the same

-**I-68 Resurfacing**-Sabraton to I-79-Project NHPP068165D Move to FY 2017

-**River Road Dupont Avenue Intersection Improvement**-Projects STP0045073D and STP0045074D Move to FY 2017

The Technical Advisory Committee and the Citizens Advisory Committee both unanimously recommended adoption of the proposed TIP Amendments.

-**Draft MPO Meeting Schedule**-Please find enclosed a draft calendar of MPO meetings for 2016. It is anticipated that the only two meeting will need to deviate from the normal schedule. Those meetings are the May and November TTAC meetings which would

normally be on the second Tuesday of those months since those days are election days it is proposed to hold those meetings on the following Wednesday. Please review the attached calendar. The TTAC and the CAC have reviewed the proposed calendar and respectfully recommended its adoption by the Policy Board.

**-Input on MPO Unified Planning Work Program for FY 2016-2017-**As identified in the Public Involvement Policy MPO staff is seeking input from the Policy Board on work to be performed in the upcoming fiscal year. In addition to items such as administrative functions associated with budgeting, meeting organization and other normal MPO operations staff has been asked to consider performing an update of the Regional Pedestrian Plan as one of the primary in-house work tasks in the upcoming fiscal year. This work will include integrating the Granville/Westover Pedestrian Plan into the larger regional plan. Updating the existing sidewalk inventory and public involvement associated with the planning process.

MPO Staff respectfully requests that the Policy Board provide us with guidance on whether or not to include this item in the FY 2017-18 UPWP and any other work tasks the Policy Board would like to see performed in the coming year. Please note that we will be presenting a draft budget at the January meeting. The final budget will be brought forward for adoption at the March 2017 meeting.

It is respectfully requested that the Policy Board provide us with guidance on the work proposed above and on items you would like to see included in the upcoming work program.

#### **-Administrative Items**

**Appointment of Officer Nominating Committee-**As specified in the MPO's By Laws the Policy Board is to elect new officers during the first business meeting of the year. The MPO Chairman is to appoint a committee to recommend officers for the upcoming year. It is respectfully requested that the Policy Board develop a nominating committee for officers for 2016.

**Executive Directors Review-**The Policy Board has also directed that the Executive Directors review should occur in an Executive Session to be held during the January Policy Board meeting. Staff will be sending out an evaluation form to each Policy Board member by email within the next week. Please inform staff if you need a hard copy of this form. The completed forms should be returned to the Policy Board Chairman prior to the January Policy Board meeting.

**MORGANTOWN MONONGALIA**  
**METROPOLITAN PLANNING ORGANIZATION POLICY BOARD**  
**OCTOBER 20, 2016 MINUTES**

**Members Present:**

Councilperson Janice Goodwin-City of Westover, Randy Hudak-WVU, Commissioner Tom Bloom-Monongalia County, Councilperson Bill Kawecki-City of Morgantown, Councilperson Wesley Nugent-City of Morgantown, Brian Carr-WV DOH, Mayor Marti Shamberger-City of Morgantown, Mike Kelly-Board of Education, Dave Bruffy-Mountain Line,

**Members Absent:** Delegate Joe Statler-Blacksville, Chairman Eldon Callen-Monongalia County, Treasurer Mayor Patricia Lewis-Granville, Vice Chairman Mayor Herman Reid-Star City, Councilperson Jennifer Selin-City of Morgantown, Commissioner Edward Hawkins-Monongalia County,

**MPO Director:** Bill Austin

**1. Call to Order**

With a quorum present, Mr. Austin called the meeting to order at 6:00 PM. Mr. Austin then introduced the election of interim chairman for this meeting. Mr. Kelly moved to elect Councilperson Nugent as the interim chairman; seconded by Commissioner Bloom. With no discussion, the motion unanimously passed.

**2. Public Comment**

None

**3. Approval of Minutes**

Councilperson Nugent introduced the approval of the Minutes for the August meeting. Mr. Bruffy moved approval of the minutes; seconded by Mayor Shamberger. With no discussion, the motion unanimously passed.

