

**HAGERSTOWN/EASTERN PANHANDLE  
METROPOLITAN PLANNING ORGANIZATION  
INTERSTATE COUNCIL**  
March 19, 2025

The Hagerstown/Eastern Panhandle Metropolitan Planning Organization Interstate Council held a meeting on Wednesday, March 19, 2025 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 Chairman called the meeting to order at 1:39 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; Brian Carr, WV DOH; John Hardy, Berkeley County Commission; Elizabeth Ricketts, City of Charles Town; Andy Blake, City of Martinsburg; Rachael Snavely, Region IX; Cara Keys, Jefferson County Commission; Shawn Kiernan, MDOT; and Mayor Bill McIntire, City of Hagerstown.

Also present was: Michaela McDonough, HEPMPO; Deb Eckard, Washington County Dept. of Planning & Zoning; Jim Bender, City of Hagerstown; Sean Varsalona, MD SHA; Kara Greathouse, WV FHWA; and Michael Dodd, WVDOT Bike/Ped Coordinator; and Chad Rooney, Town of Williamsport.

**MINUTES**

**Motion and Vote:** Ms. Snavely made a motion to approve the minutes of the January 15, 2025 meeting as presented. The motion was seconded by Ms. Baker and unanimously approved.

**TRANSPORTATION IMPROVEMENT PROGRAM**

**FY 2025-2028 MD Transportation Improvement Program Amendments [Resolution 2025-10]**

Ms. McDonough presented the following adjustments for the FY 2025-2028 MD TIP.

***State Highway Administration - Amendments - (Formal action required)***

- I-81 Ph 2 and 3 Highway Reconstruction, W2017-10
  - **Changes:** Change PE funding type to STBG. Add PE Funding in FY 2025: \$420,000 (\$252,000 Federal; \$168,000 State), FY 2026: \$1,200,000 (\$720,000 Federal; \$480,000 State), FY 2027: \$1,200,000 (\$720,000 Federal; \$480,000 State). Add ROW funding in FY 2026: \$343,000 (\$274,000 Federal; \$69,000 State); FY 2027: \$343,000 (\$274,000 Federal; \$69,000 State). Add CON funding in FY 2026: \$2,017,000 (\$1,916,000 Federal; \$101,000 State), FY 2027: \$21,154,000 (\$20,096,000 Federal; \$1,058,000 State), FY 2028: \$21,154,000 (\$20,096,000 Federal; \$1,058,000 State). Future in FY 2029: \$21,153,000 (\$20,095,000 Federal, \$1,058,000 State); FY 2030: \$21,153,000 (\$20,095,000 Federal; \$1,058,000 State)
- Areawide Environmental Projects, W2025-01
  - **Changes:** Add \$3,000,000 in FY 2026, FY 2027 and FY 2028; ENG: \$350,000 (\$333,000 Federal; \$17,000 State); ROW: \$100,000 (\$95,000 Federal, \$5,000 State); CON: \$2,550,000 (\$2,428,000 Federal; \$122,000 State)
- Areawide Safety and Spot Improvements, W2025-02

