



## **Lehigh Valley Transportation Study**

C/O LEHIGH VALLEY PLANNING COMMISSION  
961 MARCON BOULEVARD, SUITE 310  
ALLENTOWN, PENNSYLVANIA 18109  
(610) 264-4544

### **LEHIGH VALLEY TRANSPORTATION STUDY**

#### **Minutes from the April 4, 2018 Joint Technical & Coordinating Committee Meeting Penn State – Lehigh Valley Campus**

#### **AGENDA**

##### **Attendees:**

Nelson Varuhlese, Ken Navitsky, Andrew Kleiner, Richard Young, Gerald Fry, Bryan Cope, Heather Heeter, Scott Slingerland, Ray Green, Matt Malozi, Max Inkrote, Steve Turoscy, George Kinney, Dave Hopkins, Carol Halper, Ralph Eberhardt, Lee Rackus, Brian Miller, Wendy Solomen, Tom Shortell and Matt Szuchyt.

##### **Minutes**

Mr. Rebert stated that the minutes of the December 18, 2017 Joint LVTS Technical and Coordinating Committee are attached. Mr. Cotter made a motion to approve the minutes. Ms. Heller seconded the motion. The motion carried unanimously.

##### **Status of TIP Bridge and Transportation Alternatives Set-Aside Projects**

Mr. Kufro stated that all the projects listed on the Transportation Alternatives Set-Aside Status report are scheduled for later this year and everything listed is currently in the Design Phase with the exception of the Allentown Bike Ed II, City of Allentown which began last April and the City has begun invoicing.

He also talked about the status of the bridge projects. SR 29 over Reading Railroad Bridge has a let date of April 25, 2019 and the plan is now in final design. SR 145 Wire Mill Bridge over Little Lehigh Creek has a let date of September 26, 2019 and is currently in the PE-phase finalizing H&H. The next three projects: SR 248 over Hokendauqua Creek, SR 248 over Tributary to Hokendauqua Creek and SR 248 over East Branch of Monocacy Creek on schedule for a let of November 1, 2018. SR 329 over Lehigh River-Cementon Bridge has a let date of June 18, 2020; public meeting scheduled for May and are currently wrapping up the preliminary engineering and moving to final design. SR 378 Hill to Hill Bridge over Lehigh River is very early in preliminary engineering; still working through a lot of the environmental and analysis. SR 1032 over Jacoby Creek and Mill Race still in preliminary engineering; working through the H&H. SR 3004 over Saucon Creek Water Street; final design is underway with a let date of February 28, 2019. SR 7301 Gordon Street Bridge with a let date of April 25, 2019; pre-app meeting. SR 7408 South Walnut Street Bridge over Trout Creek a let date of July 23, 2020; needed to work through the Pennsylvania Historic & Museums Commission and progressing to an alternative analysis.

## **TIP Amendments**

Ms. Ruth presented three TIP amendments which are needing a vote:

1. The 13<sup>th</sup> Street Interchange Improvements project which will include work on State Route 8010 Ramp A, State Route 8010 Ramp B, State Route 8010 Ramp C, State Route Ramp D and a portion of State Route 2017 and 2019 with a let date of June 21, 2018; estimated project construction cost of \$3.8 million.
2. The I-78 Passing Lane project which is to address poor IRI, structural distresses and deteriorating condition of Interstate 78 from the Berks/Lehigh Line to the Delaware River Joint Toll Bridge Commission jurisdiction near the NJ state line with a let date of June 21, 2018; estimate project construction cost of \$4.3 million.
3. The PA 33 Preservation SR 22-Belfast project which we will perform pavement preservation activities and potential slope correction on State Route 33 from the Tatamy Exit Interchange to the Belfast Exit Interchange in Northampton County for poor IRI and structural distresses. This project we are looking to let on July 12, 2018; estimated project construction cost of \$4.5 million.

Ms. Bradley made a motion to approve all three TIP amendments as proposed. Mr. Cotter made a motion to second for the Technical Committee. The motion carried unanimously. Ms. Bradley made a motion to approve all three TIP amendments as proposed. Mr. Molchany made a motion to second for the Coordinating Committee. The motion carried unanimously.

## **New Business**

*National Association of Regional Councils on Federal Infrastructure Funding*  
Presentation was made by Eric Zimmerman (National Association of Regional Councils) on the subject of Federal Infrastructure Funding. In February 2018 Congress agreed to a budget deal for both fiscal year 2018 & fiscal year 2019 which included substantial increases of \$130 billion for non-defense domestic spending priorities; \$63 billion additional for 2018 and \$68 billion additional for 2019. Congress rejected the President's budget due to significant differences. Eric outlined the OMIBUS spending package that was passed focusing on the following transportation which provides full funding levels under the fast act for highway, transit and rail programs and includes an additional \$1.98 billion dollars. The TIGAR program saw a significant increase to \$1.5 billion. The rail program also saw a large increase which will include money for the PTC installation and state of repair projects. Finally, funds have been allocated for Automated Vehicle Research which will support the 10 test sites that have been established by DOT. Water spending also saw a significant increase of 44% however when you evaluate the expense of materials the number would in fact seem more like a 9% decrease in overall funding levels. Currently \$142 billion has been transferred into the Highway Trust Fund from General Funds to shore up our current levels of spending and increase spending under the Fast Act. We will need another \$138 billion over the next 10 years to get to current spending levels.

### *2019 Draft Transportation Improvement Program Update*

Mr. Donchez gave a PowerPoint presentation on "How Projects Get on the TIP." The presentation provided an outline of the organizations that makeup the two voting committees: Technical and Coordinating. The Technical Committee is the advisory

