

# Lancaster County Bicycle & Pedestrian Advisory Committee (BPAC)

## MEETING MINUTES

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**DATE:** March 23, 2017

**PLACE:** 150 N. Queen Street, Conference Room 102

**Members:** Bill Hoffman, Cyndie Fuhrer, Bill Swiernik

**Staff:** Robert Bini, Kyle Salage

**Guests:** Michael Domin, Brenda Buescher, Jason Ingargiola, Jon Kokus

### ORDER OF BUSINESS:

1 **Call to Order** – The meeting was called to order at 5:07 PM.

2 **Call to Audience – Public Comment**

**Any person who wishes to speak about any item NOT on the agenda**

There were no comments from the members of the public in attendance.

3 **Minutes of January 26, 2017 (Action)**

There were no comments or suggested changes to the meeting's minutes.

**Ms. Fuhrer made a motion to approve the minutes as presented, and this motion was seconded by Mr. Hoffman. The motion passed by unanimous vote, thereby approving the minutes.**

4 **Active Transportation Plan Update**

Mr. Domin provided the committee and those in attendance with an update on the Active Transportation Plan (ATP). Mr. Domin thanked the more than one hundred people who went to the ATP Public Kick-Off Meeting on March 2<sup>nd</sup>. The meeting gave the public a chance to provide input on both general topics and prospective active transportation projects throughout the county. Consultants are now in the process of compiling input from the meeting into a document, which will be made available on the ATP website once complete. Focus groups for the plan are scheduled to take place in April. The process of making formal recommendations, in conjunction with TTAC and the ATP Visioning Committee, will begin soon. The first period for public comment will end after the week of April 2<sup>nd</sup>, at which point the online survey will be taken down from the Lancaster County ATP website. Mr. Domin reported that over 900 people in the county have participated so far, and there are plans to have another public meeting this summer.

5 **BPAC Mission/Procedures (Action)**

Mr. Bini suggested a correction regarding LCPC staff's voting role on the committee. He advised that the text be changed to reflect the ability of an LCPC staff member to serve as a substitute vote for any member of the committee in the event that a quorum is needed, rather than exclusively as a substitute for the Chair as the text originally indicated. The

committee agreed to incorporate this change. Mr. Bini noted that because the existing MPO bylaws do not address the issues that this document covers, it will essentially serve as a supplement until such time that it is incorporated into the full version of the committee's portion of the bylaws. The issue of BPAC membership expansion has been brought up with the ATP consultants, in light of the interest in the forthcoming plan. The statement of mission and procedures can be revisited and revised as needed in the future. Mr. Hoffman suggested that a quorum be determined by a percent, rather than a specific number of voting members. By opting for a percent mandate, he noted, the quorum requirements would not need to be amended if and when the committee expands beyond five members. Mr. Bini expressed agreement with this suggestion and added that the MPO bylaws as a whole will be under review in the coming months, so these issues and others will be taken under consideration. Mr. Domin stated that all possibilities will be left open to ensure that not only are bicycle and pedestrian concerns best represented, but that they are able to effectively partner with the ATP. Mr. Hoffman also noted that when it was formed, BPAC had been tasked with reviewing Bicycle/Pedestrian checklists. Since that time, however, PennDOT has stopped forwarding them to the committee. He raised the question of whether this issue would be addressed at all by the PennDOT Connects program. Mr. Domin stated that he believes PennDOT is aware of the cultural changes regarding active transportation, and that he expects this to be reflected in their process going forward. Mr. Hoffman expressed concern that these functions may still be overlooked, intentionally or otherwise. To this, Mr. Bini said that there is an expectation for PennDOT to be held more accountable to municipal governments and planning organizations under the PennDOT Connects program. He said more details regarding this can be provided at the next meeting, since the LCPC will be having a meeting regarding the program with PennDOT District 8-0 in May. Mr. Bini suggested that a list of projects for the committee to review should be compiled. The committee agreed with this proposal, and both Mr. Hoffman and Mr. Swiernik stated that resurfacings should be among these projects brought to the body for consideration. Mr. Bini noted that a good indicator of how the process will work, in relation to bicycle and pedestrian issues, will be in the upcoming project US-30 streetscape project in East Lampeter, which will include the addition of bike lanes and pedestrian crossings. The committee agreed that, going forward, more projects should be brought to them for comment. Mr. Swiernik and Mr. Hoffman provided suggestions and comments regarding both the US-30 streetscape and the currently-underway resurfacing of Marietta. In discussion of the latter, Ms. Fuhrer noted that the intersection of Race Street and Marietta Avenue marks the township boundary, and this has created debate over storm water responsibility.

