

Williamsport Area Transportation Study Metropolitan Planning Organization

WILLIAMSPORT AREA
TRANSPORTATION STUDY MPO

2020-2021 LOCAL TECHNICAL
ASSISTANCE PROGRAM ANNUAL
REPORT

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Williamsport MPO 2020-2021 LTAP Annual Report

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MISSION STATEMENT

The Lycoming County Department of Planning & Community Development (PCD) proposes to collaborate with PennDOT during 2020-2021 to work with all 52 municipalities in Lycoming County to identify their training needs and arrange for delivery of this training in a strategic and cost-effective manner to properly maintain and upgrade Lycoming County's local transportation network.

PROGRAM OVERVIEW

A Metropolitan Planning Organization (MPO) is a planning body composed of elected and appointed officials representing local, state, and federal governments or other agencies having an interest or responsibility in local transportation systems. The MPO is responsible for creating a Long Range Transportation Plan (LRTP), a Transportation Improvement Program (TIP), and a Unified Planning Work Program (UPWP). An MPO can be a regional, multicounty organization or a single county. The Williamsport Area Transportation Study (WATS) is the single county MPO covering Lycoming County. The role of the WATS MPO is to develop transportation policies, programs, and projects that move people and goods in a safe, efficient manner, promote economic development, protect the environment, and preserve Lycoming County's outstanding quality of life.

The Lycoming County Department of Planning & Community Development agreed to become involved in the LTAP Program because our staff believed we could add value to the process given the strong relationships we have already established with our municipal officials on a variety of planning related programs over the years. In addition, the LTAP Program objectives are a logical extension of our overall MPO transportation planning programs and functions. Our MPO is tasked with development of a LRTP and the TIP so we work closely with municipalities in the identification and prioritization of transportation capital improvement project needs within Lycoming County.

This is the 16th year the Williamsport MPO has collaborated with PennDOT to assist in the LTAP program. The contracting mechanism for MPO involvement was inclusion of Task 5-A in the FY 2020-2022 WATS UPWP. We have found numerous ways to integrate LTAP with our other local transportation planning initiatives. We have verified that municipal officials are aware of LTAP services and benefits that are readily available and have received very positive feedback on the usefulness and value of the program to address their transportation training needs.

Since these documents must be fiscally constrained as per federal requirements, it is important that preventative maintenance measures be employed to extend the life of roads and bridges to avoid the high capital expenditures on larger scale projects that become unaffordable for our MPO to program. The LTAP Program provides municipal officials with a wealth of educational materials targeted at

preventative maintenance, in order to stretch limited transportation dollars to perform cost-effective transportation asset management.

On December 17, 2018 the Williamsport MPO adopted their 20 year Long Range Transportation Plan Update (LRTP) in fulfillment of Federal Fixing America's Surface Transportation (FAST) Act compliance requirements and has worked with municipalities and other stakeholder organizations to develop the FFY 2021-2024 Transportation Improvement Program (TIP) which was adopted by the MPO on June 15, 2020. 61 highway and bridge transportation projects valued at an estimated \$60 million are now programmed on the TIP. The LRTP and TIP emphasize system preservation with a focus on correcting poor condition bridges. LTAP courses and technical assistance can help us implement the MPO LRTP and TIP projects with our local municipalities by providing guidance, education and technical assistance regarding sound system preservation practices, which is also a high PennDOT priority. Now that PA Act 89 is in place, providing significant additional funding to local municipalities for roads and bridges, it is important that municipal officials receive the proper training to begin to quickly implement the backlog of municipal road and bridge projects. It is important to note that in 2017, the Lycoming County Commissioners adopted an ordinance to authorize PennDOT to collect an additional \$5 vehicle registration fee, as authorized in Act 89, to assist municipalities in undertaking additional municipal transportation improvement needs, such as reducing the backlog of poor condition local bridges.

PROGRAM ACCOMPLISHMENTS

Below is a list of what we believe to be our most significant accomplishments:

1. The Lycoming County Department of Planning & Community Development staff is now more highly educated on the services offered through LTAP, which will allow us to more effectively market the program with our municipal officials. Effective marketing begins with a thorough understanding of the product or service you are offering.
2. With the COVID-19 public health emergency and Governor Wolf's Stay-at-Home guidance the 2020-2021 LTAP program faced significant challenges. The PCD staff, working with PSATS and LTAP, were able to convert a number of, typically "in-person" courses, to a virtual format.
3. Due to the COVID-19 public health emergency, and the continued Stay-at-Home guidance from Governor Wolf's office the LTAP courses remained in a virtual format throughout 2020. In an attempt to offer additional training opportunities, the PCD staff collaborated with the Pennsylvania College of Technology to hold two (2) in-person courses in fall 2020. The following courses were held at the Penn College Earth Science Center in fall of 2020. Due to Penn College's COVID-19 protocols, the course sizes were limited to 12 students.
 - a. Equipment Operator Training on October 20, 2020
 - b. Chainsaw Safety & Maintenance on November 19, 2020

Based on the interest in these courses the PCD plans to review other options for collaborating with Penn College to offer additional/supplemental trainings in the future. Currently the PCD staff is anticipating the resumption of in-person LTAP courses for fall 2021.

4. In 2016, Lycoming County, utilizing LTAP supplemental funding completed the Lycoming County Small Bridge Inventory Pilot program. The pilot program demonstrated the general lack of

awareness regarding the condition of smaller, local bridges less than 20 feet long, because federal inspections are not required on these structures. Follow-up NBIS level inspections, completed by Lycoming County, identified 104 such structures.

