

**SOUTHERN ALLEGHENIES
PLANNING AND DEVELOPMENT COMMISSION**

RURAL TRANSPORTATION TECHNICAL COMMITTEE

February 7, 2018

9:00 AM

SAP&DC Conference Room or via WebEx

Altoona, PA

ACTION SUMMARY

The following are the major actions taken by the Rural Transportation Technical Committee (RTTC) at its regular meeting held on February 7, 2018, at the SAP&DC in Altoona, PA.

1. Approved of the August 2, 2017, and December 7, 2017, meeting minutes as presented.
2. Recommended approval of the addition of two new representatives, one township representative and one borough representative. The new representatives would serve a two-year term and at any given time would represent two of the four RPO counties.
3. Recommended approval of the addition of a second non-motorized representative with the understanding that the seat would be rotated every two years between counties to ensure equitable distribution of votes.
4. Recommended approval of the addition of a second non-motorized representative with the understanding that if possible, the seat would be rotated every two years between counties to ensure equitable distribution of votes.
5. Recommended approval of the addition of a second transit representative with the understanding that if possible, the seat would be rotated every two years between counties to ensure equitable distribution of votes.
6. Recommended approval of the Draft UPWP by the RTCC following review by PennDOT Central Office and incorporation of recommended changes.
7. Recommended approval of sending a letter to Congressman Shuster voicing the committee's dissatisfaction of the moving of the selection of the regions projects for the Transportation Alternatives Set Aside Program funding from the RPO to a statewide program.

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MEETING MINUTES

I. Welcome

The following members were present at the meeting:

- Vince Greenland, PennDOT District 9-0
- Brandon Carson, SAP&DC
- Brandon Peters, SAP&DC

The following members attended the meeting via conference call and virtual meeting:

- Donald Schwartz, Bedford County Planning Commission
- Rick Suder, Bedford County Planning Commission
- Jeff Eisaman, CLI Transport
- Julie Dovey, Fulton County Partnership, Inc.
- Mary K. Seville, Fulton County Planning Commission
- Robert Reitman, Huntingdon County Business & Industry
- Mark Colussy, Huntingdon County Planning Commission
- Hank Parke, Somerset Trust
- Frank Hampton, PennDOT Central Office

Others in attendance included:

- Lindsay Pyle, SAP&DC
- Janice Streightiff, SAP&DC

Others in attendance via conference call and virtual meeting included:

- Andy Batson, Michael Baker International, Inc.
- Rob Stemple, Coordinated Transit Committee Representative
- Dave Mrozowski, Somerset County Transportation System
- Josh Yoder, CamTran
- Matt Smoker, FHWA
- David Lybarger, PennDOT District 9-0
- Justin Ruggles, SAP&DC
- Joseph Saxfield, SAP&DC

Each participant received a meeting packet that included:

- Agenda
- August 2, 2017 RTTC Meeting Minutes
- December 7, 2017 RTTC Conference Call Meeting Minutes
- Coordinated Public Transit – Human Services Transportation Plan Executive Summary
- Proposed RTTC Membership
- Draft FT 2018-2020 Unified Planning Work Program
- 2019 Program Development Schedule
- Draft Transportation Alternatives Representative Shuster Letter
- PennDOT Connects Outreach Letter
- SA RPO FY 2017-2020 TIP Adjustments
- LTAP Attendance Maps

II. Review and Approval of the August 2, 2017 RTTC Meeting and the December 7, 2017, RTTC WebEx Call Meeting Minutes and Action Items

Brandon Carson welcomed everyone to the meeting and conducted roll call. He asked the committee to review the August 2, 2017, and December 7, 2017, meeting minutes included in the packet.

With no further discussion, Frank Hampton made a motion to approve the August 2, 2017, and December 7, 2017, meeting minutes as presented. Jeff Eisaman seconded the motion. The motion was approved unanimously.

