

KYOVA INTERSTATE PLANNING COMMISSION  
POLICY MEETING

April 27, 2018  
12:00 P.M.  
MINUTES

AGENDA ITEM #1: CALL TO ORDER– ROBERT PASLEY, CHAIRMAN

- Meeting was called to order by Robert Pasley, Chairman

AGENDA ITEM #2: ROLL CALL – STEVE FRYE

- Attendees present for the Policy Board Meeting are as follows:

Kenneth Adkins	Deanna Holiday
Howard Anderson	Chandra Ingliss-Smith
Thomas Bell	Gordon Jones
Don Bias	Chris Kinsey
Phil Biggs	Ralph Kline
Mike Browning	Patrick Leighty
Joe Callahan	Robert Pasley
Robert Carpenter	Nickie Smith
Nancy Cartmill	Kevin Sullivan
Paul Davis	Laura Toole
Shane Dillon	James Turner
Ron Fields	Randy Wheeler
Michael S. Graese	Steve Williams

AGENDA ITEM #3: MOTION TO APPROVE MINUTES FROM PREVIOUS MEETING  
(FEBRUARY 23, 2018) AS DISTRIBUTED

- Motion Kline/ Smith to approve as presented.

AGENDA ITEM #4: PRESENTATION OF FY 2017 AUDIT REPORT – BRUCE SULLIVAN,  
SULLIVAN WEBB PLLC

- Mr. Sullivan gave members a brief overview of the audit conducted for FY 2017. The audit was deemed satisfactory in all aspects; no findings were presented.

AGENDA ITEM #5: TECHNICAL ADVISORY COMMITTEE (TAC) REPORT – PATRICK  
LEIGHTY, TAC VICE-CHAIRMAN

- Mr. Leighty gave a brief update of projects discussed at the TAC meeting held Tuesday, April 24<sup>th</sup>.

A) REVISIONS TO FY 2018-2021 TRANSPORTATION IMPROVEMENT  
PROGRAM (TIP) AND METROPOLITAN TRANSPORTATION PLAN (MTP)  
(AMENDMENT #5)

- FY 2018-2021 TIP REVISION RESOLUTION #2018-015
  - MOTION TO APPROVE
    - Motion Smith / Wheeler to approve as presented.

B) TRANSIT SYSTEMS STATUS UPDATE FOR THE HUNTINGTON WV-KY-OH  
URBANIZED AREA – PAUL DAVIS, GENERAL MANAGER TTA

- Mr. Davis spoke of ceremony held at Pullman Square and the four new buses acquired by the Tri-State Transit Authority that were purchased using KYOVA suballocated funds.

**AGENDA ITEM #6: EXECUTIVE DIRECTOR’S REPORT – CHRIS CHILES, EXECUTIVE DIRECTOR**

- **50 YEAR ANNIVERSARY FOR KYOVA**
  - Mr. Chiles spoke of KYOVA’s 50<sup>th</sup> Anniversary, 1968-2018, he stated KYOVA will have a new logo to celebrate the 50<sup>th</sup> Anniversary and that we would be having a Summer meeting to celebrate. The details will be announced later.
- **CHANGES TO AGENDA FORMAT (VIDEO PRESENTATIONS FROM CONSULTANTS)**
  - Mr. Chiles explained that, to shorten the length of policy meetings, KYOVA now has their own YouTube channel. PowerPoint slides of various projects, with consultant’s narrating explanations, are being uploaded to the channel and can be watched at members’ convenience. The consultants will still be on the phones at Policy Meetings to answer questions, should any arise.
- **“CASE STUDY” PRESENTATION AT TRB ANNUAL MEETING OR 2020 TOOLS OF THE TRADE CONFERENCE**
  - Mr. Chiles spoke of the recognition from Federal partners concerning the three states KYOVA serves. He stated future presentations will be given at up-coming meetings.

**AGENDA ITEM #7: UPDATE ON KYOVA TRANSPORTATION STUDIES**

*(NO FORMAL PRESENTATIONS – CONSULTANTS ARE AVAILABLE ON THE TELEPHONE FOR QUESTIONS)*

- **LAWRENCE COUNTY NON-MOTORIZED BICYCLE & PEDESTRIAN PLAN/MOBILITY STUDY – MATT SELHORST, HDR (FINAL BOARD MEETING)**
- **LAWRENCE COUNTY US 52 INTERCHANGE JUSTIFICATION – STEVE BERGMAN, MANNIK & SMITH GROUP**
- **I-64/EXIT 8 MIXED-USE DEVELOPMENT AND TRAFFIC MOBILITY STUDY – LINDSAY WALKER, KIMLEY-HORN (FINAL BOARD MEETING)**
- **TRI-STATE AIRPORT MULTIMODAL ECONOMIC IMPACT STUDY – ERIC LAING, CDM SMITH (FINAL BOARD MEETING)**
- **BARBOURSVILLE AND MILTON NON-MOTORIZED TRANSPORTATION STUDIES – MARTIN GUTTENPLAN, CDM SMITH (FINAL BOARD MEETING)**

