



METROPOLITAN PLANNING ORGANIZATION
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Director: Dana R. Crisino, AICP

**Minutes for the June 2, 2020
Herkimer-Oneida Counties
Transportation Planning Committee
Regular Meeting – Q2 2020
Virtual Meeting held via Cisco WebEx**

Administered by: Herkimer-Oneida Counties Transportation Study (HOCTS)

Call to order at 9:32 AM made by Dana Crisino, Director of HOCTS as WebEx host with some comments about the process and procedures of the first WebEx TPC meeting will follow. Mark Nagle, Chairman, started the meeting at 9:36 am.

1. Roll Call

Voting Members Present

Mark Nagele, Chairman
Chris Burtch, Vice-Chairman

Jeff Quackenbush

E.J. Moses
Joseph Giuliano
Deb Windecker
Chris Lawrence

Superintendent, Herkimer County Highways Department
Representing Mark Laramie, Commissioner, Public Works,
Oneida County
Representing James Genovese, Commissioner, Oneida County
Planning Department
Director of Facilities, CNYRTA/Centro of Oneida
Engineer II, City of Rome
Regional Planning and Program Manager, NYSDOT Region 2
Planner, City of Utica

Jerrin George
Paul D’Aiuto

Professional Engineer I, NYS Thruway Authority
Birnie Bus Transit

Non-Voting Members Present

Carlos Gonzalez
Matthew Andrews

Mark DeRocco, P.E.

Jennifer Caldwell
Kelly Walters
Dana Crisino, AICP
Barb Hauck
Alexander Turner

FHWA, Regional Representative
Deputy Director, Community & Economic Development, City
of Rome
Assistant Regional Planning and Program Manager & HOCTS
Liaison, NYSDOT Region 2
Assistant Operations Manager, Birnie Bus Transit
Executive Director, Parkway Center
Director, HOCTS
Principal Planner, HOCTS
Planning Specialist, HOCTS

2. Public Comment

No public comment

3. Approval of Minutes

Motion to approve the minutes of the February 13, 2020 meeting as submitted made by Chris Burch.

- Seconded
- Voting: Passed, 7-0-0

4. HOCTS Resolution 2020 – 5: TIP Amendment, concerning the addition of a project to the TIP, PIN 280656 Wrong Way Mitigation 21. The proposal calling for the addition of \$650,000 for the total project cost for 2020 FFY utilizing HSIP funding. It was noted that the project is for signage at various arterial locations; 58 locations have been identified but actual project inclusion will depend on costs and funding availability.

- Motion to accept made by: Joseph Giuliano
- Seconded
- Voting: Passed, 7-0-0

5. HOCTS Resolution 2020 – 6A: TIP Amendment, concerning the revision of a current project on the TIP, PIN 2TM222 – Blocked Bridge Preventative Maintenance. The proposal calling for the removal of \$3,086,000; of which \$212,000 in NHPP funding for the FFY 2021, \$48,000 in STBG Off-System funding for the FFY 2021, \$63,000 in NHPP funding for the FFY 2022, \$32,000 in in STBG Off-System funding for the FFY 2022, \$2,364,000 in NHPP funding for the FFY 2023, and \$367,000 in STBG Off-System funding for the FFY 2023. There was no discussion. Note: Voting was made after Resolution 2020-6B since they are relating.

6. HOCTS Resolution 2020 – 6B: TIP Amendment, concerning the revision of a current project on the TIP, PIN 211806 – Bridge Deck Replacement- Route 28 Over Forestport Reservoir (BIN 1020210) and CR 72 (BIN 1020220). The proposal calling for the addition of \$496,000 to the project; of which \$36,000 in NHPP funding shall be added to the Detailed Design phase in FFY 2020, \$400,000 in NHPP funding shall be added to the Construction phase in FFY 2021, and \$60,000 in NHPP funding shall be added to the Construction Inspection phase in FFY 2021.