committee to the Coordinating Committee. The Transportation Improvement Program (TIP) is a federally mandated four-year program containing high-priority highway, bridge, transit, multi-modal and rail infrastructure projects within the two county region. This is really a ground transportation plan which covers all surface modes of transportation (does not cover air travel). Approximately 80% of the funds that go into the TIP are federal and the remaining 20% can be state, local, private or a combination of funds. The Long Range Transportation Plan (LRTP) is the traditional vehicle for entry of projects into the TIP. Every four years we will send out a request to the municipalities to let us know what their infrastructure needs are. We are combining the Comprehensive Plan with the LRTP. The selection criteria was reviewed and explained as part of the presentation. The draft TIP list of projects was released to the Committees during the meeting. Currently we are in the air quality conformity analysis phase of the project where the projects are being coded, modeled and analyzed for their emissions outputs. The TIP will be available for a formal 30 day public review and comment period from April 23 through May 22. We will hold two public meetings: May 2 at LVPC (12:00 p.m.) and on May 8 at Bethlehem Public Library (6:30 p.m.). The TIP will go to LVTS for adoption June 6. When adopted it will go to the US Department of Transportation (USDOT). Once USDOT approval is issued (expected late September) then funding will be available October 1 for four years. Mr. Cotter from LANta reviewed the Transit information indicating a capital budget of \$57.1 million. This budget is operating and capital jointly as per PennDOT regulations. Major projects include the replacement of 28 diesel buses with compressed natural gas, replacing 75 paratransit vehicles, \$24.5 on capital asset maintenance and \$5.0 million implementing Phase I Lehigh Valley Rapid Transit Program next year. Mr. Cotter made a motion to authorize release of the TIP for 30 day public comment period proposed. Mr. Hopkins made a motion to second for the Technical Committee. The motion carried unanimously. Mr. Molchany made a motion to approve all three TIP amendments as proposed. Mr. Cotter made a motion to second for the Coordinating Committee. The motion carried unanimously.

#### *Unified Planning Work Program (UPWP)*

Ms. Bradley reported on the Unified Planning Work Program which outlines what LVPC along with PennDOT are doing on a two year period beginning July 1, 2018 through June 30, 2020. This makes up almost half of the LVPC budget. The UPWP has already been adopted by the LVPC Executive Committee. Ms. Bradley recapped the priorities for 2018-2020 as outlined in the attachment along with comments provided from PennDOT and Federal Highway Administration during their review. LVPC just updated their agreement with the Penn State Data Center to be the official representative repository for Census Bureau Information. The Constrained Value is \$2,010,000. Mr. Cotter made a motion to officially forward the UPWP to PennDOT and Federal Highway Administration to initiate the work order and contract process. Mr. Hopkins made a motion to second for the Technical Committee. The motion carried unanimously. Mr. Molchany made a motion to officially forward the UPWP to PennDOT and Federal Highway Administration to initiate the work order and contract process. Mr. Cotter made a motion to second for the Coordinating Committee. The motion carried unanimously.

#### *Highway Safety Set-Aside Program Submission*

Mr. Donchez reported on four (4) local projects that were submitted for a portion of the \$35 million set aside to improve safety and reduce crashes on highways. The four (4)

projects were: Rt. 145 Safety Improvements, I-78 Diamond Grinding, Rt. 29 Safety Improvements and 25<sup>th</sup> Street Hill Improvements. The total estimated at \$1.7 million. PennDOT Central office made a comment to fund the Rt. 145 Safety Improvement project. The other 3 projects will remain candidates for future rounds.

#### *Two Rivers Trail Gap 9A Project*

Mr. Cope reported on the progress of the Two Rivers Trails connection originally planned in 2007 to connect the D&L trail down in the Easton Area up to the Appalachian Trail just north of Wind Gap and Pen Argyl. In 2010 there was another study which outlined a few gaps within that corridor. In 2013 LVPC identified Trail 9 in their plan which will connect the urban area to the middle of the County. However due to a variety of problem areas it was broken in to two plans Gap 9A and Gap 9B. Mr. Cope proposed a project change which will break Gap 9A into two as well from Filetown Road up to Henry Road area is about 60-80 feet from the cart path itself with about a 20-30 foot decline from the Rt. 33 right-of-way down to where the trail will be with about 30 feet of woodlands in between. Mr. Hopkins made a motion to move forward with the project change as proposed. Mr. Cotter made a motion to second for the Technical Committee. The motion carried unanimously. Mr. Hopkins made a motion to move forward with the project change as proposed. Mr. Molchany made a motion to second for the Coordinating Committee. The motion carried unanimously.

#### *PENNDOT Community Safety Program*

Ms. Bradley reported on the PennDOT Community Traffic Safety Project which is an educational outreach program the schools and communities targeting local safety issues that have to be identified through data analysis. This Grant provides support towards National & State wide enforcement and other local programs. The program was changed to go up to the County level; our municipal governments or a non-profits can no longer apply. She requested that LVPC and LVTS agree to continue to work and formalize the partnership with Lehigh and Northampton Counties. Mr. Donchez made a motion to move forward with the partnership as proposed. Mr. Greene made a motion to second for the Technical Committee. The motion carried unanimously. Mr. Molchany made a motion to move forward with the project change as proposed. Mr. Greene made a motion to second for the Coordinating Committee. The motion carried unanimously.

#### *Regional Comprehensive Plan/Long Range Transportation Plan Update*

Ms. Oscavich reported on the creation of an Ad-Hoc Committee to move this through the merger and the planning process. LVPC is looking for volunteers to serve on this Committee. Meetings will take place about once a month for 1-2 hours over the course of the next 12-18 months.

#### *Airport Area Freight Study*

Mr. Donchez reported on a study of municipalities surrounding the LVIA, primarily the municipalities north. LVPC embarked on the study earlier this year focusing on freight related traffic issues in the Allen Township/East Allen Township Area who has received several proposals for large warehouse developments. The study will focus on the ten (10) municipalities that border within a study area of the Lehigh River on the West, Rt. 22 on the South and Rt. 512 on the East extending up northward to Rt. 248 corridor. The purpose of the study is to look forward to what is going to happen with regards to land use, development and infrastructure needs with focus on designated truck routes, reuse/repurposing existing industrial parks. LVPC is in the process of developing a

steering committee meeting three times a year to help guide these efforts. The study should wrap up by the end of the year.

*Walk/Bike LV: Regional Active Transportation Plan*

Ms. Bradley reported on the RFP which is currently up on PennBid. The RFP is approximately \$185,000 contract which should be awarded by the end of May, 2018. This is a ground breaking bike/pedestrian master plan for the Lehigh Valley which includes air quality, connectivity of the trail and road network and the potential for regional bike share.

*Freight Advisory Committee – April 4 @ 11:30 a.m.*

Mr. Hite reported that the next Freight Advisory Committee meeting will take place immediately following the conclusion of this meeting.

*PennDOT Connects Municipal Outreach – February 27*

Mr. Hite provided a status of the February 27 meeting which was attended by 40 municipal representatives.

