

LACKAWANNA-LUZERNE TRANSPORTATION STUDY
TECHNICAL COMMITTEE MEETING

April 3, 2019

Member of the Lackawanna-Luzerne Transportation Study Committees:

Attached is a copy of the minutes of the Lackawanna-Luzerne Transportation Study Technical Committee meeting, held on April 3, 2019 at 10:00 A.M. in the Barry J. Centini Conference Room at the Wilkes Barre/Scranton Airport, Avoca, Pennsylvania.

Please check for errors or omissions.

Thank you.

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Lackawanna-Luzerne Transportation Study

Technical Committee Meeting
April 3, 2019 Technical Committee Meeting Summary and Minutes
10:00 a.m.

Meeting Location
The Barry J. Centini Conference Room
Wilkes Barre/Scranton Airport
Avoca, Pennsylvania

<u>ATTENDEES</u>	<u>ORGANIZATION</u>	<u>ATTENDEES</u>	<u>ORGANIZATION</u>
Steve Pitoniak*	Chairman, Lackawanna Co. Regional Planning Commission	John Petrini	Transportation Planner Luzerne Co. Planning Commission
Susan E. Hazelton*	PennDOT District 4-0	Marie Bishop	PennDOT District 4-0
Julianne Lawson*	PennDOT District 4-0 – Proxy for Gerard Babinski	Steve Fisher	PennDOT District 4-0
Dean Roberts*	Vice Chairman - PennDOT Central Office	John Frankosky	PennDOT District 4-0
Carl Beardsley*	Wilkes Barre/Scranton Airport Director	Emma Pugh	PennDOT District 4-0
Dominick Yanuzzi*	Alfred Benesch & Co. – Proxy for Butch Frati – Permanent Proxy for Mayor of Wilkes Barre	Sandy Sherotski	PennDOT District 4-0
Norm Gavlick*	Luzerne Co. Transit Rep	Matt Smoker	Federal Highway Administration
Stephen Mykulyn, P.E.*	Lackawanna Co.-Wilkes Barre/Scranton Airport Aviation Rep	Alan Baranski	NEPA Alliance – Permanent Proxy for Jeff Box, President & CEO
John Pocius*	LaBella Assoc. – Permanent Proxy for Mayor William Courtright, City of Scranton	Theodore Ritsick	Northeast Region Planner, Dept Community Economic Development
Justin Pekarovsky	Transportation Technician, Lackawanna Co. Dept. of Planning & Economic Development	Robert Zilla	PennDOT District 4-0
Heath Eddy	Executive Director, Luzerne Co. Planning Commission	Matthew C. Jones, AICP	Transportation Planning Manager, Dept. of Planning & Economic Development Lackawanna County
Robert Wasilchak	PennDOT District 4-0		
Ralph Sharp*	Hazleton Public Transit – Permanent Proxy for Mayor Jeff Cusat, City of Hazleton		

*Voting Members

A meeting of the Lackawanna-Luzerne Transportation Study (LLTS) Technical Committee was held on Wednesday, April 3, 2019 in the Barry J. Centini Conference Room at the Wilkes Barre/Scranton Airport in Avoca, Pennsylvania.

Mr. Pitoniak called the meeting to order at 10:05 A.M. He informed the group that PennDOT's District 4-0 office is under construction, therefore it is no longer handicap accessible which necessitated moving the meeting to a building that is handicap accessible and accessible to a transit line in order for the LLTS to meet the ADA requirements.

Mr. Steve Pitoniak, Chairman of the Technical Committee asked for self-introductions. He stated for the record that he did advertise that this meeting as well as the Coordinating Committee meeting which will be held on April 17, 2019 at 10:00 A.M. was moved from the PennDOT District 4-0 office to the airport's Barry J. Centini conference room in accordance with the provisions of the Sunshine Law and Fixing America's Surface Transportation (FAST) Act, and he submitted the required public meeting notice, which appeared in the Scranton Times and the Citizen's Voice. Mr. Pitoniak received a letter of Proxy from Mr. Gerard Babinski stating that Ms. Julianne Lawson, P.E. will serve as his proxy for this meeting. He also received a letter of Proxy from Attilio Frati stating Mr. Dominic Yanuzzi will serve as his proxy for this meeting. (All permanent proxies are listed in the committee member list located above. He also noted that if any of the participants parked in the parking garage/lot they could go to the administrative office and have their parking ticket validated.

MEETING MINUTES:

ITEM #1 – APPROVAL OF THE JANUARY 16, 2019 COMBINED TECHNICAL AND COORDINATING COMMITTEE MEETING MINUTES

Mr. Pitoniak noted that copies of the January 16, 2019 Combined Technical Committee and Coordinating Committee minutes were distributed by email. He asked if there were any corrections, additions, or deletions to the minutes. The following corrections were brought forward:

Steve Pitoniak – page 9 – ITEM #12 – Unified Planning Work Program (UPWP) – Mr. Pitoniak noted that PennDOT Central Office has meetings set up every three to four weeks until June.

