

**HAGERSTOWN/EASTERN PANHANDLE  
METROPOLITAN PLANNING ORGANIZATION  
INTERSTATE COUNCIL  
October 16, 2024**

The Hagerstown/Eastern Panhandle Metropolitan Planning Organization Interstate Council held a meeting on Wednesday, October 16, 2024 at 1:30 p.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**

The Chair called the meeting to order at 1:30 p.m.

**ROLL CALL**

The following were in attendance: Elaine Bartoldson, Chairperson, EPTA Director; Jill Baker, Vice-Chairperson, Washington County Dept. of Planning & Zoning; Matt Mullenax, HEPMPO Executive Director; Pam Mohn, Washington County Dept. of Engineering; John Barr, Washington County Commissioner; Brian Carr, WV DOH; Steve Catlett, Berkeley County Commission; Elizabeth Ricketts, City of Charles Town; Andy Blake, City of Martinsburg; Rachael Snavey, Region IX; Steve Stolipher, Jefferson County Commission; Shawn Harbaugh, Washington County Commuter; and Kari Snyder, MDOT.

Also present were: Michaela McDonough, HEPMPO; Kara Greathouse, FHWA; Sean Varsalona, MD SHA; Jim Bender, City of Hagerstown; Meredith Hill, MDOT SHA; Mark White, WV DOH; and Chris Strovel, Senator Capito's Office.

**MINUTES**

**Motion and Vote:** Mr. Barr made a motion to approve the minutes of the August 21, 2024 meeting as presented. The motion was seconded by Mr. Catlett and unanimously approved.

**NEW BUSINESS**

**Access in Appalachia Pilot Implementation Program Presentation**

Ms. Meredith Hill with the Maryland State Highway Administration made a brief presentation regarding project prioritization for transportation projects. She noted that accessibility is one metric used to analyze a need in any given area. She discussed the methodology used which is based on a "home census block" location. Her power point presentation focused on various types of transportation, such as automobiles, buses, and bicycles to reach schools and health care facilities such as urgent care facilities and trauma centers.

**-TRANSPORTATION IMPROVEMENT PROGRAM**

**FY 2025-2028 WV Transportation Improvement Program Amendments [Resolution 2025-04]**

Ms. McDonough presented the following amendments and adjustments for the FY 2023-2026 WV TIP.

**West Virginia Department of Transportation**

**Amendments** - Formal action required

**Berkeley County**

- WV 9 at WV 901 LTL/Traffic Signal, B2022-01
  - Project Data: CON-FY 2024: \$1,700,000 (Federal)

**Motion and Vote:** Ms. Baker made a motion to approve the proposed TIP amendment for project B2022-01 as presented. The motion was seconded by Mr. Blake and passed (9-1) with Commissioner Catlett in opposition.

- WV 9 School House Drive I/S Improvement, B2025-06
  - **Change:** Add ROW funding in FY 2026: \$1,500,000 (\$1,200,000 Federal; \$300,000 State)

**Discussion and Comments:** Commissioner Catlett stated that during the previous meeting in August, there was a discussion regarding a roundabout at this intersection. He would like to know how residents will access their private driveways in this area and how will this affect the school and the 7-11 store if a roundabout is installed.

Mr. White of the WV DOH shared a copy of the concept plan for this intersection. He discussed several options that the State is currently considering for improvements in this area. Commissioner Catlett expressed his concern for the business and residents in this area if a roundabout is used. It is his opinion that a traffic signal would be a better solution.

There was a discussion concerning funding for the right-of-way portion of this project before the design portion is complete and the State has a better idea of the type of improvements needed at this intersection.

**Motion and Vote:** Mr. Blake made a motion to approve the proposed TIP amendment for project B2025-06 as presented. The motion was seconded by Ms. Baker and passed (9-1) with Commissioner Catlett in opposition

### Jefferson County

- Flowing Springs/WV 9 Connector Traffic Signal, J2025-04; Widen turn lanes
  - **Project Data:** ENG – FY 2025: \$25,000 (\$20,000 Federal; \$5,000 State); CON – FY 2025: \$800,000 (\$640,000 Federal; \$160,000 State)
- Leetown Road Intersection Improvement, J2025-06; Construct new lane and add signal
  - **Project Data:** ROW – FY2025: \$15,000 (\$12,000 Federal; \$3,000 State); CON – FY2026: \$1,420,000 (\$1,136,000 Federal; \$284,000 State)

**Motion and Vote:** Mr. Stolipher made a motion to approve the TIP amendments as presented. The motion was seconded by Ms. Baker and unanimously approved.