5. Using the data obtained through the Small Bridge Inventory Pilot program, the County, working with PennDOT Engineering District 3-0 and local municipal bridge owners has developed a local bridge bundling program to begin to repair or replace 17 poor condition locally owned bridges (a \$7 million local investment). The Lycoming County Bridge Bundling RFP was issued in January 2020. PCD staff received nine (9) proposals from engineering firms for the Bridge Bundling project. After interviewing a number of the firms, the PCD staff extended an offer to Bassett Engineering, Inc. for the bridge bundling project. The Lycoming County Commissioners approved the contract with Bassett Engineering on June 13, 2020. Preliminary design and engineering work began on the Lycoming County Bridge Bundling project in July 2020. Construction of the first “bundle” of four (4) bridges located in Eldred, Hepburn, Limestone, and Muncy Townships is scheduled to begin in June 2021 with Bundle 1 construction completed in late 2021. The Bridge Bundling program will have a significant impact on addressing Lycoming County’s poor-condition locally owned bridge backlog. It is critical to note that this project would not have been possible without the assistance of LTAP supplemental funds.
6. The PCD staff had hoped to hold the LTAP Bridge Maintenance and Inspection course in fall 2020 to provide training to municipalities on effective preventative maintenance of bridge structures. However, due to the COVID-19 orders we were unable to host the course. Because the LTAP Bridge Maintenance and Inspection course will be an essential tool in this regard, the PCD staff will work with PennDOT to schedule the in-person course as soon as LTAP returns to in-person instruction. Certain other low volume local bridges are also being targeted for closure and removal.
7. The LTAP classes offered in Lycoming County are consistent with the most frequent courses requested by our municipalities through our survey results, which help to contribute to good course attendance and feedback by municipal officials.
8. The Williamsport MPO LTAP program has been analyzed in terms of number of courses offered, registrants and attendees.

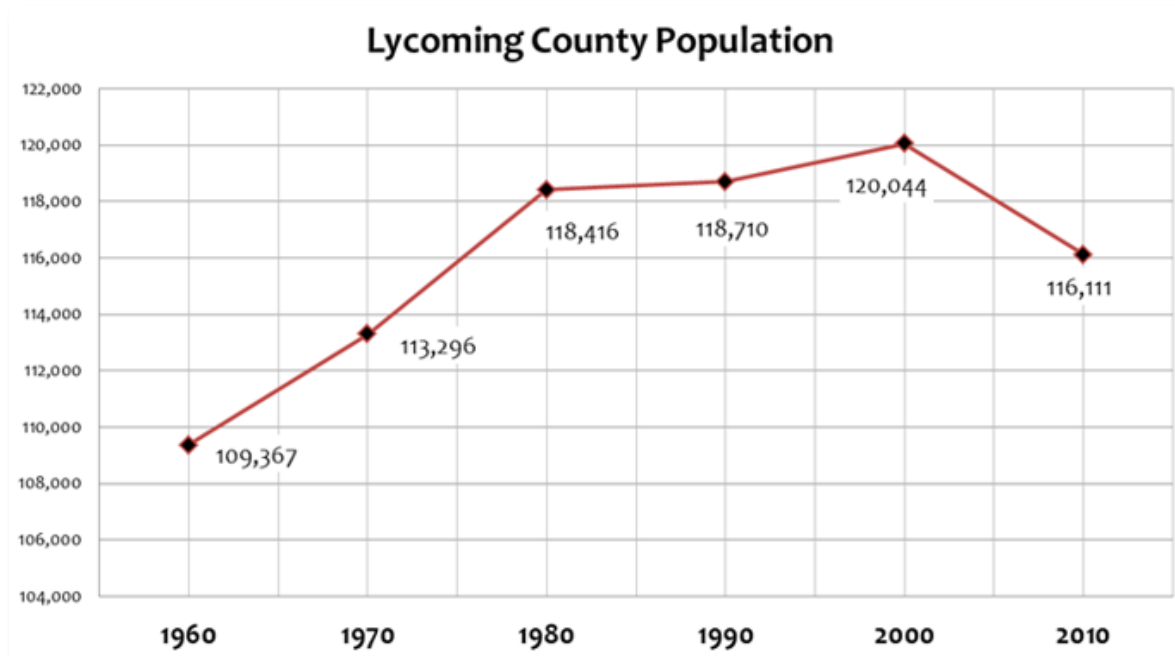
<i>Program Year</i>	<i>Number of Courses Held</i>	<i>Number of Registrants</i>	<i>Number of Attendees</i>	<i>Average Number of Attendees Per Course</i>
2005-2006	7	137	102	15
2006-2007	8	145	113	14
2007-2008	9	313	240	26
2008-2009	16	327	252	16
2009-2010	7	84	66	10
2010-2011	5	70	52	10
2011-2012	9	176	143	16
2012-2013	5	114	93	19
2013-2014	8	153	128	16
2014-2015	8	139	107	13
2015-2016	4	96	76	19
2016-2017	4	70	50	13
2017-2018	4	71	54	13
2018-2019	5	142	115	23
2019-2020	3	82	82	27
2020-2021	80	45	28	2.8
16 Year Total	182	2,181	1,713	15.8

The PCD staff worked with PennDOT to offer online courses, webinars, and other remote training opportunities. As mentioned previously, the PCD staff collaborated with the Pennsylvania College of Technology to hold two (2) in-person courses in fall 2020. The PCD staff held the following courses at the Penn College Earth Science Center in fall of 2020. Due to Penn College's COVID-19 protocols, the course sizes were limited to 12 students.

