



METROPOLITAN PLANNING ORGANIZATION

Boehlert Center at Union Station
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Director: Dana R. Crisino, AICP

**Minutes for the May 25, 2021
Regular Meeting – Q2 2021
Herkimer-Oneida Counties
Transportation Planning Committee
Virtually held through Cisco WebEx**

Administered by: Herkimer-Oneida Counties Transportation Council (HOCTC) MPO

Call to order at 9:39 AM made by the Chairman, Mark Nagele.

1. Roll Call

Voting Members Present

Mark Nagele, Chairman
Chris Burtch

E.J. Moses
Deb Windecker

James Genovese

Jerrin George
Matt Andrews

Superintendent, Herkimer County Highways Department
Deputy Commissioner, Oneida County Public Works
Department, *representing Mark Laramie, Commissioner,
Oneida County Public Works Department*
Director of Facilities, CNYRTA/Centro
Regional Planning and Program Manager, NYSDOT
Region 2
Director, Herkimer-Oneida Counties Comprehensive
Planning Program
Professional Engineer I, NYS Thruway Authority
Deputy Director, Community & Economic Development,
City of Rome

Non-Voting Members Present

Dana Crisino, AICP
Barb Hauck
Alexander Turner
Adam Palmer
Claire Wiley
Mark DeRocco, P.E.

Tara Spraker

Chris Tuff

Director, HOCTC
Principal Planner, HOCTC
Planner, HOCTC
Planner, Oneida County Planning Department
Planning Specialist, Oneida County Planning Department
Assistant Regional Planning and Program Manager &
HOCTC Liaison, NYSDOT Region 2
Director of Grants and Revenue Contract Administration,
CNYRTA/Centro
Deputy Chief Executive Officer, CNYRTA/Centro

Voting Members Absent

Christopher Lawrence
Rocky Corigliano

Planner, City of Utica
Vice President of Operations, Birnie Bus Service, Inc.

2. Approval of the Minutes

- Motion to approve the minutes of the February 11, 2021 meeting as submitted made by: E.J. Moses
- Seconded by: Deb Windecker
- Voting: Passed, 7-0-0

3. Public Comment

No public comment.

4. Director's Report

- Dana gave a synopsis of what HOCTC has accomplished in the past quarter.
- The MPO has assisted Oneida County with COVID response.
- The LRTP Transportation Atlas is being worked on with transpo group and a draft will tentatively be available in mid-Summer. The document will be graphically rich with statistics.
- The Exit 31 PEL planning study is back on track and is progressing with NYSDOT Region 2. The MPO will release the RFP for the project. The statewide planning and research funding will be included. A tentative start date of January 1, 2022 is forecast.
- The Bicycle and Pedestrian Trail Guide is being worked on to be brought online to a digital format. E911 addresses are being assigned to trail heads and car storage areas.
- The electric vehicle charging station plan is scheduled to be undertaken soon.
- The Environmental Justice Plan is currently under work for a new update. It will assist in future transportation planning investments. Dana also states that it is her intent to have to plan become a resource for other agencies and organizations.
- There are new staff within the Department of Planning to include: Adam - Planner, Claire – Planning Specialist, with Jeff Rehler to join in June as a Senior Planner.
- Mark Nagele opens a discussion with Dana on Dyke Road in the Town of Schuyler in the proximity of the entrance to Empire State Trail with regards to people leaving their vehicles on the shoulder of the roadway in the shared use path. Mark asks if there are any discussions at NYSDOT on if there will be areas to accommodate vehicle storage at the entrance. Deb and Mark state that both NYSDOT and the Canal Corporation is aware it is a current issue. Mark states that he will reach back out to the Canal Corporation again.
- Mark Nagele opens a discussion with the use of traffic counters in Herkimer County. Dana states that traffic counters are currently deployed in Herkimer County. Mark states that certain counters are on roadways in the reconstruction phase. Dana will coordinate with both Mark and Chris Burtch on the topic to ensure most efficient placements of counter.