**Adjustments** – No formal action required

### Berkeley County

- Nichols Overhead, B2021-19
  - **Change:** Move CON funding from FY2024 to FY2025.
- Meadow Lane Traffic Signal, B2022-02
  - **Change:** Project obligated
- D5 Roadway Departure, B2023-14
  - **Change:** Project removed and replaced
- Hammonds Mill Road RTL, B2024-14

- **Change:** Increase FY2024 CON funding to \$457,884 (\$366,307 Federal; \$91,577 State); Change FY2024 CON funding to CMAQ. Obligate project
- Roadway Striping (D5), B2025-01
  - **Changes:** Increase FY2025 CON funding to \$2,815,000 (\$1,970,500 Federal; \$844,500 State). Remove CON funding FY 2026.
- SF Bridge Inspection – D5, B2025-03
  - **Changes:** Increase FY 2025 ENG funding to \$725,000 (\$580,000 Federal; \$145,000 State) and change split federal fund source
- WV 9 Ridge Road Roundabout, B2025-05
  - **Changes:** Move ENG funding from FY 2024 to FY2025
- Norman & Carrie G Silver Memorial Bridge, B2025-08; Bridge rehab
  - **Project Data:** ENG – FY 2025: \$90,000 (\$72,000 Federal; \$18,000 State); CON - FY 2026: \$915,000 (\$732,000 Federal; \$183,000 State)
- 2025 D5 Roadway Departure, B2025-09; Signing
  - **Project Data:** CON – FY2025: \$132,817 (\$119,535 Federal; \$13,282 State)

### Jefferson County

- Shepherdstown Bike Path, J2014-05
  - **Changes:** Move all CON funding from FY2024 to FY2025. Add new CON funding in FY 2025: \$543,000 (Federal)
- Harpers Ferry High Street, J2017-03
  - **Changes:** Move CON funding from FY2024 to FY2025.
- Fifth Avenue Streetscape, J2023-03
  - **Changes:** Move CON funding from FY2024 to FY2025 and decrease total amount to \$1,544,287 (\$1,235,429 Federal; \$308,858 Local)
- VRU Eastern Panhandle +2, J2025-03; Safety Improvements
  - **Project Data:** ENG – FY2025: \$75,000 (\$67,500 Federal; \$7,500 State); CON – FY2025: \$150,000 (\$135,000 Federal; \$15,000 State)
- Blair Road Realignment, J2025-05; Hazard Elimination
  - **Project Data:** ENG – FY2025: \$300,000 Federal; CON – FY2026: \$2,200,000 Federal

### -LONG RANGE TRANSPORTATION PLAN

#### Hagerstown Safe Streets and Roads for All Action Plan

Mr. Mullenax reported that the public survey closed on October 4<sup>th</sup> with 1,927 responses. The consultants are currently reviewing and compiling the survey results and will begin drafting the City's high injury network and identifying a preliminary list of priority safety corridors. The next Study Stakeholder meeting will be held in November.

#### US 11 Virginia Avenue Corridor Study

Mr. Mullenax stated that a site visit has been scheduled. The consultants are working on crash data, traffic signal timings and potential countermeasures. This corridor has been identified by our Regional Safety Action Plan as well as MDOT's PSAP and VRU Assessment as a high injury network.

#### WV 9 Edwin Miller Boulevard Study

Mr. Mullenax announced that a site visit has been scheduled. The consultants are working on crash data, traffic signal timings and potential countermeasures. This corridor has been identified by our Regional Safety Action Plan as well as a section of WVDOT's VRU Assessment as a high injury network.

### **WV 51 West Washington Street Corridor Study**

Mr. Mullenax noted that a site visit has been scheduled. The consultants are working on crash data, traffic signal timings and potential countermeasures. This corridor has been identified by our Regional Safety Action Plan as well as a section of WV DOT's VRU Assessment as a high injury network. Staff from FHWA in DC will be joining in the training on the Safe System Project Based Alignment Framework tool. Staff has been discussing the possibility of pursuing a SS4A implementation grant in the spring of 2025 with the City of Charles Town. Staff is hopeful that using this tool will help rank the grant application higher in the award process.

