

**LACKAWANNA-LUZERNE TRANSPORTATION STUDY**  
**COORDINATING COMMITTEE MEETING**  
**April 20, 2016**

Members of the Lackawanna-Luzerne Transportation Study Committees:

Attached is a copy of the minutes of the Lackawanna-Luzerne Transportation Study Coordinating Committee meeting, held on February 17, 2016 at 10:00 a.m. in Room 233 at the Pennsylvania Department of Transportation Engineering District 4-0 Office, Dunmore, Pennsylvania.

Please check for errors or omissions.

Thank you.

A meeting of the Lackawanna-Luzerne Transportation Study (LLTS) Coordinating Committee was held on Wednesday, October 21, 2015 in Conference Room 233 of the Pennsylvania Department of Transportation District Office in Dunmore, Pennsylvania.

Mr. Dominic Yannuzzi, Co-Chairman of the Coordinating Committee, called the meeting to order at 10:05 a.m. and asked for self-introductions. Mr. Yannuzzi received a letter of proxy from Mr. George Roberts stating that Mr. John Arcangelo will serve as his proxy; a letter of proxy from Mr. Norm Gavlick stating that Ms. Kathy Bednarek will serve as his permanent proxy; a letter of proxy from C. David Pedri stating that he is the representative for Luzerne County at the MPO Coordinating Committee and Mr. James Ferry will serve as his permanent proxy and a letter of proxy from Mr. John Pocius stating that Mr. Michael Mecca will serve as his proxy. (All permanent proxies are listed in the committee member list attached to these minutes.)

Mr. Yannuzzi stated for the record that in accordance with the provisions of the Sunshine Law and Fixing America's Surface Transportation (FAST) Act, Steve Pitoniak, submitted the required public meeting notice, which appeared in local papers.

**ITEM #1 – FEBRUARY 17, 2016 LLTS COORDINATING COMMITTEE MEETING**  
**MINUTES**

Copies of the February 17, 2016 Lackawanna-Luzerne Transportation Study Coordinating Committee meeting minutes were sent out to all committee members. Mr. Yannuzzi asked for additions, deletions or corrections.

It was noted that on page four under Item #4 the first paragraph second sentence should read as follows:

- Mr. Smoker noted that the Act covers six modes of transportation that are being administered under USDOT.

It was also noted that on page six the Structurally Deficient (SD) Bridges paragraph should read as follows:

- Mr. Roberts noted that Pennsylvania still has a huge structurally deficient problem. The Governor has set a goal to repair / replace 1,800 bridges including the 558 P3 bridges over last year and in the next three years. The District goal is now 125 out of that number, not including the P3 structures. Completing 25 to 30 structures each year will ensure the District meets their goal to reduce SD Bridges, but throughout the year more structures become structurally deficient and this becomes a circular battle.

Mr. Yannuzzi asked for further additions, deletions or corrections. Hearing none, a motion to approve the February 17, 2016 Lackawanna-Luzerne Transportation Study Coordinating Committee meeting minutes with the noted changes, was made by James Arey, seconded by James Ferry, and carried.

**ITEM #2 – 2015-2018 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)  
MODIFICATIONS**

Copies of the 2015-2018 Transportation Improvement Program (TIP) modifications were sent out to all committee members. Mr. Fisher highlighted the modifications to the 2015-2018 TIP, which included:

- Advanced the construction phase for TR 527 over Kennedy Creek in Lackawanna to bid project early – MPMS # 68828
- Added the study phase to SR 6011 Green Ridge Street in Lackawanna to begin looking at potential design alternatives – MPMS # 84368
- Decreased the construction phase of SR 1001 Slide in Luzerne to match low bid – MPMS # 96800
- Added construction for Old Forge Local Earmark in Lackawanna (pedestrian accommodation and ADA requirements for paving Dunn Avenue from Main Street to Riley Street) – MPMS # 74718

Mr. Malski asked regarding the RRX Reserve line item funding clarification. It was noted that the funding balance on this line item is a statewide figure, and that this funding allocation is dependent upon a region's qualifying projects. The allocation is based on a project by project basis, Mr. Arey will compile the projects in the LLTS region and provide the RRX allocation amount for the MPO.

Mr. Fisher noted that the TIP changes were modifications not amendments and would not require a vote. Mr. Yannuzzi asked for questions or comments. Hearing none, the committee moved to the next order of business – the LLTS Metropolitan Planning Organization (MPO) Public Participation Plan.

**ITEM #3 – PUBLIC PARTICIPATION PLAN**

Mr. Yannuzzi thanked Mr. Pitoniak and all committee members who have been working on all the documents that were updated for adoption by the MPO.