III. Coordinated Transit Presentation

Andy Batson from Michael Baker International, Inc. gave a presentation on the Coordinated Public Transit – Human Services Transportation Plan noting that some follow-up work has been done since the plan was completed. Brandon Peters noted that quarterly transit meetings have been held since the completion of the plan and SAP&DC has added a staff member, Joe Saxfield, for transit related issues. Public comment for the plan has told us that gaps exist in public transit in the RPO. Many believed there is no public transit as there is no fixed route transit. SAP&DC reached out to Andy Batson to see what a study might look like. Andy gave a presentation on what rural fixed route transportation is in Pennsylvania and what it can mean. Public transit is available in all 67 counties. There are 39 fixed routes and 14 rural routes being provided by 22 urban and 3 consolidated agencies.

There are two types of rural agencies, municipal-based and county-wide. Rural agencies range from 1 vehicle to 50 with an average of 7-15. Ridership is generally 8-10 passengers an hour and the cost is substantially less than \$100 per hour. He reviewed the types of fixed use transit explaining that traditional fixed route transit runs on a set schedule whereas deviated fixed route can deviate from its fixed route with advance

notice to pick someone up who can't make it to the traditional stop. Microtransit, which operates as a shared-ride service with a fixed route fare, is becoming popular in rural areas. He gave a few examples of successful transit agencies in rural areas including SW Prime and LANtaFlex.

Pennsylvania is unique in the sense that there is more State funding available for transit. He discussed the Demonstration Program, which operates through PennDOT and is a three-year subsidy with a 15% match. This program was reopened with the most recent legislation, Act 89. Andy agreed to send out a PDF with the details of the program. The first step would be a feasibility study to determine if service is feasible. They would need to determine what the need/potential market might be. A few other things to consider would be who will operate the service; additional state and federal regulations, local match, and long-term viability.

There was some discussion about services already available in the region. The committee also discussed the potential cost of a feasibility study as well as how long it would take to complete it. A few of the committee members asked for a copy of the PowerPoint presentation. Brandon Peters agreed to send it to them after the meeting. Brandon Carson added that he is confident we can get supplemental funds from PennDOT to offset cost of feasibility study if it is the consensus of committee to move forward with study. He asked if the counties would be interested in helping to fund this, and what they hoped to get out of it.

As an action item, the committee decided that if they agree to move forward with this, they would coordinate with Mike Whyson of Huntingdon, Bedford, and Fulton AAA, Dave Mrozowski of Somerset County Transportation Systems well as the Coordinated Transit Group to determine who the other stakeholders might be. Regional cooperation between the RPO and MPOs will be important as this moves forward.

IV. RTTC Committee Structure

Brandon reminded the committee that changes to the committee structure had been discussed over the last two meetings. Some of the suggestions have been the addition of two municipal representatives, one township and one borough, with rotation of the representatives every two years among counties. Mark Colussy had also requested that the chair of Huntingdon County's Active Transportation Committee be added as another non-motorized representative. If any other counties put together an Active Transportation Committee, that position also would rotate. The Southern Alleghenies RPO Policies and Procedures could be updated to include the changes. Brandon Peters showed the committee what the new committee structure would look like. There was some discussion about how to distribute the seats among the counties to keep any one county from having an unfair advantage. There was also discussion about possible attendance issues of municipal representatives as many are not full time and hold other jobs as well. Brandon felt that if the municipal representatives were properly vetted by the counties, this

shouldn't be a problem. Bedford and Fulton Counties noted their concern about being able to find municipal representatives who would attend the meetings.

With no further discussion, Mark Colussy made a motion to add two new representatives, one township representative and one borough representative. The new representatives would serve a two-year term and at any given time would represent two of the four RPO counties. Don Schwartz seconded the motion. Mary K. Seville voted against the motion. Frank Hampton abstained from the motion. The other nine voting members voted in favor. The motion was carried.

There was also discussion about the aviation/rail/freight positions on the committee. Hank Parke is no longer employed by the coal industry and would like to remain on the committee but not necessarily in the rail position. He and Brandon agreed to work together on replacing the rail position.

Brandon then opened the discussion on the addition of another non-motorized seat on the committee. Mark Colussy added that he felt there is a lot to be gained by adding this seat. He noted that the Huntingdon County Active Transportation Committee has a lot of committed individuals who would take this position seriously. There was again some discussion about rotating the position among the counties and the effect if would have if one or more of the counties did not have someone for the position. Brandon added that if the other three counties do not put together an Active Transportation Committee they could have difficulty filling the position. Hank felt Somerset County could fill the spot for their rotation. Frank recommended making it contingent on the other counties creating their group. At this time the other three counties have not begun the process of starting Active Transportation Committee and some do not have individuals to fill the committee to put one together. Bedford County also felt they could fill the spot. Brandon Peters added that if they added an additional transit position that also rotated it would give each county one additional member at any given time.