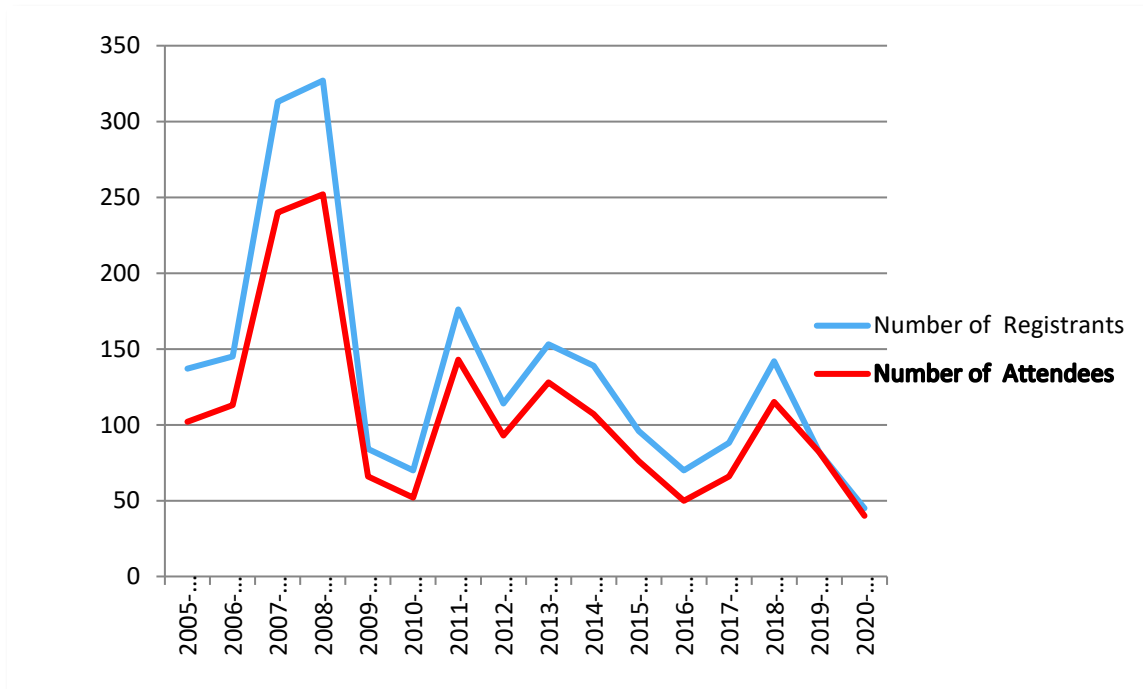
- a. Equipment Operator Training on October 20, 2020
- b. Chainsaw Safety & Maintenance on November 19, 2020

The PCD staff plans to continue the partnership with Pennsylvania College of Technology and review other potential courses that the MPO can offer municipalities.

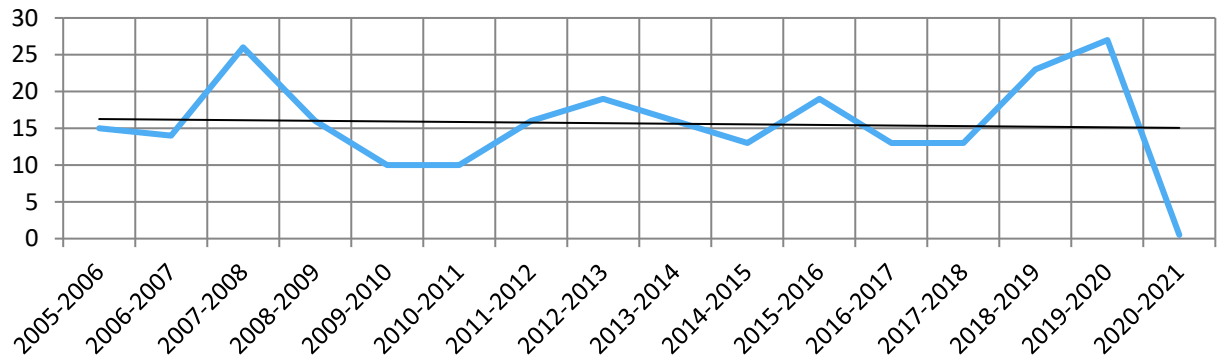
Lycoming County is the third smallest MPO in Pennsylvania by population but is also the largest County of Lycoming in the Commonwealth by land area. The population in the county is decreasing.



Overall registration and attendance levels fluctuated widely over the past 16 years. Due to the COVID-19 public health emergency, during the 2020-2021 program year, Lycoming County's LTAP attendance did drop significantly. Many of our municipalities are rural and do not have the necessary hardware, software, or technological capabilities to attend virtual trainings. The MPO is hopeful that with the resumption of in-person LTAP courses, in fall 2021, that we will see a rise in LTAP course attendance.



Average Number of Attendees Per Course



As WATS plans our LTAP 2021-2022 program course selection and outreach for upcoming classes, we are focusing on courses with significantly updated material and try to emphasize this fact to our target audience. We are hopeful that a return to in-person courses will also increase municipal participation and attendance in LTAP. Additionally, many of the municipalities in Lycoming County have very small staffs with very small budgets and simply cannot afford to lose worker-hours to a half- or full-day training. Despite these challenges, PCD will continue to pursue innovative ways to boost registration and attendance.

FY 2020-2021 PROGRAM HIGHLIGHTS

This section of the annual report provides a summary of the key outreach activities the PCD undertook to better market the LTAP Program to our municipalities in Lycoming County. Specifically, information on the survey, courses offered, communication and marketing tools and techniques as well as budgetary figures to administer the program are provided herewith.

LTAP Municipal Training Needs Survey

For the 2020-2021 LTAP program year, PCD Staff continued issuance of a two page simplified course survey in October 2020. Typically, the MPO would schedule courses based on the municipal requests from the survey. However, with the COVID-19 orders still in effect, the MPO was not able to guarantee LTAP courses requested by Lycoming County municipalities. PCD staff worked with PSATS to attempt to schedule the requested LTAP courses as possible in the updated virtual format.

LTAP Course Offerings

This section of the report provides summary information regarding the 2020-2021 LTAP courses that were offered and held within Lycoming County. Due to the COVID-19 public health emergency and Governor Wolf's Stay-at-Home orders, all LTAP offerings (virtual courses, Drop-In sessions, and webinars) moved to a virtual format. PCD staff promoted all virtual LTAP offerings through multiple emails as well as posting the course offerings with date/time information, brief course descriptions, and links to the PennDOT LTAP website on the [WATS MPO LTAP website](#).

The PCD staff anticipates conducting in-person LTAP courses again in fall 2021. If we are able to hold in-person courses, the MPO will use the Old Lycoming Twp. Volunteer Fire Dept. Social Hall as the host

facility. The Old Lycoming Twp. Volunteer Fire Dept. Social Hall is centrally located and easily accessible to most municipalities and houses ideal training facilities at a reasonable cost.