*2<sup>nd</sup> Annual Pennsylvania Automated Vehicle Summit – April 9-10 in Pittsburgh*

Mr. Donchez provided a list of topics to be included in the Summit breakout sessions including: how are automated vehicles made safe, what groups can best be served by automated vehicle technology, how will we pay for the infrastructure and the roles local planners will have in the process.

*Lehigh Valley Chamber's 2018 Transportation Summit – May 17 @ 11:00 a.m.*

Ms. Oscavich provided a reminder for the Summit which will take place at Mack Trucks and will include a presentation on automated vehicles.

*Eastern PA Freight Summit – June 21-22 (All Day)*

Ms. Oscavich provided a reminder for the Summit which will be hosted by LVPC at Lehigh University Iacocca Hall and will include a speakers on the first day followed by a series of tours on the second day. Registration will be opening soon.

*Women in Transportation and Government Event*

Ms. Oscavich reported that the event will provide younger women the opportunity to learn about the field of transportation and engineering.

## **Old Business**

*Local Technical Assistance Program*

Mr. Hite provided a brief recap of the upcoming LTAP presentations listed below:

- Managing Utility Cuts – April 5, 8:00 a.m. -12:00 p.m. @ LVPC
- Equipment and Worker Safety – April 12, 8:00 a.m. – 12:00 p.m. @ LVPC
- Americans with Disabilities Act – May 22, 8:00 a.m. -12:00 p.m. @ LVPC

## **Correspondence**

*Community Bike Works – TASA Thank you letter*

Mr. Donchez recapped correspondence received from the Executive Director of Community Bike Works for funding awarded to Community Bike Works to provide bicycle education training for students.

### **Courtesy of the Floor**

Mr. Slingerland reported on the following items from the March 14, 2018 CAT meeting attended by local bicycle shops:

- Thanked Becky Bradley for participating and sharing what the LVPC is up to.
- Announced Open House on April 14 @ CAT, West Broad Street, Bethlehem

### **Adjourn**

Mr. Rebert asked for a motion to adjourn the meeting. Mr. Meyer made the motion for Technical Committee with Ms. Bradley seconding. Mr. Molchany made the motion for Coordinating Committee with Mr. Rebert seconding. The meeting is adjourned.

Submitted by,  
Denise Leonard, Executive Administrative Assistant



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### **LEHIGH VALLEY TRANSPORTATION STUDY**

#### **Minutes from the June 6, 2018 Joint Technical & Coordinating Committee Meeting LVPC Conference Room**

#### **AGENDA**

##### **Attendees:**

Matt Assad, Becky Bradley, Whitney Burdge, Sarah Cassi, Gene Clater, Brendan Cotter, Mick Dee, Michael Donchez, Ralph Eberhardt, Michael Emili, Gerald Fry, Ray Green, Carol Halper, Heather Heeter, Darlene Heller, Dave Hopkins, Max Inkrote, George Kinney, Craig Messinger, Rick Molchany, Owen O'Neil, Tracy Oscavich, Chandra Parasa, Julia Patterson, Michael Reibert, Jen Ruth, Larry Shifflet, Tom Shortell, Scott Slingerland, Scott Vottero, and Dan Walston.

##### **Minutes**

Mr. Rebert stated that the minutes of the April 4, 2018 Joint LVTS Technical and Coordinating Committee and the May 2, 2018 Technical Committee are attached. Mr. Donchez made a motion to approve the April 4, 2018 Technical Committee minutes. Mr. Hopkins seconded the motion for the Technical Committee. The motion carried unanimously.

Mr. Cotter made a motion to approve the May 2, 2018 Technical Committee minutes. Mr. Hopkins seconded the motion. The motion carried unanimously.

Mr. Molchany made a motion to approve the April 4, 2018 Coordinating Committee minutes. Mr. Shifflet seconded the motion for the Coordinating Committee. The motion carried unanimously.

##### **New Business**

###### *Meadows Road Bridge (Lower Saucon Township) TIP Amendment*

Mr. Vottero stated that the Meadows Road Bridge is currently closed due to poor condition. Would like to get the project under agreement on the 2017 TIP to get PE started. There would be a 20% match from the locals if we get a reimbursement agreement in place. We could probably get this started on the 2017 TIP, if not this project would have to be delayed until the 2019 TIP is adopted and then do an amendment. The estimated cost is about \$3 million. Bridge was closed in 2018 immediately after a scheduled inspection revealed that the bridge had deteriorated significantly since its last inspection. Recommendation would be to amend the TIP to include the replacement of county bridge #15 and replace it with a pre-cast multi-span

structure. Mr. Rebert stated that preliminary engineering would be added to the 2017 TIP as an administrative action.

#### *Adoption of Draft 2019 Transportation Improvement Program*

Mr. Donchez presented the Draft 2019 Transportation Improvement Program valued at \$534 million which represents a 17% increase in funding levels. The funding level is broken down between \$244 million for highways, \$144 million for bridge and \$146 million in capital and operating transit. The increased funding made way for 42 additional projects to be added to the TIP. LVTS ran Air Quality on the TIP and came within our budgets that were allocated to us by the EPA. However, a change in scope for the Jordan Creek Bridge project necessitates a revision to the Draft 2019 TIP Air Quality Conformity Analysis. The Jordan Creek Bridge was previously scoped for a four lane replacement bridge and the scoping now would be six lanes. That is essentially a capacity adding project which triggers an air quality conformity analysis. In consultation with FHWA, there are two options being explored with option 2 being the chosen option:

- Option 1 – Amend 2017 TIP to include the additional lanes on the bridge and re-running air quality conformity, going out to a 30 day public review and comment period, holding a public meeting and shipping it off to the federal review partners for their review (could be at the expense of their review of the 2019 TIP air quality conformity analysis).
- Option 2 – Amend the 2019 conformity report to include the new scope of work on the Jordan Creek Bridge, take the 2019 TIP out for another 30 day public review and comment period and hold a public meeting.

Two public meetings were held: May 2 at LVPC, noon (37 people in attendance) and May 8 at Bethlehem Area Public Library, 6:30 p.m. (15 people in attendance). Mr. Donchez provided a recap of the public comments.

There are several other elements within the TIP:

- Memorandum of Understanding on the amendment and administrative action procedure through the TIP which explains that an amendment is a new project that is added/deleted or had a major change which requires a vote and an administrative modification is something that does not require a vote.
- A Resolution on Air Quality Conformity for the Lehigh Valley which explains the designation of the MPO under the 2008 Ozone Standard that we were designated by EPA as non-attainment and that we are conforming and meeting all the requirements of the Clean Air Act Amendments.
- A Resolution certifying that LVTS is in compliance with the various metropolitan process requirements.

