

**HAGERSTOWN/EASTERN PANHANDLE  
METROPOLITAN PLANNING ORGANIZATION  
INTERSTATE COUNCIL  
August 20, 2025**

The Hagerstown/Eastern Panhandle Metropolitan Planning Organization Interstate Council held a meeting on Wednesday, August 20, 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 1:30 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; Brian Carr, WV DOH; Steve Catlett, Berkeley County Commission; Elizabeth Ricketts, City of Charles Town; Rachael Snavely, Region IX; Shawn Kiernan, MDOT; and Shawn Harbaugh, Washington County Transit.

Also present was: Michaela McDonough, HEPMPO; Jennifer Smith, Berkeley County Development Authority; Geoff Anderson, MDOT; Kerri Wegner, WVDOH; and Mike Dodd, WVDOH.

**MINUTES**

**Motion and Vote:** Ms. Snavely made a motion to approve the minutes of the May 21, 2025 meeting as presented. The motion was seconded by Mr. Catlett and unanimously approved.

**-TRANSPORTATION IMPROVEMENT PROGRAM**

**FY 2025-2028 MD Transportation Improvement Program Amendments**

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

**Maryland Department of Transportation** (No formal action required)

- I-81 Interchange Improvements at Showalter Avenue (I-81, Phase 4B), Maugansville, W2023-08
  - **Change:** Remove project from TIP. This project will now be included in Areawide Bridge Replacement and Rehabilitation (W2025-04)
- Areawide Environmental Projects, W2025-01
  - **Change:** Add ENG funding in FY2025: \$751,000 (\$713,000 Federal; \$38,000 State), FY2026: \$1,350,000 (\$1,283,000 Federal; \$67,000 State), FY2027: \$850,000 (\$808,000 Federal; \$42,000 State), and FY2028: \$400,000 (\$380,000 Federal; \$20,000 State)
- Areawide Safety and Spot Improvements, W2025-02
  - **Change:** Add ENG funding in FY2025: \$1,250,000 (\$1,188,000 Federal; \$62,000 State) and FY2026: \$2,301,000 (\$2,185,000 Federal; \$116,000 State). Add ROW funding in FY2025: \$150,000 (\$143,000 Federal; \$7,000 State). Add CON funding in FY2026: \$8,000,000 (\$7,161,000 Federal; \$839,000 State)

**FHWA Eastern Federal Lands** (No formal action required)

- MD 63/MD 68 Resurfacing and Sidewalk Improvements, W2019-10
  - **Change:** Project canceled.
- CHOH Tunnel, W2026-01
  - **Change:** CON – FY2025: \$60,000 (Federal)

**Maryland Transit Administration [Resolution 2026-02]** (Formal action required)

- Washington County Bus Facility, WT2026-01
  - **Project Data:** PE – FY2026: \$2,832,390 (Federal)

**Motion and Vote:** Ms. Baker made a motion to approve the proposed MD TIP amendment [Resolution 2026-01] as presented. The motion was seconded by Ms. Mohn and unanimously approved.

**FY 2025-2028 WV Transportation Improvement Program Amendments**

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

**FHWA Eastern Federal Lands** (No formal action required)

- Harpers Ferry EV Bus Replacement, WVT2024-03
  - **Change:** Project obligated
- Harpers Ferry Bus Facility Expansion, WVT2024-04
  - **Change:** Move CON funding to FY2025 and increase: \$2,923,933 (Federal)

**Eastern Panhandle Transit Authority** (No formal action required)

- Section 5339 – Buses and Bus Facilities Infrastructure Investment Program, WVT2021-08
  - **Change:** Add funding in FY2026: \$375,750 (\$300,600 Federal; \$75,150 Local)
- Capital Assistance – Bus Replacement, WVT2022-01
  - **Change:** Add funding in FY2026: \$500,000 (\$400,000 Federal; \$100,000 Local)
- Capital Assistance – Miscellaneous Equipment, WVT2025-03
  - **Change:** Add funding in FY2026: \$31,250 (\$25,000 Federal; \$6,250 Local)
- Capital Assistance – Passenger Amenity, WVT2025-05
  - **Change:** Add funding in FY2026: \$177,000 (\$141,600 Federal; \$35,400 Local)

**West Virginia Department of Transportation** (No formal action required)

- Nichols Overhead, B2021-19
  - **Change:** Increase FY2025 CON to \$562,290 (\$449,832 Federal, \$112,458 State)
- I-81 Signing, B2023-13
  - **Change:** Increase FY2025 CON funding and implement a federal/state split: \$12,000,000 (\$9,600,000 Federal; \$2,400,000 State)
- New GM Access Road Bridge, B2024-07
  - **Change:** Change federal funding source for all project phases to HWI-OFF and decrease FY2025 ROW funding to \$20,000 (\$16,000 Federal; \$4,000 State)
- I-81 Welcome Centers and Overnight Truck Parking, B2024-10
  - **Change:** Move CON funding to FY2028 and beyond
- US 11 @ Hatchery Rd Improvements, B2024-12
  - **Change:** Move ROW funding to FY2026 and move CON funding to FY2028
- WV 9 Ridge Rd Roundabout, B2025-05