Alan Baranski – page 10 – Item #14 title – CONGRATULATIONS TO GEORGE ROBERTS FOR CHAIRING THE COORDINATING COMMITTEE MEETINGS.

Matt Smoker – page 11 – Certification Review – Last year there was one corrective action from the Certification Review to be addressed. Also, there were four commendations and 14 recommendations.

Steve Pitoniak – page 11 – Funding - It was noted that the FHWA is fully funded under the FAST Act but other transportation agencies like the Federal Transit Administration (FTA) and the Federal Rail Administration (FRA) have been furloughed with the government shutdown.

Hearing no other corrections, a motion to approve the January 16, 2019 Combined Technical Committee and Coordinating Committee meeting minutes with corrections was made by Mr. Pocius and seconded by Mr. Beardsley and the motion carried.

ITEM #2 – 2017-2020 TIP MODIFICATIONS

Mr. Steve Fisher noted that the packet of administrative actions he distributed was sent out prior to the meeting via email and a few administrative actions have been added since then. He noted that the administrative actions would not require a vote; they are for informational purposes only however there will be confirmation of an email ballot and an amendment that will be presented by PennDOT's Traffic Dept.

Mr. Fisher proceeded to review the following highlights:

- Page 1 – MPMS 112437 (Structure Asset Management) – Add PE Phase.
- Page 2 – MPMS 67470 (SR 1038 over Obendorfer's Creek) – Decrease CON phase to low bid amount.
- Page 3 – MPMS 84374 (SR 309 over Laurel Run Creek) – Decrease CON phase to low bid amount.
- Page 7 – MPMS 111476 (Updated Bus Stop Signage for Safety and Wayfinding) – Add approved enhancement project to program.
- Page 9 – MPMS 101498 (SR 1019 over SR 6) – Add PE Phase to begin design.
- Page 10 – MPMS 79594 (SR 309 over SR 2022) – Add PE Phase to begin design.
- Page 11 – MPMS 111043 (SR 924 / I-80 Median Barrier) – Confirmation of email ballot from 2/21/19 to add CON phase.
- Page 12 – MPMS 102557 (Fed Aid Paving 4-19-FP1); MPMS 112811 (SR 92 Emergency Roadway Depression); MPMS 102558 (Fed Aid Paving 4-19-FP2) – Add PE Phases.
- Page 18 – MPMS 112899 (Lackawanna SR 1027 Paving) – Add PE Phase.
- Page 20 – Act 13 Projects – Add CON Phases to the program.
- Page 21 – List of Bridge Preservation Projects which have been added to the program as 100% state with an anticipated delivery date of August 2019. The list includes both local and interstate bridges that have been grouped together for deliverability and cost effectiveness.

Mr. Fisher opened the topic up to any questions or concerns. Hearing none he proceeded to discuss the confirmation of an email ballot to add the construction phase to Luzerne County MPMS 111043 SR 924/I-81 Median Barrier that was sent out on February 21, 2019. Mr. Pitoniak noted that the email ballot went out to the entire committee and there were eight (8) responses of which all were in favor of adding the construction phase. Mr. Heath Eddy made a motion to recommend to the Coordinating Committee to approve this action which was seconded by Mrs. Susan Hazelton and carried.

Mr. Fisher distributed a handout for an amendment to the 2019-2022 TIP Highway/Bridge Program to add Lackawanna County MPMS 112763 SR 0006 High Friction Surface Treatment project. Prior to the vote, PennDOT District 4-0's Traffic Department delivered a presentation on the subject. The presentation discussed the benefits of using High Friction Surface Treatment

material on curves and intersection approaches as well as describing the work process, explaining the purpose of placing the material on the roadway, explaining why it is needed and outlining the costs associated with applying the material to the road. They expect to have a July let date and to be completed with the project by fall. Mr. John Pocius made a motion to recommend to the Coordinating Committee that they adopt this amendment to the 2019-2022 Highway TIP Highway/Bridge Program which was seconded by Mr. Norm Gavlik and carried.

