

**LANCASTER COUNTY
TRANSPORTATION TECHNICAL ADVISORY COMMITTEE (TTAC)
MINUTES**

DATE: April 10, 2017

TIME: 12:00 p.m.

PLACE: 150 North Queen Street, 1st Floor LCPC Meeting Rooms, Lancaster, PA 17603

MEMBERS PRESENT:

Leo Lutz (Chair)	Lancaster County Planning Commission
Ralph Hutchison (Vice-Chairperson)	Inter-Municipal Committee
Jeff Glisson (Alternate)	South Central Transit Authority
Greg Paulson (Alternate)	Legislative Delegation
Alice Yoder	Lancaster County Planning Commission
Roni Ryan	Lancaster County Planning Commission
Lisa Riggs	Business and Finance Community
Heather Valudes	Chamber of Commerce
Bill Swiernik	Bike/Ped. Advisory Committee
Austin Beiler	Lancaster Airport Authority
Ryan Eckert	Motorized Vehicle Interests
Cindy McCormick	City of Lancaster
Justin Evans	Outer Municipalities
Beth Raves	PennDOT Central Office
Tony Berger	PennDOT District 8-0
Dan Walston	Federal Highway Administration

GUESTS:

Commissioner Stuckey	Board of County Commissioners
Matt Boyer	Commuter Services of PA
Neil Ward	Commuter Rail Association of Lancaster
Nate Walker	PennDOT District 8-0
Mark Henise	ELA Group
Amy Crystle	Citizen

STAFF:

Robert Bini	Director for Transportation
James Cowhey	Executive Director
Harriet Parcels	Senior Transportation Planner
Gary Jones	Transportation Planner
Marvin Maurer	Transportation Planning Technician
Kyle Salage	Administrative Secretary

1. **Call to Order** – The meeting was called to order by Chairperson Lutz at 12:01 PM.

2. **Updates and Announcements:**

a. Major Projects

- State Road Interchange – Mr. Berger reported that the project is currently in the final design phase, and the catenary modifications submitted in March are now under review by Amtrak. Overall, it is expected to increase in cost by approximately \$1.5 million. This amendment to the building phase will be submitted next month. There are no major problems expected in the process going forward, but PennDOT is still working to negotiate a construction agreement with Amtrak. PennDOT District 8-0 staff will also be meeting with East Hempfield Township in the near future. The project will remain on track for a February 2018 let date as long as the construction agreement with Amtrak is in place by May.
- US 222/322 Intersection Improvements – Mr. Berger reported that an alternatives study for the project was recently completed by the county. From the construction options presented in this study, it was agreed upon to proceed with the diverging diamond design. The preliminary engineering will involve a great deal of public input, because PennDOT wants to provide education on the diverging diamond construction method. This input period will likely begin in June 2017, or possibly a later point during the summer of this year. Mr. Walston pointed out that the FHWA has produced videos and publications regarding the effectiveness of the diverging diamond as a congestion control tool and safety mechanism. Commissioner Stuckey asked for confirmation that this intersection in question is located in Ephrata near Wal-Mart, and Mr. Berger confirmed this.
- Mt. Joy Train Station – Mr. Berger informed the committee that Beth Bonini is the new project manager for this train station. Though he was unable to provide any immediate updates on the project, Mr. Berger stated that he will attempt to get more in-depth information from Ms. Bonini and present this to the committee once details become available. Mr. Berger noted that Community Involvement Day was held by the transit division on Wednesday, April 5th. He referred committee members to PlanTheKeystone.com, which has general information about the current phase of the project. Chairperson Lutz asked whether it would be possible to have a viewing of the FHWA's videos on the diverging diamond at the next committee meeting. Both Mr. Walston and Mr. Bini agreed that this can be incorporated into the next meeting's agenda. Chairperson Lutz then requested that Mr. Bini reach out to Ms. Bonini in order to get an update on the train station project for the next committee meeting.

b. Transit – Mr. Glisson reported that May is National Bike Month. To coincide with this, RRTA will offer free rides to customers who bring a bike on board from May 15 to May 19. In addition, bidding for the Queen Street station re-pavement is underway. The projected start date is June 2017, and it should take approximately 90 days. The station will be closed during this re-pavement in order to speed up

the process, and buses will pick up and drop off passengers at various street locations in the city while it is shut down. Meetings are being held regarding logistics, and proposed pick-up locations are being discussed with relevant parties.