- **Changes:** Add \$6,000,000 in FY 2026, FY 2027, and FY 2028; ENG: \$900,000 (\$857,000 Federal; \$43,000 State); ROW: \$100,000 (\$95,000 Federal; \$5,000 State); CON \$5,000,000 (\$4,761,000 Federal; \$239,000 State)
- Areawide Resurfacing and Rehabilitation, W2025-03
  - **Changes:** Increase FY 2026 ENG funding to \$1,900,000 (\$1,520,000 Federal; \$380,000 State); Change FY 2026 ROW \$100,000 split from \$80,000 Federal; \$20,000 State) to \$95,000 Federal; \$5,000 State). Increase FY 2026 CON funding to \$20,000,000 (\$16,000,000 Federal, \$4,000,000 State). Add \$22,000,000 in FY 2027 and FY 2028: ENG: \$1,900,000 (\$1,520,000 Federal; \$380,000 State); ROW: \$100,000 (\$95,000 Federal; \$5,000 State); CON: \$20,000,000 (\$16,000,000 Federal; \$4,000,000 State). Total addition of \$54,300,000.
- Areawide Bridge Replacement and Rehabilitation, W2025-04
  - **Changes:** Add \$12,500,000 in FY 2026, FY 2027 and FY 2028 (\$37,500,000 total); ENG: \$4,800,000 (\$4,560,000 Federal; \$240,000 State); ROW: \$200,000 (\$190,000 Federal; \$10,000 State), CON: \$7,500,000 (\$7,125,000 Federal; \$375,000 State)
- Areawide Urban Reconstruction, W2025-05
  - **Changes:** Add \$1,000,000 in FY 2026, FY 2027, and FY 2028 (\$3,000,000 total); ENG: \$200,000 (\$190,000 Federal; \$10,000 State); ROW: \$50,000 (\$48,000 Federal; \$2,000 State); CON: \$750,000 (\$714,000 Federal; \$36,000 State)
- Areawide Congestion management, W2025-06
  - **Changes:** Add \$2,500,000 in FY 2026, FY 2027, and FY 2028 (\$7,500,000 total); ENG: \$950,000 (\$905,000 Federal; \$45,000 State); ROW: \$50,000 (\$48,000 Federal, \$2,000 State); CON: \$1,500,000 (\$1,428,000 Federal; \$72,000 State)
- Bridge Replacement on I-70 over MD 632, W2025-13
  - **Project Data:** ENG – Prior: \$917,000 (\$734,000 Federal, \$183,000 State); FY 2025: \$551,000 (\$441,000 Federal; \$110,000 State), FY 2026: \$551,000 (\$441,000 Federal; \$110,000 State); FY 2027: \$415,000 (\$332,000 Federal; \$83,000 State); CON: FY 2027: \$8,085,000 (\$6,468,000 Federal; \$1,617,000 State); FY 2028: \$14,436,000 (\$11,549,000 Federal; \$2,887,000 State); Future: \$7,060,000 \$5,648,000 Federal; \$1,412,000 State)
- Areawide Carbon Reduction Program, W2025-14
  - **Project Data:** ENG – FY2025: \$30,000 (\$24,000 Federal; \$6,000 State); FY 2026: \$60,000 (\$48,000 Federal; \$12,000 State); FY 2027: \$60,000 \$48,000 Federal; \$12,000 State); FY 2028: \$75,000 (\$60,000 Federal; \$15,000 State); Future: \$75,000 (\$60,000 Federal, \$15,000 State); ROW – FY 2025: \$8,000 (\$6,000 Federal; \$2,000 State); FY 2026: \$15,000 (\$12,000 Federal; \$3,000 State); FY 2027: \$15,000 (\$12,000 Federal; \$3,000 State); FY 2028: \$19,000 (\$15,000 Federal; \$4,000 State); CON – FY 2025: \$114,000 (\$91,000 Federal; \$23,000 State); FY 2026: \$227,000 (\$182,000 Federal; \$45,000 State); FY 2027: \$226,000 (\$181,000 Federal; \$45,000 State); FY 2028: \$284,000 (\$227,000 Federal; \$57,000 State); Future: \$284,000 (\$227,000 Federal; \$57,000 State)

#### Federal Highway Administration

- Polly Pond Bridge, W2025-10
  - **Project Data:** CON FY2025: \$700,000 (Federal)

#### City of Hagerstown Engineering Department

- Hagerstown Safety Action Plan, W2025-11

- **Project Data:** ENG FY2025: \$200,000 (\$160,000 Federal; \$40,000 Local)

**Motion and Vote:** Ms. Ricketts made a motion to approve the FY 2025-2028 MD TIP as presented. The motion was seconded by Ms. Baker and unanimously approved.

#### FY 2025-2028 WV Transportation Improvement Program Amendments [Resolution 2025-09]

Ms. McDonough presented the following adjustments for the FY 2025-2028 WV TIP.

##### Berkeley County – Adjustments (No formal action required)

- WV 9 School House Intersection Improvements, B2025-06
  - **Change:** Move FY 2025 ROW phase to RY 2026.

##### Jefferson County – Adjustments (No formal action required)

- Harpers Ferry High Street, J2017-03
  - **Change:** Move FY 2025 CON phase to FY 2026.
- Armory Canal Trail, J2019-05-06
  - **Change:** Move Prior (FY24) ENG to FY 2025 and Prior (FY24) CON to FY 2026.
- VRU Eastern Panhandle+2, J2025-03
  - **Change:** Move FY 2025 CON phase to FY 2026.