ITEM #3 – NEW PERFORMANCE MEASURES

Mr. Dean Roberts explained that the discussion topic is more of a plan going forward on how we will collectively and cooperatively address performance measures when we develop documents such as the TIP and the Long-Range Plan. He referred the committee to a 3/18/19 letter from Jim Ritzman, Deputy Secretary for Planning, that states the LLTS MPO would agree in our processes going forward on how we select and report on our performance targets, share and track our data in our critical areas and our assets. He noted that he hasn't processed all the information contained in the letter, but he wanted to get the information to the committee, so they were aware that moving forward there will be a set of procedures in place in which we are going to collectively buy into performance measures and how we will go about addressing that. Mr. Pitoniak pointed out that the committee has already adopted the PM1, Safety Measures twice; the PM2, Highway System Pavement and Bridges; and PM3, Freight Movement. Mr. Pitoniak also noted that the Chairman of the Coordinating Committee would have to sign off on it. He advised that the Technical Committee would have to make a recommendation to the Coordinating Committee to adopt the letter and the measures and procedures outlined therein. He proceeded to entertain a motion to recommend to the Coordinating Committee that the letter be adopted. Mr. John Pocius made the motion which was seconded by Mr. Norm Gavlik and carried.

ITEM #4 – NEPA MOVES PRESENTATION

Mr. Pitoniak noted that NEPA Moves is the former Equitable Transit Planning Council and has been doing work in coordinating transit including working with non-profit organizations in developing transportation initiatives. This initiative started with a partnership between the Scranton Area Community Foundation and the Federal Reserve Bank of Philadelphia as an economic development tool and to help the disadvantaged to have access to transportation. Ms. Vivian Williams presented an overview of NEPA Moves including their vision statement "All Northeast Pennsylvania residents feel part of a thriving region thanks to a comprehensive and equitable transportation system that creates and expands opportunities. Life is better because everyone has access to possibilities." And their goal, "Creating economic and workforce development and improving access to health care and social services through the development of a more equitable and comprehensive transportation system in our region." Ms. Williams noted the 2019 goals for NEPA Moves include: Industrial Support Development, GIS Mapping Extension, Private/Public Partnership Developments, Community and Transit Oriented Development, and Development of Strategic Planning. Quarterly meetings are set for the rest of the year and all are welcome (the meetings run from 8:30 AM to 10:00 AM - June 5th at WVIA, September 25th at Benco Dental and December 4th at WVIA). It was noted that the full presentation is available upon request from the MPO or from Ms. Williams (VW@safdn.org). Mr. Pitoniak noted that this organization is a worthwhile endeavor. Initiatives have come out of the work being done by them. Geisinger has used them to help with setting up transportation using the existing network and transit authorities to get their patients to and from their appointments which has reduced the number of missed appointments thereby saving money.

ITEM #5 – SPRING PROJECT COMMENCEMENT

Mr. John Petrini gave a brief overview of the following projects with let dates from beginning of April to end of August:

1. MPMS 112811 SR 92 Emergency Roadway Depression repair on State Route 92 (Exeter Avenue) from Kern Street to past Bennett Street, Exeter Borough, Luzerne County. Let Date: 3.29.2019.
2. MPMS 111043 SR 924 / I-80 Cable Median Barrier installation on State Route 924 and on State Route 80 in Hazleton City, and Hazle, Black Creek and Nescopeck Townships, Luzerne County. Let Date 5/9/19.
3. MPMS 1002556 SR 11 Federal Paving on State Route 11 from Lower Broadway Street to High Road and from Lower Road to Church Street, in Plymouth Township and Edwardsville, Kingston, and Forty Fort Boroughs, Luzerne County. Let Date 5/23/19.
4. MPMS 112465 SR 11 Federal Curb Ramps installation on State Route 11 from Breese Street to Church Street in Forty Fort, Kingston, and Wyoming Boroughs, Luzerne County. Let Date 5/23/19.
5. MPMS 112466 SR 11 Federal Curb Ramps 2 - Curb ramp installation on State Route 11 from Breese Street to Luzerne Avenue in Wyoming, Exeter, and West Pittston Boroughs, Luzerne County. Let Date 5/23/19.
6. MPMS 102558 SR 115 Fed Aid Paving on SRs 115 (Buck/Bear Creek Boulevard), 1017 (Slocum St), and 2035 (Bear Creek Rd/Main St) in Buck, Bear Creek and Pittston Townships, Forty Fort, Swoyersville, and Dupont Boroughs, and Pittston City, Luzerne County. Let Date 6/6/19.
7. MPMS 9079 SR 93 over Nescopeck Creek - Bridge replacement on State Route 93 (Berwick-Hazleton Highway) over Nescopeck Creek in Sugarloaf Township, Luzerne County. Let Date 6/20/19.
8. MPMS 102557 Fed Aid Paving on SR 6 (Robert P Casey Highway) 1041 (Cottage/Pike Street) and 6006 (Scranton-Carbondale Highway), in Scott, Carbondale and South Abington Townships and Blakely, Dickson City and Archbald Boroughs. Let Date 6/6/19.
9. MPMS 102899 Lackawanna SR 1027 Paving - Resurfacing on State Route 1027 (Layton Road) from State Route 11 (Northern Boulevard) to State Route 632 (Commerce Road), South Abington, Scott Townships, Lackawanna County. Let Date 6/6/19.