Ms. Bradley made a motion to adopt the Draft 2019 Transportation Improvement Program along with the Memorandum of Understanding, Resolution on Air Quality Self Certification Resolution and revised Air Quality Conformity Analysis contingent on successfully completing the 30-day public review and comments period and addressing comments. Mr. Cotter made a motion to second for the Technical Committee. The motion carried unanimously. Ms. Bradley made a motion to adopt the Draft 2019 Transportation Improvement Program along with the Memorandum of Understanding, Resolution on Air Quality and the Self Certification Resolution as proposed and revised Air Quality Conformity Analysis contingent on successfully completing the 30-day public review and comments period and addressing comments. Mr. Molchany made a motion to second for the Coordinating Committee. The motion carried unanimously.

#### *Adoption of Coordinated Public Transit Human Services Transportation Plan*



Mr. Donchez gave a presentation on the Coordinated Public Transit Human Services Transportation Plan (Coordinated Transit Plan) which was initially done in 2007. The Coordinated Transit Plan is a plan that identifies gaps within the transportation system as it relates to services for the elderly and the disabled population. The plan is due for update every 10 years. LVTS held two public meetings in the summer of 2017; one at the Lehigh County Government Center and one at Easton City Hall. Mr. Donchez provided list of organizations in the area currently providing services. There is currently \$600,000 available in 5310 funds which are administered by PennDOT. These organizations apply for the money to primarily replace vehicles within their fleet and associated equipment. In order to be eligible for the 5310 funds these agencies need to provide an application that shows that they are addressing the gaps identified in the plan. The plan requires an Assessment of Available Services, Assessment of Needs, Implementation Strategies and Priorities for Implementation. Mr. Cotter made a motion to adopt the Coordinated Public Transit Human Services Transportation Plan. Ms. Bradley made a motion to second for the Technical Committee. The motion carried unanimously. Mr. Molchany made a motion to adopt the Coordinated Public Transit Human Services Transportation Plan. Mr. O'Neil made a motion to second for the Coordinating Committee. The motion carried unanimously.

#### *LANTA Enhanced Bus*

Mr. O'Neil provided an update on the LANTA Enhanced Bus. LANTA held a series of open house sessions (four in total; attended by 30 people total) to get initial recommendations on the implementation of Phase I of the Enhanced Bus Program in June 2019. Phase I would be putting in the route that would become the BRT type service. Other routing services will be redesigned once the route is in.

#### **Old Business**

##### *Unified Planning Work Program*

Ms. Bradley provided an update on the Unified Planning Work Program which is basically the work program for the LVPC and LANTA for the next two years submitted to PennDOT and federal government and accepted. Received the work order to start work July 1.

##### *Walk/Bike LV: Regional Active Transportation Plan*

Ms. Bradley presented Walk/Bike LV: Regional Active Transportation Plan which is an active transportation plan. The plan would coordinate and connect our sidewalks where bike paths exists. LVPC wants to explore regional bike share for the following reasons:

- Current program in Bethlehem
- Bikes end up all over the place and don't just stay in Bethlehem

The business model must ensure that the plan sustainable, that we are being responsible and will be equitable. Most bike share systems require you to be credit worthy (requires a credit or debit card) but we are exploring the possibility of using a LANTA bus pass. The plan should demonstrate the connection between our urban, suburban and rural communities and the need to understand where our investment opportunities can be and prioritize them. Consultant selection is underway and will be completed this month and hope to kick this off in July 2018.

##### *FutureLV: Active Transportation Plan*

Ms. Bradley deferred her presentation to the next meeting.

### *BUILD Grant*

Ms. Oscavich reported on the BUILD Grant is the United States Department Transportation Grant Program formerly known as TIGAR. LVPC is submitting a project to the BUILD program which is the Riverside Drive Multimodal Corridor between Whitehall and Allentown to fill the major gap in the Delaware and Lehigh Heritage Corridor Trail.

### *Eastern PA Freight Summit – June 21-22 (All Day)*

Ms. Bradley provided a reminder for the Summit which will be hosted by LVPC at Lehigh University Iacocca Hall and will include speakers on the first day followed by a series of tours on the second day. Spots are still available for the first day; however the second day tour buses are full.

### *Status of Transportation Alternatives Set Aside Program Projects*

Mr. Kufro provided a status of the following bridge projects:

- Jordan Creek Greenway Sec 49 & 50, South Whitehall Township is on track to hit the let date of September 27, 2018
- Broadway and Delaware Ave., Fountain Hill Borough is on track to hit the let date of September 13, 2018
- Front St. Safety and Connectivity, Catasauqua Borough has fallen a little behind, waiting for CE clearance and reimbursement agreement in place with the sponsor.
- Two Rivers Trail Gap 9A, Northampton County needs right-of-way clearance and reimbursement agreement in place. The let date of October 18, 2018 will be tight.
- Palmer Twp. Bike Path Crossings, Palmer Township is on track.
- Allentown Bike Ed II, City of Allentown is already let.
- Allentown Safety Lehigh and MLK, City of Allentown is on track.
- Station Ave, Streetscape, Coopersburg Borough is on track with a let date of September 27, 2018.
- Macungie Pedestrian Streetscape II, Macungie Borough is moving on track.
- The remaining projects on the list are just being kicked off.

### *Transportation Improvement Program Amendments*

None

### *Local Technical Assistance Program*

Ms. Oscavich provided a brief recap of the upcoming LTAP presentations listed below:

- Salt and Snow Management – August 7, 8:00 a.m. -12:00 p.m. @ LVPC
- Road Safety Audit – September 11, 8:00 a.m. – 12:00 p.m. @ LVPC

### **Correspondence**

None

### **Courtesy of the Floor**

Mr. Walston recapped a change in language received yesterday to be amended as part of the resolution approved as part of the 2019 TIP Air Quality Conformity Report Revision. It was agreed that LVTS would submit all documentation with a note that we learned after the vote that additional language and will take that through the process.

Mr. Slingerland voiced support for the Coordinated Public Transit Human Services Transportation Plan.

**Adjourn**

Mr. Rebert asked for a motion to adjourn the meeting. Mr. Molchany made the motion for Technical Committee with Mr. Donchez seconding. The meeting is adjourned.