- c. Federal Highway Administration – Mr. Walston reported that the FHWA is working with the Planning Partners and PennDOT to develop the financial guideline workgroup. The general procedure and guidance committee has also began its activities. This committee—which includes the FHWA, PennDOT, and some MPOs/RPOs—works on things such as project timeline templates and high-level, overarching TIP guidelines. Publication 745 is under revision, as is the pre-TIP development process. The Design Manuals (DM/DM-1A) is also under revision. Additionally, Mr. Walston reported, there will be a workshop on bicycle and pedestrian issues in resurfacing projects. Mr. Walston said that the FHWA does its best to consider these issues in resurfacing projects, and he encouraged committee members to attend the workshop. Chairperson Lutz asked whether there will be notification when revision of the guidelines and Publication 745 is complete. Mr. Walston said that though revisions are generally sent through a chain of command for review and comment, he can provide the committee with updates as the revisions move forward. Ms. Yoder asked whether the FHWA has reviewed the timeline on the TIP prioritization chart, because the TIPUS would like to be able to vet its algorithm according to the federal process. Mr. Walston said that he has not yet reviewed the chart, but suggested that the TIPUS review the FHWA’s development report. Mr. Bini noted that LCPC staff will meet with PennDOT District 8-0 staff in May to discuss the TIP project list. Ms. Yoder commended the LCPC for taking these initial steps, because it takes pressure off the TIPUS throughout the process. Mr. Berger stated that the county should abide by its own schedule first and foremost, regardless of what other proposed schedules are presented by the program center. Ms. Yoder asked for clarification as to what “financial guidance” is. Mr. Berger stated that financial guidance is whenever PennDOT, in conjunction with the FHWA and the Planning Partners, holds a committee to discuss the overall funding situation. He added that there is legislation in place that determines the funding for the next few years, which simplifies the process in this particular case. Ms. McCormick asked whether the bicycle and pedestrian workshop will take place somewhere closer to or within the county. Mr. Walston said that this may be possible, but a request would have to be made. Mr. Bini said that he will make this request with the FHWA.
- d. Bike/Pedestrian Advisory Committee (BPAC) – Mr. Swiernik reported that the BPAC met on March 23rd. At this meeting, the committee adopted its Mission and Procedures Statement. Chairperson Lutz asked for confirmation that there has been a significant number of applicants for the BPAC vacancies, to which Mr. Bini responded that he will report on this later in the meeting.
- e. Transportation Authority – No representative present.
- f. Commuter Services of PA – Mr. Boyer reported that there are activities scheduled throughout the month for Earth Day. The Market Research department of PA Commuter Services will be releasing a report on the RideShare program. Additionally, the Pennsylvania Public Transportation Association (PPTA) will be

holding a conference in Lancaster. The PPTA recently partnered with Eurofins Lab, a company based in the city. There will be a van-pool program starting up in the state, with subsidies of up to \$400 and \$600 available to participants. This program will allow those who are not in the SPC or DVRPC areas to access van pool funding resources. Additionally, Mr. Boyer pointed out that a copy of Commuter Services' annual report was distributed to those in attendance, and he encouraged members to share this document to be with anyone who may be interested in learning more about the services that the organization offers. Chairperson Lutz asked whether Commuter Services has been engaged with trail projects in the county. Mr. Boyer said that they are not directly involved with trails, but some routes choose to use less-travelled roads. He also noted that Point-to-Point maps are beginning to be incorporated into trails. Ms. Yoder thanked Commuter Services for ensuring that the pictures of bicyclists in its report are all of individuals wearing a helmet while riding, expressing appreciation for the fact that they are promoting a message of safety in their publications.