ITEM #6 – MPO STAFFING UPDATE

Mr. Pitoniak introduced two new staffers with the Lackawanna Planning Commission, Matthew Jones and Justin Pekarovsky. They have begun training with Mr. Petrini on how to perform traffic counts and Functional Classification updates. Mr. Eddy reported that in March he made a presentation to the Luzerne County Council for an additional transportation planner in their work program. They currently have Mr. Petrini as a transportation planner and Mr. Mike Simko who is not trained in transportation but helps with the field work part of the time and works in the office on non-transportation items the remainder of the time. Mr. Eddy is hopeful that the Council will sign off on the request for another transportation planner at their meeting next Tuesday, April 9, 2019. Once approved the position will be posted.

Mr. Pitoniak noted that the staff turnover in both planning commissions placed many of the projects that were started on the back burner. Now that new staff has been hired, he anticipates getting the Functional Classification completed by the middle to end of this year. They will also be working on updating the by-laws and organizational structure of the MPO. Both counties will

once again work together to update the long-range transportation plan as they did when they developed the original comprehensive plan as well as some miscellaneous ancillary plans. Additional information will be forthcoming. Mr. Dean Roberts reminded Mr. Pitoniak that the next Cert review will be due in 2020.

Mr. Petrini introduced Mr. Theodore Ritsick from the Department of Community and Economic Development (DCED) to present information on a grant opportunity available to the MPO to assist with the costs of updating the long-range transportation plan. Mr. Ritsick distributed a handout outlining the Municipal Assistance Program (MAP), which “provides funding to assist local governments to plan for and efficiently implement a variety of services and improvements, and soundly manage development with an emphasis on intergovernmental approaches. Funding is available for three groups of activities: shared services, community planning and floodplain management.” Under this program “grants of up to 50 percent of eligible costs” are available. This program is the Successor to the LUPTAP Program which funded in part the 2010 Comprehensive Plan Update for the Lackawanna/Luzerne MPO. Mr. Ritsick noted that one of the current projects in the region that received funding under the program is the Zoning Board Ordinance Update for the Scranton-Abingtons Planning Association (SAPA). The DCED was able to give the nine municipalities involved approximately \$80,000, which is a 50% match for a \$160,000 project. Mr. Ritsick would highly encourage the MPO to consider applying for the MAP grant since it is a multi-county and multi-based plan that is very flexible and can be used on all kinds of planning related activities. With this grant you not only get the funding, you will also get the DCED’s interest in the project, as it is community based. You will also have access to Mr. Ritsick’s DCED resources and five person planning team.

Mr. Pitoniak reminded the group that 10 years ago the MPO jointly completed their Comprehensive Plan/Regional Plan, Long-range Transportation Plan and their Hazard Mitigation Plan which was the first time a group of such plans were ever completed in a relatively simultaneous manner across the Commonwealth. The funding used to accomplish this came from Federal Highways, PennDOT, DCED, DCNR, FEMA, PEMA, etc. He stated that due to scheduling, the Hazard Mitigation plan is not required to be updated at this time however the work that will be done on the other plans will feed into the Hazard Mitigation Plan when it comes time for it to be updated. He also advised that the MPO has had some discussions regarding funding and are hoping to go through the same funding agencies once again.

ITEM #7 – SCRANTON AND WILKES BARRE BICYCLE PEDESTRIAN NETWORK PLAN

Mr. Pitoniak reported that the first stakeholders meeting was held a couple weeks ago. He noted that there are approximately 24 stakeholder members in the group, which include municipal officials, local colleges, and health care institutions. The primary purpose of the study is to look at getting a good bicycle network within the Scranton and Wilkes Barre downtown areas and to connect with the surrounding existing trails. For example, in Lackawanna County, the goal will be to create a network to get people from Central Business District (CBD) which goes out as far as Johnson College, Penn State in Dunmore, and Marywood to and from the downtown. Barry Isett & Associates Inc. is the consultant working on the project. Mr. Pitoniak estimates that by this time next year we should have a fun product. Many of the other projects and ideas that may be generated by this project will be reviewed and incorporated into the next phase of the TIP. Mr. Petrini added that a good effort will be made to have the meetings in both Scranton and Wilkes

Barre since many of the stakeholders located in Wilkes Barre were unable to make it to the first meeting which was held in Scranton. He noted that the next meeting is scheduled to be held in Wilkes Barre. He will get the date for that meeting to the members of the LLTS Technical committee that wish to attend. He added that everyone is excited for the project to begin. Mr. Pitoniak noted that although the project is focusing on bicycles, pedestrians have not been forgotten. He stated that if any improvements or recommendations for pedestrians are needed, they will be incorporated into the document. Mr. Pitoniak referred to an article in the Scranton Times stating that the City of Scranton has hired a firm to perform a walkability study in the city. He indicated that Isett is aware of this and several calls have already been received from consultants regarding the study for the city. He said it will be a coordinated effort. The consultant groups will work with each other.