Submitted by,  
Denise Leonard, Executive Administrative Assistant



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### **LEHIGH VALLEY TRANSPORTATION STUDY**

#### **Minutes from the October 3, 2018 Joint Technical & Coordinating Committee Meeting LVPC Conference Room**

##### **Attendees:**

Matt Assad, Becky Bradley, James Brady, Whitney Burdge, Sarah Cassi, Brendan Cotter, Michael Donchez, Ralph Eberhardt, Michael Emili, Gerald Fry, Marty Gabriel, Ray Green, Carol Halper, Brian Hite, Dave Hopkins, Max Inkrote, George Kinney, Chris Kufro, Matt Malozi, Craig Messinger, Ryan Meyer, Brian Miller, Rick Molchany, Owen O'Neil, Tracy Oscavich, Chandra Parasa, Sherri Penchishen, Michael Reibert, Jen Ruth, Larry Shifflet, Mike Waldron, Dan Walston and Richard Young.

##### **Minutes**

Mr. Reibert stated that the minutes of the August 1, 2018 LVTS Technical Committee and the Coordinating Committee meetings are attached. Ms. Bradley made a motion to approve the August 1, 2018 Technical Committee minutes. Mr. Hopkins seconded the motion for the Technical Committee. The motion carried unanimously.

Mr. Shifflet made a motion to approve the August 1, 2018 Coordinating Committee minutes. Mr. Hopkins seconded the motion. The motion carried unanimously.

##### **New Business**

###### *Pennsylvania Turnpike Commission Initiatives (Presentation by Amber Reimnitz, Pennsylvania Turnpike Commission)*

Ms. Reimnitz from the Pennsylvania Turnpike Commission gave a presentation on the Pennsylvania Turnpike Commission Initiatives they are currently working on. In 2016 the Turnpike Commission requested a transfer of funds from PennDOT for a truck parking project which was approved in December 2016. There are currently six truck plazas (3 on each side) covering 100 miles that have 93 truck parking spots with the largest concentration on the west bound direction which is not the heavy freight movement direction. They received the Notice to Proceed in February 2018. After an analysis, state of practice and survey of truckers the working group has issued a RFP with construction scheduled to start January 2019 with a one-year duration.

Additionally, she provided a recap of what they are doing in our region specifically which includes the widening to three lanes from mile post 31 to 38 along with converting all the toll plazas to cashless tolling on one side on I-476 to be completed by October 2022.

###### *Pennsylvania 2019-2022 Statewide Transportation Improvement Program/Metropolitan Planning Organization Transportation Improvement Program Approval*

Mr. Donchez announced that on September 25 we received a joint letter from the Federal Highway/Federal Transit Administration acknowledging that all of Pennsylvania's Metropolitan Areas/Rural Planning Areas; all transportation improvement programs associated with those regions have been jointly approved as has been the statewide Transportation Improvement Program which is a compilation of all the MPO and RPO TIPA. Next update will be due in 2 years.

#### *Twelve Year Program*

Mr. Shifflet announced that on August 16<sup>th</sup> the State Transportation Commission formally adopted the 2019 – 2030 twelve year program that is broken into three four year periods with the first of those periods is the Transportation Improvement Program. The funds became effective on Monday, October 1<sup>st</sup>.

#### *Transportation Performance Measures*

Mr. Parasa gave a presentation explaining the Transportation Performance Measures: PM1 – Safety targets and performance measures, PM2 – Infrastructure and PM3 – How well the system is performing. Transportation Performance Measures is a strategic approach that uses system information to make investment and policy decisions to achieve national performance goals. Ms. Bradley reviewed the letter received from the Department of Transportation. A response to PennDOT is needed by November 16<sup>th</sup> as to whether we support these measures. Mr. Parasa and Mr. Donchez along with Mr. Shifflet reviewed and explained the Performance Measures outlined in the letter. Although you accept the measures for a four year period; a mid-term evaluation and resubmission can be completed in two years. This will actually determine how the public transportation funds are spent. The measures are not optional. These metrics will be utilized as we update the Long Range Transportation Plan.

#### *Nominating Committee Formation*

Ms. Bradley recapped the officer requirements outlined in both the Technical and Coordinating Committee bylaws. The bylaws state that we need to take nominations for those positions in the even numbered year. A nomination committee was formed and will meet and provide their nominations at the November 7<sup>th</sup> meeting.

### **Old Business**

#### *Walk/BikeLV: Active Transportation Plan Update - Plan Open House (November 28)*

Ms. Bradley provided an update of the Walk/BikeLV: Active Transportation Plan that kicked off last week. 70 people were in attendance. Toole Design Group is the consultant on this project. The Plan should be completed by June 2019. Ms. Bradley recapped the results of the Mentimeter poll completed at the meeting in the areas of where they would want to go, when they bike or walk, the challenges they face walking or biking, priorities of the plan and what they feel the plan vision statement should include. Safety was the consistent concern from the poll. Further discussion on this subject will take place at the October 17<sup>th</sup> Multimodal Working Group (see below). Public outreach to include social media and additional details are available on the project webpage at LVPC.org. People are encouraged to note bike and pedestrian needs on a wikimap before November 28<sup>th</sup>.

#### *Multimodal Working Group*

- *Transportation Safety Coordination (October 17)*

Ms. Bradley, Ms. Penchishen, and Chris Lengle will be doing a joint presentation talking about some of the safety and traffic challenges that bicyclists encounter.

- *Walk/BikeLV: Existing Conditions (November 28)*  
Toole Design Group will present an existing conditions analysis followed by an Open House.

#### *FutureLV: Active Transportation Plan*

- *Working Group Meeting – Developable/Preserved Land (October 16)*  
The working group will be discussing the amount of developed land, the amount of developable land and amount of preserved land in the Lehigh Valley which is a key conversation in understanding what the general land use plan for the region will look like. LVTS members were encouraged to attend the meeting for a discussion on where and how we want to construct the land use map.

#### *Status of Transportation Improvement Program Transit Projects – LANTA*

Mr. Cotter provided the status of the Transportation Improvement Program Transit Projects. Between February and September 2018 LANTA received 31 paratransit vehicles for the LANTA van program which are all on the road now; pending additional funding LANTA will pursue additional vehicle purchases to maintain the fleet. On the bus side received 8 CNG buses in May which added to the fleet of 16 totaling 24 buses and expecting to receive 10 additional buses in January 2019. The CNG fueling facility opened for operation with the ribbon cutting on April 2018. Construction on the service lane building at the Allentown site began in September with an estimated completion at the end of 2018/beginning 2019.