- **Change:** Change FY2025 Federal fund source to EARMARK
- US 22 – Business Park Drive Intersection +1, B2026-02
  - **Project Data:** CON – FY2025: \$850,000 (\$680,000 Federal; \$170,000 State)
- Martinsburg Safety Action Plan, B2026-03
  - **Project Data:** PP – FY 2026: \$690,000 (\$552,000 Federal; \$138,000 Local)
- Hillside Drive Roundabout, J2024-06
  - **Changes:** Move FY2025 CON to FY2026
- Charles Town Augustine Avenue Phase II, J2025-02
  - **Change:** Add CON funding in FY2025: \$1,750,000 (\$1,680,000 Federal; \$70,000 Local)
- Flowing Springs/WV 9 Connector Traffic Signal, J2025-04
  - **Change:** Decrease FY2025 CON funding: \$761,144 (\$608,915 Federal; \$152,229 State) and obligate project
- US 340 LTL Extension at Cloverdale, J2025-07
  - **Change:** Increase FY2025 CON funding: \$481,608 (\$385,287 Federal; \$96,321 State), change federal fund source to CMAQ and obligate project
- Ranson/North Mildred Street, J2024-03
  - **Change:** Project obligated
- Flowing Springs Drive, J2024-11
  - **Change:** Project obligated
- US 340 and Patrick Henry Way Intersection, J2026-01
  - **Project Data:** ENG – FY 2025: \$50,000 (\$40,000 Federal; \$10,000 State)

**West Virginia Department of Transportation [Resolution 2026-01]** (Formal action required)

- Race & Raleigh Intersection MPO Improvement Project, B2026-01
  - **Project Data:** CON – FY2025: \$1,300,000 (Federal)

**Motion and Vote:** Ms. Snavelly made a motion to approve the WV TIP amendment [Resolution 2026-01] as presented. The motion was seconded by Mr. Catlett and unanimously approved.

**-LONG RANGE TRANSPORTATION PLAN**

**Long Range Transportation Plan Update**

Mr. Mullenax stated that a kick-off meeting was held yesterday with the consultant to begin updating the MPO's current Long Range Transportation Plan. Federal law requires that MPOs update their LRTP every five years. Our current Plan will expire on July 1, 2027. We anticipate the final draft to be presented to the ISC at our meeting in May of 2027. The MPO's Technical Advisory Committee (TAC) is charged with overseeing the LRTP development as prescribed in our Bylaws. We will hold our first meeting with the TAC in October and the first major public outreach process will begin in the Spring of 2026.

**US 11 Winchester Avenue Corridor Study**

Mr. Mullenax explained that this corridor was identified in our Regional Safety Action Plan for further safety evaluation. The study will be built on the City of Martinsburg's Gateway Vision Plan and will refine effective safety countermeasures to reduce crashes and severe injuries along Winchester Avenue. The study will assess the Winchester Avenue corridor between Berry Street and King Street and along King Street to Queen Street. We have scheduled a project kick-off meeting as well as a site visit with the Study Committee in early October.

### **WV 9 Bicycle Path Connection Feasibility Study**

Mr. Mullenax announced that one of the highest priorities in our 2023 Regional Bicycle and Pedestrian Plan was the evaluation of potential connections from the WV 9 Bicycle Path's end at Currie Road into Ranson and Charles Town. Prior planning efforts have identified different alternatives for making the connection. A project kick-off meeting as well as a site visit with the Study Committee has been scheduled in early October. Staff plans to highlight this specific need with WVDOT during their upcoming Statewide Bicycle Plan Update.

### **Locust and Mulberry Streets Signal Evaluation Plan**

Mr. Mullenax reported that as part of the City of Hagerstown's Safety Action Plan, the evaluation of traffic signals on Locust and Mulberry Streets was identified. The traffic signal warrant study will identify areas where traffic signals could be removed and replaced with stop signs. These changes would improve street operations and safety while also reducing operating and maintenance costs.

### **-ORGANIZATIONAL ADMINISTRATION**

#### **FY2025 Self Certification [Resolution 2026-03]**

Self-certification is required for the HEPMPO to confirm its metropolitan transportation planning process follows all applicable Federal regulations.

**Motion and Vote:** Mr. Catlett made a motion to approve the FY2025 Self-Certification as presented. The motion was seconded by Ms. Baker and unanimously approved.