##### Berkeley County – Amendments (Formal Action Required)

- Martinsburg Greenway Trail, B2025-10
  - **Project Data:** CON FY 2025: \$20,820,536 (Federal)
- WV 45 Apple Harvest Drive Grade Separation Study, B2025-11
  - **Project Data:** ENG FY 2025: \$1,800,000 (\$1,440,000 Federal; \$360,000 State)

Mr. Mullenax stated that the proposed changes were published for public comment from March 5<sup>th</sup> to 18<sup>th</sup>. No public comment was received; these changes were reviewed by the Technical Advisory Committee (TAC) during its morning meeting and were recommended for approval.

**Motion and Vote:** Mr. Blake made a motion to approve the FY 2025-2028 WV TIP Amendments as presented. The motion was seconded by Ms. Ricketts and unanimously approved.

#### Maryland Bridge and Pavement Condition Performance Measures [Resolution 2025-11]

Ms. McDonough explained that Maryland has recently updated its Bridge and Pavement Condition targets, which were originally adopted in 2023. MDOT has updated the percentage of bridges in poor condition on the National Highway System (NHS) from 2.2% to 2.4%.

**Motion and Vote:** Mr. Kiernan made a motion to adopt the MD Bridge and Pavement Condition Performance Measures as presented. The motion was seconded by Ms. Mohn and unanimously approved.

#### Maryland System and Freight Performance Measures [Resolution 2025-12]

Ms. McDonogh presented changes from MDOT to its four-year System and Freight targets as follows: person miles traveled on the interstate that are reliable from 76.4% to 67.8%; person miles traveled on the non-interstate (NHS) that are reliable from 87.2% to 83.2%; and truck travel time reliability index from 1.81 to 1.89.

**Motion and Vote:** Ms. Baker made a motion to adopt the MD System and Freight Performance Measures as presented. The motion was seconded by Mr. Blake and unanimously approved.

#### EPTA Safety Performance Measures

Ms. McDonough presented, for informational purposes only, EPTA's 2024 safety performance measures as follows:

- fatalities for bus service and demand respond services: 0
- fatalities (per 700K vehicle revenue miles (VRM)) for bus service: 0; demand response service (per 300K VRM): 0
- injuries for bus service and demand response service: 1
- injuries (per 700k VRM) for bus service: 2; demand response service (per 300k VRM): .07
- safety events for bus service and demand response service: 1
- safety events (per 700k VRM) for bus service: .05; demand response service (per 300k VRM): .07
- system reliability (VRM/failures) for bus service and demand response service: major failures >80,000 miles and minor failures >3,200 miles

#### Maryland Transit Administration Safety Performance Measures

Ms. McDonough stated that MTA is awaiting its PTASP to be finalized; therefore, the MPO is adopting the draft target measures conditionally as shown in the following chart:

Mode of Transit Service	Fatalities	Fatalities (per 1M VRM)	Injuries	Injuries (per 1M VRM)	Safety Events	Safety Events (per 1M VRM)	System Reliability (MDBF)
Local Bus	2	0.9 0.1	126 141	6.81 7.1	56 57	3.05 2.9	8,161 6,000
Light Rail	1	0.45 0.3	13 16	5.0 5.5	30 19	11.27 6.6	954 900
Metro Subway	2 1	0.42 0.2	34 42	7.79 9.3	19 8	4.38 1.9	4,973 5,000
Mobility	0	0.03 0	49 77	3.08 4.3	23 33	1.43 1.9	16,631 15,000
Commuter Bus	0	0	0	0	0	0	35,514 25,000

#### LONG RANGE TRANSPORTATION PLAN

##### Hagerstown Safety Action Plan

Mr. Mullenax reported that the draft plan will be finalized and published soon. On April 1<sup>st</sup> the Plan will be presented to the Hagerstown City Council. Our consultants have been examining crash type and severity at all signalized intersections throughout the City. The public comment period will run April 2<sup>nd</sup> thru May 2<sup>nd</sup>. A public meeting has been scheduled for April 23<sup>rd</sup> from 5 to 6:30 p.m. at the Washington County Free Library in Hagerstown. The final plan will be considered for adoption by the City Council at the end of May.

##### US 11 Virginia Avenue Corridor Study, WV 9 Edwin Miller Boulevard Study and WV 51 Washington Street Corridor Study

Mr. Mullenax stated that the needs assessments been completed for each project and will be incorporated into the individual final draft reports. We anticipate the draft reports to be available for public comment in April with public meetings for each project to be held soon after.