- 3. Minutes of February 13, 2017 Meeting (Action)** – The committee had no comments or suggested changes regarding the minutes.

Ms. Yoder made a motion to approve the February 13, 2017 meeting minutes as presented. This motion was seconded by Mr. Glisson. The motion passed, with 15 voting in affirmation and 1 in abstention. Therefore, the minutes were approved.

- 4. TIP Modifications (Action)** – Ms. Raves provided a summary of the highway and transit TIP modifications, as outlined in the item memo and attachments. She noted that the five transit amendments need the committee's approval in order to be added to the TIP. Ms. Riggs asked whether it is a reoccurring problem to have TIP project budgets change, and if so what the cause of this is. Mr. Berger responded by saying that this is a case-by-case problem in regard to preliminary engineering. He noted that the most accurate cost is not generally determined until the project approaches the let date. He cited that most often the cost will increase because additional, unanticipated work is required.

Ms. Yoder made a motion to approve the transit TIP amendments. This motion was seconded by Ms. Riggs. The motion passed unanimously, thereby submitting a recommendation to the MPO to approve and adopt these amendments.

- 5. TIP Project Evaluation Process** – Ms. Parcels provided an update on the development of the TIP project evaluation process. The priorities and criteria used for evaluation have not changed, though their weightings have been adjusted. A recap of the criteria was provided. Ms. Parcels noted that LCPC staff have met with the TIPUS, and safety/security remains the highest-weighted criterion. There were delays in developing the model, but going forward the transportation staff will be working with consultant Michael Baker to complete the GIS portion of the algorithm. Ms. Ryan asked whether, when determining the safety and security of a project, the evaluation will take into account the fact that some areas may not have any bicycle/pedestrian crash statistics because they are too dangerous to traverse. Ms. Parcels responded by saying that though

it may not score well in the safety and security category, it would likely score well for providing multimodal connectivity and a safe route between two points. Mr. Bini said that the algorithm may need to add a qualitative measure in that vein, and noted that there are other scenarios that may require qualitative measures as well. Ms. Ryan agreed that another criterion should be added to address this potential issue. Mr. Bini and Ms. Parcels affirmed that this will be among the various concerns discussed internally and with the Michael Baker consultants. Ms. Yoder noted that this problem identified by Ms. Ryan was encountered in West Hempfield Township on Marietta Avenue, specifically in regard to the addition of bicycle lanes. Chairperson Lutz asked whether the evaluation would take into consideration the issues pertaining to a project crossing municipal boundaries. Ms. Parcels stated that this might fall under the “Public Support” criterion. She added that the TIPUS will meet again once more concrete developments are made in conjunction with the consultant.

6. **SGT/TAP Updates** – Ms. Parcels provided the committee with an overview of the SGT quarterly reports. These projects are from FY 2013-2018. The Mulberry Street project is very close to completion. The Elizabethtown Borough project is also very close to completion, though it will still require some minor work this spring. The Northwest River Trail signage project in East Donegal Township was completed. Both the Bicycle Comprehensive Plan and the LIMC Study are moving along, with Alta Planning and Design serving as the consultant for these projects. The East Lampeter study has encountered a variety of issues, but it is still advancing. Ms. Parcels noted that a price proposal was submitted on time, but a contract was ultimately not agreed to by the relevant parties. Vice-Chairperson Hutchison noted that the ECMS will be getting started on that study. Ms. Parcels went on to add that Millersville has reapplied for multimodal funding for its SGT project. They are committed to moving the project forward even if they do not receive this funding from PennDOT. Though it is not stated in the table for Item 7B, Penn Township is currently considering alternative designs for the sidewalks in the Doe Run pedestrian project. This may result in having sidewalks on only one side of Doe Run. The LCPC staff will be sending the letter to Strasburg concerning a rescission of the funds in the coming weeks. Both the Charlotte Street and Manheim Borough projects are entering their preliminary stages, with Charlotte Street set to enter the bidding phase soon. There has yet to be a contract established with PennDOT for the Willow Street project, and no project manager has been assigned to it yet. Mr. Berger offered to look into this and provide updates at the next committee meeting if possible. Ms. Parcels went on to add that the project in Mount Joy has been delayed due to water line issues and an impending cultural resources study. Ms. Riggs asked whether there was a deadline for submitting the letter of rescission to Strasburg Township. Mr. Bini said that he will meet with Mr. Cowhey to draft this letter, in which the township will be advised to return its SGT funding and pursue a safety audit instead. Ms. Parcels noted that the hope is that a future project can be derived from this audit, at which point Strasburg Township can reapply for program funding. Chairperson Lutz suggested that a more defined timeline be made for the committee to take action on this letter. Mr. Cowhey stated that there will be a draft letter presented to the committee at next month’s meeting. Mr. Walston asked whether there are any particular areas of concern regarding the SGT program. Ms. Parcels stated that the main problem being encountered is simply the