Hank Parke made a motion to add a second non-motorized representative with the understanding that the seat would be rotated every two years between counties to ensure equitable distribution of votes. Robert Reitman seconded the motion.

There was additional discussion about what would happen if one county could not appoint a representative. The motion was revised to read as follows:

With no further discussion, Hank Parke made a motion to add a second non-motorized representative with the understanding that if possible, the seat would be rotated every two years between counties to ensure equitable distribution of votes. Mark Colussy seconded the motion. Julie Dovey voted against the motion. Frank Hampton abstained from the motion. The other nine voting members voted in favor. The motion was carried.

With no further discussion, Brandon Peters made a motion to add a second transit representative with the understanding that if possible, the seat would be rotated every two years between counties to ensure equitable distribution of votes. Hank Parke seconded

the motion. Frank Hampton abstained. The other ten members voted yes. The motion was carried.

Brandon Peters will amend the RPO By Laws to reflect the changes to be presented at the RTCC meeting next week following approval. The committee structure will be reviewed every two years to expand or retract members as needed; and the By Laws updated to reflect any changes. It was recommended this be done opposite TIP update years. If approved by the RTCC, Brandon Peters will work with the County Planners at the next meeting to identify the representatives. It was anticipated the new representatives would begin their terms January 1, 2019.

V. Unified Planning Work Program Update

Brandon Peters informed the committee that the Unified Planning Work Program (UPWP) application, which is the work program that defines what SAP&DC staff will work on over the two-year contract period, is due next month. A draft has already been sent to Frank Hampton at Central Office for review. The goals of the work program were outlined in the prospectus; and then each of the seven tasks were defined in detail following. He reviewed the work program and the funding breakdown with the committee answering any questions they had. He noted that SAP&DC has purchased traffic counters and can complete specialty counts for the four rural counties when requested. SAP&DC plans to conduct outreach in the four counties in the next month to come up with a list of counts for this year. State roads are already counted so these counts would be municipal or county roads. Also, five trail counters were recently purchased for trail counts. Three are being set up on the H & B Trail, one on the Heritage Trail, and one that can be used on a temporary basis where requested. The Allegrippis Trail has expressed interest and the last counter may be placed there.

Frank Hampton added that he liked the Draft UPWP but wanted to see the RPO's priorities upfront as well as the recommended and required tasks. Brandon Peters said he has a copy that separates them and will email it to Frank. Vince Greenland commented on the success of the ARC LAR program in the region and how well PennDOT and SAP&DC work together on the applications. Brandon Carson reviewed a few of the recent success stories.

With no further discussion, Frank Hampton made a motion to recommend approval of the Draft UPWP by the RTCC following review by PennDOT Central Office and incorporation of recommended changes. Mark Colussy seconded the motion. The motion was approved unanimously.

VI. 2019-2022 Draft TIP Update

David Lybarger informed the committee that since the last meeting, PennDOT had a conference call with Central Office on January 8, 2018, to review the 2019-2022 Draft

TIP. Central Office had no adverse findings and was pleased with the development process this far. He noted that the next time the committee sees the 2019-2022 Draft TIP it will include two new safety projects not previously discussed. The 2019 program is going to receive approximately \$1.65 million for a cable median barrier on I-70 and approximately \$1.95 million for a district wide high friction surface treatment contract. These projects are funded through HSIP funds outside of the regular allocation and includes work in Blair and Cambria Counties as well as the RPO.

Brandon Peters reviewed the 2019 Program Development Schedule with the committee.

VII. 2017-2020 TIP Modifications and Amendments

David Lybarger reviewed the modifications with the committee answering any questions they had. There were no amendments requiring approval.