5. NYSDOT Region 2 Report

- Deb Windecker gave a report on the activities that NYSDOT Region 2 has performed in the last quarter. The following projects were let between March and May 2021:
 - Bridge NY 2018 on Seifert Road to Vector Construction for \$1.1 million
 - Road Side Safety/Rustic Guiderail, 62 miles on region wide roadways to Elderlee for \$7.8 million
- The following projects are scheduled for lettings between June and September
 - Oneida County Preventative Maintenance for 3 bridges in the Towns of Steuben, Annsville, and Lee for \$1.4 million.
 - Reconstruction of Middle Settlement Road in the Town of New Hartford from Route 5 to Clinton Street for \$4.6 million. This project is 100% State and local funded.
- The following projects are currently under construction:
 - Route 8 bridge replacement over Routes 5, 8, and 12 for \$12 million is currently on schedule with half of the bridge removed. The pouring of wing walls and installation of micro piles is underway.
 - Forestport bridges for \$2.2 million
 - Route 5 paving for \$2.7 million, which is scheduled to be completed by the end of July.
 - Route 28 in the Village of Mohawk for \$1.5 million.
- The New York State budget for SFY 2021 – 2022 has the following set aside for local program funding:
 - \$285 million increase (38.4% increase) for municipality highway and bridge funding
 - \$538 million to CHIPS, representing a 22.8% increase in funding
 - \$150 million to PAVENY, representing a 50% increase of \$50 million
 - \$100 million to EWR, representing a 53.8% increase of \$35 million
 - \$100 million to a new program for State Touring Routes in cities and villages. In the Mohawk Valley, nine villages and cities are eligible with \$2.87 million set aside for Herkimer and Oneida Counties. The funding is preferred to be used on specific touring routes but can be used as a match to federal projects.
- BRIDGE NY will have a Round 3 for funding. \$200 million was set aside for local bridges or culverts, with \$90 million in funding for bridges in Upstate New York utilizing Federal funds, and \$50 million in funding for culverts utilizing State funds. Project sponsors could submit up to three applications with a maximum award going to two of those projects. The funding for bridges will be provided to all phases of the project and can vary between \$250,000 to \$5 million for a single project. The program will fund the project at 95% with a 5% local match. The funding for culverts will be provided to all phases of the project and can vary between \$50,000 to \$1

million. Project sponsors could submit up to five applications with a maximum award per sponsor limited to four projects. The replacement, rehabilitation, and relining of culverts were eligible to be funded. The projects will be funded at 100%. Costs that exceed the award however will be the responsibility of the sponsor. DOT offered to provide design and construction inspection services for the projects. The evaluation criteria is listed on the NYSDOT website at <https://www.dot.ny.gov/bridgeny>. The following will be considered for each project proposal: capital need – bridge condition, facility importance – traffic volume, restrictions – weight postings, and risk/resiliency – structural and hydraulic. The final submittals were due by May 19, 2021 for culvert applications and June 9, 2021 for bridge applications. A late Fall early Winter announcement of the awardees is anticipated. In 2016 and 2018 Herkimer and Oneida Counties received about \$10 million through the BRIDGE NY programs.

- Deb anticipates that the Transportation Alternatives Program, will have another round coming soon with solicitation occurring before the end of the year. Dana confirms that Alex will work with Sharon Heyboer with coordinating outreach with regards to the program.
- The finishing touches on the 5s Safety Project are currently underway. Ruby Glass is being used on the on-road portion of the bicycle path. A ribbon cutting ceremony will occur in the near future.
- NYSDOT Funding is available for local blocks in the two counties. Dana will create a meeting between Oneida County DPW and NYSDOT to discuss.
 - Oneida County – \$1,160,000
 - Herkimer County - \$2,000,000
- Mark Nagele makes an inquiry into the State Touring Route funding and if the municipalities need to directly apply. Deb replies that the process is similar to CHIPS and EWR and that the municipalities each received letters about the program in the past week.

6. Other Reports

- None

7. Presentations

- None

8. Old Business

- None

9. New Business

- **HOCTC Resolution 2021 – 10: Amendment to the 2020 – 2024 TIP to revise a Transportation System Management Project**, presented by Mark DeRocco.

- Description: A project on the MPO TIP, PIN 2ITS21 – TMC/ITS Operations and Maintenance, shall be revised to reflect an increase in the project cost of \$296,000 with the addition of a new Operations phase for FY 2021.
 - Discussion: None.
 - Motion to approve the resolution made by: Deb Windecker
 - Seconded by: E.J. Moses
 - Voting: Passed, 7-0-0

- **HOCTC Resolution 2021 – 11A: Amendment to the 2020 – 2024 TIP to delete a Safety Project** presented by Mark DeRocco.
 - Description: A project on the MPO TIP, PIN 280661 – Overhead Sign Structure Project 24, shall be removed from the TIP, contingent upon Resolution 2021 – 11B.
 - Discussion: None
 - Motion to approve both Resolution 2021 – 11A and 2021 – 11B together made by: E.J. Moses
 - Seconded by: Chris Burtch
 - Voting: Passed, 7-0-0

- **HOCTC Resolution 2021 – 11B: Amendment to the 2020 – 2024 TIP to revise a Safety Project** presented by Mark DeRocco.
 - Description: A project on the MPO TIP, PIN 280640 – Overhead Sign Structure project 22, shall be revised to reflect an increase in the project funding of \$1,505,000 of NHPP funds for FFY 2021 and 2022, contingent on Resolution 2021 – 11A.
 - *Resolution passed in previous motion.*

