

**HAGERSTOWN/EASTERN PANHANDLE
METROPOLITAN PLANNING ORGANIZATION
TECHNICAL ADVISORY COMMITTEE**

March 15, 2023

The Hagerstown/Eastern Panhandle Metropolitan Planning Organization Technical Advisory Committee held a meeting on Wednesday, March 15, 2023 at 10:30 a.m. both in person [at the Eastern Panhandle Regional Airport in Martinsburg, WV] and via tele-conference call. MD and WV Open Governmental Meetings Acts and HEPMPO Bylaws permit virtual only meetings of our committees and boards provided members can hear and be heard by each other and by any media or members of the public.

CALL TO ORDER

Mr. Mullenax called the meeting to order at 10:30 a.m.

ROLL CALL

The following were in attendance: Matt Mullenax, HEPMPO Executive Director; Jill Baker, Washington County Dept. of Planning & Zoning; Scott Hobbs and Pam Mohn, Washington County Division of Engineering; Charles Walker, EPTA; Jim Golden, Berkeley County; Rashad Pinckney, MDOT; Jennie Brockman, Jefferson County Planning; Kevin Sullivan, WVDOH; Kevin Cerrone, Kim Thomas, and Connor Shank, Washington County Transit; Sean Varsolona, MD SHA; Kathy Maher, City of Hagerstown; Ken Clohan, WV DOH; Mike Spolarich (HDR); and Michaela McDonough, HEPMPO.

MINUTES

Motion and Vote: Ms. Baker made a motion to approve the minutes of the January 18, 2023 meeting as presented. The motion was seconded by Mr. Walker and unanimously approved.

NEW BUSINESS

-TRANSPORTATION IMPROVEMENT PROGRAM

FY 2023-2026 Maryland Transportation Improvement Program Amendments

Ms. McDonough presented the following adjustments for the MD TIP.

Adjustments – Washington County

- Halfway Boulevard Extended Phases I and II: Construct new connector road
 - **Change:** Increase FY 2024 CON funding to \$3,000,000 (Local)
- Local Federal Aid projects in Washington County and the City of Martinsburg
 - **Change:** Decrease FY 2023 CON funding to \$823,900 (\$638,080 Federal; \$185,820 Local) and increase the FY 2024 CON funding to \$8,147,200 (\$6,582,840 Federal; \$1,564,360 Local)

Ms. McDonough also noted the following changes: the FY 2023 funding for the Roxbury Project has been moved to FY 2024; the Halfway Boulevard project reduced Federal CON funding by \$100,000 and moved from FY 2023 to FY 2024; the Professional Boulevard Extended Phase II project has been obligated; and the Eastern Boulevard Widening Phase II project has an increase in funding of approximately \$2,000,000.

No formal action is required.

FY 2023-2026 West Virginia Transportation Improvement Program Adjustments

Ms. McDonough presented the following adjustments for the WV TIP:

Adjustments – EPTA

- Operating Assistance – Section 5307: Administration and Office
 - **Change:** Increase FY 2023 funding to \$3,556,704 (\$1,778,352 Federal; \$1,778,352 Local); Decrease FY 2024 funding to \$2,000,000 (\$1,000,000 Federal; \$1,000,000 Local)
- Capital Assistance Preventive Maintenance: Preventive maintenance for fleet vehicles
 - **Change:** Decrease FY 2024 funding to \$361,048 (\$288,838 Federal; \$72,210 Local)