Course Name	Date Held	Attendees
Pedestrian & Crosswalks	<i>April 21, 2020</i>	<i>2</i>
Asphalt Roads Common Maintenance Problems	<i>April 21, 2020</i>	<i>1</i>
Pedestrian & Crosswalks	<i>April 22, 2020</i>	<i>3</i>
Speed Limits & Speed Management	<i>May 21, 2020</i>	<i>1</i>
Work Zone Temporary Traffic Control	<i>May 22, 2020</i>	<i>1</i>
Full Depth Reclamation	<i>June 10, 2020</i>	<i>1</i>
Equipment & Worker Safety	<i>June 20, 2020</i>	<i>1</i>
Curves on Local Roads	<i>June 30, 2020</i>	<i>1</i>
Pavement Markings: Applications & Maintenance	<i>July 14, 2020</i>	<i>1</i>
Equipment & Worker Safety	<i>September 29, 2020</i>	<i>5</i>
Equipment Operator Training	<i>October 20, 2020</i>	<i>6</i>
Chainsaw Safety & Maintenance	<i>November 19, 2020</i>	<i>4</i>
Asset Management	<i>December 8, 2020</i>	<i>1</i>

Communication / Marketing

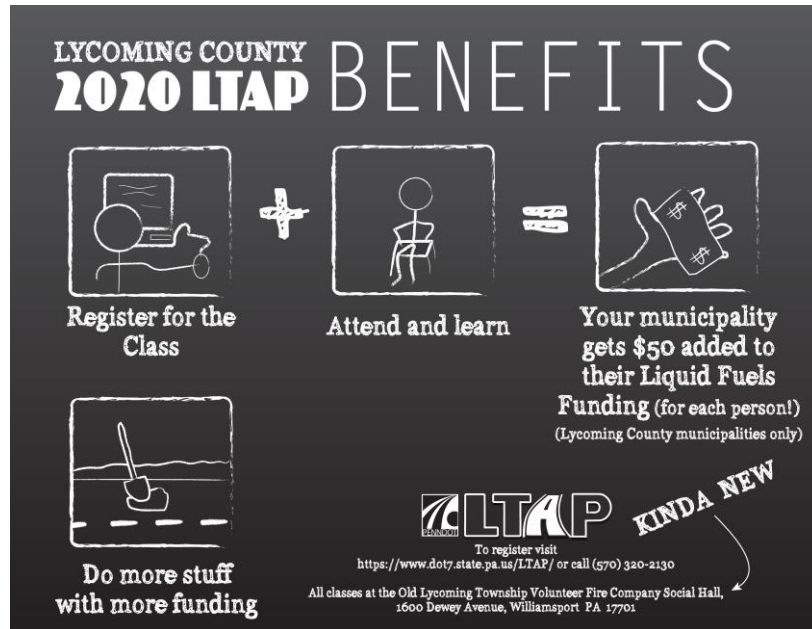
Traditionally, the PCD staff would use three primary means of communication with municipalities to promote the LTAP courses (hardcopy mailers, mass e-mails, and the [WATS MPO LTAP webpage](#)). However, due to COVID-19, all of the LTAP trainings switched over to a virtual format, PCD staff utilized monthly emails to all municipal partners highlighting that month's LTAP virtual courses and Drop-In session webinar offerings, and links to the LTAP registration website. Additionally, the PCD staff updated the WATS MPO LTAP website monthly with LTAP training information and links to the LTAP registration website. The PCD staff made follow-up reminder telephone calls and emails to municipalities as needed, and assisted with registering participants.

Unfortunately, due to Governor Wolf's COVID-19 mandatory shutdown order the PCD staff was unable to attend the West Branch Council of Governments Equipment Show on May 20, 2020, due to the Equipment Show being cancelled. In previous years, PCD staff were able to connect with approximately 400-450 municipal attendees throughout the region.

The Lycoming County Department of Planning & Community Development continued working partnerships with many organizations to market the LTAP Program in 2020-2021 including:

- The Pennsylvania Department of Transportation Central Office & Engineering District 3-0 Bureau of Municipal Services
- SEDA-Council of Governments
- West Branch Council of Governments
- Lycoming County Association of Township Officials
- Old Lycoming Township Volunteer Fire Company
- Lycoming County municipalities
- Local News Media

In 2020, the PCD continued the incentive program whereby any municipality that had an individual register and attend an LTAP course offering, would receive an additional \$50 on their municipal liquid fuels allocation in 2021. It is hoped that this will further incentivize municipalities to send representatives to LTAP course offerings. This program was promoted with the following graphic emailed to municipalities, emailed to municipal officials, and incorporated into the LTAP section of the [WATS MPO website](#).



While the 2020-2021 LTAP attendance does show promise that the incentive program is working, further LTAP programs are needed to determine if this incentive program will become successful. Below is the 2021 liquid fuel allotment bonuses based on this new incentive program.

Municipality	2020 TOTAL LTAP COURSE ATTENDEES	Total Benefit Earned
City of Williamsport	9	\$450
Clinton Twp.	2	\$100
Limestone Twp.	1	\$50
Montoursville Borough	6	\$300
Muncy Borough	4	\$200
Porter Twp.	6	\$300
2020-2021 Totals	28	\$1,400

The total amount of additional liquid fuels funds received by Lycoming County municipalities participating in the incentive program in 2020-2021 was \$1,400.00.

BUDGET EXPENDITURES

This section of the annual report provides a summary of budgetary expenditures for various work tasks by quarterly reporting period in support of Lycoming County Department of Planning & Community Development efforts to promote the LTAP Program in Lycoming County based on authorized work activities contained in Task 5-A of the Williamsport MPO approved FY 2020-2022 Unified Planning Work Program.

Quarterly Budget Expenditures for LTAP Task (5-A)

Task 5-A First Quarter Expenditures

(July 1, 2020-September 30, 2020)

\$ 2,191.28

- Promoted all LTAP virtual courses, Virtual Drop-In Sessions and webinars
- Prepared 2019--2020 WATS LTAP Annual Report
- Held an LTAP Technical Assistance visit with Porter Township Borough in August 2020
- Assisted municipalities with registration and attendance of multiple LTAP virtual courses
- Coordinated with Pennsylvania College of Technology to set up the Equipment Operator Training course to be held in October 2020.
- Coordinated with the Pennsylvania College of Technology to set up the Chainsaw Safety and Maintenance course to be held in November 2020.

