

**LACKAWANNA-LUZERNE TRANSPORTATION STUDY**  
**TECHNICAL COMMITTEE MEETING**  
**February 19, 2014**

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 February 19, 2014 at 10:00 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 February 19, 2014 in Conference Room 233 of the Pennsylvania Department of Transportation District Office in Dunmore, Pennsylvania.

Steve Pitoniak, Chairman of the Technical Committee, called the meeting to order at 10:05a.m.

Mr. Pitoniak asked for a self-introduction by each person in attendance. (NOTE: Attilio “Butch” Frati is a permanent proxy for Thomas Leighton, Mayor of Wilkes-Barre, Stephen Mykulyn is a permanent proxy for Barry Centini, Aviation Representative of Lackawanna County; Alan Baranski is a permanent proxy for Jeff Box, Northeastern Pennsylvania Alliance (NEPA); Ralph Sharp is a permanent proxy for Joe Yannuzzi, Mayor of Hazleton, and permanent proxy for John Pocius, P.E. is the permanent proxy for William Courtright, Mayor of Scranton. Jennifer Honick has replaced Kurt Kempter (COLTS) on the Technical Committee for Lackawanna County. Chris Belleman, P.E. will be the Acting Luzerne County Engineer until further notice; George Kelly, Lackawanna County Director of Economic Development, replaced Mr. Harry Lindsay on the Lackawanna Luzerne Transportation Study Coordinating Committee.

Mr. Pitoniak noted only proxy he has is the appointment for John Pocius, proxy for William Courtright, Mayor of Scranton; noted no other proxies.

Mr. Pitoniak 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), Coordinating Committee Secretary, Adrian Merolli, submitted the required public meeting notice, which appeared in local papers for general circulation.

### **ITEM #1 – APPROVAL OF THE DECEMBER 4, 2013 COMBINED TECHNICAL COMMITTEE AND COORDIANING COMMITTEE MEETING**

Copies of the December 4, 2013 combined Technical Committee and Coordinating Committee Meeting minutes were distributed via emailed to all members of the committee.

Mr. Pitoniak asked if there were any additions, deletions or corrections.

Mr. Pitoniak entertained a motion to approve the minutes of the December 4, 2013 of Combined Technical Committee and Coordinating Committee Meeting; Mr. Pocius made the motion, Ms. Snee seconded and the motion carried.

### **ITEM #2 2013-2016 TIP MODIFICATIONS**

Mr. Pitoniak noted the 2013-2016 TIP Modifications; requested Mr. Fisher to review the modifications.

Mr. Fisher reported the modifications were sent via email two weeks earlier, and were also distributed prior to the meeting; modifications are as follows:

- Increase Bridge Reserve - As a result of the obligations that the region received. Advanced County Road 29 to 30 from the TYP off to bid them earlier.
- Administrative Additions of ACT 26 to the region.
- Advancing SR 3019 over Lackawanna River to bid the project early.
- Adding the utility phase for White Haven Park & Ride.
- Adjusting for the Act 44 that is set to expire; Central Office additions to the regions for state money.

Mr. Pitoniak – reported who aren’t familiar with the 3019 Bridge/Main Street, Moosic; it’s identified as 3019, and asked if there were any questions to the Modifications for the District – none; noted there were some modifications for COLTS - Ms. Honick will review.

Ms. Honick noted she didn't have copies for everyone to review during the meeting; but will send a copy via email. She reported the need to add six projects for 2014 TIP as follows:

- Job 7 Amendments to the 2014 TIP for the County of Lackawanna Transit System.
- Addition of the Access to Jobs project utilizing Federal §5316 money and State match form its one §5316 money.
- Added to the TIP for \$4,98182.00 and split 50/50 with state and federal
- Additions of the Farebox Replacement Project Request use Fiscal 2013 5307 formula funds with 20% match between state and local - \$647,359.00.
- Shop Equipment Project – to buy a new fork lift that is beyond repair; federal formula money using 5307 funds with a 20% match between state and local for \$55,000.00; it also includes repairing lift in maintenance garage.
- Light Replacement Project – parking lot; federal formula money using 5307 funds with 20% match state and local match is 20% is \$14,963.00
- Outdoor Sign Replacement Project – needs to be replaced with new brand effort using formula 5307 funds with 20% match state and local \$22,498.00.
- Intermodal Center Construction Project - Biggest project that needs to be added; with combination 2011, 2012, 5307 funds and then different state funds.
- For construction and additional architect & engineering services to the tune of 3,000,000.00 for the federal and \$2,900,000.00 for the state.