Adjustments – West Virginia DOT

- Hedgesville HS Bridge (GO Bond 2/3): Replace bridge
 - **Change:** Move FY 2022 CON funding to FY 2023 \$1,072,000 (State)
- WV 9 at WV 901 LTL/Traffic Signal: Construct left turn lane and traffic signal renovation
 - **Change:** Move FY 2022 CON funding to FY 2023 \$825,000 (\$660,000 Federal; \$165,000 State)
- Meadow Lane Traffic Signal: Install traffic signal and construct right turn lane
 - **Change:** Change FY 2023 CON funding source to CMAQ. Increase FY 2023 Federal CON funding to \$550,000 and decrease FY 2023 State CON funding to \$0.
- Meadow Lane Roundabout: Roundabout construction
 - **Change:** Move FY 2022 CON funding to FY 2023 \$600,000 (\$480,000 Federal; \$120,000 State). Change FY 23 CON Federal Funding Source to STBG50-200k.
- Berkeley County Roundhouse P2: Construct elevator and flooring
 - **Change:** Change FY 2023 CON Federal Funding Source to TAP 5-50K
- Meadow Lane RR: Upgrade lights, cable and gate
 - **Change:** Move FY 2022 CON funding to FY 2023 and increase to \$400,000 (\$360,000 Federal; \$40,000 State)
- Roadway Striping (D 5): Install pavement markings
 - **Change:** Decrease FY 2023 CON funding to \$0. Change CON Federal Funding Source to STBG-FLEX for FY 2024 and FY 2025. Increase CON funding in FY 2026 to \$1,320,434 (\$739,437 Federal (STBG-FLEX); \$580,987 State)
- D-5 Recall Striping: Pavement markings
 - **Change:** Increase FY 2023 CON funds to \$478,501 (\$334,951 Federal (move from STP to STBG-FLEX and HSIP); \$143,550 State); In FY 2024 change CON Federal Funding Source to STBG-FLEX. In FY 2025 change CON Federal Funding Source to STBG-FLEX. Add FY 2026 CON funding \$231,400 (\$162,000 Federal; \$69,400 State)
- SF BR Inspect D-5: Bridge inspection by SF
 - **Change:** Change FY 2023 and FY 2024 ENG Federal Funding Source for \$360,000 from STBG to STBG-FLEX. Remove FY 2025 CON funds, add \$360,000 ENG (STBG-FLEX. Change other FY 2025 ENG Funding Source for \$360,000 from STBG TO STBG-OFF. Add FY 2026 ENG \$900,000 (\$720,000 Federal; \$180,000 State)
- Specks Run Road Traffic Signal: Install traffic signal
 - **Change:** Move FY 2022 ROW funds to FY 2023.

- Route 11 Turning Improvements: Install turning lanes – new project – FY 2023 CON \$940,000 (\$752,000 Federal; \$188,000 State)
- WV 901 Spring Mills Interchange: Resurfacing – new project – FY 2023 CON \$525,000 (\$420,000 Federal; \$105,000 State)
- I-81 Signing – Renovate signing – new project – FY 2023 ENG \$500,000 (\$450,000 Federal; \$50,000 State); CON FY 2025 \$5,000,000 Federal
- D-5 Roadway Departure: Signing, delineators – new project – FY 2023 CON \$125,000 (\$112,500 Federal; \$12,500 State)
- Sewage Treatment Plant Bridge: Bridge repair – new project – FY 2024 ENG \$50,000 (Federal); FY 2025 ROW \$10,000 (Federal); FY 2026 CON \$125,000 (Federal)
- Ranson 5th Avenue Complete Street: Sidewalk construction, pedestrian accessibility, on-street parking improvements
 - **Change:** Move FY 2022 ENG funds to FY 2023 and change Federal Funding Source from TAP to TAP-FLEX
- Harper’s Ferry High Street: Design and construct sidewalks
 - **Change:** FY 2023 Federal Funding Source from TAP to Tap <5K POP
- Evitts Creek BR/Bloomery (GO Bond 2/3): Replace bridge and drainage structure
 - **Change:** Move FY 2022 CON funds to FY 2023
- Fifth Avenue Streetscape: Construct new sidewalk and install lighting
 - **Change:** Move FY 2022 ENG funds to FY 2023 and change Federal Funding Source from TAP to TAP-FLEX. Change FY 2023 CON Federal Funding Source from TAP to TAP-FLEX.
- US 340 Signing: Signing – new project – FY 2023 ENG \$250,000 (\$200,000 Federal; \$50,000 State); FY 2025 CON \$2,500,000 (\$2,000,000 Federal; \$500,000 State)

No formal action required.

Maryland Transit Safety Performance Measures

Ms. McDonough briefly reviewed the FY 2023 transit safety performance targets received from the Maryland Transit Administration. Mr. Mullenax stated these targets will be included in the next revision. No formal action was required.

-LONG RANGE TRANSPORTATION PLAN

Regional Freight Plan

Mr. Mullenax announced the first Regional Freight Summit in our area was held in early February. There were approximately 50 attendees, in person and on-line collectively. Discussions centered around national and regional trends, various corridors, challenges, and potential strategies. Comments from the Summit will be incorporated into the Plan’s recommendations. Our consultants also conducted interviews with several large companies in the area including Proctor & Gamble, Volvo Powertrain, Bowman Trucking, DOT Foods and the Hagerstown Regional Airport. We anticipate having the draft Plan available for a 30-day public comment period in May as well as conducting one in-person and one virtual meeting.