Task 5-A Second Quarter Expenditures

(October 1, 2020 - December 31, 2020)

\$ 5,799.50

- Conducted numerous LTAP administrative duties including Promoted all LTAP virtual courses, Virtual Drop-In Sessions and webinars
- Assisted municipalities with technology issues for connected to LTAP virtual courses
- Held the LTAP approved Penn College Heavy Equipment Operator course in October 2020
- Held the LTAP approved Penn College Chainsaw Maintenance and Safety course in November 2020
- Held a follow-up Technical Assistance visit with Porter Twp. for Pine Creek Ave. issues

Task 5-A Third Quarter Expenditures

(January 1, 2021- March 31, 2021)

\$ 1,938.92

- Conducted numerous LTAP administrative duties including Promoted all LTAP virtual courses, Virtual Drop-In Sessions and webinars
- LCPC Staff assisted municipalities with registration for LTAP virtual course and virtual Drop-In sessions offered during FY 2020-2021 3rd Quarter
- LCPC Staff coordinated and attended two (2) follow-up Technical Assistance visits in Cummings Township on Dam Run Road for a proposed road repair project

Task 5-A Fourth Quarter Expenditures

(April 1, 2020 – June 30, 2020)

\$2,338.63

- Conducted numerous LTAP administrative duties including Promoted all LTAP virtual courses, Virtual Drop-In Sessions and webinars
- Worked with Old Lycoming Township to schedule three fall 2021 LTAP courses

- Scheduled and attended numerous LTAP Technical Assistance visit requests with Lycoming County Municipalities

FY 2020-2021 WATS MPO LTAP Task Budget Summary

Total FY 2020-2021 Task 5-A Expenditures	\$12,268.33
Total FY 2020-2022 UPWP Task 5-A Budget	\$15,000.00
Budget Savings FY 2020-2021	\$2,731.67
Program Cost Per LTAP Course Attendee, FY 2020-2021	\$438.15

As mentioned previously, the COVID-19 public health emergency, Governor Wolf's Stay-at-Home orders, and PennDOT and other state agencies going fully remote/virtual greatly affected Lycoming County's LTAP attendance. We are hopeful that with the return to in-person courses as well as the continuation of the virtual courses LTAP attendance will rebound to prior levels.

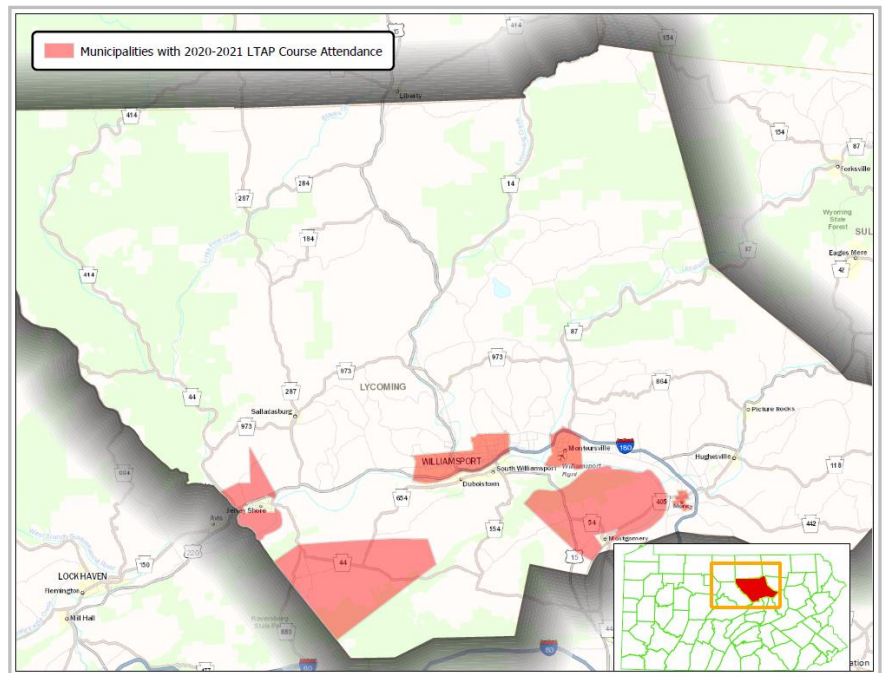
PROGRAM SUCCESS STORIES

Diversity of Course Offerings

Since the PCD began its partnership with PennDOT in 2005 to market LTAP courses in Lycoming County, we have offered 182 courses with 1713 municipal officials in attendance. These courses yielded an average of 15.6 attendees per course which is strong, considering our MPO represents a single county (Lycoming) with a small municipal catchment base and large geographic area (largest land area of any PA County) involving long travel times for some of our municipal attendees.

High Participation across Municipalities

51 of the 52 Lycoming County municipalities (98%) have attended LTAP courses or have used LTAP services since 2005. About 11.5% or 6 Lycoming County municipalities attended LTAP classes this year (meaning at least one person from the municipality attended at least one of the LTAP courses offered). In contrast, approximately 16%, or 8 Lycoming County municipalities attend LTAP courses in 2017-2018. The COVID-19 public health emergency **greatly affected** municipal participation in the 2020-2021 LTAP courses. The MPO is hopeful that once in-person LTAP courses resume municipal attendance will increase.



MAJOR MARKETING OPPORTUNITIES 2021 & BEYOND

At their November 18, 2019 public meeting, the Williamsport MPO approved the continuation of the Lycoming County Department of Planning & Community Development participation as a partner with PennDOT in the LTAP program by including a separate task once again in the FY 2020-2022 WATS MPO Unified Planning Work Program. The PCD will continue to pursue a marketing plan that will identify strategies to maintain consistent levels of attendance at LTAP trainings and expand participation in technical assistance in Lycoming County.

In an effort to make the LTAP courses more accessible to municipal partners, the Williamsport MPO plans to retain the host facility location for the 2020-2021 LTAP program, at the Old Lycoming Township Volunteer Fire Department Social Hall, once in-person LTAP courses resume. This location is easily accessible to most municipalities (quick access to Route 15), houses ideal training facilities, and is reasonably priced. Throughout the COVID-19 public health emergency the host facility has been accommodating and understanding in working with the PCD staff as LTAP courses were cancelled, postponed, or converted to a virtual format. In addition, the PCD will continue to offer free lunches for the full-day training sessions in addition to providing morning refreshments that have previously been offered.