learning curve of the program and the process of educating municipalities on the ECMS. There is no pattern of particular ongoing issues, but rather individual projects encountering miscellaneous stumbling blocks. However, PennDOT has been very cooperative with the initiative, the municipalities have embraced the program, and the guidelines have been improved. Mr. Bini noted that municipalities do sometimes overestimate their capacities to deliver on projects, and this will be something to address going forward. Chairperson Lutz stated that the SGT program involves a learning process for municipal leaders, but the process improves once they become used to managing federal funding and the requirements that go along with it.

7. **PA 283/230 Study** – Mr. Bini provided an update on the anticipated PA-283/230 study. Discussion of the corridor study began last fall, the application was submitted in December, and the funding should be available beginning in July 2017. The RFP will be ready in early May. Proposals will also be accepted in May, with the hope that a draft report can be completed by this Fall. Having held several meetings with the municipalities this corridor weaves through, Mr. Bini said that he is encouraged by municipal willingness to observe the corridor and contribute to the effectiveness of the study. Though this study initially began with East Hempfield, it expanded due to the scope of the problem. Conducting this study will present an opportunity to identify economic development opportunities and determine future transportation needs. The scope of work is expected to be complete by the end of April. Chairperson Lutz asked where the funding for this study will come from. Mr. Bini responded that it is paid for by federal planning funds. Chairperson Lutz then expressed concern that similar studies may need to be conducted for the US-30/Centerville Road and US-30/Rohrerstown Road corridors. Mr. Bini said that the hope is that the comprehensive plan will identify these corridors as areas in need of such investigation. Ms. Riggs noted that the Lancaster Farmland Trust has been included in discussions regarding the 283/230 study.

8. **Bicycle and Pedestrian Planning**

- a. **Active Transportation Plan Update** – Mr. Bini encouraged the committee and those in attendance to participate in the survey on the ATP website, LancasterATP.com. Approximately 1000 people have taken this survey so far, and the input from it will be considered in the plan. This will accompany the input from the ATP Kick-Off Meeting, which approximately 100 members of the public attended. Consultants will be visiting the county during the week of April 24th, at which time they will make recommendations about a biking and walking network. These recommendations will be shared with the ATP Visioning and Technical committees, but there will also be Open House opportunities throughout the week for the public to learn more and ask questions. Information regarding the plan will be provided as it becomes available.
- b. **BPAC Mission/Procedures Statement (Action)** – Mr. Bini announced that the BPAC approved the Mission and Procedures Statement at its previous meeting. The process of soliciting members for the two current vacancies has started. Terms end after this year, so new members would be on the committee for 2017 and possibly onward. The ATP consultants will provide input on BPAC, how it should be composed, and what its role should be. These changes will be fully