#### **FY2026 HEPMPO Project Selection Announcement for Federal Suballocated Funds in West Virginia**

Mr. Mullenax reported that the Interstate Council passed the Project Selection Policy in August 2023 for suballocated funds to the West Virginia portion of the urban area. Since that time, three projects have been programmed using CRP (Carbon Reduction Program) funds. Those projects are: the Queen/Moler Street signal renovation and pedestrian project, the Winchester Avenue RRFB project, and the Race/Raleigh Street intersection MPO improvement project. Two of these projects have yet to begin design and the Queen/Moler Street project exceeded the initial programmed amount. In light of these developments, staff will not be moving forward with a FY2026 Call For Projects. Mr. Mullenax explained that if costs overrun on the remaining projects, it will be difficult to cover costs because these projects are 100% federally funded.

This issue may be revisited at a later date.

### **Financial Status Update**

Ms. Baker presented a summary of expenditures for the fourth quarter of FY2025. She noted that our work task items were on budget with the exception of the TIP and special studies which were slightly over budget. This overage is due to the number of staff hours expended versus what was estimated for the year. We did not exceed our total overall budget for FY2025. Mr. Mullenax noted that seven separate special studies were completed by our consultant.

### **Director's Report**

Mr. Mullenax gave a brief report on the following:

- EPTA's Transit Development Plan was completed and presented to EPTA's Board of Directors in June. Mr. Mullenax showed members the redesigned routes based on the new transit center and service expansion (proposed and identified in the Plan).

- The City of Hagerstown's Safety Action Plan was adopted by the Hagerstown City Council on May 27<sup>th</sup>. A public meeting was held in April. The City has applied for an SS4A Implementation grant based on the Plan's recommendations.
- The Virginia Avenue, Edwin Miller Boulevard and Washington Street corridor safety assessments have been completed. Public meetings were held for each respective corridor. Staff have shared the final plans with MDOT and WVDOT respectively and are currently working on implementing the recommendations under the USDOT's SAFE ROADS program.
- The WCT Facilities Expansion Plan was completed and presented to the Board of County Commissioners of Washington County in June. A BUILD grant for design was awarded for this project on July 15<sup>th</sup>. This project was 1 of only 30 grants awarded nationally and is the only project awarded in Maryland to receive a grant.
- A BUILD grant was not awarded to the Harpers Ferry project. Staff have requested a debrief from the USDOT. We are moving forward on a FLAP grant for the High Street sidewalk project.
- Staff attended the first meeting of the WV Fatality Review Committee held in Charleston in July.
- Staff is supporting the City of Martinsburg on its Martinsburg Greenway Trail BUILD project and the City Safety Action Plan. Both projects held kick-off meetings with FHWA-WV in July.
- The new maintenance building has been framed, the bus wash and storage areas have been bricked, and the revised storm water bypass has been submitted to the City of Martinsburg for the new EPTA Transit Center.
- The MD 65/MD 34 MDOT quick build demonstration project in Sharpsburg will begin soon. Hopefully, this will provide vital information to help improve safety by discouraging speeding in this area.
- MDOT held a public meeting on July 23<sup>rd</sup> on its Vulnerable Road User safety assessment update. Staff provided information on the 10 most high-risk corridors in District 6, all located in Washington County, as well as the Virginia Avenue corridor study that was recently completed.
- The MARC Growth Plan has been published by MDOT MTA. Two notable items are a new commuter bus service from Hagerstown to the Monocacy MARC station running three times/weekday starting in FY2029 and MARC service on the Brunswick line is shown to continue at current levels.
- A public meeting was held on August 5<sup>th</sup> for the WV51 Washington Street project. The public comment period will be open until September 3<sup>rd</sup>. Mr. Mullenax stated that he heard many comments from people interested in a no-build option or leaving the intersection as it is and constructing a bypass around the Town. Ms. Ricketts stated that the City hosted its own public forum. The City gathered comments from that forum and submitted a letter to WVDOT. The City encouraged its residents to resubmit their comments to the WVDOT. The City is planning to create a formal opinion on the options to submit before the public comment period closes.
- The Annual MDOT Tour Meeting has been scheduled for October 9<sup>th</sup> at 10 am at the Washington County Public Safety Training Center. The pre-tour meeting has been scheduled for September 10<sup>th</sup> at 2:30 p.m. This will be a virtual meeting.
- The MPO staff is working with MDOT and WVDOT in preparing a BIP (Bridge Investment Program) planning grant application for the US 522 bridge in Hancock. This grant would focus on improving multimodal connections from the C&O and WMRT into West Virginia.

### **Staff Report**

Ms. McDonough gave a brief report on the following:

- Two TAP grants were submitted in July – one for Moulton Park in Jefferson County and one for the Foxcroft Avenue sidewalk project.

### **OTHER BUSINESS**

### **Public Comment**

No public comment was received.

**Future Meetings**

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

Ms. Baker made a motion to adjourn the meeting at 2:28 p.m. The motion was seconded by Ms. Snavely and so ordered by the Chairman.

Respectfully submitted,

  
Elaine Bartoldson, Chairperson