Achieve Full LTAP Participation by Lycoming Co. Municipalities & Neighboring RPO's

PCD staff will continue to target the one remaining non-responding municipality (Bastress Township) through special outreach efforts to educate these particular local officials about the value of utilizing LTAP services. Also, we continue to be successfully partnering with the SEDA-COG MPO and Northern Tier RPO to promote LTAP on a more region-wide basis by cross-promoting classes and attending regional events that draw municipal officials such as the equipment shows and we are seeing non-Lycoming County municipalities from these neighboring planning regions attending our courses and equipment shows. We will continue to make efforts to offer either new LTAP courses (that have not been previously offered in Lycoming County) or updated classes with new material to ensure we are providing an up to date and diverse training program in a variety of disciplines attractive to our local municipalities.

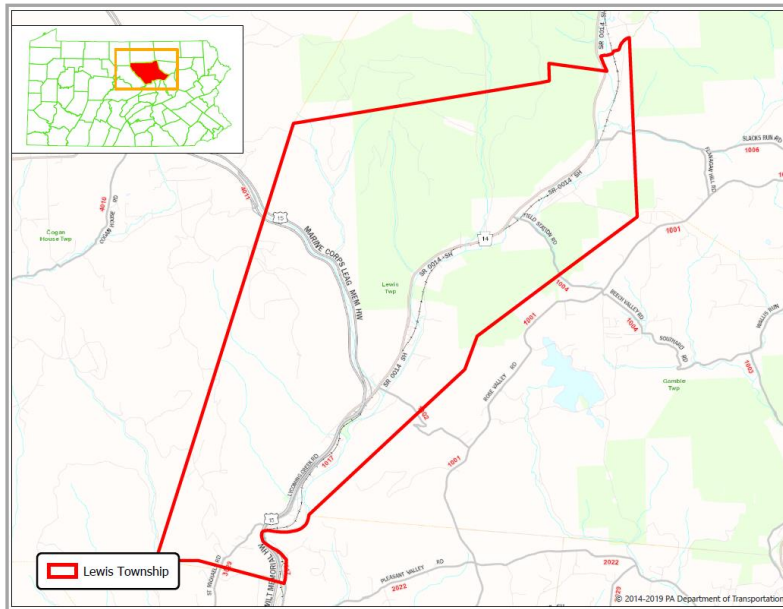
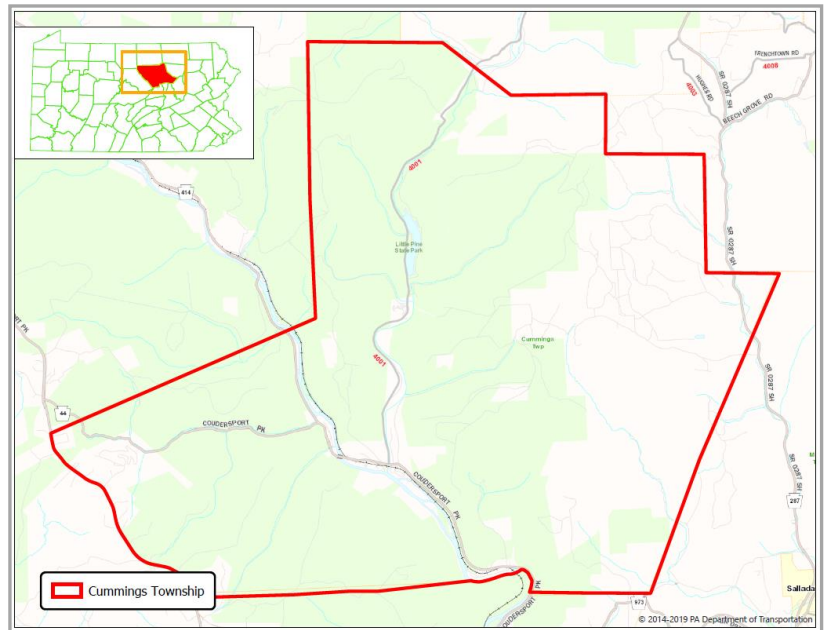
Technical Assistance

Another focus of future opportunities are the LTAP Technical Assistance visits. Municipal requests for technical assistance in Lycoming County is generally low, primarily due to the fine efforts of PennDOT District 3-0's ongoing routine municipal outreach activities and numerous county sponsored programs that provide free services to municipalities such as local bridge inspections, liquid fuels funding assistance and ongoing technical assistance from the Planning Department.

PCD Staff will continue to monitor Technical Assistance requests via the LTAP website and informational flyers targeted at Lycoming County's 52 municipalities. The PCD staff received four (4) requests for Technical Assistance visits during the 2020-2021 LTAP year.

Cummings Township:

Dam Run Road Technical Assistance, PCD staff coordinated a LTAP Technical Assistance visit in early 2021 with Cummings Township. PCD staff met with the Cummings Township Supervisors, Road-master, and Waterville Volunteer Fire Dept. staff to review a multi-phase safety improvement project to Dam Run Road. Dam Run Road provides one of only two emergency access routes to S.R. 287 and currently is not usable during the winter months. PCD staff coordinated with a LTAP engineer for a number of site visits to develop project scope, funding opportunities, and draft timelines. The LTAP engineer provided Cummings Township with a Technical Assistance Memo breaking out the project into 5 sections. Proposed safety improvements include, culver repair/upgrades, installing passing/pull-off locations for vehicles, installing emergency material stockpiles (anti-skid, material for slide repair, etc.), and interconnectivity between Limbaugh Road and Ramsey Road (this would also allow for another connection to S.R. 4001). The project will be developed the remainder of 2021 with the goal of applying for grant funding in 2022 and, if awarded funding, begin work in 2022 or 2023.