- **HOCTC Resolution 2021 – 12: Amendment to the 2020 – 2024 TIP to revise a Traffic Signals, Channelization, and Sight Distance Improvement project,** presented by Mark DeRocco.
 - Description: A project on the MPO TIP, PIN 204712 – Route 921C (North Genesee Street) Safety Project, shall be revised to reflect an increase in the project cost of \$297,000 of HSIP funds.
 - Motion to accept the resolution made by: Chris Burtch
 - Seconded by: Mark Nagele
 - Voting: Passed, 7-0-0

- **HOCTC Resolution 2021 – 13: Amendment to the 2020 – 2024 TIP to add an Intersection/Signal Improvement Project** presented by Mark DeRocco.
 - Description: A project will be added to the MPO TIP with the designation of PIN 208806 – State Route 921W/Burrstone Road Intersection Safety Project, funded in the amount of \$2,001,000 with HSIP funds.
 - Discussion: None

- Motion to accept resolution made by: Mark Nagele
 - Seconded by: E.J. Moses
 - Voting: Passed, 7-0-0

- **HOCTC Resolution 2021 – 14: Amendment to the 2020 – 2024 TIP to revise a Culvert Repair/Replacement Project**, presented by Mark DeRocco.
 - Description: A project on the MPO TIP, PIN 280639 – Culvert Repair/Replacement Project 22 shall be revised to change the scope by splitting the project into two separate contracts and the total project cost being reduced from \$2,766,000 to \$1,385,000.
 - Discussion: None
 - Motion to accept resolution made by: Mark Nagele
 - Seconded by: Deb Windecker
 - Voting: Passed, 7-0-0

- **HOCTC Resolution 2021 – 15: Amendment to the 2020 – 2024 TIP to add a Pavement Resurfacing Project**, presented by Mark DeRocco.
 - Description: PIN 2V2231 – NYS Route 5s: Oneida County Line to Ilion shall be added to the MPO TIP funded in the amount of \$5,040,000 using SDF and NHPP funding for FFY 2021.
 - Discussion: None
 - Motion to accept resolution made by: E.J. Moses
 - Seconded by: Mark Nagele
 - Voting: Passed, 7-0-0

- **HOCTC Resolution 2021 – 16: Amendment to the 2020 – 2024 TIP to add a Pavement Resurfacing Project.**
 - *Resolution was withdrawn from consideration prior to the meeting.*

- **HOCTC Resolution 2021 – 17: Amendment to the 2020 – 2024 TIP to add a Bridge Painting Project** presented by Mark DeRocco.
 - Description: PIN 280670 – Bridge Painting Initiative 2021 to be added to the MPO TIP funded in the amount of \$2,536,000 of SDF and NHPP funding for FFY 2021 and 2022.
 - Discussion: Mark Nagele inquires as to what particular bridges are to be painted. Mark DeRocco states that he will get back with Mark Nagele on the particular locations.
 - Motion to accept resolution made by: Chris Burtch
 - Seconded by: Deb Windecker
 - Voting: Passed, 7-0-0

- **HOCTC Resolution 2021 – 18: Amendment to the 2020 – 2024 TIP to add a Bridge Deck and Superstructure Replacement Project** presented by Mark DeRocco.

- Description: PIN 280669 – Multi-Site Deck and Superstructure Replacement Project to be added to the MPO TIP funded in the amount of \$7,540,000 of SDF and STBG Rural funding for FFY 2021.
 - Discussion: Mark DeRocco states that there will be two sites in Oneida County: Route 274 over Big Brook and Route 46 over the Erie Canal with one additional site in Madison County.
 - Motion to accept the resolution made by: Chris Burtch
 - Seconded by: E.J. Moses
 - Voting: Passed, 7-0-0

- **HOCTC Resolution 2021 – 19: Amendment to the 2020 – 2024 TIP to add a Bridge Deck Replacement Project** presented by Mark DeRocco.
 - Description: PIN 205684 – State Route 8 over Oneida Street Bridges to be added to the MPO TIP funded in the amount of \$2,860,000 in SDF and NHPP funding for FFY 2021.
 - Discussion: None
 - Motion to accept the resolution made by: Chris Burtch
 - Seconded by: Deb Windecker
 - Voting: Passed, 7-0-0

- **HOCTC Resolution 2021 – 20: Amendment to the 2020 – 2024 TIP to revise a Transit Operating Assistance Project** presented by E.J. Moses.
 - Description: A project on the TIP, PIN 282170 – Urbanized Area Operating Assistance for Centro of Oneida, shall have the federal funding phase for FFY 2021 reduced from \$2,000,000 to \$0 to accommodate the use of federal COVID relief funds for operating costs. The Section 5307 funds shall be carried over for a large bus procurement in 2024.
 - Discussion: None
 - Motion to accept the resolution made by: Mark Nagele
 - Seconded by: Deb Windecker
 - Voting: Passed, 7-0-0