Copies of the Public Participation Plan were submitted to the committee members electronically. Mr. Pitoniak noted that the previous FHWA liaison and PennDOT directed the MPO to look at all the related documents as they update the Long Range Plan. It was noted that when the update process began they found Public Participation Plan was already ten years old. This is the first update of the Public Participation Plan and it takes into consideration all of the federal codes and regulations, executive orders and Presidential Americans with Disabilities Act. It was noted that FHWA and PennDOT are working to have all documents put online and that hardcopies are available wherever needed.

Mr. Smoker asked if there any new outreach strategies or techniques that have been committed to in this plan that were not in the last plan. It was noted that this would be covered later in the meeting.

Mr. Yannuzzi asked for questions or comments. Hearing none, a motion to adopt the Public Participation Plan, was made by Butch Frati, seconded by Mike Mecca, and carried.

#### **ITEM #4 – TITLE VI PLAN**

Copies of the Title VI Plan (nondiscrimination) were submitted to the committee members electronically. Mr. Pitoniak noted that the Title VI nondiscrimination plan was only seven years old. The document covers the two-county region and implements a number of efforts that have not been utilized or provided for in the past. Mr. Yannuzzi noted that one item describing the agencies that are part of the committee, and that the City of Hazleton is listed as appointed by the County of Luzerne instead of a committee member which would be good to have the City of Hazleton listed as member. In addition, it would be good to have the transit authorities listed individually since they are discussed in the document as well. It was noted that the City of Hazleton is not a voting member the City was appointed in place of one of Luzerne County's representatives, and they are not a signatory to the original contract between FHWA, PennDOT and the counties. The transit listing was incorporated in the plan as recommended by the reviewers who are the Title VI experts for FHWA and the environmental agencies.

Mr. Yannuzzi asked for questions or comments. Hearing none, a motion to adopt the Title VI Plan, was made by James Arey, seconded by George Kelly, and carried.

#### **ITEM #5 – LIMITED-ENGLISH PROFICIENCY PLAN**

Copies of the Limited-English Proficiency (LEP) Plan were submitted to the committee members electronically. Mr. Pitoniak noted that this was a new document the MPO did not have and LEP Plan in the past although it was required under Executive Order 13166, which is not a new order. As part of the Title VI Environmental Justice the MPO incorporated the LEP Plan.

Mr. Yannuzzi asked for questions or comments. Hearing none, a motion to adopt the Limited-English Proficiency Plan, was made by James Ferry, seconded by Mike Mecca, and carried.

#### **ITEM #6 – CONGESTION MANAGEMENT PLAN**

Mr. Pitoniak noted that the original Congestion Management Plan (CMP) was from 2004. Lackawanna and Luzerne County individually update the plan based on field studies and data collected (traffic counts, turning movements, etc.). The individual documents were then incorporated in the TIP process and of the over twenty corridors and intersections listed, almost all of them have received some type of work over the years in improvements. The updated Congestion Management Plan takes into consideration the improvements that were made, and once approved; the counties will move forward with annual updates together instead of individually. Comments included methodology and titles the comments were addressed and an updated document was sent out to the committee members. Mr. Smoker noted that the document did address state highway system but there were a number of locally owned roadways that are on the federal aid system. It was noted that the CMP did have local roads not owned by the state or under federal aid, as well as roadways under the state and National Highway System.

Mr. Yannuzzi asked for questions or comments. Hearing none, a motion to adopt the Congestion Management Plan, was made by Butch Frati, seconded by George Kelly, and carried.

**ITEM #7 – TRANSPORTATION ALTERNATIVES PROGRAM (TAP) – APRIL 7, 2016**  
**EMAIL BALLOT**

Mr. Pitoniak noted that as in the past the Transportation Advisory Committee (TAC) went over the submissions with the eight applicants for both counties for the Transportation Alternatives Program (TAP). The TAC went through the ranking and scoring process with each submission. The TAC recommended three projects for MPO funding. Projects not approved for the MPO funding or could not be funded through the MPO have been submitted for possible funding under the statewide TAP. The three projects approved by the TAC to be funded through MPO are Heritage Valley Trail (Connection in Dickson City) in Lackawanna, Hazleton Area Trail (Underpass to connect trail-way through mining lands) in Luzerne and partial funding of the Keystone College Gateway project in Lackawanna. The Technical Committee approved the recommendations of the Advisory Committee, and due to project submission deadlines to Harrisburg (due last week) the Coordinating Committee had to have an email ballot prior to this meeting.