**4. Reports**

*a. Citizens Advisory Committee Report*

Mr. Austin noted that Mr. Rice, the Chairmen of the CAC, is not able to attend this Policy Board meeting. Mr. Austin noted that the last CAC meeting has a good turnout. Agenda items on the meeting were informational. No formal action was made by the Committee.

*b. Finance Report*

Mayor Lewis was not able to attend this meeting. Mr. Austin read the finance report prepared by Mayor Lewis as the following:

-- Beginning balance in August \$19,686.33 with expenditures of \$19,316.70 and two deposits of \$309.32, leaving a balance of \$860.95 at the beginning of July.

-- Beginning balance in September \$860.95 with expenditures of \$39,228.37 and three deposits of \$68,416.90, leaving a balance of \$30,049.48 at the beginning of August.

Mr. Mayor Shamberger moved to accept the August and September Finance Report; seconded by Commissioner Bloom. With no discussion, the motion unanimously passed.

*c. Metropolitan Transportation Plan Update*

i. I-79 Access Study Update

Mr. Austin noted that MPO will hold a public meeting at the Marilla Park Recreation Center from 4 pm to 7 pm on Oct 26<sup>th</sup>. The primary purpose of the meeting is to review the goals and objectives and projects listed in the current plan. The meeting notice has been advertised on newspapers and published by various media channels. Mr. Austin then noted that two pages of the public meeting material were included in the agenda package, showing the planning process and the result of a primary analysis on the survey responses by Oct. 4. Mr. Austin noted that it is very encouraging that the MPO has received more than 600 hundred survey responses. Mr. Austin then noted that the recommendation from the I-79 Access Study will be a major update in the Metropolitan Transportation Plan.

ii. MPO Office Move

Mr. Austin noted that the MPO has officially moved from the Airport to the Courthouse. He expressed his appreciation to the County staff for their great assistance with the move. He also noted that the the new office location will be convenient for the MPO staff to work with other county and city staff.

iii. Travel Activities

Mr. Austin noted that he traveled quite a bit several traveling in the last two months, including to the West Virginia Planning Conference, FHWA Every Date Counts Initiative Conference, and a FHWA single day event on Connecting Communities. Mr. Austin noted that he had learned that the TIGER grant application for Greenbag Rd was rated as highly recommended and had reached the final stage of the selection process. Unfortunately, the Greenbag Rd application was not selected for funding at this time.

Councilperson Nugent asked if the application can be re-submitted next year for consideration. Mr. Austin noted that it can. The application may need to be modified to meet new requirements next year.

**5. Transportation Improvement Program Amendments**

Mr. Austin noted that the WV DOH has requested two TIP Amendments. They are both trail map update and printing projects. One is for the North Central Rail Trail; and the other is for Mon River Trail Map. The TTAC and CAC respectfully recommended approval of this TIP Amendment to the MPO's Policy

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

## **6. I-79 Access Study Update**

Mr. Elliott Hair, a consultant on the I-79 Access Study, briefed the Policy Board on the status of the I-79 Access Study. He noted that during the public meeting on Oct 11, the Study team received comments on the identified alternatives from the community. The Alternative 2, 10, and 12 received the most positive comments. Mr. Hair then noted that the report on alternative evaluation has been posted on the project website. He distributed the evaluation matrix to the Policy Board members. The matrix was used to assess the impact of each alternative,

Mr. Carr noted that it will be helpful that MPO provide updated information of the preferred alternative to the WV DOH and get support from them. Mr. Austin concurred.

Commissioner Bloom asked how the project proposed by this study will be financed. Mr. Austin noted that the project will be included in the MPO's Metropolitan Transportation Plan and be recommended for federal and state funding through Transportation Improvement Program. The project may be implemented by phases. It will also be eligible for other alternative funding sources including the local bill.