- **HOCTC Resolution 2021 – 21: Amendment to the 2020 – 2024 TIP to revise a Transit Vehicle Project** presented by E.J. Moses.
 - Description: A project on the MPO TIP, PIN 282173 – Purchase a service truck for Centro of Oneida (Rome) shall have the federal funding source for the project changed from FTA Section 5307 funds to Section 5339 funds.
 - Discussion: None
 - Motion to accept the resolution made by: Deb Windecker
 - Seconded by: Chris Burtch
 - Voting: Passed, 7-0-0

- **HOCTC Resolution 2021 – 22: Amendment to the 2020 – 2024 TIP to revise a Transit Bus Project** presented by E.J. Moses.
 - Description: A project on the TIP, PIN 282176 – Replacement of 4 Transit Buses for Centro of Oneida (Utica) shall have the federal funding source for the project changed from FTA Section 5307 to FTA Section 5339 funds with a corresponding increase in project cost from \$1,229,000 to \$1,900,000.
 - Discussion: None
 - Motion to accept the resolution made by: Chris Burtch
 - Seconded by: Deb Windecker
 - Voting: Passed, 7-0-0

- **HOCTC Resolution 2021 – 23: Amendment to the 2020 – 2024 TIP to delete a Transit Bus Project** presented by E.J. Moses.
 - Description: A project on the TIP, PIN 282179 – Purchase of 4 Transit Buses for Centro of Oneida (Rome) shall be removed from the TIP.
 - Motion to accept the resolution made by: Mark Nagele
 - Seconded by: Deb Windecker
 - Voting: Passed, 7-0-0

- **HOCTC Resolution 2021 – 24: Amendment to the 2021 – 2022 UPWP Budget** presented by Dana Crisino.
 - Description: An amendment to the 2021 – 2022 Unified Planning Work Program budget to rectify the actual expenditures from the FHWA PL backlog.
 - Discussion: Dana states that the amendment is to revise the UPWP budget due to actual expenditures differing from the expected expenditures. The resolution does not detail the changes in depth as discussions with NYSDOT are still ongoing. The tables will be finalized prior to the GP&L Committee meeting.
 - Motion to approve the resolution made by: Deb Windecker
 - Seconded by: E.J. Moses
 - Voting: Passed, 7-0-0

- **Administrative Modifications to the 2020 – 2024 TIP**
 - Description: A report of the administrative modifications made to the MPO TIP in the last quarter was given as the following:
 - 2021-03MOD: PIN 265059 - 2018 TAP Sherrill Route 5 Corridor Pedestrian Accessibility. Construction and Construction Inspection phases changed from FFY 2022 to FFY 2023.
 - 2021-04MOD: PIN 207001 – Yorkville Route 921W Preventative Maintenance Paving Highway Widening Reconstruction. Cost of the project increased \$287,000. New ROW Incidentals phase and ROW Acquisitions phase to be

added to the project. Detailed Design, Scoping, and Preliminary Design phases moved from FFY 2022 to FFY 2021.

- 2021-05MOD: PIN 275450 – BRIDGE NY 2018: BRIDGE NY 2018: West Main Street/Moyer Creek (BIN 2263720). ROW Acquisition phase deleted with the \$120,000 moved to the Construction phase.
- 2021-06MOD: PIN 280668 – Bridge Cleaning Project 22. Funding years changed for Construction and Construction Inspection phases from 2022 to 2021.
- 2021-07MOD: PIN 282172 - Purchase a street supervisory vehicle for Centro of Oneida (Utica), Oneida County. The funding source for the FFY 2021 miscellaneous phase of the project will be changed from FTA Section 5307 to FTA Section 5339 funds.
- 2021-08MOD: PIN 282174 - Purchase service truck for Centro of Oneida – Utica, Oneida County, to improve efficiency in operation and to maintain state of good repair for Utica system. The funding source for the FFY 2021 miscellaneous phase of the project will be changed from FTA Section 5307 to FTA Section 5339 funds.

10. Open Forum for Committee Discussion

- Deb Windecker inquires as to a bus route on Liberty Street in Utica that was impacted by the 5s Safety Project with E.J. Moses. Deb will follow up with E.J. after the meeting.
- Mark Nagele makes an inquiry to Deb regarding the status of CHIPS and FEMA funding and to how he is having troubles being reimbursed for expenditures from NYSDOT.

11. Adjournment

- Motion to adjourn the meeting made by: Chris Burtch
 - Voting: Passed, 7-0-0

The meeting was adjourned at 10:37 AM.

Respectfully submitted by Alexander Turner, HOCTC