Mr. Yannuzzi asked for questions or comments. Hearing none, a motion to reaffirm the April 7, 2016 email ballot to adopt the Transportation Alternative Program projects as presented, was made by George Kelly, seconded by James Arey, and carried.

**ITEM #8 – TRAIL PAMPHLETS**

Mr. Yannuzzi passed a copy of the trail pamphlet to committee members. Mr. Pitoniak noted that three years ago, the MPO was contacted by the Pennsylvania Environmental Council (PEC) for assistance in the creation of a bike trails map for the region. As part of the transportation network planning the MPO must incorporate non-motorized modes of transportation. This was an opportunity to include the biking and pedestrian contingents in the plan. Through Lackawanna County's Unified Planning Work Plan (UPWP) process and a \$5,000 allocation and the trail pamphlets (maps) resulted. It was noted that the maps have been distributed to every library, boroughs and townships, nearly every university and major hotel in the area. There has been a good amount of positive feedback on the maps. Luzerne County was provided a case for their offices and many of the entities that were provided the pamphlets have requested more. The map is interactive online and PEC will be able to update the map electronically whenever something changes or new resources become available regarding the trails and entities involved.

Mr. Yannuzzi asked for questions or comments. Hearing none, the committee moved to the next order of business – Other Business.

## **ITEM #9 – OTHER BUSINESS**

### **Committee Members**

Mr. Roberts noted that the last two committee meetings; the committee chairs were not in attendance. At those meetings it was not clear on the vice-chairs or who should be running the meetings. Mr. Roberts suggested the MPO look at the committees' structures and consider reelecting officers at the beginning of year after the TIP adoption. It was noted that with personnel changes and retirements, elections have not been held recently and voting and elections should be on the agenda at upcoming meetings.

### **Planning Comments – Getting the Public Involved**

Lackawanna County has interviewed two firms to develop the MPO website. As this goes through the county processes the hope is to have a website up next month with a draft website for review by the end of this month. The site will incorporate all comments; it will be accessible to the visually impaired and the hearing impaired; there will be a translating program for a number of languages; it will be an interactive site open to social media; email list consolidation for those who want notifications from the MPO will also be available. After the website has been processed through the county and payments can be completed the website will be under the MPO control not Lackawanna County control. There will be three administrators for the website, one from Lackawanna, one from Luzerne and one from PennDOT in order for changes to be updated in real time. Mr. Arey thanked Mr. Pitoniak and the MPO for the effort put forward especially in creating the website since the internet is so much a part everyone's lifestyle these days. It was noted the website will also be mobile friendly. Costs will be covered through the UPWP.

### **Planning Partners' Meeting**

Last year's fall Planning Partners' meeting was cancelled due to the Budget Impasse. Tentative dates for a mid-summer Planning Partners' meeting are June 27, 2016 through June 29, 2016 in State College. Sessions will include District and Central Office staff and Planners and Stakeholders. Discussions will include TIP process, TYP process, public involvement and STIC. Mr. Arey noted that attendees will need to ensure they have access to SharePoint for registration.

### **Draft TIP**

Mr. Smoker asked on the status of the draft TIP and the public outreach for the public comment period. It was noted that Central Office Planning still needed a draft TIP from COLTS. It was noted the transit authority did have major turnover in personnel. Mr. Kelly noted that Lackawanna County is working to ensure that with the personnel changes within COLTS they will have a transportation planning support at a county level to share these responsibilities. It was noted that some MPOs have good job descriptions to use as templates (part-time MPO and part-time transit coordination position).

Mr. Roberts will roll the COLTS TIP information from the past two years into the current draft TIP in order to send a whole document for the draft TIP out timely for the public comment period, as personnel issues persist within COLTS. The public comment period should begin at the latest May 15, 2016. Mr. Smoker asked if action was needed for the documents to be released for public comment. It was noted the documents are sent out so that comments can be

reviewed and discussed as needed at the next committee meetings. It was noted that the draft TIP normally goes out to all members at the beginning of the public comment period. Comments are reviewed as they are submitted and any changes required to address the comments are made by the Technical Committee who then recommends the Coordinating Committee adopt the TIP as recommended by the Technical Committee with the necessary revisions.