reflected in next year's committee, because terms for all five seats end after 2017. Details such as meeting time, geographical representation, and term limits will be under consideration. Mr. Swiernik provided additional comments on behalf of BPAC. He stated that though there is a place for advocacy in the bicycle and pedestrian community, the committee's purpose has always been meant to be advisory. He stated that the guidance in reforming BPAC should clarify this purpose. Ms. Riggs noted that it seems as though skill sets and knowledge are being more sought out than particular groups of people throughout the member solicitation process. She inquired as to whether there are existing publications that provide guidance on how the committee should be composed and how it should function. Mr. Swiernik says that there are publications that discuss this matter, and he has researched what other BPACs look like and what they do. They range from five to twenty-three in size, and they also vary in their responsibilities. Mr. Walston noted that the last FHWA certification review included a discussion as to whether BPAC should contain non-traditional groups. Mr. Swiernik affirmed that diversity is a goal in the committee's reformation. Ms. Valudes asked for clarification as to whether the size (5) is permanent, and suggested that perhaps a broader statement should be made in the document regarding committee size. Mr. Bini stated that five is the current number permitted in the MPO bylaws and the number of members that the committee hopes to have at least through the rest of the year. Ms. Riggs asked whether the BPAC meetings are public, and how email ballots would be handled at meetings. Mr. Bini stated that the meetings are indeed public, and any votes cast via email would be reaffirmed at the next meeting. Ms. Yoder asked for clarification regarding the differentiation between "advisory" and "advocacy", particularly inquiring as to whether BPAC's role as an advisory committee would still allow it to be proactive in providing suggestions in regard to how to better address bicycle and pedestrian issues across the county. Mr. Swiernik stated that it is able to do this, to an extent, but that task is a struggle for a committee of just a few members. Mr. Bini stated that any role BPAC takes, proactive or otherwise, will have to fit within the overall structure of the committee. While BPAC could make recommendations, it would be up to TTAC to forward these suggestions to the MPO. He added, however, that the ATP will help to address these bigger picture concerns. Ms. Yoder asked what kind of tasks BPAC is prepared to take up. Mr. Swiernik stated that the committee is prepared to conduct bicycle and pedestrian step reviews for TIP projects, as well as to help score project grants. Ms. Valudes asked for confirmation that the short-term goal is to fill the remaining two vacancies on BPAC by selecting from the pool of solicited candidates, with next year being a reset once terms expire. Mr. Bini confirmed this, stating that it will be made clear to candidates that terms end after 2017. The immediate focus in the short-term will be to add pedestrian representation through the two remaining seats on the committee. Ms. Riggs asked for clarification regarding the status of the Secretary proposed by the statement. She asked whether this secretary would be a voting member of the committee. Mr. Cowhey stated that the Secretary would not be a voting member, but rather the member of the LCPC staff who sits in on the committee proceedings to take notes and transcribe minutes. Ms. Crystle suggested that the

first line of the statement be corrected to say that the committee was established in October 1999, rather than 2003, based on information contained in the Bicycle and Pedestrian Transportation Plan – Phase II report. Mr. Bini and Mr. Cowhey said that this discrepancy will be looked into.

Ms. Valudes made a motion to approve the BPAC Mission/Procedures Statement and pass it on to the MPO, with the understanding that the aforementioned changes will be considered. This motion was seconded by Mr. Paulson. The motion passed unanimously, thereby forwarding the amendment statement to the MPO for approval.

9. STC Twelve-Year Program Public Comment Period – Mr. Bini reported that the STC Public Comment period is still open, and it will remain open until later this month. The comment process was started by the Online Public Meeting, which took place in March. In addition, the STC’s performance report is available. This report covers safety, accountability, funding, and other topics.

10. Other Business & Public Participation – Mr. Cowhey noted that he will be meeting with the Deputy Secretary regarding the issue of parking during the Queen Street Station project. Ms. Crystle encouraged the committee and those in attendance to read the online document published by Advocacy Advance titled “Making Bicycling and Walking a Norm for Transportation Agencies: Best Practices for Bicycle and Pedestrian Advisory Committees”, which describes how BPACs have operated and how they formed.

11. Next Meeting: May 8, 2017, 12:00 PM

12. Adjournment – Chairperson Lutz adjourned the meeting at 1:51 PM.