- Motion to accept the resolutions 2020-6A and 2020-6B made by: EJ Moses
- Seconded
- Voting: Passed, 8-0-0 (Note: one voting member joined the WebEx meeting)

7. HOCTS Resolution 2020 – 7: TIP Amendment, the revision of a current project on the TIP, PIN 275441 – Reconstruction/ Bridge Replacement: Clinton Street Over Sauquoit Creek in the Town of New Hartford (BIN 2206280). The proposal calling for the addition of \$59,000 to the project, which would increase it from \$2,128,000 to \$2,187,000. There was no discussion.

- Motion to accept the resolution made by: Deb Windecker
- Seconded
- Voting: Passed, 10-0-0 (Note: two voting members joined the WebEx meeting)

8. HOCTS Resolution 2020 – 8: TIP Amendment, concerning the revision of a current project on the TIP, PIN 2TM233 – Preventative Maintenance: Single Course Overlay (D Contract) Blocked PM Pavement. The proposal calling for the removal of \$3,320,000 from the project; of which \$9,000 in NHPP funding shall be removed from FFY 2021, \$176,000 in STBG Flex funding shall

be removed from FFY 2021, \$157,000 of NHPP funding shall be removed from FFY 2022, and \$2,978,000 of STBG Flex funding shall be removed from FFY 2022. There was a question on the locations of the individual projects; Mark DeRocco noted that NYSDOT will be providing maps with project locations for future PowerPoint presentations at TPC and GP&L meetings.

- Motion to accept the resolution made by: Joseph Giuliano
- Seconded
- Voting: Passed, 9-0-0 (Note: one voting member left the WebEx meeting)

9. HOCTS Resolution 2020 – 9: TIP Amendment, concerning the revision of a current project on the TIP, PIN 2TM212 – Bridge Painting, Minor Maintenance, General Repair and Washing, Blocked Bridge PM. The proposal calling for the removal of \$3,073,000 from the project; of which \$2,878,000 in NHPP funding and \$195,000 in STBG funding, for a new project cost of \$1,363,000. The removed funding shall be applied to a project outside of the HOCTS MPO jurisdiction, PIN 205735 – Route 13 over Route 190 NYS. Thruway. There was no discussions.

- Motion to accept the resolution made by: Joseph Giuliano
- Seconded
- Voting: Passed, 9-0-0

10. HOCTS Resolution 2020 – 10: TIP Amendment, concerning the removal of a current project on the TIP, PIN 2TM213 – Blocked Preventative Maintenance. The proposal is calling for the removal of the project totaling \$11,938,000; of which \$352,000 is in NHPP funding for FFY 2020, \$1,058,000 is in STBG funding for FFY 2020, and \$10,528,000 is in STBG funding for FFY 2021. The total funding allocated to this project shall be applied to projects outside of the HOCTS MPO jurisdiction in Montgomery County, PIN 200808- Route 162 Corbin Hill Road and PIN 218813, Route 67, Route 10 Ephrata to Johnstown city line. There was no discussions.

- Motion to accept the resolution made by: Mark Nagel
- Seconded
- Voting: Passed, 10-0-0 (Note: one voting member joined the WebEx meeting)

11. HOCTS Resolution 2020 – 11: TIP Amendment, concerning the revision of a current project on the TIP, PIN 2ITS21 – Transportation System Management: TMC/ITS Operations and Maintenance. The proposal calling for the addition of \$105,000 in NHPP funding be added to the Operations phase for the FFY 2020 for a total project cost of \$819,000. This is due to increased need in staffing requirements contained in the new contract for the TMC operations.

- Motion to accept the resolution made by: Chris Burtch
- Seconded
- Voting: Passed, 10-0-0

12. Report of Administrative Modifications

Dana Crisino explained that the Administrative Modifications follow the established HOCTS TIP Modification Process. Under this process, an Administrative Modification is necessary when there is one or all of the following conditions: 1) addition or deletion of any phase for an existing project without a change to the total project cost; 2) cost change of less than \$349,999; 3) fund source change for any phase; and 4) change in funding year for the phases of construction or construction inspection. Dana noted that the Administrative Modifications Memo is for information purposes and asked that if there are any specific questions, to contact her directly. There was no discussions from the committee members.

