

LACKAWANNA-LUZERNE TRANSPORTATION STUDY
TECHNICAL COMMITTEE MEETING
April 6, 2016

Members of the Technical Committee:

Attached is a copy of the minutes of the Lackawanna-Luzerne Transportation Study Technical Committee meeting, which was held on April 6, 2016 at 10:05 a.m. in Conference Room 233 in 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 Technical Committee was held on April 6, 2016 at 10:05 a.m. in Conference Room 233 in the Pennsylvania Department of Transportation Engineering District 4-0 Office, Dunmore, Pennsylvania.

Mr. Roberts, Transportation Planning Manager, called the meeting to order at 10:05a.m.

Mr. Roberts asked for a self-introduction by each person in attendance.

Mr. Roberts received a letter of proxy from Mr. Steve Pitoniak stating that Mr. Chris Chapman, Lackawanna County Regional Planning Commission, will serve as his proxy.

Mr. Roberts stated for the record that in accordance with the provisions of the Sunshine Law and the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), Lackawanna County, submitted the required public meeting notice, which appeared in local papers for general circulation.

ITEM #1 – APPROVAL OF THE FEBRUARY 3, 2016 COMBINED TECHNICAL COMMITTEE AND COORDINATING COMMITTEE MEETING MINUTES

Copies of the February 3, 2016 Technical Committee Meeting minutes were distributed via email to all members of the committee.

Mr. Roberts asked if there were any additions, deletions, or corrections to the minutes;

Mr. Smoker noted two corrections; Page 3, Item #4 – He noted the Congress signed into law the FAST Act; correction – the President signed into law the FAST Act.

Last page – noted under FHWA, Cami Otto is listed as the representative for FHWA, he was the representative for FHWA.

Mr. Chapman noted: Page 2 above Item # 1- Lackawanna County, Lee Puskar submitted the required public meeting notice; correction - Lackawanna County submitted the required public notice – omit Lee Puskar.

Page 4, above Item #5 - Mr. Pitoniak acknowledged that is not a lot of information yet, but will Pennsylvania be a donor state for the funding; correction - Mr. Pitoniak acknowledge that is not a lot of information yet, but asked if Pennsylvania will be a donor or donee state.

Page 5, - TYP is divided up into four year sentence; correction - TYP is divided up into four year segments.

He entertained a motion to approve the February 3, 2016 minutes, Mr. Pocius made the motion, Mr. Baranski second it; motion carried.

ITEM #2 2015-2018 TIP MODIFICATIONS

Copies of the 2015-2018 Transportation Improvement Program (TIP) modifications were sent out electronically to all committee members. He noted their administrative actions for information purposes only; no amendments. Mr. Fisher highlighted the modifications to the 2015-2018 TIP, which included:

- Advanced the Construction phase of MPMS# 68828/TR 524 over Kennedy Creek - bid early.
- Added the study phase of MPMS# 84368 - SR 6011 Greenridge St. Bridge project to focus on design alternatives and some physical adjustments.
- Decreased the Construction phase of MPMS# 96800 - SR 1001, received low bid and some savings.
- Added Construction phase of MPMS# 74718 - Old Forge Local Earmark, paving Dunn

Avenue from Main St. to Riley St with some pedestrian accommodations and ADA ramps.

Open for comments or questions, Mr. Roberts hearing none, the committee moved to the Public Participation Plan update.

ITEM #3 – PUBLIC PARTICIPATION PLAN:

Mr. Roberts noted Mr. Chapman will review/present the plan.

Mr. Chapman noted there are a few plans that will be presented today, and they were all sent out with the meeting notice two to three weeks prior.

He noted they all coincide with the Long Range Transportation Plan, and it has been ten years since the latest update began. The plan demonstrates the effort to inform the public of the transportation planning, the decision-making process, and links were sent out to all the members.

He asked for any questions or concerns regarding the Public Participation Plan before making the motion to adopt, hearing none, Mr. Roberts entertained a motion to approve the Public Participation Plan; Mr. Frati made the motion, Mr. Pocius second it, and the motion carried.

ITEM #4 – TITLE VI PLAN:

Mr. Roberts noted Mr. Chapman will review/present the plan.

Mr. Chapman reported as part of the overall Long Range Transportation Plan update process, the study reviewed that the existing Title VI Environmental Justice Plan incorporated new requirements from the various acts adopted since the initial plan was completed in order to strengthen the process as part of the commitment to non-discrimination in Lackawanna and Luzerne county regions covered by the MPO. The study is committed to utilizing the best efforts to ensure that no person on the grounds of race, color, disability, gender, age, income, national origin, language or limited English proficiency is excluded from the process or subjected to the discrimination under the programs and services of the LLTS; the document provides an outline to achieve these goals.

Mr. Roberts noted since Ms. Snee retirement, a new Title VI Officer is needed; he requested to discuss this at the upcoming Coordinating Committee meeting in two weeks. Mr. Chapman confirmed.

Mr. Roberts entertained a motion to approve the Plan and Complaint Procedure, a new Complaint Officer, and to forward the recommendations. Ms. Hazelton made the motion, Mr. Cavill second it; motion carried.