**Mr. Hoffman made a motion to approve the document as amended. Ms. Fuhrer seconded this motion. The motion passed unanimously, thereby approving the BPAC Mission and Procedures Statement.**

## 6 **BPAC Membership**

Mr. Bini reported that solicitation of new committee members began at the ATP Kick-Off Meeting on March 2<sup>nd</sup>. Several prospective individuals were recruited through this meeting, and others have expressed interest since an announcement was posted on the LCPC website. Applications will be accepted up through the end of April, at which point

review and interviews can begin. The more immediate goal is to fill the two existing vacancies, while in the longer-term the goal is to expand the voting membership of the committee to greater than five. The hope is that the two immediate seats will be filled by individuals representing pedestrian interests. By filling the existing vacancies and expanding the size of the committee, the committee should be able to better reflect the geography, businesses, public interests, and different types of commuters and bikers in the community. Additionally, Mr. Bini noted that term limits will also be considered, given that currently the only restriction on terms defined in the MPO bylaws is the two year duration of each term. The LCPC will solicit input from BPAC regarding any potential new members before having recommendations sent to the MPO for approval. Mr. Swiernik suggested that the role of BPAC as an advisory body, rather than one of advocacy, be stressed to applicants. Mr. Bini said that this was the aim of the flyer announcing member recruitment, and he added that it does not appear so far that any of the applicants are under the impression that BPAC is an advocacy organization. After reiterating that there are several key functions which should ultimately return to the committee, Mr. Domin stated that he hopes BPAC will be involved in the review of the ATP.

#### 7 **PennDOT Connects**

Mr. Bini announced that as part of the program's roll-out, there will be training sessions for county staff and PennDOT District staff. The first of the three sessions will occur in April. These meetings will help everyone involved to better understand the PennDOT Connects program, and it should also ultimately help with the execution of the ATP. In September, separate training will begin for municipal officials and committees. This includes BPAC, so the committee will be able to participate in training if it is interested. Ms. Fuhrer suggested that the two existing vacancies be filled before the September training session, and Mr. Bini agreed to set this as a goal. Ms. Buescher asked how projects already on the TIP will be selected to go through the program. To this, Mr. Bini said that PennDOT is currently working to get caught up on existing projects, and any new TIP projects will likely be required to go through the PennDOT Connects program. Mr. Swiernik added that, in theory, any project that is on the TIP has to go through engineering regarding issues related to bicycle and pedestrian concerns. Mr. Hoffman noted that because the projects listed on the TIP are budgeted based on estimates, they sometimes will cost more or less than projected. Mr. Bini addressed this by stating that a draft TIP will be presented this May, in advance of its adoption next year, which should hopefully curb some of these kinds of funding issues. It was agreed that, going forward, a greater voice for the committee will be necessary to ensure that bicyclists and pedestrians are given greater consideration in the design of projects. Ms. Buescher commented that she would like to see project suggestions transcribed into a physical form, so that it can be made known to the public which suggestions from the committee were actually adopted in the construction. The committee expressed agreement with this proposal.

#### 8 **State Transportation Commission Public Meeting and Comment**

Mr. Bini noted that the STC Online Public Meeting took place on Tuesday, March 21<sup>st</sup>. This meeting provided updates from PennDOT and a chance for members of the public to

ask questions and voice priorities. The commission's online survey will be open through April 19.

9 **Transportation Alternatives Program**

Mr. Bini stated that the previous review for TAP projects was done by the Smart Growth Transportation Task Force (SGTTF), but he hopes that this year the committee will be responsible for reviewing these projects as they are collected over the course of the next several months. Mr. Swiernik asked whether a notice will be sent out when the funding application period begins, and also for confirmation that a wide range of groups can apply under the program. Mr. Bini said that notice will be given when the application period begins, and that organizations ranging from nonprofits to school districts will be eligible to apply for TAP funding. He also noted that the week of May 15 will be Bike to Work Week.

10 **Other Business & Public Participation** - There was no other business to report.

11 **Next Meeting** – Thursday, May 25, 2017 at 5:00 PM

12 **Adjournment** – The meeting was adjourned at 6:08 PM.