Intermodal Architectural and Engineering Project - all the projects will utilize Fiscal Year 2011, 2012, and 2013 §5307 funds and state §1517 capital money, PTAF, Act 3, and capital bond funds. Lackawanna County will provide the rest of the required local match. Project descriptions and justifications for all new projects as well as the funding spreadsheet are included, and all of the projects require an MPMS number.

Funding spreadsheet show three modifications to existing projects - the modifications are to change funding amounts between state and local, change funding sources in the case of the vans project, or to add additional funds.

Mr. Pitoniak requested clarification - except for the Intermodal Center the rest are modifications to the TIP.

Mr. Roberts – confirmed with Ms. Honick the new projects, and will have amendments on the TIP; the Technical Committee will need to vote and approve the amendment to the TIP.

Mr. Pitoniak entertained a motion to accept the COLTS projects; Mr. Strelish made the motion; Ms. Noone seconded and the motion carried.

Mr. Pitoniak noted there is no Modifications or Amendments; Mr. Krelish requested to briefly review consolidating services into one authority for all transportation services.

He strongly supports one authority for all transportation services; a study was completed in 2010 to consolidate transit services with COLTS in Hazleton, PA. He believes the time is perfect to reach a program, and LCTA isn't the only one facing the issues. The movement seems to be going in a direction to consolidate services and it needs to start with the county Commissioners. It will take time; and concentrated efforts should be with COLTS and LCTA.

He requested Ms. Snee to have one of the Luzerne County Council Members as part of this MPO; he strongly supports it and will discuss it at the board meeting tonight.

Mr. Cavil noted he has an upcoming meeting with Lackawanna County Commissioner O'Brien and will discuss it at their meeting.

Mr. Pitoniak reported the Lackawanna County Commissioners are in favor of merging transit authorities and their looking into rail and airports as well. Their overall review - transportation authority for both counties; due to the rail - be brought into Monroe county; the state is in favor of merging all of the organizations into one governmental body.

Mr. Krelish noted there is money to be saved; large savings within the Maintenance Department, vehicle maintenance are contracted out; which is outstanding and working out very well; and preventive maintenance program is outstanding. He noted the timing is perfect for the transition. Mr. Pitoniak noted COLTS & LCGTA – everyone is aware, and asked if anyone had any questions for Mr. Krelish and Ms. Honick – none.

### **ITEM #3 2014-2016 UPWP (UNIFIED PLANNING WORK PROGRAM)**

Mr. Pitoniak noted the UPWP is up for renewal; PennDOT - two year basis; it will cover 2014 to 2016; and Ms. Snee will do majority of the work. She'll put together the narrative section; he will have some input, they both do their own budgeting - it's combined and final form for submission. He noted there aren't many changes, but a few additions to the program.

Ms. Snee noted – to begin updating the process for Transportation Plan on or before 7/1/2014; hoping to work with McCormick Taylor and to obtain some answers from Central Office in order to begin their open contract with PennDOT. She noted they have discussed with NEPA - development of traffic demand model that will be shared.

Mr. Pitoniak reported their looking to acquire a management plan; it hasn't been reviewed in over ten years. They have been working on it every year; be part of the UPWP process for next year. He noted an item was added on the Lackawanna County side - pilot program; their reviewing to start an incident management system based on DBRBC model - take all the emergency services providers such as: Fire, Rescue, Police, and EMS from state and local Tow Truck Operators, County Coroner; PennDOT will take everyone involved in the highway incident to meet and discuss their work and what are their requirements. Looking to start I-81 and I-84 corridors and Rte. 6; possibly four prep routes for those areas; adding it to UPWP - if it works it can expand into Luzerne County.

Mr. Roberts questioned the process to start updating on a long range plan in the two year cycle.

Mr. Pitoniak confirmed - it is included in the work program; and he was hoping to discuss the funding with him.

Mr. Roberts confirmed – opened end with McCormick Taylor to fund the long range plan.

Mr. Baranski – noted working on the development and the collaboration with Lackawanna & Luzerne MPO; NEPA is engaging McCormick Taylor the same project to develop NEPA's long range transportation plan and it will co-inside with the development; hoping to engage in the same consultant to assist.

Mr. Roberts stated he doesn't foresee any issues.

Mr. Pitoniak noted in his last discussion with the comptroller's office; he hasn't received a response yet; and someone was supposed to contact him. He will use the open end contract for long range plan and for the progression management; he suggested to have a meeting in the near future in Harrisburg to discuss all the issues so everyone is on the same page.

Mr. Roberts confirmed.

Mr. Pitoniak asked if there were any questions on appeal; it was submitted to the committee members; entertained a motion to adopt the UPWP and forward for to final adoption. Mr. Baranski made the motion; Mr. Strelish seconded and the motion carried.