## **7. Other Business**

Mr. Kelly moved to open a public comment session. The Board approved the motion by acclamation.

Mr. Falley, a student of WVU, asked about the role of the MPO and its Metropolitan Transportation Plan. Mr. Austin noted that the MPO serves as a regional partnership in transportation planning among the WV DOT, local transportation related entities, and local elected leadership. It has the authority to plan, prioritize, and recommend transportation projects for federal and state funding. The main purpose of the MTP update is to identify major regionally beneficial transportation projects which can be targeted for federal funding in the next 28 years.

## **10. Meeting Adjournment**

Meeting adjourned at 6:26 PM

# Morgantown Monongalia MPO TIP Amendments/Adjustment Map (November, 2016)



FY 2016 Remove:

- 1** I-68 Pierpont Road EB Exit 7 Ramp Widening-Right of Way; total Cost \$1,000 Federal Funds \$900
- 2** CO 73 (Smithtown Road) Resurfacing From CR 55 to MP 4.4; total Cost \$240,000 Federal Funds \$192,000

FY 2017 Add:

- 3** WV 100 Granville Bertha Hill Slide Correction; total Cost \$625,000 Federal Funds \$500,000



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

3:45 PM  
 11/03/2016  
 Accrual Basis

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
<b>Centra-Checking (voucher checks)</b>									<b>30,049.48</b>
Check	10/13/2016	8832	Retiree Health Benefit Trust Fund			√	Salary	-392.00	29,657.48
Check	10/13/2016	8833	Public Employees Insurance Agency			√	Salary	-1,667.06	27,990.42
Check	10/13/2016	8834	WV Newspaper Publishing Co.			√	Administrative Overhead	-127.20	27,863.22
Check	10/14/2016	941	Internal Revenue Service	Electronic Transfer		√	Salary	-1,259.97	26,603.25
Check	10/14/2016	5484	ICMA. Retirement Corp			√	Salary	-1,606.05	24,997.20
Check	10/14/2016	5485	Service Plus			√	Accounting (Accounting Fees)	-211.84	24,785.36
Check	10/14/2016	5482	J. William B. Austin	Electronic Transfer		√	Salary	-1,933.33	22,852.03
Check	10/14/2016	5483	Jing Zhang	Electronic Transfer		√	Salary	-1,407.26	21,444.77
Check	10/26/2016			Service Charge Cancel Check 8817		√	Other Income (Other Income)	-36.00	21,408.77
General	10/27/2016	11RRf	Calvin Sun	Reverse of GJE 11RR -- For CHK 8817 voided 10/27		√	Professional Fees (Professional Fees)	2,660.00	24,068.77
Check	10/27/2016	8835	Centra Bank - Mastercard	WV Planning Conf. and FHWA DC \$921.40 Admin. \$27			Travel & Ent (Travel and Entertainment)	-928.40	23,140.37
Check	10/27/2016	8836	Calvin Sun	Immigration Services			Professional Fees (Professional Fees)	-3,376.00	19,764.37
Check	10/27/2016	8837	WVNET	Web hosting			Administrative Overhead	-40.00	19,724.37
Check	10/27/2016	8838	WV Newspaper Publishing Co.	TIP Ad		√	Administrative Overhead	-140.67	19,583.70
Check	10/31/2016	5486	J. William B. Austin	Electronic Transfer		√	Salary	-1,933.33	17,650.37
Check	10/31/2016	5487	Jing Zhang	Electronic Transfer		√	Salary	-1,407.25	16,243.12
Check	10/31/2016	5488	ICMA. Retirement Corp			√	Salary	-1,606.05	14,637.07
Check	10/31/2016	941	IRS	Electronic Transfer			Salary	-1,606.05	13,031.02
Check	10/31/2016	10311	WV Dept of Tax and Revenue	Electronic Transfer			Salary	-452.00	12,579.02
Total Centra-Checking (voucher checks)									<b>12,579.02</b>
<b>TOTAL</b>									