### **Rail Line to New York City**

Mr. Kelly noted an article regarding the NEPA Alliance MPO pursuing planning funding for a commuter rail from Monroe County to New York City. Mr. Kelly approached Mr. Jeff Box, CEO of NEPA Alliance, to reiterate that the line does not stop in Monroe County, it stops in the City of Scranton. Mr. Kelly reached out to the team working that is putting together the funding request for the project study, who asked how much funding Lackawanna County would be able to contribute. Mr. Malski noted that they were working with NEPA Alliance on the re-draft of the grant application for the preliminary engineering on the project and Scranton can be included in the wording of the re-draft. Federal Transit Administration in conjunction with US Legislators has put the project back on the radar screen to update the preliminary engineering that has already been done. It was noted that Lackawanna County does have a \$10,000 line item on the TIP for supporting railroad projects (a one-time allocation). As previously noted railroad funding on the TIP is allocated per project within a region. This \$10,000 could potentially be used as match fund for this project.

### **Master Agreement**

It was noted that the Lackawanna County's Master Agreement is 90% complete and should be down to PennDOT Central Office Planning and Programming by the end of the week. The Luzerne County Master Agreement is with the County Solicitor and County Council for review and approvals.

### **FHWA Recertification Review**

Mr. Smoker noted that the LLTS FHWA Recertification Review is scheduled for May 25 and 26, 2016. Mr. Smoker thanked Mr. Pitoniak for submitting all the review materials. An agenda will be forthcoming and all are welcome to attend.

### **Meeting Schedule**

The next Technical Committee meeting is scheduled for July 6, 2016 at 10:00 a.m.

The next Coordinating Committee meeting is scheduled for July 20, 2016 at 10:00 a.m.

### **Adjournment**

Mr. Yannuzzi asked for questions or comments. Hearing none, a motion to adjourn the LLTS Coordinating Committee meeting was made by James Arey, seconded by Butch Frati and the meeting adjourned at 10:55 a.m.

LACKAWANNA-LUZERNE TRANSPORTATION  
STUDY MEETING - COORDINATING COMMITTEE  
April 20, 2016

	<u>MEMBER PRESENT</u>	<u>ABSENT &amp; NO PROXY</u>	<u>PROXY PRESENT</u>
<u>PENNDOT</u>			X
George J. Roberts, P.E., Chairman			
James Arey, Central Office	X		
<u>LACKAWANNA COUNTY</u>			
George Kelly	X		
Vacant		X	
<u>LUZERNE COUNTY PLANNING COMMISSION</u>			
C. David Pedri, Acting County Manager – (James Ferry – Permanent Proxy)	X		
<u>CITY OF HAZLETON</u>			
Jeffrey L. Cusat, Mayor - (Dominic Yannuzzi – Permanent Proxy & Committee Vice-Chair)			X
<u>CITY OF SCRANTON</u>			
William Courtright, Mayor – (John Pocius – Permanent Proxy)			X
<u>CITY OF WILKES-BARRE</u>			
Anthony George, Mayor (Attilio “Butch” Frati – Permanent Proxy)			X
<u>TRANSIT REPRESENTATIVE – LACKAWANNA COUNTY</u>			
Robert Fiume		X	
<u>TRANSIT REPRESENTATIVE – LUZERNE COUNTY</u>			
Norm Gavlick – (Kathy Bednarek – Permanent Proxy)			X
<u>AVIATION REPRESENTATIVE</u>			
Carl Beardsley		X	
<u>*PENNSYLVANIA NORTHEAST REGIONAL RAILROAD AUTHORITY</u>			
Larry Malski	X		
<u>*FEDERAL HIGHWAY ADMINISTRATION</u>			
Matthew Smoker	X		
<u>*FEDERAL TRANSIT ADMINISTRATION (FTA)</u>			
Timothy Lidiak		X	
<u>*FEDERAL AVIATION ADMINISTRATION</u>			
Lori Pagnanelli		X	
*Non-Voting Members			



Lackawanna-Luzerne Transportation Study Meeting Technical Committee Members Present:

Steve Pitoniak, Lackawanna County Regional Planning Commission, Tech. Comm. Chair  
Dean Roberts, PennDOT Central Office Planning

Non-Members Present:

Larry West, Aide to Senator Elisabeth Baker  
Michael Mecca, Labella Engineering  
Chris Chapman, Lackawanna County Regional Planning Commission  
Lee Puskar, Luzerne County  
Jim Weber, Luzerne Planning  
Dan Butch, Luzerne County  
Marie Bishop, PennDOT District 4-0 Planning  
Steve Fisher, PennDOT District 4-0 Planning  
John Frankosky, PennDOT District 4-0 Planning  
Anna Fuhr, PennDOT District 4-0 Administration  
Michael Taluto, PennDOT District 4-0 Community Relations  
John Arcangelo, P.E. PennDOT District 4-0 Portfolio Manager