#### *Transportation Improvement Program Amendments – PennDOT District 5*

None to report

#### *LVPC Gala & Awards*

Ms. Bradley announced that several LVTS members are up for awards at the 5<sup>th</sup> Annual LVPC Gala on October 10<sup>th</sup>. The goal of the Gala is to celebrate the fact that it takes all of us to make our communities function. The Community of Distinction judging has been completed and the winner will be announced at the event. The final sign unveiling will take place on October 4<sup>th</sup> at Bushkill Township during their supervisors meeting.

#### *Local Technical Assistance Program (LTAP)*

Mr. Hite provided a recap of the remaining classes to be held at LVPC for 2018:

- Traffic Calming – October 5<sup>th</sup>
- Speed Limits and Speed Management – October 16<sup>th</sup>
- Stormwater Facility Operation and Maintenance – October 19<sup>th</sup>

The final class, Salt and Snow Management, will take place offsite at the City of Allentown on November 30<sup>th</sup>.

#### *Women in Transportation and Government*

Secretary Richards will talk with women on the opportunities and careers in government, engineering and planning related to the transportation field. The event will take place at Lehigh University, Wood Dining Room on November 27<sup>th</sup> from 3 – 5 p.m.

## **Correspondence**

None

### **Courtesy of the Floor**

Ms. Halper announced that this will be her last LVTS meeting representing the 15<sup>th</sup> district and publically thanked everyone. Mr. Rebert in turn thanked her and the Congressman for their service.

### **Adjourn**

Mr. Rebert asked for a motion to adjourn the meeting. Mr. Molchany made the motion for Technical Committee with Mr. Donchez seconding. The meeting is adjourned.

Submitted by,  
Denise Leonard, Executive Administrative Assistant



## Lehigh Valley Transportation Study

C/O LEHIGH VALLEY PLANNING COMMISSION  
961 MARCON BOULEVARD, SUITE 310  
ALLENTOWN, PENNSYLVANIA 18109  
(610) 264-4544

### LEHIGH VALLEY TRANSPORTATION STUDY

#### Minutes from the November 7, 2018 Joint Technical & Coordinating Committee Meeting LVPC Conference Room

#### Attendees:

- LVPC Staff: Matt Assad, Becky Bradley, Valarie Discafani, Michael Donchez, Brian Hite, Denise Leonard, Tracy Oscavich, and Chandra Parasa
- LVTS Members: Brendan Cotter, Ray Green, Craig Messinger, Dave Hopkins, Larry Shifflet, Rick Molchany, Robert Donchez, Owen O'Neil, Michael Rebert, Michael Emili, Tom Stoudt, Chris Kufro, and Ryan Meyer
- Guests: Mick Dee, Matthew Dorner, Ralph Eberhardt, Marta Gabriel, George Kinney, Andrew Kleiner, Brian Miller, Victor Rodite, Jen Ruth, and Kim Schaffer

#### Minutes

Mr. Rebert stated that the minutes of the October 3, 2018 LVTS Joint Technical and Coordinating Committee meeting is attached. Mr. Hopkins made a motion to approve the minutes. Mr. Cotter seconded the motion. The motion carried unanimously.

#### New Business

##### *LVTS Officer Nominating Committees Report*

- Technical Nominating Committee met on October 3, 2018 consisted of Ray Green, Ryan Meyer, Owen O'Neil, Chris Kufro, Dave Hopkins, Mike Rebert and Becky Bradley. Mr. Meyer recapped the meeting of October 17 where the following candidates were recommendations were made for the period of a two-year term:

Chair – Raymond Green, PennDOT  
Vice Chair – Chris Kufro, PennDOT  
Secretary – Becky Bradley, LVPC

Mr. Cotter made a motion to accept the recommendation of the Technical Nominating Committee. Mr. Kufro seconded the motion. The motion passed unanimously.

- Coordinating Nominating Committee consisted of Ray Green, Ryan Meyer, Owen O'Neil, Chris Kufro, Dave Hopkins, Mike Rebert and Becky Bradley. Mr.



O'Neil recapped the meeting of October 17 where the following candidates were recommendations were made for the period of a two-year term:

Chair – Michael Rebert, PennDOT

Vice Chair – Larry Shifflet, PennDOT

Secretary – Becky Bradley, LVPC

Mr. Molchany made a motion to accept the recommendation of the Coordinating Nominating Committee. Mr. Stoudt seconded the motion. The motion passed unanimously.

#### *Transportation Performance Measures*

Mr. Parasa reviewed the letter received from the Department of Transportation. The Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21) and Fixing America's Surface Transportation (FAST) Act established a series of performance measures to ensure effective use of Federal transportation funds. Mr. Parasa gave a presentation explaining the Transportation Performance Measures: PM1 – Safety targets and performance measures, PM2 – Infrastructure and PM3 – How well the system is performing. Transportation Performance Measures is a strategic approach that uses system information to make investment and policy decisions to achieve national performance goals. A response to PennDOT is needed by November 16<sup>th</sup> as to whether we support these measures. Mr. Parasa reviewed and explained the Performance Measures outlined in the letter. Although you accept the measures for a four year period; a mid-term evaluation and resubmission can be completed in two years. This will actually determine how the public transportation funds are spent. The measures are not optional. These metrics will be utilized as we update the Long Range Transportation Plan. A motion to support and adopt the measures by LVTS was made by Mr. Cotter and seconded by Mr. Kufro for the Technical Committee. A motion to support and adopt the measure by LVTS was made by Mr. O'Neil and seconded by Mr. Molchany for the Coordinating Committee. The motion passes unanimously.