### **EPTA Transit Development Plan Update**

Mr. Mullenax announced that the public survey is now open and will continue until November 1<sup>st</sup>. Staff is expecting the first technical memo on existing conditions as well as the travel pattern analysis soon. The study area is being divided up into two zones at two scales: one for Martinsburg and the immediate area and one for the full EPTA region plus external connections for potential future commuter service. The boundaries are based on the Census block group geometry. Stakeholder meetings are being planned on October 29<sup>th</sup> in Berkeley County and October 30<sup>th</sup> in Jefferson County.

### **Washington County Transit Facilities Expansion Plan**

Mr. Mullenax stated that our consultants have completed the site needs assessment for the WCT facility which highlights how the current facility is not meeting needs. Two concept plans have been developed utilizing the current 1.7 acre site. One concept proposes quit claiming a small portion of a City-owned alley that bisects the current facility and one concept preserves the alley. Staff and our consultants have been working with Washington County as well as the City of Hagerstown and project neighbors to refine the initial concept design. Staff also is continuing conversations with MDOT and MTA to pursue a FY2025 RAISE grant for engineering, design and NEPA. It is anticipated that this grant would be eligible for 100% Federal share.

### **-ORGANIZATIONAL ADMINISTRATION**

#### **Title VI Plan Update**

Mr. Mullenax explained that our Title VI Plan must be updated every three years. The Title VI Plan was developed to document efforts undertaken to ensure compliance with Title VI of the Civil Rights Act and related statutes regarding nondiscrimination and environmental justice in the metropolitan transportation planning process as a subrecipient of Federal funds. Staff and our consultant have acquired the latest Census data on population, race, disability, income and LEP (limited English proficiency). Also included is an updated disparate impact analysis and documented outreach efforts over the past three years. It is anticipated that the draft plan will be ready for a 30-day public comment period around mid-November and will be presented for the ISC's approval at the January meeting.

#### **Financial Status Update**

Ms. Baker stated that we have just finished the first quarter of our FY2025 budget year. Approximately \$64,000 has been expended with the majority of costs being associated with our special studies and administrative categories. The special studies were just started during the first quarter; therefore, expenditures were lower but will increase over the next three quarters.

#### **Director's Report**

Mr. Mullenax gave a brief report on the following:

- The MDOT tour will be held tomorrow at the Washington County Public Safety Training Center in Hagerstown. MPO staff will give a presentation on our corridor studies and safety plans.
- The building demolition and much of the civil site work is nearly complete on the new EPTA Transit Center. Building permits have been obtained from the City of Martinsburg. Staff continued to attend progress meetings and support EPTA on this project.
- The FY2025 HEPMPO Project Selection Process for Federal Suballocated Funds in West Virginia is open through November 1<sup>st</sup>.
- Staff continues to support WCT on its Transit Development Plan Update.
- Staff recently attended a Federal Funding Basics Workshop held by MDOT.
- Staff is serving on MDOT's Transportation Trails Advisory Committee as part of the development of the State's Transportation Trails Strategic Plan.
- Staff served as a panelist for MDOT's "Walkinar" webinar series discussing the Dual Highway quick-build safety demonstration project.
- The Winchester Avenue RRFB at the intersection of Winchester Avenue and Addition Street, which was recommended for CRP suballocated funds in August 2023, is moving forward.
- Loudoun County will hold a meeting this evening to consider moving forward with recommendations from its Commuter Bus Feasibility Study. The draft study includes the addition of commuter bus services with two new routes: one from Leesburg to Martinsburg with a stop in Charles Town and a one from Leesburg to Harper's Ferry.

#### **Staff Report**

Ms. McDonough gave a brief report on the following:

- Staff has completed mapping crash report data for use in the corridor safety studies.
- Staff continues to assist the consultant in incorporating WV and MD crash data in the Regional Safety Action Plan update.
- Staff is continuing to integrate the new TIP software from DTS to EcolInteractive.

#### **OTHER BUSINESS**

Mr. Mullenax thanked Commissioner Jim Barnhart for his eight years of services on the Interstate Council.

#### **Public Comment**

No citizens were present.

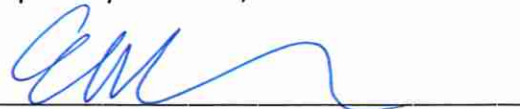
#### **Future Meetings**

The next scheduled meeting of the Interstate Council is Wednesday, January 15, 2025 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**

Mr. Blake made a motion to adjourn the meeting at 2:55 p.m. The motion was seconded by Ms. Baker and so ordered by the Chair.

Respectfully submitted,



Elaine Bartoldson, Chairperson

