

Adams County Transportation Planning Organization (ACTPO)  
Minutes for the Committee Meeting on January 24, 2024

**Attendance:**

**Voting Members**

David Laughman	Arendtsville Borough (Vice-Chair)
Charles "Skip" Strayer	Adams County Planning Commission
Louann Boyer	Conewago Township
Ted Sheehe	PennDOT Central Office
Carey Mullins	PennDOT District 8-0
Nina Tipler	York Springs Borough
Robin Fitzpatrick	Adams Economic Alliance
Jim Martin	Adams County Commissioner
Beth Nidam	rabbittransit

**Legislative Representatives**

None

**Adams County Office of Planning and Development**

Andrew Merkel  
Mark Clowney  
Sherri Clayton-Williams

**Others**

Judie Butterfield	Gettysburg Borough
Matthew Boyer	Commuter Services
Gavin Gray	PennDOT District 8-0
Rich Reisinger	PennDOT District 8-0
Kenana Zejcirovic	PennDOT District 8-0
Sarah McHugh	PennDOT District 8-0
Will Cameron	County Bridge Engineer
Jack Ketterman	Germany Township
Darrin Catts	Oxford Township
Tom Jolin	HABPI
Max Bramel	HABPI
Stacey Rice	@Home in Adams County
Heidi Acker	Adams Rescue Mission
Casey Bottiger	Michael Baker Intl.
Logan Swartz	CS Davidson
Namita Sinha	Pennoni
Warren Bladen	Adams County Department of Emergency Services
Bonnie Little	Conewago Valley School District

**Media**

Vanessa Sanders	Gettysburg Times
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## **1. Introductory Comments**

Mr. Laughman called the meeting to order at 1:10pm. It was established that a quorum was present. Mr. Laughman expressed appreciation for Mr. Gordon's dedication to the ACTPO board. Although not in attendance today, this was slated to be Mr. Gordon's last ACTPO meeting as board member, as he is not running for Township re-election. Much gratitude was extended to Mr. Gordon for his many years of service.

## **2. ACTPO Re-organization / Selection of Officers**

Ms. Tipler made a motion to nominate David Laughman as Chair and Ms. Boyer as Vice Chair. Mr. Strayer seconded the motion, and the motion carried unanimously. Mr. Laughman will be Chair and Ms. Boyer Vice-Chair of ACTPO for 2024.

## **3. Approval of Minutes – October 25, 2023**

Mr. Martin made a motion to approve the October 25, 2023 ACTPO meeting minutes. Ms. Zejcirovic seconded the motion and the motion passed unanimously.

## **4. Staff Updates – ACOPD**

- a. Mr. Merkel reported on Developments of Significance being proposed in the county. Significant Developments include plan submissions proposing 25 or more total new residential lots or units, or 30,000 square feet or more of industrial, commercial, or mixed-use development. There was only one submission since the last ACTPO meeting, including:
  - Bridgewater Landing at Cross Keys Village (Oxford Township)
- b. Mr. Merkel reported that staff attended the following HOP, traffic study, and project meetings. Additional discussion followed on the various meetings.
  - SRTP/PA Commuter Services
    - Board Meetings (November & January)
  - PennDOT Meetings
    - Cross Keys Corridor Study
  - PennDOT TIS Scoping Meetings
    - Homewood at Plum Creek (Penn Township, York County)
    - WellSpan Facility (Cumberland Township)
    - North Point – Crown Community Development (Straban Township)
- c. Mr. Cameron provided an update on local bridge inspection activity. Construction is ongoing with the bridge maintenance program. He noted that the 2023 inspection reports were submitted and there were no changes to any bridge statuses.
- d. Mr. Merkel discussed FFY 2023 Adams County Obligation Report. The MPO is required to post the report by the end of the calendar year following the close of the fiscal year. Traditionally the report has been posted in spreadsheet form, however, staff has reformatted the report in an attempt to make it more reader-friendly. The report is posted on ACTPO's webpage.
- e. Mr. Merkel provided an update on the ACTPO Bylaws review. The review group met November 21, 2023 to finalize potential revisions to the organization's bylaws. The discussion focused on minor revisions, language additions, membership, and urban area representation. He reported that the final draft version presented here was recommended for adoption by the review group. Ms.

Fitzpatrick made a motion to approve the revised By-Laws. Mr. Martin seconded the motion and the motion passed unanimously.