ITEM #8 – TRANSIT CONSOLIDATION STUDY

Mr. Gavlick reported that there was nothing new on the consolidation project. They continue to work with Mericle on the transfer station on Route 315. He noted that they did not receive the PennDOT grant for this project. However, they are resubmitting the request for that grant as well as the DCED grant. He advised that a request for matching funding from Luzerne County has been submitted and this request is expected to be considered during the work session scheduled for April 9th. Mr. Gavlick noted that none of the transportation agencies received an increase on their operating grants this year due to the pending PA Turnpike lawsuit however the county match did go up 5% since they aren't at the 15% max yet. Mr. Gavlick presented other effects of the pending PA Turnpike lawsuit that are causing stress to the transit authorities. 1) They expected to have 14 of their para-transit vans replaced this year instead they will only receive 8 para-transit vans. 2) PennDOT changed the grant mechanism for the funding on fixed route busses. In the past it was a 100% match to Federal money to buy fixed route busses however now the transit authorities will have to come up with the matching funds. 3) The consultant they had coming in to do work on strategic planning has been cut. He reported that they currently have an approximate \$130,000 hole in the budget for which they are planning to find ways to cut expenses to raise additional revenue. He noted that depending on how the PA Turnpike lawsuit turns out, there could be a significant decline over the next year which will result in the transit authorities making significant cuts in order to maintain a balanced budget as required by the law since they cannot run at a deficit. He noted that they are having meetings with their legislators to go over details. There is no information coming from Harrisburg as to how we will fill the deficit in funding. Mr. Gavlick reported that they continue to work on the Murray project and are presently negotiating a sales price with the Sinawa group. Both PennDOT and Sinawa had appraisals done. He noted that LCTA's offer was their appraisal and Sinawa's offer was their appraisal. They are in touch with PennDOT who will have a third party appraiser review both appraisals since there is a \$1,000,000 difference. LCTA is hopeful they will be able to bridge the gap over the next couple of weeks to come up with a deal so the project can get started. They are also waiting to see what the county does with their matching funds. Mr. Gavlick reported that their Director of Finance has taken another position and they will be making an announcement soon regarding finding a replacement. He also noted that they continue to work with the Hazleton Transit Authority on the second phase of the Connect the Corridor Initiative. He reminded the group of their project with COLTS for getting all the passes and fares aligned so they can be purchased and used seamlessly in either system. They are working with Mr. Sharp from Hazleton Public Transit, the Mayor, and officials at Can Doo Industrial Park to create the same kind of results in the Hazleton area. LCTA has proposed two additional trips between LCTA and HPT to increase the capacity and frequency

of going back and forth between the cities. One of the efforts being made is to locate available money for the Hazleton Public Transit to purchase the fare boxes that are compatible with the LCTA and COLTS fare boxes to install in their fourteen busses to match up the system from lower Luzerne County to upper Lackawanna County. The problem is the fare boxes cost approximately \$30,000 each, therefore they will need approximately \$425,000 to purchase them. They have spoken with Representative Matt Cartwright regarding possible funding. Mr. Pitoniak inquired if their enhanced Luzerne County Community College (LCCC) service has started. Mr. Gavlick reported that it did not start yet, however part of the two proposed Hazleton trips are centered on LCC campus which allows students to get to the main campus from both Hazleton and lower Luzerne County six days a week from 8:00 A.M. to 4:00 P.M. There has been an increase of student ridership for these two trips. He advised that in addition to the discounted standard student bus passes, which are discounted up to 50%, they have also created a student semester pass that can be purchased at LCC's book store at an additional discount with their student aid money that is on their card. He noted that their student pass sales have tripled since they added the student semester pass option. He advised that LCTA is also working with King's and Wilkes to start up the bus pass program for their students in their bookstores, however they will have to wait until King's and Wilkes dissolve their deal with Barnes & Noble and reopen the book stores on their campuses.