ITEM #5 – LIMITED-ENGLISH PROFICIENCY PLAN:

Mr. Roberts noted Mr. Chapman will review/present the plan.

Mr. Chapman reported the LLTS has adopted Limited-English Proficiency Plan as part of the updates to the other plans that were developed over this past year, and prepared this document to approve the LLTS efforts in meeting the needs of its population as outlined in executive order 1316, improving access for services to persons of limited- English proficiency. It documents the languages in the area and outlines methods to improve communication to two county regions. The plan was completed and the access was in the agenda and meeting notice for anyone to view.

Mr. Roberts asked if there were any questions or concerns.

Mr. Smoker questioned if the following items were addressed: Title VI Plan, Public Participation Plan, and some of the new procedures. He noted not having enough staff to actually implement and fully complete everything as an MPO for the outreach strategies and techniques.

Mr. Chapman confirmed and is aware of the staffing issues, and over the last several months it has

become a priority to increase staffing. Their currently moving forward and received feedback from Lackawanna County in hiring additional staff members. Mr. Roberts asked if there were any questions or concerns, hearing none, he entertained a motion to approve the Limited-English Proficiency Plan. Mr. Pocius made the motion; Mr. Babinski second it; motion carried.

ITEM # 6 – CONGESTION MANAGEMENT PLAN (CMP):

Mr. Roberts noted Mr. Chapman will review/present the plan.

Mr. Chapman reported the LLTS prepared a CMS Plan in 2004 that delineated corridors and intersections to act as models for the network to study congestion in the two county regions. The plan developed criteria for determining congestion levels in the MPO and tools for data collection based on the criteria. He noted over the years, the MPO will update the data collected on the model locations and as conditions worsen, developed plans to eliminate or at least decrease congestion in those areas. A number of corridors and intersections that developed congestion were studied to propose remedies that lead to construction plans and ultimately placement on the Transportation Improvement Program for implementation. As traffic patterns changed over the years, and a majority of previous study locations have completed projects, the LLTS developed new criteria and delineated new areas to become new models to analyze congestion in the region. He noted the document delineates the areas for study, the criteria to study, and the methods for data collection. It is completed along with the other plans, and will be provided to the committee.

Mr. Smoker noted in the past, one county would update information and a few years later the other county would update information; he appreciates the comprehensive update for both counties. He has some editorial comments on the methodology, who to send the comments too, and it was noted an annual CMP report is not required to update the data on an annual basis.

Mr. Chapman noted if there are any comments or suggestion, to forward them to himself or Mr. Pitoniak.

Mr. Roberts asked for any questions or concerns, hearing none, he entertained a motion to approve the CMP, and to forward it to the Coordinating Committee – Mr. Cavill made the motion, Mr. Puskar second it; motion carried.

ITEM # 7 – TRANSPORTATION ALTERNATIVE PROGRAM (TAP)

Mr. Roberts reported a month ago the Transportation Advisory Committee made recommendations on the TAP program, LLTS MPO, and the 2017 TIP cycle funding balance (\$791, 000.00); noting any other projects deemed worthy will also be considered by statewide.

Mr. Chapman noted six projects were presented; the committee ranked them by their presentations and by their need to transportation in the area.

- Lackawanna River Heritage Trail
- Greater Hazleton Rails to Trails
- Keystone College Gateway
- Wilkes University Pedestrian
- North State Street Pedestrian
- Walk Blakely Borough

He noted the top project was Lackawanna River Heritage Trail and with \$790,000.00 to allocate, the committee had to decide where to go with the funding. They decided to allocate \$470,560.00 to Lackawanna River Heritage Trail, the second place was a tie between Greater Hazleton Rails to

Trails and Keystone College Gateway project. The committee decided to fully fund the Hazleton project and the remaining funding \$49,440.00 went to Keystone College Gateway project. The remaining projects that were not fully funded in the LLTS round are automatically forwarded to the state to try and obtain funds including Keystone College Gateway project due to the fact they only received partial funding of \$49,000.00.

He noted the Greater Hazleton Rails to Trails is a pedestrian culvert project, Lackawanna River Heritage Trail - connect the network that is missing in the Olyphant/Dickson City area of Mid Valley, Keystone College Gateway - connection between the sidewalks and trail network that is currently throughout the campus.

He noted they were all the recommendations of the Tech Committee.

Mr. Roberts asked if there were any questions on the TAP projects that were selected by the Tech Committee.

Mr. Pocius questioned what the Wilkes-Barre Project entailed. Mr. Chapman noted it was mainly street scape, lighting, and sidewalks, as well as North State Street, and Blakely Borough - mainly sidewalks.

Mr. Roberts entertained a motion to approve the TAP priority order projects as selected by the Tech Committee; Ms. Hazelton made the motion, Mr. Baranski second it; motion carried.

ITEM #8 - OTHER BUSINESS:

Mr. Chapman reported he had a discussion with Mr. Pitoniak concerning Ms. Snee's former position as Title VI Officer and Vice Chairman; his suggestion, to select an interim by next week and selection of officers.

Mr. Roberts noted the nomination for Vice Chairman -Tech Committee, he would be willing on an interim basis to be Vice Chairman.