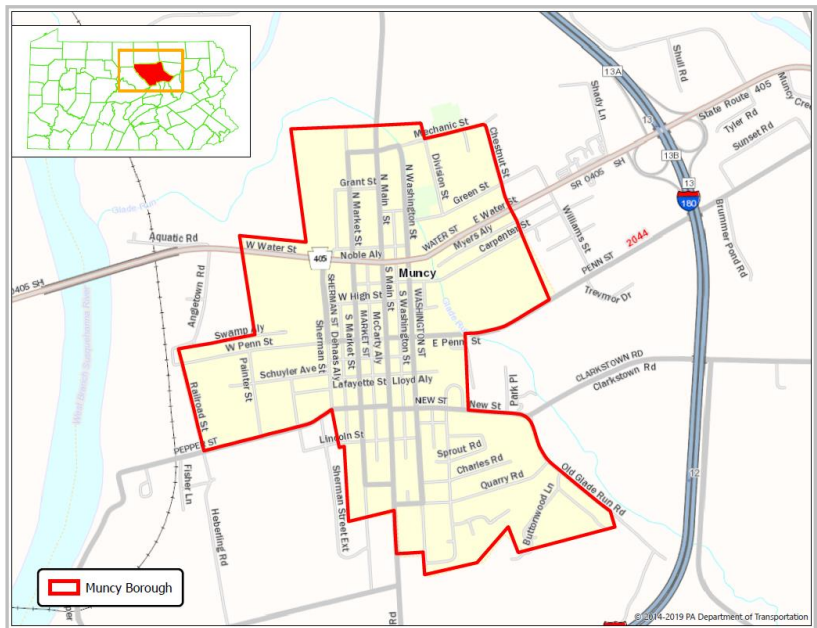


Lewis Township:

Trout Run Technical Assistance, PCD staff coordinated a LTAP Technical Phone Assistance visit in Lewis Township. The LTAP engineer spoke with PCD staff, Lewis Township Supervisors, and a landscape architect regarding sound issues from US 15, which is adjacent to the park. The PCD staff is working with Lewis Township Supervisors and PennDOT to gather data on the sound issues and pursue future funding opportunities for mitigation options (sound barrier, etc.).

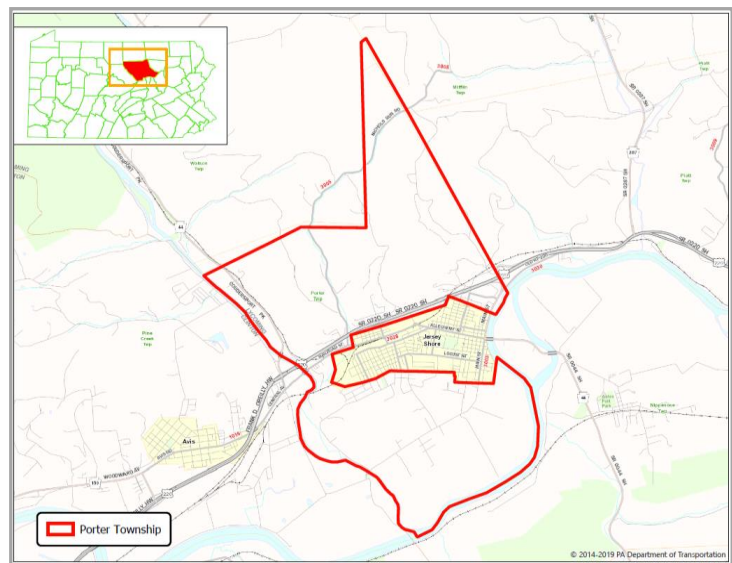
Muncy Borough:

Carpenter Street Bridge Technical Assistance, PCD staff coordinated a LTAP Technical Assistance visit in May 2021 with Muncy Borough. PCD staff and a LTAP engineer met with the Muncy Borough Manager, Borough Streets Department Staff, and Borough Council President to review issues with the Carpenter Street Bridge. The bridge requires a number of repairs to the deck and other components. The LTAP engineer provided Muncy Borough with a Technical Assistance Memo with suggested bridge repairs. Muncy Borough is pursuing funding opportunities to begin work on the project.



Porter Township:

Pine Creek Technical Assistance, PCD staff scheduled a Technical Assistance visit with Porter Township, however, due to Governor Wolf's COVID-19 mandatory shutdown order; PCD staff had to reschedule the assistance visit until fall 2020. PCD staff met with Porter Twp. Supervisors, DEP representatives, the LTAP engineer, and engineers from Geo-Technology Associates to review options to stabilize Pine Creek Ave. in Porter Township. The LTAP engineer provided Township Supervisors with a Technical Assistance Memo outlining stabilization options and other preventative maintenance options.



These technical assistance visits are extremely helpful to Lycoming County municipalities, providing them with the necessary information and best practices to correct a number of maintenance issues. The Williamsport MPO staff continues to promote the Technical Assistance program and field visits at all LTAP training sessions, upcoming township and county conventions, and other events.



ATTACHMENT A LTAP COURSES MUNICIPAL EMAIL

Dear Municipal Officials, Road Masters, and Streets Department Staffs,

I hope you are all doing well. Below is the list of upcoming LTAP courses and drop-in sessions. If you have any questions on the Half-Day Virtual courses, LTAP Drop-in Sessions, or need assistance with registering, please feel free to contact me. For more information and to keep up-to-date with future training opportunities please visit the LTAP section of the [WATS MPO website](#).

There are still a couple of seats available for the Pennsylvania College of Technology **Equipment Operator Training** course on Tuesday, October 20, 2020. If you are interested in attending please let me know.

I had some questions on group participation in the classes, and received the following information from LTAP: **Group Participation in LTAP Virtual Class:** A municipality may have a few staff participate in a virtual class together if they are meeting their municipal requirements for COVID. After the class, everyone needs to use the link to fill out the quiz and evaluation forms. The class can also be viewed through a smart phone and the forms may also be completed on a smart phone. **Please have everyone register on the website that is planning on attending and completing the quiz.**

Finally, the 2020 Roadway Management Conference will be held in a virtual format instead of the on-site conference originally planned for October in Charlottesville, VA. In consideration of our lessened costs to host the conference, and the strained training budgets due to COVID-19, registration is **open and free** for this year. Details, including the agenda and registration are on the RMC [website](#), so save October 26 and 27, 2020 on your calendars.