**AGENDA ITEM #8: PRESENTATION OF FINAL FY 2019 UNIFIED PLANNING WORK PROGRAM (UPWP) AND BUDGET DOCUMENTS – CHRIS CHILES, EXECUTIVE DIRECTOR**

- Mr. Chiles stated the UPWP contains the budget, studies, staff, and projects from one fiscal year to the next. The Policy Committee approves submission of the document to state and federal agencies for their authorization.
  - **MOTION TO APPROVE**

- Motion Kline / Carpenter to approve as presented.

AGENDA ITEM # 9: KYOVA SUBALLOCATED FUNDS (STBGP, TAP, CMAQ-OH)  
ROUND V APPLICATIONS UPDATE – CHRIS CHILES, EXECUTIVE DIRECTOR

- Mr. Chiles gave a summary of the applications for the current round of suballocated funds.
  - MOTION TO APPROVE
    - Motion Wheeler / Kline to approve as presented.

AGENDA ITEM #10: PRESENTATION OF KYOVA TRANSPORTATION MANAGEMENT  
AREA UMBRELLA MOU – CHRIS CHILES, EXECUTIVE DIRECTOR

- Mr. Chiles presented the members with the Umbrella MOU, which will include all other MOU's and MOA's between all agencies within the TMA. This is a requirement under the TMA Certification Review.
  - MOTION TO APPROVE
    - Motion Davis / Smith to approve as presented.

AGENDA ITEM #11 PRESENTATION OF PERFORMANCE PLANNING AGREEMENTS –  
CHRIS CHILES, EXECUTIVE DIRECTOR

- Mr. Chiles gave members a brief description of documents that were to be approved.
  - MOU FOR PERFORMANCE-BASED PLANNING PROCESS (WVDOT, KYOVA, & TTA)
  - MOA FOR METROPOLITAN TRANSPORTATION PLANNING PROCESS (KYTC, KYOVA, & ASHLAND)
  - MOU FOR PERFORMANCE-BASED PLANNING PROCESS (ODOT, KYOVA, & LCT)
    - MOTION TO APPROVE ALL OF THE ABOVE
      - Motion Wheeler / Smith to approve as presented.

AGENDA ITEM #12: FEDERAL, STATE, AND LOCAL UPDATES

- FEDERAL HIGHWAY ADMINISTRATION
  - Chandra Inglis-Smith, FHWA, gave a brief update, and stated that she was waiting on information and guidance from headquarters concerning new air quality regulations.
- TRI-STATE AIRPORT PROJECTS
  - Brent Brown, Director of Tri-State Airport, informed members of the progression of the Elevator Project. He stated the completion date was scheduled for mid-September. Mr. Chiles also noted that the Elevator Project was the first construction project to be completed using KYOVA suballocated funds.
- LAWRENCE COUNTY PROJECTS
  - Patrick Leighty, Lawrence County Engineer, discussed various Lawrence County projects. He stated the County Road 1 Landslide Project was completed. He updated members on the US 52 Solida Road and Lawrence County 243 projects.
- BOYD AND GREENUP COUNTIES PROJECTS

- Joe Callahan, KYTC, stated that KYTC had enacted a new highway plan that covers a period of six years. He said the SHIFT initiative was used to create a data driven process to develop the project. He also discussed on-going projects in Boyd and Greenup Counties.
- WVDOT/WVDOH UPDATE
  - Chris Kinsey, WVDOH, spoke of the Roads to Prosperity Highway Plan. He also advised of the construction on I-64, safety concerns, and the overall need of everyone to slow down, stop texting, and be cautious in work zones.

AGENDA ITEM #13: 5310 TRANSIT PROGRAM ROUND IV APPLICATIONS & TRANSIT ASSET MANAGEMENT (TAM) PLAN UPDATE – TERRI SICKING, KYOVA

- Ms. Sicking updated members of the progression of Round IV and Round V of the 5310 Transit Program. She stated Round IV was completed and applications were now being accepted for Round V. She gave a brief overview of the Transit Asset Management Plan, which is a document of all transit assets for the agencies in Kentucky, Ohio, and West Virginia.

ITEM #14: OLD BUSINESS

- None

ITEM #15: NEW BUSINESS

- FUTURE KYOVA POLICY COMMITTEE MEETING DATES
  - SEPTEMBER 21, 2018 (FRIDAY)
  - 50 YEAR ANNIVERSARY CELEBRATION THIS SUMMER – DATE TBD

ITEM #16: ADJOURNMENT