- f. Mr. Merkel reviewed the Draft Public Participation Plan update with the board. He noted that a 45-day public comment period was held from November 27, 2023 to January 12, 2024. He indicated that only two public comments were received. Both were answered, but neither were directly related to the Public Participation Plan. He further noted that one addition was made to the Stakeholder list (Main Street Gettysburg) from the draft plan and that the Merchandiser went out of business during the comment period. Ms. Zejcirovic made a motion to approve the Public Participation Plan. Ms. Fitzpatrick seconded the motion and the motion passed unanimously.
- g. Mr. Merkel introduce Casey Bottiger from Michael Baker International as the consultant conducting the PA94 – Cross Keys Corridor Study. Ms. Bottiger reviewed the planned scope of the project and provided a status report on the project.
- h. Mr. Merkel provided an update on the Active Transportation and Safety Analysis Tool to the board. The tool is GIS based and intends to evaluate the road network, using input data criteria, to identify where potential improvements may increase safety for active transportation users. The tool is formatted to be interactive and will evolve as data sources are updated or additional analysis is warranted. He indicated that the tool has been refined based on the feedback from the Board as well as a targeted group of potential users. He noted that the tool will go live after the meeting. A suggestion was made that this tool could be used as a way to identify gaps in the active transportation network that need filled.

## 5. Transit Update

- a. Mr. Boyer provided the following update on behalf of Commuter Services of PA:
  - Clash of the Career Links was held in August. Employees and staff from Career Link office are encouraged to use a green mode of transportation for a two-week period. Adams County Career Link office took first place in the 2023 competition.
  - Permission had been received from PennDOT to work together on regional Congestion Management Plan efforts.
  - Now going under Commute PA following a rebranding effort.
  - Mentioned SRTP's 20<sup>th</sup> anniversary.
- b. Ms. Nidam provided the following update on behalf of SRTA:
  - Demand for transit services continues to grow back to pre-COVID levels.
  - Challenges remain to retain and maintain sufficient number of drivers.
  - Starting February 1s, a new service offering same day service will start. Could accommodate approximately 70% of those same day requests.

Ms. Fitzpatrick commented on the role public transportation plays with @Home in Adams County. She noted that the fixed route service from Hanover to Gettysburg is critical, but that it needs to have ridership to maintain it.

- c. Mr. Laughman asked @Home in Adams County could be added to future agendas under this item. Staff agreed.

**6. Performance Measures for Adams County**

- a. Mr. Merkel covered the annual adoption of the Safety Performance Measure (PM-1). He presented historic trends related to the safety measures included in PM-1. Traditionally, ACTPO has adopted the targets established by PennDOT, however, ACTPO does have the option to establish different targets. Ms. Boyer made a motion to adopt the 2024 PM-1 targets established by PennDOT. Mr. Martin seconded the motion and the motion passed unanimously.

**7. Approval of Draft 2024-2025 UPWP**

Mr. Merkel explained that the Unified Planning Work Program is the agreement between the county and PennDOT that identifies planning tasks and the expected funding for each task. He noted that while the UPWP normally covered two years, the proposed UPWP was only for one year. He noted the purpose of this was to move the UPWP development cycle so it was not on the same update cycle as the TIP. He mentioned that it would return to the normal two year cycle in future updates. He also mentions that the proposed 2024-2025 UPWP was largely following the same priorities as the current UPWP. Mr. Martin motioned to approve the 2024-2025 UPWP as presented, and Ms. Fitzpatrick seconded. The motion passed unanimously.

**8. 2025-2028 TIP Development Process**

- a. Mr. Merkel provided an update on the 2025-2028 TIP development process. The draft TIP is still being reviewed and coordinated with the District. He noted that staff would be meeting with PennDOT soon to discuss the finalization of the 2025-2028 TIP. PennDOT staff reviewed a summary comparing the 2023 and draft 2025 TIPs. It was noted that an additional \$10M in statewide funding for the Eisenhower project was included in the STIP/TYP, in addition to the \$5M previously provided from the same pot. Mr. Merkel indicated that the staff would be finalizing the TIP packet and seeking Board authorization of the required 30-day public comment period at the next ACTPO meeting.

**9. 2023-2026 TIP Update – PennDOT, Adams County**

- a. PennDOT presented a proposed amendment to the 2023-2026 TIP to add the Utility phase for the Eisenhower Drive Extension. Cashflow changes to the Right-of-Way and Construction phases were also made. Ms. Boyer noted that PennDOT had held some discussions with property owners on the project. Mr. Tipler made a motion to approve the proposed amendment to the 2023-2026 TIP. Ms. Boyer seconded the motion and the motion passed unanimously.
- b. Mr. Mullins reviewed the 2023-2026 Statewide TIP administrative modifications. There is no vote required for these actions.

**10. PennDOT Comments**

- None.

**11. FHWA Comments – No Representation present from FHWA**

**12. Public Comments**

- Mr. Jolin thanked ACTPO and staff for the work on the Active Transportation and Safety Analysis Tool.

**13. Member Comments**

- None.

**14. Next Meeting, Time and Place**

The next meeting is scheduled for Wednesday March 27, 2024 at 1:00pm. The meeting was adjourned at 3:21 pm.

Approved