ITEM #9 – PENNDOT CONNECTS UPDATE

Mr. Steve Fisher reported they continue to meet on their next wave of PennDOT Connects projects. They had their first meeting with their Luzerne County counterparts and Dallas Township which was very successful. It was beneficial for Luzerne County to attend the meeting with Dallas Township since the meeting generated a lot of good conversation. Dallas Township's engineer, their Township manager and Chief of Police were present. Mr. Fisher advised that they will continue to meet as additional projects come up. He reported that the new Connects system is still in testing. He also advised that they would like to hold a district wide workshop however the Northern Tier workshop was cancelled due to low attendance. He asked Mr. Pitoniak about the possibility of piggybacking onto another meeting in an effort to increase attendance at the workshops. Mr. Dean Roberts advised that attendance has been low across the state when municipal informational meetings are scheduled. Mr. Pitoniak pointed out that last year in Lackawanna County they held regional meetings with 3 morning sessions, 3 afternoon sessions and one evening meeting at a central location, that were well attended. His findings were that the municipalities don't usually attend the meetings unless there is a project on the TIP that will affect their municipality. Mr. Petrini advised that the meeting with Dallas Township was originally scheduled as a regional meeting however due to no responses being received, the meeting became an individual meeting with Dallas Township. Mr. Baranski reported that the NEPA MPO has decided to have the PennDOT Connects workshop coupled with their LRTP Outreach meeting later this Spring. The LRTP Meeting is being held to develop more interest in overall transportation planning and how it can parlay into project development.

ITEM #10 – FUNCTIONAL CLASS UPDATE

Mr. Pitoniak reported that Mr. Petrini has approximately 40-50 traffic counts to do in Luzerne County and there are about 40-50 to do in Lackawanna County. These traffic counts will be used to supplement the traffic counts that are received from the State system. He anticipates having the Functional Class Update completed by the Fall.

ITEM #11 – SCRANTON AND HOBOKEN RAIL RESUMPTION

Mr. Pitoniak reported that Lackawanna County and Monroe County's requests for \$200,000 through the local share account to continue the engineering work on the Scranton and Hoboken rail line were approved which provided an additional \$400,000 in funding for the project. Greenman-Pedersen is the consultant presently working on various phases of the project using Appalachian Regional Commission funding, funding from both counties, and PennDOT funding. He noted that this funding is finishing up. Greenman Pedersen is doing some work putting together an RFQRP to spend the additional \$400,000 of which thirty percent will hopefully be engineering. He also advised that most of the work will be done in New Jersey because we need the connection for the Lackawanna cutoff. The first eight miles is almost completed in New Jersey and the next sixteen miles will eventually be needed to get to the Water Gap. A meeting with the New Jersey Federal and State delegations is being rescheduled due to scheduling conflicts. Mr. Pitoniak noted that they would like to have a large contingency from Pennsylvania to include Secretary Richards or a representative from the multi-modal directorate from PennDOT and the districts to travel to New Jersey for the meeting.

ITEM #12 – SPRING PLANNING PARTNERS MEETING AND #14 - FINANCIAL GUIDANCE AND PROCEDURAL GUIDANCE

Mr. Dean Roberts advises that he will be addressing both items at this time. He confirmed that there will be a Spring Planning Partners meeting in Harrisburg in late May or early June before Deputy Secretary Ritzman retires to discuss the Financial Guidance and Procedural Guidance documents. Currently work is being done to incorporate performance measures into both documents. The documents will be presented to the Planning Partners at the Spring Planning Partners Meeting.

Item #13 – UPWP ACCELERATED SCHEDULE

Mr. Dean Roberts advised that he would like his work group's guidance document to go out sooner in order for UPWP development to begin earlier in the process which will create a concurrent review with PennDOT and FHWA. Some of the major changes for any work task that would be done on the UPWP are as follows: 1) to provide more details; 2) if no work is done on a task, don't include the task in the report; and 3) while developing the UPWP, Mr. Roberts would like to have a small committee with himself, the District and possibly Mr. Smoker to go over the work being done to determine if it is what they would like to see happen going forward. Mr. Smoker reported that the Federal Highway level change is that individual UPWP's will be reviewed and approved by the FHWA prior to them being submitted to the SPR work program. He advised that some of the new enhanced schedule changes allow the FHWA to have a 30-day review and comment period prior to an MPO or RPO taking action to adopt their UPWP programs. Mr. Pitoniak reported that PennDOT will be putting out a timeline of all the documents, procedures and votes to be taken by the MPO's since everything is changing depending on air quality classifications, lawsuits, etc. The PennDOT timeline is a major improvement which will help the MPO's drive their meeting schedule.

Item #14 FINANCIAL GUIDANCE AND PROCEDURAL GUIDANCE

In addition to the information provided by Mr. Dean Roberts in Item #12 & #14 above, Mrs. Hazelton reported that there have been a couple meetings on Financial Guidance and one on Procedural Guidance. She noted that there are many discussions going back and forth. Both are statewide committees made up of PennDOT personnel and Planning Partners going through the

distribution of the funding and determining how it should be properly incorporated into performance measures.