Road Safety Audit (New 2018)

Tuesday, October 13, 2020 8:00 a.m. – Noon – [Register Here](#)

Municipal officials who want to improve the overall safety of their roads will find the Road Safety Audit (RSA) a good tool for meeting their goals. Conducted through a formal process, an RSA ends with a report and plan to improve safety for all road users. These audits can be completed quickly in the hopes of identifying potential safety issues before crashes occur. Municipalities may conduct road safety audits on existing roads and intersections or during any phase of project development, from planning and preliminary engineering through design and construction.

Traffic Calming

Thursday, October 15, 2020, 8:00 a.m. – Noon – [Register Here](#)

This course introduces an engineering tool whose purpose is to address excessive traffic speed and/or cut-through traffic on residential streets. The course provides information that can help municipalities establish a rational traffic calming program for their roadways. Detailing information in PennDOT's Publication 383, Pennsylvania's Traffic Calming Handbook, the course defines traffic calming, describes various traffic calming devices, outlines potential positive and negative impacts on a neighborhood, and reviews a sample traffic calming program. It also investigates related issues, such as impacts of traffic calming devices on liability, roadway maintenance, and emergency service. Participants perform case studies, applying traffic calming measures to address traffic concerns.

Managing Utility Cuts

Friday, October 16, 2020, 8:00 a.m. – Noon – [Register Here](#)

This course covers the management of roadway excavations by contractors and utilities through local ordinances, permits, fees, specifications and inspection. It compares local ordinances with state procedures for state roads. It also discusses PA One Call, trenching and shoring, work zone traffic control, and liability.

Seal Coat (New 2020)

Tuesday, October 20, 2020, 8:00 a.m. – Noon – [Register Here](#)

Individuals attending this course will be presented with the information necessary for the proper planning and execution of a seal coat operation. This pavement preservation technique is often used by local government agencies to extend the useful life of their roadways. The various types of seal coat operations will be included. The participants will be able to identify typical roadway distress that can be addressed by the use of a liquid bituminous seal coat. The latest materials, equipment, and techniques available for performing this operation will be presented. The process to ensure the correct aggregate and liquid bituminous material selection is achieved will be reviewed. Equipment calibration requirements and the operational sequence will be presented to assist the participants in ensuring a quality product is obtained.

Active Transportation (New 2019)

Thursday, October 22, 2020, 8:00 a.m. – Noon – [Register Here](#)

The Active Transportation training course will discuss the latest research and guidelines for non-motorized transportation modes. Many communities in Pennsylvania are encouraging more active transportation (walking, cycling, etc.) to enhance their community and foster healthy lifestyles. Corresponding to this encouragement of active transportation, communities are looking to develop active transportation plans to help create more facilities such as bicycle paths, sidewalks, trails, greenways, etc. This course will examine the safety and standards for these facilities, as well as how to develop an active transportation plan. The course will also highlight successful examples of local plans, practices, and policies in Pennsylvania.

Pedestrians and Crosswalks

Tuesday, October 27, 2020, 8:00 a.m. – Noon – [Register Here](#)

This course is to review and understand the needs of pedestrians in the modern transportation environment. The course will review national and Pennsylvania pedestrian safety data, pedestrian mobility characteristics, and pedestrian behaviors. It will also examine federal and state guidelines for pedestrian facilities, including sidewalks, crosswalks, and other features. Finally, the course will review Federal Highway Administration and PennDOT programs to improve pedestrian safety and discuss how to implement those elements locally. Workshop activities will encourage participants to improve pedestrian safety, support walking activities in communities, determine when and how to mark crosswalks, improve the visibility of pedestrian facilities, and make physical road improvements for pedestrian safety.

Conducting Sign Retro-reflectivity

Friday, October 30, 2020, 8:00 a.m. – Noon – [Register Here](#)

This course will instruct municipal staff on these requirements, reinforce the value of a useful traffic sign asset management system, and demonstrate the tools and techniques available for measuring traffic sign retroreflectivity. Further, the course will present the concepts of luminance and retroreflectivity, providing a foundation for understanding the value of certain testing and measuring methods.

Stormwater Facilities Operations and Maintenance

Tuesday, November 3, 2020, 8:00 a.m. – Noon – [Register Here](#)

This course covers a variety of topics associated with the management and control of storm runoff as it relates to the establishment of local policies and ordinances, and the operation and maintenance of stormwater management facilities. The course provides an overview of the storm runoff process; a discussion of current regulatory requirements for new development as well as municipal storm sewer systems (MS4's); identifies elements of sustainable stormwater management systems and how existing municipal regulations may create barriers to responsible stormwater management; and discusses operation and maintenance of stormwater facilities.

Curves on Local Roads: Issues and Safety Tools

Friday, November 6, 2020, 8:00 a.m. – Noon – [Register Here](#)

This course will provide students with information about curve safety and the application of horizontal alignment signs for curved segments of local roads. Based upon national and state standards, the course will cover: Curve Warning sign details and applications, curve warning sign placement and installation criteria, curve study components and safety. The course will focus on studies for determining the application of curve warning signs and other safety features for curves. The course will also examine other features germane to curve safety, including pavement quality, superelevation, shoulder edge drop-offs, clear zones, and fixed object hazards.

Asset Management (new course)

Tuesday, November 10, 2020, 8:00 a.m. – Noon – [Register Here](#)

This course will explore the variety of asset management systems and approaches used throughout Pennsylvania and help municipal officials determine the right level of asset management for their needs. Participants will enhance their knowledge of asset management systems and their benefits to municipalities. Students will be able to understand the applications of asset management and how it can benefit your community. Examine the components of an asset management system, including inventories, assessment, and programming. Discuss which assets should be managed, including roads, bridges, signs, guide rail, drainage facilities, and others. Review examples of asset management systems from other municipalities, including the use of the latest technologies.

Unpaved Gravel Roads Common Maintenance Practices

Friday, November 13, 2020, 8:00 a.m. – Noon – [Register Here](#)

Topics include the importance of good drainage, surface aggregate and dust control materials, and operational techniques. These techniques include blading, reshaping, re-graveling and dust control. Driving Surface Aggregate (DSA) specifications and use are reviewed. Factors used to determine when to upgrade a gravel road by paving or seal coating the roadway are discussed. This class does not qualify a municipality to obtain dirt and gravel road funds, but rather teaches them how to better use such funds.