

PLANNING AND COMMUNITY DEVELOPMENT

Commissioners:

R. Jack McKernan, Chairman
Tony R. Mussare, Vice Chairman
Richard Mirabito, Secretary

Location:
Executive Plaza
330 Pine Street
Williamsport Pennsylvania 17701



“Building Partnerships”


Kurt Hausammann, Jr., AICP, Director

Voice: (570) 320-2130
Fax: (570) 320-2135
www.lyco.org

Mailing Address:
48 West Third Street
Williamsport Pennsylvania 17701

IMPORTANT COUNTY FUNDING ANNOUNCEMENT!

TO: All Lycoming County Municipalities

FROM: Mark Murawski, Lycoming County Transportation Planner 

SUBJECT: 2018 County Liquid Fuels Funding Availability

ISSUED: March 26, 2018

At their March 22, 2018 public meeting, the Lycoming County Board of Commissioners approved distribution of County Liquid Fuels Funding to Lycoming County municipalities as follows:

- \$ 150,000 will be distributed to all municipalities based on the municipal population / road mileage formula method used in prior years. In addition, the following eight municipalities will receive bonus funding for attending Local Technical Assistance Program classes during 2017: Clinton Township, Hepburn Township, Mifflin Township, Old Lycoming Township, Wolf Township, Muncy Borough, South Williamsport Borough and the City of Williamsport. The amount of the bonus was allocated based upon class attendance during the year. (**Attachment A** provides the final allocation amounts for each municipality under the column marked by the down arrow.)

To obtain county liquid fuels funding, please follow the process described below:

1. Please complete and sign the attached PennDOT MS-339 Application for County Aid Form (Section 1 only) and return to me at the above mailing address as soon as possible. Again, **Attachment A** provides the approved dollar amounts for each municipality. Simply insert the amount shown for your municipality on the “Allocation Requested” blank portion of the MS-339 form. A copy of this form is attached, however in order to transition to a more paperless process, we encourage you to begin accessing this form which is found online using the following PennDOT link:

<http://www.dot.state.pa.us/public/PubsForms/Forms/MS-339.pdf>

Once the County and PennDOT sign the MS-339 form, you will receive a copy for your files. This is your authorization to use County Liquid Fuels Funds for your particular project indicated on the form.

2. When your project is completed, please complete a PennDOT Project Completion Report MS-999 and send directly to PennDOT Engineering District 3-0 Municipal Services for their approval. The County will then issue **PAYMENT** to your municipality **AFTER** PennDOT has approved this form.

Please note, if your municipality needs technical assistance in developing a scope of work and a cost estimate for a project, representatives from the PennDOT Local Technical Assistance Program, (LTAP) are available to meet or otherwise coordinate with you free of charge. If you are interested in receiving technical assistance through LTAP, please contact me at (570) 320-2138 and I can arrange it. **Also, please note that for every municipal official / employee that ATTENDS an LTAP training class held in Lycoming County in 2018, the County will add \$ 50 to your 2018 county liquid fuels allocation to encourage your participation in this valuable transportation training that can stretch limited transportation dollars and help you deliver cost effective improvements to your customers. (We are finalizing the 2018 LTAP course schedule for Lycoming County which you will receive as a separate mailing.)**

If you have questions or need further assistance in applying for county liquid fuels funding, please contact me at (570) 320-2138 or email me at mark.murawski@lyco.org

Once again, I look forward to working with all municipalities this year to help improve our local transportation system and am pleased the County is able to provide continued funding support.

ATTACHMENTS

CC: Don Free, PennDOT Engineering District 3-0 Municipal Services
Heather Rhoads, Lycoming County Fiscal Services

Final Allocations (use these figures)