VIII. Other Business

Congressman Shuster Letter

At the December 8, 2017, combined RTTC/RTCC meeting, it was decided to send a letter to Congressman Shuster voicing the committee's dissatisfaction of the moving of the selection of the regions projects for the Transportation Alternatives Set Aside Program funding from the RPO to a statewide program. This process allows the larger MPOs to receive a set aside amount plus compete for the statewide remaining funds. Brandon Peters reviewed the proposed letter with the committee. This would require a change in legislation as it is written into MAP 21 and the FAST Act.

With no further discussion, Julie Dovey made a motion to present the letter to Congressman Shuster voicing the committee's dissatisfaction of the moving of the selection of the regions projects for the Transportation Alternatives Set Aside Program funding from the RPO to a statewide program. Brandon Peters seconded the motion. Frank Hampton from PennDOT Central Office abstained from the vote. The remaining ten members voted to approve. The motion was carried.

PennDOT Connects Municipal Trainings

PSATS and the PennDOT District 9-0 will be hosting PennDOT Connects Municipal Trainings in the region. An email blast has been sent out and can be forwarded to anyone who does not have it. Three trainings will be held in PennDOT District 9-0's region:

- Ebensburg Center, 4501 Admiral Peary HWY, Ebensburg - Thursday, February 15, 2018 at 1:00pm - 3:00pm
- Bedford County Building, 200 South Juliana St., Bedford - Friday, February 16, 2018 at 9:00am - 11:00am

- PennDOT District 9, 1620 North Juniata St., Hollidaysburg - Friday, February 16, 2018 at 1:00pm - 3:00pm

A representative from the RPO will be present at the meetings. PennDOT connects meetings are very beneficial for municipalities and outreach will help with the implementation. Planners and committee members are welcome to attend.

Supplemental Traffic Counts

As discussed earlier, SAP&DC has purchased traffic counters and can complete specialty counts for the four rural counties when requested. SAP&DC plans to conduct outreach in the four counties in the next month to come up with a list of counts for this year. State roads are already counted so these would be municipal or county roads. Prepare to see outreach in next few weeks.

LTAP

Justin put together a few maps showing LTAP course attendance in the counties. He has been exploring what can be done to keep future courses from being canceled. He is currently setting up some face to face meetings in the larger municipalities to discuss courses and possible technical assists. He has also begun outreach in Franklin County on behalf of PSATS. Brandon Peters reviewed the maps with the committee members. He also noted that committee members will be included in outreach emails.

Other Business

Matt Smoker from FHWA added that he really appreciates SAP&DC and PennDOT staff, as well as this committee being so transparent and sharing information well in advance and having well informed discussions at RPO meetings. Of the meetings he attends, the process here stands out. He wanted to say thank you for a job well done. He added that he may reach out to Brandon over the next few weeks for some best practices to share with other MPO/RPOs.

Justin added that he did some research on the rail system and found that the most successful ones had access to bicycle and pedestrian systems, were able to get from point a to point b in a single day, and had adequate parking. A lot of freight lines are still in good condition are not being used. Improvements in these areas take a lot of time work and money.

Brandon Carson reminded the County Planners to please update their County Commissioners in advance of the next meeting.

IX. Adjournment

Hank Parke made a motion to adjourn at 11:24 AM.

<p>NOTE: The next meeting of the RTTC is scheduled for April 25, 2018, at the SAP&DC beginning at 9:00 AM.</p>

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ACTION ITEMS

Date Issued	Action Items	By Whom	Due Date
February 7, 2018	Send out a PDF with the details of the Demonstration Program to the committee members.	Andy Batson from Michael Baker International, Inc.	No Date Given
February 7, 2018	Send a copy of the Coordinated Public Transit – Human Services Transportation Plan PowerPoint presentation to the committee members.	Brandon Peters, SAP&DC	Following the Meeting
February 7, 2018	Coordinate with Mike Whysong of Huntingdon, Bedford, and Fulton AAA, Dave Mrozowski of Somerset County Transportation Systems, as well as the Coordinated Transit Group to determine who the other stakeholders might be if the committee decides to move forward with a feasibility study for rural fixed route public transit.	SAP&DC Staff	Following Approval
February 7, 2018	To work together to replace the rail representative on the RTTC.	Brandon Carson, SAP&DC Hank Parke, Somerset Trust	No Date Given