#### *Transit Asset Management Plan*

Mr. Cotter presented the Transit Asset Management Plan (TAM). Transit providers are required to conduct performance measures on asset management. On October 1<sup>st</sup>, 2016, Act 21 was submitted under the FAST Act, this required transit agencies submit individual or group asset management plans by October 1<sup>st</sup>, 2018. Asset management plans establish state of good repair and performance measures which are used to prioritize assets and assets replacements. There are two categories in this plan: Tier 1 and Tier 2 categories. Tier 1 categories cover any agency in the country that operates rail or fixed highway service, 101 vehicles across a fixed system, or greater than 101 vehicles in one non-fixed route mode. Tier 2 is essentially any agency that operates anything under 101 vehicles. LANTA falls under a Tier 2 agency, as such the organization is allowed to be a part of a group plan. LANTA agreed to participate in the Commonwealth's plan with 33 other agencies that fell under the Tier 2 guidelines, in the Commonwealth. This plan was submitted prior to October 1<sup>st</sup> and is in compliance with the FTA. The plan requires asset inventory and conditional assessments, along with creation of decision support tools and investment prioritization. PennDOT created a capital planning tool to help agencies meet the guidelines under the FTA ruling. Mr. Cotter explains that there are four performance measures that still need to be completed: the useful life benchmark, rolling stock, facilities, and infrastructure. LANTA does not need to report against infrastructure, however reports on the other three measures do need to be completed. The existing plan is active for four years and will be updated at the end of those four years. Ms. Bradley explains that the LVPC and LANTA

have come to an agreement to share information as the TAM regulations will play a role in the LRTP and TIP. Ms. Bradley made a motion to the committee for agreement of support for LANTA in corporation with LVTS. Mr. Molchany seconded. The motion passed unanimously.

### *LVIA Airport Area Freight Study Update*

Mr. Donchez gives an update on the LVIA Airport Area Freight Study. On August 22<sup>nd</sup>, 2018 the LVIA steering committee provided input on the study. The consultant has since then taken those comments and is working on incorporating them into the project. There are upcoming deliverables for the steering committee from the consultant. Once the deliverables are obtained the LVPC will do an internal review. By early January 2019 the 3<sup>rd</sup> steering committee meeting will be held to review the document. By early next year after review, the document will be brought before LVTS for consideration. The goal is to have the study completed by April of 2019.

### *Build a Better Mousetrap*

Mr. Hite presents the 2018 Build a Better Mousetrap LTAP winners. The Borough of Bath was named runner up for their street sweeper-sewer grate place. It was a \$150 project. Mr. Hite explains that in four of the last five years a municipality in the Lehigh Valley area has either won or been named runner up. We have won three times with Whitehall Township, Nazareth Borough, and Upper Nazareth Township. The 2019 entry forms are available and due March 8<sup>th</sup>, 2019. This award highlights low-cost (less than \$1,000), innovative projects.

### *evoLVe: What's Now and What's Next Data Release*

In partnership with the Greater Lehigh Valley Chamber of Commerce, the LVPC will be launching evoLVe on December 5<sup>th</sup> at ArtsQuest from 5:00 – 7:00 pm. Formerly known as BuildLV, the evoLVe event will be presenting data on equity and environmental justice, commuting patterns, and traffic, as well as development reports and outlooks for the future.

## **Old Business**

### *Walk/BikeLV: Active Transportation Plan Update - Plan Open House (November 28)*

Ms. Bradley provided an update of the Walk/BikeLV: Active Transportation Plan. Forty people were in attendance, all LVTS. Toole Design Group is the consultant on this project. The Plan should be completed by June 2019. Further discussion on this subject will take place at the November 28<sup>th</sup> Multimodal Working Group (see below). Public outreach to include social media and additional details are available on the project webpage at LVPC.org. People are encouraged to note bike and pedestrian needs on a wikimap before November 28<sup>th</sup>.

- *Walk/BikeLV: Existing Conditions (November 28 @ 4:00 p.m., Northampton Community College Fowler Family Southside Center)*  
Toole Design Group will present an existing conditions analysis followed by an Open House.

### *FutureLV: Active Transportation Plan*

- *Planning Action Team Meetings*

Ms. Bradley presents an update on the Planning Action Team (PAT) Meetings. The final meeting will be held on November 13<sup>th</sup> for the Slate Belt region, at the Pen Argyl Community Center. The LVPC has held eleven PAT meetings to date. These meetings have been purposed to bring the LTRP and the Comprehensive Plan to the municipalities and discuss specific needs for each region.

#### *Status of Transportation Improvement Program Transit Projects*

Mr. Kufro provided the status of the Transportation Improvement Program Transit Projects. SR 29 over Norfolk Southern Railroad Bridge Project is on schedule. Estimated time of completion is April 25, 2019. The UGI gas line and Lifecycle Assessment (LCA) sanitary sewer relocation designs have been completed. There is still a wait for the PPL utility relocation designs. SR 145 Wire Mill Bridge over Little Lehigh Creek is scheduled to be completed next September, this project is also on schedule. The final right-of-way (ROW) mylars for SR 145 were delivered to the district on October 5, 2018. The title sheet is currently being circulated for signatures. SR 248 was completed on November 1, 2018 and had three components: over Hokendauqua Creek, Tributary to Hokendauqua Creek, and East Branch of Monocacy Creek. SR 1032 over Jacoby Creek and Mil Race is in its final design stage and set to be completed by November 2019. SR 3004 over Saucon Creek Water Street is also set to be completed in 2019. Comments for this project have been addressed. The project is still waiting for an updated coordination letter from United States Fish and Wildlife Service (USFW) to resubmit the permit. SR 7301 Gordon Street Bridge is currently getting permitted. The project is set to be completed by April 2019. SR 329 over Lehigh River – Cementon Bridge and SR 7408 South Walnut Street Bridge over Trout Creek, are scheduled to be completed by summer of 2020. The preliminary right of way plans for the SR 329 project were submitted back in May 2018. Two projects, SR 378 Hill to Hill Bridge and SR 873 over Lehigh River, are still in their early stages and set to be completed between 2024 and 2025.

#### *Transportation Improvement Program Amendments – PennDOT District 5*

None to report

#### *Local Technical Assistance Program (LTAP)*

The final class, Salt and Snow Management, will take place offsite at the City of Allentown on November 30<sup>th</sup>.

#### *Moving Women Forward*

Secretary Richards will talk with women on the opportunities and careers in government, engineering and planning related to the transportation field. The event will take place at Lehigh University, Wood Dining Room on November 27<sup>th</sup> from 3 – 5 p.m.

#### **Correspondence**

None

#### **Courtesy of the Floor**

None

#### **Adjourn**

Mr. Rebert asked for a motion to adjourn the meeting. Mr. Molchany made the motion with Mr. Donchez seconding. The meeting is adjourned.