ITEM #15 LONG RANGE PLAN GUIDANCE DOCUMENT

Mr. Dean Roberts informed the group that Central Office will be updating the statewide Long-range Plan Guidance document. He noted that internal comments on the proposed changes were due yesterday, April 2nd. He also noted that the last document was from 2011; therefore there will be many changes forthcoming. He reported that Central Office has hired Gannett Fleming to help them with the development of the document and would like to have the updated document ready by October, so it can be released to the planning partners at their Fall meeting. He advised Mr. Pitoniak that he will be receiving the proposed document with a request for comments from Central Office sometime this summer. Mr. Dean Roberts commented that most of the areas that he covers will already be into updating their Long-Range Plan Guidance document. Mr. Pitoniak concurred that the MPO will already be working on their Long-Range Plan Guidance document, thus they will make adjustments as they go through the process.

ITEM #16 FHWA UPDATE

Mr. Smoker advised that the FHWA is midway in the cycle for US DOT certification review. Federal law requires that a full-blown certification review of all MPO's over a certain population threshold be conducted. LLTS falls into the population threshold. The last report was issued in January of 2017. Mr. Smoker noted that since the MPO's staff levels are back up in both counties, the FHWA will request a meeting with the MPO, the District office, and Central Office to go through the 2017 certification review to determine which of the 14 recommendations have been addressed and what the priorities will be working forward before the next update cycle. Mr. Smoker advised that at this time next year the FHWA will be issuing a notification letter advising the MPO that they will be conducting this review. He noted that he would like to get together with the MPO for an annual review to go over where they are at, what items have been worked on and what items are coming up. He would also like to discuss what the items actually mean, what the expectations will be, and to make sure everything is documented and they have clearance by all the parties, etc. Mr. Smoker suggested that they piggyback off the next meeting to go over the fourteen recommendations. He confirmed that the corrective action was addressed.

ITEM #17 LONG RANGE AND COMPREHENSIVE PLAN UPDATE

Mr. Pitoniak noted that both plans for the RFP will be updated together.

ITEM #18 MPO INTERSTATE BRIDGE REPAIR PROGRAM

Mrs. Hazelton referred the group to the last page of the packet handed out by Mr. Fisher labeled "August 2019 Bridge Preservation (McTish)". This is a list of the current bridge preservation projects that generated because of priority repairs found as the bridges were inspected. She noted that there is a range of priority items from zero to nine. She explained that zero means immediately, one means six months, and the range goes down the scale in time. She advised that in the past LLTS supported a number of preservation projects occurring on our interstates by offering funding assistance for some of these repairs in anticipation of the longer interstate project that can be funded off the Interstate statewide program. Mr. Fisher noted there is a change in philosophy to move away from the worst first. Mr. Smoker explained that Map 21 Federal Transportation Authorization Bill required that all state DOT's develop an asset management plan for the National Highway System that would determine the right treatment to use at the right time

to keep the goods in good condition, keep the fairs in fair condition or improve them to good, as well as to address the poor bridges or pavements but not necessarily at a worst mindset. The objective is to get into routine management cycles and to program projects to keep the lowest lifecycle costs for that treatment for those highway segments, sections and bridges. He noted that a final draft of the Transportation Asset Management Program (TAMP) is required by all states at the end of May. He advised that Central Office is putting the TAMP together in conjunction with the District Offices. Central Office will also be conducting webinars over the next couple of months to further explain it and to review the outcome. The TAMP requires not only a snapshot of what the current conditions are, but is an analysis, through some high-level calculations, to determine where the systems are going to be in 10 years. Deterioration models showing what the bridge conditions are at today, based upon its age, traffic, and truck volume and what is anticipated for the future will help influence the future TIPS to insure we are doing the correct treatments at the right time, whether it is maintenance or preservation. Mr. Smoker reported that the asset management steering committee may do a webinar statewide with the planning partners in the Districts to explain what the TAMP is and how it is going to be used moving forward with TIP development along with the long-range transportation plans. Mr. Smoker noted that better performance measures are required, and this board took adoption of these measures by supporting statewide targets. He advised that additional information will be forthcoming at the statewide level between now and June.

ITEM #19 PARK AND RIDE UPDATE-BUTLER TOWNSHIP LOCATION

Mrs. Hazelton reported that this project has been on the TIP for some time and a number of sites for I-80 along 309 were reviewed. The most recent site was presented at a public meeting and was rejected because it was butting up against the back side of a housing development. She reported that we reviewed usage of the park & ride locations in the District and found there is varying usage in Lackawanna County. The park & ride on Route 247 in Jessup, Lackawanna County is over 100% capacity with the overflow parking across the street. There are other park & rides that have less than 30% usage including some sites in Luzerne County. She noted that initially she was going to ask if it would be acceptable to delete this project since no sites were located however the consultant found another possible site for consideration which is located between a garage repair shop and a hotel. This site has minimal impact to residential housing. She advised that the municipality may be on board if we install surveillance cameras in the park & ride. This request is being explored since safety and security is the primary concern and with the cameras the municipality could monitor the park & ride on their own. If this site turns out to be a good site that will provide for proper capacity, accepted by the municipality, and can be constructed, we will continue to pursue it. If this site is not a feasible option, we may delete the project.