13. NYSDOT Region 2 Report

Deb Windecker, RPPM NYSDOT Region 2, gave the following status report:

NYSDOT Staffing during COVID

- Region 2 NYSDOT is working with Main Office in reopening plans and adjusting to a new working process. Currently Region 2 is working on bring back into their office 25% of their staff according to the governor's directive. It will be a slow phase-in approach, while cautiously keeping everyone safe. The rest of the staff will remain remote until the next directive is announced to bring more staff into the office.

CHIPS Program

- Region 2 is unable to provide answers to local municipalities on the CHIPS program due to unknown status of the State budget at this time.

Project Updates

With the COVID Pandemic, NYSDOT Construction projects have continued as 100% essential.

- Oriskany Blvd. Safety project has been progressing due to low traffic during the lockdown and is scheduled to be finished by the end of 2020. The ½ of the roundabout is under construction and traffic movement seems to be working well.
- The adjacent pedestrian walk way project from on N. Genesee St. to Wurz Ave. is also underway.
- The bridge painting on Washington St. and Rt. 51 in Ilion are progressing.

Recently let or upcoming projects for this year

- Last 2016 Bridge New York project - Richfield St. over Steele Creek was let in February and construction is underway. Project is being built in conjunction with the Village of Ilion's Green Infrastructure flood mitigation project. \$1.963M.
- Regionwide Roadside safety guiderail project was let in March and has been awarded for \$4.7M. This project will replace guiderail and other road side safety elements at the sites of 2019 Harsh Winter Paving projects.
- Route 12 over Mill Creek culvert project was let in May and will be under construction this year.
- Upcoming Lettings:
 - June - Route 5 paving from East Herkimer to Little Falls - \$2.6M.
 - July - Regionwide Roadside safety guiderail for this hears extreme weather paving - \$3.3M.
 - July – Utica Pedestrian Safety Action Plan to enhance cross walks/midblocks.
 - September – Oneida Counties Middlesettlement Road project - widening from Rt. 5 to Clinton St.

14. COVID-19 Discussion

Dana opened the floor of the meeting to anyone who wanted to share any issues or concerns with the pandemic their agencies are dealing with.

NYS DOT Region

Per Deb Windecker, DOT has played significant role in ICS for the State during the Pandemic. Staff has been working on COVID-related work, out of their normal workplace norms. 25% of DOT staff has provided resources to assist with warehouse moving of PPE, sanitizer. Other personnel helped with trucking for the NY Respond tickets. Still more staff helped with specimen testing transport, Dept. of Health and Labor call center assistance, and transport of testing kits to nursing homes.

Herkimer County Highway Dept.

Per Mark Nagel, HC Highway Dept. opened back up April 27 and is 100% staffed. Practicing social distancing, provided employees with masks (5 per employee) and sanitizers, and disinfecting or fogging each vehicle and equipment on a daily basis. Employee's temperatures are taken every morning and there has been only 1 positive case in the highway dept., which was a seasonal person who started for only a couple of days.

Mobility Management Program at Parkway Center

Per Kelly Walters, the Mobility Management program is suspended. Sanitizing and setting policies for reopening the Non-emergency Medical Transportation. Retiring from Driving/Volunteer Drivers program and other programs are going virtual. Using Zoom for all educational programs. Kelly sees an opportunity to grow.

Centro

Per EJ Moses, bus fleet wiped down daily, fogged every 2 days, and rear loading. No fares on service; may be back in 2 weeks. At one point, they were down 125 employee due to self-quarantining, and had 9 positives. Now everyone is back to work.

HOCTS MPO

Working with host agency, Oneida County, to help alleviate the financial concerns due to COVID-19. This includes delaying Local Municipal Projects that were included in the UPWP and scheduled to be funded 2020-2021.

Oneida County Rural Transit

Per Dana, service was reduced down to 4 routes to meet the needs of the public. Birnie Bus wipes down the buses daily and drivers wear masks. Oneida County looking into purchasing sanitation foggers for the fleet.

Parkway Center

Kelly added that Parkway Center staff had assisted Oneida County with organizing and coordinating volunteers to address requests for help in getting to basic needs and groceries for the public.

15. Adjournment

The meeting was adjourned at 10:39 AM.