Mr. Pocius entertained the motion to nominate Mr. Roberts, Ms. Hazelton second it; motion carried.

Mr. Chapman reported over 2500 trail pamphlets have been distributed ; majority of them to hotels, colleges, townships, boroughs, libraries; noting quite a few call back asking for additional maps.

Mr. Roberts noted the Coordinating Committee meeting is in two weeks and will be approving the Long Range Transportation Plans, how many copies are available. .

Mr. Chapman noted they distributed four/five copies per county.

Mr. Roberts requested a hard copy and a disk.

He confirmed Mr. Ferry position as Planning/Zoning Director of Luzerne County.

Mr. Puskar confirmed and noted the next two weeks they will have two additional employees; at that point, the compliment of Luzerne County Planning/Zoning will be temporarily full until they can do the next round of hiring, and will be back to his former position as the inside consultant for the counties. His official capacity will be only Planning/Zoning.

Mr. Roberts noted a few weeks ago, a meeting with the District Office, PENNDOT Central Office, Council Members, Luzerne County Executives, and Lackawanna County Commissioners in regards to staffing and utilizing funds that are allocated for the region. It seems the discussions fell short, but there were some positive feedback from both counties that staffing will be increased when it comes to Transportation Planning.

Mr. Roberts asked if there were anyone representing COLTS in attendance; Mr. Chapman noted Jennifer Honick is the representative for Lackawanna County, Norm Gavlick for Luzerne County, and no one is present.

Next Meeting:**Meeting Schedule**

The next Technical Committee meeting is scheduled for July 6, 2016 at 10:00 a.m. and the next Coordinating Committee meeting is scheduled for July 20, 2016 at 10:00 a.m.

Adjournment

Mr. Roberts asked for questions or comments. Hearing none, a motion to adjourn the LLTS Technical Committee meeting was made by Mr. Chapman, seconded by Ms. Hazelton and the meeting adjourned at 10:35 a.m.

LACKAWANNA-LUZERNE TRANSPORTATION
STUDY MEETING
TECHNICAL COMMITTEE
April 6, 2016

	<u>MEMBER PRESENT</u>	<u>ABSENT AND NO PROXY</u>	<u>PROXY PRESENT</u>
<u>VOTING MEMBERS</u>			
<u>PA DEPARTMENT OF TRANSPORTATION</u>			
Susan Hazelton, P.E., ADE-Design	X		
Gerard Babinski, District Bridge Engineer	X		
Dean Roberts, Transportation Planning Manager	X		
<u>LACKAWANNA COUNTY</u>			
Lou Norella (Permanent Proxy – Gary Cavill, P.E.)			X
<u>LACKAWANNA COUNTY COMMISSIONER</u>			
Corey O’Brien		X	
<u>LUZERNE COUNTY</u>			
Larry Plesh, County Engineer	X		
<u>LUZERNE COUNTY REDEVELOPMENT AUTHORITY</u>			
Vacant			
<u>CITY OF SCRANTON</u>			
Mayor William Courtright (Proxy-John Pocius)			X
<u>CITY OF WILKES-BARRE</u>			
Mayor Tony George (Permanent Proxy – Attilio “Butch” Frati)			X
<u>LACKAWANNA COUNTY REGIONAL PLANNING COMMISSION</u>			
Steve Pitoniak, Chair			X
<u>LUZERNE COUNTY PLANNING COMMISSION</u>			
Jim Perry, Vice Chair	X		
<u>PA NORTHEAST REGIONAL RAIL AUTHORITY</u>			
Larry Malski		X	

	<u>MEMBER PRESENT</u>	<u>ABSENT AND NO PROXY</u>	<u>PROXY PRESENT</u>
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NORTHEAST PENNSYLVANIA ALLIANCE

Jeff Box (Permanent Proxy – Alan Baranski) (Proxy for Alan Baranski – Kate McMahon)			X
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TRANSIT REPRESENTATIVE – LACKAWANNA COUNTY

Jennifer Honick, (COLTS)		X	
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TRANSIT REPRESENTATIVE – LUZERNE COUNTY

Norm Gavlick, Interim Executive Director

TRANSIT REPRESENTATIVE – CITY OF HAZELTON

Mayor Jeff Cusat (Permanent Proxy-Ralph Sharp)		X	
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AVIATION REPRESENTATIVES - LUZERNE COUNTY

Barry J. Centini		X	
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AVIATION REPRESENTATIVES – LACKAWANNA COUNTY

Stephen MyKulyn, P.E, Director		X	
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*FEDERAL HIGHWAY ADMINISTRATION

Camille Otto		X	
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*FEDERAL AVIATION ADMINISTRATION

Wayne Hibeck		X	
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*FEDERAL TRANSIT ADMINISTRATION

Tony Cho		X	
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*Non Voting Members

Non Members Present

Marie Bishop, PennDOT District 4-0
 John Frankosky, PennDOT District 4-0
 John Arcangelo, PennDOT District 4-0
 Steve Fisher, PennDOT District 4-0
 Peggy Voldenberg, PennDOT District 4-0
 Michael Taluto, PennDOT District 4-0