Mr. Mullenax noted that staff has been working with MDOT to designate ten Critical Urban Freight Corridor miles in Washington County. He briefly reviewed a map that our consultants have developed identifying potential corridors based on truck volumes, freight-related development and first/last mile

connections. Five miles were previously identified as follows: Greencastle Pike from Elliott Parkway to I-70, Halfway Boulevard from Blake Road to Downsville Pike, and a portion of Sharpsburg Pike. Staff will be providing the designation recommendations for review at the May meeting.

Regional Bicycle and Pedestrian Plan

Mr. Mullenax reported that staff has been working with the consultants to review public comments as well as demand and safety analysis to identify potential corridors and projects. The draft Plan is expected to be released in late April for a 30-day public comment period. We will be holding public meetings on the draft Plan as well.

HEPMPO Website Upgrade

Mr. Mullenax noted that work continues to finalize the new website which will meet all web content accessibility guidelines and will be ADA compliant. Staff will be trained on WordPress prior to the site going live which we anticipate happening in early May. Staff is working with Washington County IT staff on getting files transferred over since the new website will be hosted on the County's servers. Mr. Mullenax gave a brief demonstration of the new website.

-ORGANIZATIONAL ADMINISTRATION

Draft FY 2024 Unified Planning Work Program

Mr. Mullenax stated the Unified Planning Work Program (UPWP) contains the proposed budget and work program for the coming fiscal year. Staff will be focusing on two major special studies: 1) a Regional Comprehensive Safety Action Plan that will fulfill the IJA Complete Streets planning requirements, and 2) a Congestion Management Process. There will also be an option in the draft UPWP for the City of Hagerstown to utilize our contracts for their recently awarded Safe Streets for All Planning Grant. Mr. Mullenax explained that the draft budget includes a 10% salary increase for staff which is on par with recent local government increases in Berkeley and Washington Counties.

Ms. Baker reported that the West Virginia portion will remain stagnant; however, Maryland is providing a generous increase for the upcoming fiscal year. Our total budget will be approximately \$650,000. A full draft will be provided to members in the near future. Mr. Mullenax announced that the draft UPWP will be available for public comment from April 15 to May 16. Copies will be available on our website, in public libraries in each County, and in the government offices of each County. The draft along with all public comments will be presented for approval at the May 17th meeting.

Financial Status Update

Ms. Baker reviewed the Financial Statement for the second quarter of FY 2023. She noted that just under \$100,000 was spent in the second quarter and approximately 29% of the overall budget has been spent to date. The majority of funds spent was used for special studies and daily administration costs.

Director's Report

Mr. Mullenax gave a brief update on the following:

- The MPO has been supporting EPTA in preparing a RAISE Grant for the new Transit Center to be located at the corner of Race Street and Raleigh Street. Construction is anticipated to start in 2024. Design for the project is almost 100% complete.
- The MPO also supported EPTA in the recently awarded FLAP Grants for the Harper's Ferry National Historical Park Bus Electrification project and a study to determine how to improve multi-modal connections between Paw Paw and the C&O Canal.
- Staff has been working with MTA to schedule an in-person meeting on the MARC Brunswick Line study. There will be a public meeting held at the library located on South Potomac Street in Hagerstown on April 4th from 6:30 p.m. to 7:30 p.m. Details will be released at a later date.
- The MPO continues to support MDOT and WVDOT in the development of Carbon Reduction Strategies. Staff previously provided the FY 2022 project list to MDOT and submitted one FY2022 project to WVDOT. USDOT recently published the FY 2023 MPO CRP suballocations and we continue to work with States on developing the programming process. Staff also continues to monitor State DOTs progress on fulfilling IIJA requirements to establish a consultative process describing how STBG funds are allocated equitably. Staff is also continuing discussions with the Win-Fred MPO and State and Federal partners regarding the new 2020 Urban Areas. New MOUs may be necessary for our respective planning processes.
- Ms. McDonough continues to work on the EPTA's GTFS feed into Google Transit as well as updating WCT's feed. She will be presenting her work at the next quarterly Maryland State Geographic Information Committee meeting scheduled on April 21st in Hagerstown.

OTHER BUSINESS

Public Comment

There were no public comments.

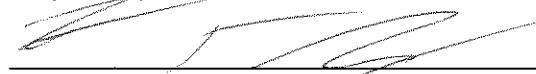
Future Meetings

The next scheduled meeting of the Interstate Council is Wednesday, May 17, 2023 at 1:30 p.m. This meeting will be held in person at the Eastern West Virginia Regional Airport in Martinsburg, WV, with a call-in option.

-ADJOURNMENT

Ms. Brockman made a motion to adjourn the meeting at 11:17 a.m. The motion was seconded by Ms. Baker and so ordered by Mr. Mullenax.

Respectfully submitted,



Matthew Mullenax, Executive Director