##### EPTA Transit Development Plan Update

Mr. Mullenax reported that the first round of public meetings will be held on April 2<sup>nd</sup> in Charles Town and April 3<sup>rd</sup> in Martinsburg. These public meetings will focus on potential route changes, locations, service changes, frequency of service, etc. A second round of public meetings will be held in May to present the

entire draft TDP for public review and comment. After all public comments have been addressed, our consultants will present the final plan in June to EPTA's Board of Directors for their consideration.

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

Mr. Mullenax announced that the draft plan has been completed. There are two outstanding issues that need to be addressed: 1) the Quit Claim process for a portion of a City-owned public alley that bisects WCT's property and 2) the lot consolidation process to help simplify future redevelopment. The final report is expected to be presented to the Washington County Board of County Commissioners in late Spring. Mr. Mullenax stated that he and MTA have submitted a \$2.8 million FY 2025 BUILD grant for the engineering, design and environmental NEPA work needed for this project. Grant awards are expected to be announced in June.

#### **ORGANIZATIONAL ADMINISTRATION**

##### **Draft FY 2026 Unified Planning Work Program (UPWP)**

Mr. Mullenax explained that the UPWP contains the MPO's budget and work program for the upcoming fiscal year. In FY 2026, staff will be focusing on four major planning projects: 1) the first year of the Long Range Transportation Plan update; 2) US 11 Winchester Avenue Corridor Study in Martinsburg; 3) WV 9 Bike Path Connection Feasibility Study; and 4) Hagerstown Safety Feasibility Study based on recommendations from the Safety Action Plan.

Ms. Baker noted there are 10 tasks related to time and projects that the MPO is working on. A large amount of the FY 2026 funds will be spent on special studies and labor costs. She stated that funding from West Virginia stayed the same as last year with a very slight decrease in Maryland funding. Capital costs will decrease with operating costs increasing minimally. The draft budget includes a 3.5% increase for staff, which is on par with recent local government proposed increases.

Mr. Mullenax stated the draft UPWP will be advertised for public comment from April 19<sup>th</sup> thru May 20<sup>th</sup>. The draft will be posted online and hard copies will be placed in our region's three County libraries. Staff will present the draft for consideration and approval at the May 21<sup>st</sup> meeting.

##### **Public Participation Plan (PPP) Update**

Mr. Mullenax explained that our current PPP was approved in May 2022 and recommends review of our procedures every three years. The PPP explains how the MPO follows the metropolitan planning process as described in US Code as it relates to public involvement. Staff has updated dates, photos, websites, etc. within the Plan. The draft will be advertised for public comment from March 29<sup>th</sup> to May 13<sup>th</sup> and will be posted online and hard copies will be placed in the region's three County libraries. The final draft as well as any public comments received will be presented for approval at the May 21<sup>st</sup> meeting.

##### **Financial Status Update**

Ms. Baker presented the invoice summary for the second quarter of FY2025. The majority of costs were associated with our special studies and administration. We anticipate the same level of expenditures during the third quarter.

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

Mr. Mullenax gave a brief report on the following:

- The MPO in partnership with WVDOT submitted a BUILD construction grant application for the Harpers Ferry Strategic Infrastructure Enhancement project. This application includes full funding for the Armory Canal Trail, High Street and Washington Street sidewalks as well as resurfacing

projects throughout Bolivar and Harpers Ferry. Grant awards should be announced sometime in June.

#### **Staff Report**

Ms. McDonough gave a brief report on the following:

- Staff continues to work through the implementation of the new TIP software. There are still some mapping issues with the public facing side of the software which staff continues to work on with EcolInteractive.
- Staff has begun gathering data and drafting the application for a TAP grant for the Jefferson County Parks and Recreation. This application will be for river front trail, a pedestrian crosswalk, and ADA parking spaces as part of the Moulton Park expansion.

#### **Public Comment**

No citizens were present.

#### **Future Meetings**

The next scheduled meeting of the Interstate Council is Wednesday, May 21, 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**

Ms. Baker made a motion to adjourn the meeting at 2:50 p.m. The motion was seconded by Ms. Ricketts and so ordered by the Chair.

Respectfully submitted,



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Elaine Bartoldson, Chairperson