ITEM #20 UPCOMING MPO MEETINGS

Mr. Pitoniak requested suggestions for other meeting location options, possibly Hazelton or the Back Mountain while the weather is good. The next set of meetings are scheduled for July. The announcement regarding the dates and location will be forthcoming. The April 17th coordinating committee meeting will be held in the Barry J. Centini Conference Room at the Wilkes Barre/Scranton Airport in Avoca, Pennsylvania.

ITEM #21 OTHER BUSINESS

Mrs. Hazelton reported that construction at PennDOT's office building is ongoing and parking is still restricted. She noted that the first section should be open in mid-May. Once the new section

opens, employees will be shifting locations in order to renovate the other sections of the building. She also noted that once the new section opens, it is anticipated that the parking restrictions will be lifted.

Mr. Dean Roberts presented the need for a new Chairman since Mr. George Roberts retired in January and Mr. Jim Arey is retiring on April 4th. Mr. Pitoniak pointed out that the Chairman for the Coordinating Committee has always been the PennDOT District Executive however it is not required that the District Executive be the Chairman. He noted that proxies cannot be chairs of a meeting. After going through the member list and which members attend all of the Coordinating Committee Meetings, Mr. Pitoniak reported that there are only four (4) members eligible to be the Chairman. He advised that under Roberts rule if there is not a Chair or any other officers at a meeting, the voting members can appoint a temporary Chair. Mr. Pitoniak advised that this subject will be discussed further at the Coordinating Committee meeting in two weeks and a determination will be made at that time with regards to the Chairman and Co-Chairman positions.

Mr. Beardsley informed the group about the Real ID requirements. He encouraged anyone that does not have a Real ID to consider getting it prior to October 2020. He pointed out that if you do not have your Real ID by October 2020 you will be unable to board an aircraft unless you have another form of acceptable ID. He also pointed out that the Real ID is less expensive than a passport.

Mr. Smoker thanked the attendees that gave PowerPoint presentations. He inquired if the presentations would be uploaded onto the LLTS website because they contained a lot of good information that he may like to share. Mr. Petrini confirmed he will be uploading them to the website after the meeting.

Mr. Gavlik took this opportunity to thank the City of Wilkes Barre for working with the LCTA and providing them a matching grant to the PennDOT grant that allowed them to purchase the Murray complex. Mr. Frati has been working closely with them.

Mr. Baranski reported that he, Mr. Pitoniak and Mr. Beardsley testified at the Democratic Council Transportation Policy meeting that was held in Dunmore at Kyle Lynott's office. He noted that there were representatives from the railroad, transit and the union in attendance. He noted that it was a good meeting however it was disappointing that the meeting received no publicity or mention in the newspaper.

Mr. Pocius reported that ACEC/PA held its legislative days on March 19th and 20th. He noted that he along with other members placed literature regarding transportation funding in all the state legislators, representatives, and senator's offices. The literature didn't disclose where it originated. It outlined concerns regarding transit especially with the turnpike.

Mr. Pocius remarked that Mr. George Roberts assisted the City of Scranton in resolving all but one of their Green Light Go grants. He noted that Mr. George Roberts was looking into how the City could get the signal replacement project at Wyoming Avenue and Green Ridge Streets which has a grant at 80% started, however he retired before Mr. Pocius got an answer. Mr. Pocius would like to know where this issue stands. He explained that the original grants had a local match at 50% except for Wyoming Avenue which had an 80% match. At the time they originally filed for

the grant there was no engineering concern. He noted that the City just filed for new grants which included a form the District would use to review the submission to confirm that a project is viable. The form contains a box that the municipality can check to request that PennDOT handles the engineering. Since the first grant didn't offer an engineering option and he is concerned about losing the 80% match, Mr. Pocius would like to know if PennDOT would consider doing the engineering design for the Wyoming Avenue and Green Ridge Street signal replacement project so the City can put it out to bid. He requested that the matter be taken back to the District Office to be reviewed and then advise the City on how to proceed.

ITEM #22 CLOSING

Mr. Pitoniak announced that the LLTS Coordinating Committee meeting will be held Wednesday, April 17, 2019 at 10:00 A.M. in the Barry J. Centini Conference Room at the airport.

Mr. Pitoniak thanked everyone for attending and entertained a motion from Mr. Heath Eddy to adjourn the LLTS Technical Committee meeting which was seconded by Mr. John Pocius and the motion carried.