### **ITEM #4 203 ANNUAL OBLIGATION REPORT**

Ms. Snee – noted it is a report that is required by FHWA; the first one was last year; noted this year has a few minor changes – includes not only obligated money but need obligated money. List of projects were in there; it is self-explanatory – Fiscal year 2013; if anyone had any questions; to contact her.

Mr. Pitoniak – Entertained a motion to adopt it and forward to the Coordinating Committee.  
Mr. Pocius made the motion; Mr. Cavil seconded and the motion carried

### **ITEM #5 OTHER BUSINESS**

Mr. Pitoniak asked if there any items to discuss – no other business to discuss.

He noted there was an issue that arose in the last few days; WebEx yesterday – Transportation Alternatives Programs. He and Ms. Hazelton were on the conference call from the ballot – new state wide program for TAP and it is a federal program. A ranking system needs to be done on the local level and to submit that for statewide ranking system, and need to have the Transportation Advisory Committee get together again to go over projects. Ms. Hannon sent out information to applicants on the projects about the new program and will have to go from there.

Ms. Snee noted time lines are very tight and asked when the applications are due; and how much time to prioritize before submits to Central Office.

Mr. Pitoniak – noted April 4<sup>th</sup>; and confirmed it is a very tight time line; he asked Mr. Roberts if he had the dates.

Mr. Roberts confirmed on the web site there is time line.

Mr. Pitoniak noted projects can be submitted both to state or local level; depending upon the project and the dollar amount for funding either or both; there is a state wide funding that can pledge for and there is allocations for larger MPOs; and we are considered a larger MPO's.

There's an approved list of projects that got smaller; taken out some of the projects that were funded in the past which weren't eligible any longer.

Ms. Hazelton – question two projects - shouldn't have to resubmit in order to apply for the funding; they are state regulations. Questioning if the answer to know any of the existing projects have to be reapplied in order to be approved; if the answer is no - any of the existing projects will have to be reapproved.

Mr. Pitoniak reported this information is on the PennDOT website, as well as the application; and any questions to refer to Ms. Hazelton, Ms. Bishop, Ms. Snee or himself.

Ms. Hazelton noted - Ms. Hannon is handling any questions.

Ms. Otto asked – UPWP how long has it been out for public for comment.

Ms. Snee noted if we don't put it out for public review/ comment – next Wednesday, February 26, 2014.

Ms. Otto confirmed to approve it next Wednesday; she asked Mr. Roberts if he had comments – he needs to review with Mr. Pitoniak to acquire an answer for overhead issue.

Ms. Otto will review it quickly for Ms. Snee.

He noted for the next Technical Committee meeting – the wrong date May 24<sup>th</sup>; the correct day is May 21, 2014 and Coordinating Committee is June 4, 2014; he noted will need to have other meetings to approve what will be is recommended out of the transportation budget.

Mr. Pitoniak entertained a motion to adjourn the meeting; Ms. Snee made the motion, Mr. Baranski seconded, and motion carried. The meeting adjourned at 10:55 a.m.

## **ITEM #6 CLOSE THE MEETING**

### **Next Meeting:**

The next LLTS Technical Committee meeting is set for Wednesday, May 21, 2014 at 10:00 a.m.

The next LLTS Coordinating Committee meeting is set for Wednesday, June 4 2014 at 10:00 a.m.

LACKAWANNA-LUZERNE TRANSPORTATION  
STUDY MEETING  
TECHNICAL COMMITTEE  
February 19, 2014

	<u>MEMBER PRESENT</u>	<u>ABSENT AND NO PROXY</u>	<u>PROXY PRESENT</u>
<u>VOTING MEMBERS</u>			
<u>PA DEPARTMENT OF TRANSPORTATION</u>			
Debbie Noone, P.E., ADE	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>			
Christopher J. Belleman, P.E., 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 Thomas M. Leighton (Permanent Proxy – Attilio “Butch” Frati)			X
<u>LACKAWANNA COUNTY REGIONAL PLANNING COMMISSION</u>			
Steve Pitoniak, Chair	X		
<u>LUZERNE COUNTY PLANNING COMMISSION</u>			
Nancy Snee, 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)			X
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TRANSIT REPRESENTATIVE – LACKAWANNA COUNTY

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

Stanley Strelish, Director	X		
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TRANSIT REPRESENTATIVE – CITY OF HAZELTON

Mayor Joe Yannuzzi (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  
 Peggy Voldenberg, PennDOT District 4-0  
 Steve Fisher, PennDOT District 4-0