Submitted by,  
Bethany Vazquez, Program Associate



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(610) 264-4544

### LEHIGH VALLEY TRANSPORTATION STUDY

Minutes from the December 5, 2018

Joint Technical, Coordinating Committee, and Freight Advisory Committee Meeting  
Catasauqua Borough Hall: 90 Bridge Street, Catasauqua, PA 18032

#### Attendees:

##### LVTS Technical Committee:

Brendan Cotter, LANta  
Ray Green, PennDOT Central Office  
Darlene Heller, City of Bethlehem (Alt.)  
Dave Hopkins, City of Easton (Alt.)  
Christopher Kufro, PennDOT District 5  
Ryan Meyer, LNAA  
Douglas Stewart, City of Allentown (Alt.)  
Becky Bradley, Lehigh Valley Planning Commission

##### LVTS Coordinating Committee:

Michael Emili, Northampton County (Alt.)  
Dave Hopkins, City of Easton (Alt.)  
Craig Messinger, City of Allentown (Alt.)  
Rick Molchany, Lehigh County (Alt.)  
Owen O'Neil, LANta  
Michael Rebert, PennDOT District 5  
Larry Shifflet, PennDOT Central Office  
Becky Bradley, Lehigh Valley Planning Commission

##### LVTS Coordinating Committee Absences:

Thomas Stoudt, LVIA  
Michael Alkhal, City of Bethlehem (Alt.)

Guests: Kal Sostarecz, Will Anderson, Any Plank, Mick Dee, Kurt Derr, Marta Gabriel, Deborah Seiple, George Kinney, Bob Dolan, Mike Hanlon, David Kimmerly, Fred Koech, Alan Baranski, Sean Gill, Joe Romano, Eric Albert, Heather Heeter, Ted Berger, Sherri Penchishen, Jen Ruth, Amanda Leindecker, Gene Porochniak, Lee Rackus, Matt Malozi, Jim Milot, Connor Corpora, Melissa Batula, Amanda Vales, Nick Respanti, Pete Reinke, Cory Reader, Matt Dorner and Matt Szuchyt

LVPC Staff: Matt Assad, Whitney Burdge, Valarie Discafani, Michael Donchez, Brian Hite, Bethany Vazquez, Tracy Oscavich, and Chandra Parasa

## **Minutes**

Mr. Rebert stated that the minutes of the November 7, 2018 LVTS Joint Technical and Coordinating Committee meeting is attached. Mr. Cotter made a motion to approve the minutes for the LVTS Technical Committee. Mr. Meyer seconded the motion. Mr. Shifflet made a motion to approve the minutes for the LVTS Coordinating Committee. Mr. O'Neil seconded. The motion carried unanimously.

## **New Business**

### *FutureLV: Call for Transportation Projects and Plans*

Ms. Discafani reported on the current status of the Call for Transportation Projects and Plans. Information Sessions for Call for Projects is mandatory prior to application. If attendance is not made at one of the two available sessions, project sponsors will not be able to apply. The required sessions will take place on December 12<sup>th</sup> at the LVPC office located at 961 Marcon Blvd., Suite 310. Session one will begin promptly at 1:00 p.m. and Session two will begin promptly at 5:30 p.m.

### *Interstate Steering Committee Initiatives, Melissa Batula, Highway Delivery Division Chief*

Ms. Batula gave a background on the Interstate Steering Committee and its purpose, as well as overall function. Interstate Data and Pavement Conditions for the region as well as the state were presented. Such data included the Internal Roughness Index (IRI), Overall Pavement Index (OPI), and current bridge conditions for the region. Ms. Batula gave an overview of the PennDOT process in reference to reviewing interstate conditions and well as how PennDOT decides which interstates meet the status of being labeled a "priority need." Directly following the presentation, Ms. Batula opened the floor for questions.

### *New York/New Jersey Port Authority Presentation – Port Performance, Nick Raspanti, Maritime Cargo Sales Manager, and Amanda Valdes, Manager of Port Efficiency*

Mr. Raspanti opened with background information of the Port Authority and shared general data points with the group. Such points included: cargo volumes, rail activity, forecasted container growth, direction of freight traffic, and overall review of the ports geographical location and effects of their location on business. Ms. Valdes presented on the port's council, reviewing the duties and purposes of the "Council on Port Performance". Ms. Valdes explained that the purpose of the council is to oversee the implementation of port programs, policies, and initiatives that improve the efficiency and reliability of the Port's overall service. Ms. Valdes closed the presentation with six initiatives that have resulted from the council's work. These initiatives are as followed: Crisis Management/Communication Plan, Rail Network Organization, Supply Chain Analysis, Chassis Provisioning, Integrated Dashboard Technology, and Overall Workforce Development. Ms. Valdes opened the floor for questions on the presentation. Mr. Raspanti encouraged the group to visit the Port's website where all the presented information can be found.

### *evoLVe: What's New and What's Next Data Release*

In partnership with the Greater Lehigh Valley Chamber of Commerce, the LVPC will be launching evoLVe on December 5<sup>th</sup> at ArtsQuest from 4:00 – 7:00 pm. Formerly known as BuildLV, the evoLVe event will be presenting data on equity and environmental justice, commuting patterns, and traffic, as well as development reports and outlooks for the future.

### *2019 Meeting Dates*

Ms. Bradley asked the committees to review the attached calendar. Mr. Rebert explained that if there were no conflicts the schedule will remain as displayed.

### **Old Business**

#### *Status of Transportation Improvement Program Highway Projects*

Mr. Kufro provided the status of the Transportation Improvement Program Highway Projects. Various projects are underway and projected to be completed early to mid-2019. Mr. Kufro summarized that a few of the list projects are still in their preliminary stages and as such do not have a projected completion date. Specified information can be reviewed on the attachment.

#### *Transportation Improvement Program Amendments – PennDOT District 5*

Mr. Rebert stated that there were no Transportation Improvement Program Amendments at this time and instead provided a notice of current and upcoming projects in the Lehigh Valley. Mr. Rebert stated the Department has some concerns with the Summit Lawn Hill portion of I-78 with skid resistance. It is an older concrete road that is polished. The Department feels the need to put a prompt together to do some concrete patching and diamond grinding. That project is liable to come before these committees.

#### *Moving Women Forward*

Ms. Bradley gave a summary of the Moving Women Forward Event. There were 150 people in attendance. The event was livestreamed and covered by multiple media outlets. All feedback on the event has been positive.

### **Correspondence**

None

### **Courtesy of the Floor**

None

### **Adjourn**

Mr. Rebert asked for a motion to adjourn the meeting. Mr. Molchany made the motion with Mr. Hopkins seconding. The meeting is adjourned.

Submitted by,  
Bethany Vazquez, Program Associate