**Lycoming County
Allocation to Municipalities
Liquid Fuels Fund
2018 Register**

| | Allocation | LTAP Bonus | Total | Number | Date PENNDOT Approved | Date Received | Date Project Completion Report Approved | Date Paid | Check Number |
|----------------------------|-------------------|-----------------|-------------------|--------------|-----------------------------|------------------|---|--------------|-----------------|
| Anthony Township | 2,107.00 | | 2,107.00 | 18-41-201-01 | | | | | |
| Armstrong Township | 908.00 | | 908.00 | 18-41-202-01 | | | | | |
| Bastress Township | 642.00 | | 642.00 | 18-41-203-01 | | | | | |
| Brady Township | 579.00 | | 579.00 | 18-41-204-01 | | | | | |
| Brown Township | 629.00 | | 629.00 | 18-41-205-01 | | | | | |
| Cascade Township | 1,157.00 | | 1,157.00 | 18-41-206-01 | | | | | |
| Clinton Township | 3,226.00 | 400.00 | 3,626.00 | 18-41-207-01 | | | | | |
| Cogan House Township | 2,888.00 | | 2,888.00 | 18-41-208-01 | | | | | |
| Cummings Township | 934.00 | | 934.00 | 18-41-209-01 | | | | | |
| Eldred Township | 2,939.00 | | 2,939.00 | 18-41-210-01 | | | | | |
| Fairfield Township | 2,986.00 | | 2,986.00 | 18-41-211-01 | | | | | |
| Franklin Township | 4,366.00 | | 4,366.00 | 18-41-212-01 | | | | | |
| Gamble Township | 2,781.00 | | 2,781.00 | 18-41-213-01 | | | | | |
| Hepburn Township | 3,899.00 | 50.00 | 3,949.00 | 18-41-214-01 | | | | | |
| Jackson Township | 1,697.00 | | 1,697.00 | 18-41-215-01 | | | | | |
| Jordan Township | 2,863.00 | | 2,863.00 | 18-41-216-01 | | | | | |
| Lewis Township | 2,278.00 | | 2,278.00 | 18-41-217-01 | | | | | |
| Limestone Township | 3,025.00 | | 3,025.00 | 18-41-218-01 | | | | | |
| Loyalsock Township | 10,889.00 | | 10,889.00 | 18-41-219-01 | | | | | |
| Lycoming Township | 3,136.00 | | 3,136.00 | 18-41-220-01 | | | | | |
| McHenry Township | 845.00 | | 845.00 | 18-41-221-01 | | | | | |
| McIntyre Township | 780.00 | | 780.00 | 18-41-222-01 | | | | | |
| McNett Township | 1,144.00 | | 1,144.00 | 18-41-223-01 | | | | | |
| Mifflin Township | 1,717.00 | 250.00 | 1,967.00 | 18-41-224-01 | | | | | |
| Mill Creek Township | 1,985.00 | | 1,985.00 | 18-41-225-01 | | | | | |
| Moreland Township | 4,566.00 | | 4,566.00 | 18-41-226-01 | | | | | |
| Muncy Township | 1,988.00 | | 1,988.00 | 18-41-227-01 | | | | | |
| Muncy Creek Township | 4,352.00 | | 4,352.00 | 18-41-228-01 | | | | | |
| Nippenose Township | 1,128.00 | | 1,128.00 | 18-41-229-01 | | | | | |
| Old Lycoming Township | 5,511.00 | 300.00 | 5,811.00 | 18-41-230-01 | | | | | |
| Penn Township | 4,900.00 | | 4,900.00 | 18-41-231-01 | | | | | |
| Piatt Township | 1,976.00 | | 1,976.00 | 18-41-232-01 | | | | | |
| Pine Township | 1,791.00 | | 1,791.00 | 18-41-233-01 | | | | | |
| Plunketts Creek Twp | 1,494.00 | | 1,494.00 | 18-41-234-01 | | | | | |
| Porter Township | 2,045.00 | | 2,045.00 | 18-41-235-01 | | | | | |
| Shrewsbury Township | 1,803.00 | | 1,803.00 | 18-41-236-01 | | | | | |
| Susquehanna Township | 898.00 | | 898.00 | 18-41-237-01 | | | | | |
| Upper Fairfield Township | 2,854.00 | | 2,854.00 | 18-41-238-01 | | | | | |
| Washington Township | 3,176.00 | | 3,176.00 | 18-41-239-01 | | | | | |
| Watson Township | 1,122.00 | | 1,122.00 | 18-41-240-01 | | | | | |
| Wolf Township | 4,347.00 | 300.00 | 4,647.00 | 18-41-241-01 | | | | | |
| Woodward Township | 2,500.00 | | 2,500.00 | 18-41-242-01 | | | | | |
| Duboistown Borough | 856.00 | | 856.00 | 18-41-401-01 | | | | | |
| Hughesville Borough | 1,739.00 | | 1,739.00 | 18-41-402-01 | | | | | |
| Jersey Shore Borough | 3,520.00 | | 3,520.00 | 18-41-403-01 | | | | | |
| Montgomery Borough | 1,244.00 | | 1,244.00 | 18-41-404-01 | | | | | |
| Montoursville Borough | 4,305.00 | | 4,305.00 | 18-41-405-01 | | | | | |
| Muncy Borough | 1,940.00 | 550.00 | 2,490.00 | 18-41-406-01 | | | | | |
| Picture Rocks Borough | 744.00 | | 744.00 | 18-41-407-01 | | | | | |
| Salladasburg Borough | 176.00 | | 176.00 | 18-41-408-01 | | | | | |
| South Williamsport Borough | 5,082.00 | 50.00 | 5,132.00 | 18-41-409-01 | | | | | |
| Williamsport City | 23,543.00 | 500.00 | 24,043.00 | 18-41-301-01 | | | | | |
| Total | 150,000.00 | 2,400.00 | 152,400.00 | | | | | | |

ATTACHMENT A



pennsylvania
DEPARTMENT OF TRANSPORTATION
BUREAU OF MUNICIPAL SERVICES

MS-339

(Rev 10/12)

APPLICATION FOR COUNTY AID

PROJECT NUMBER:

SECTION 1: To be completed by Municipality. Upon completion submit to the County.

THEREFORE BE IT RESOLVED, that we, the Officials of _____
MUNICIPALITY (NAME)
 _____ County, Pennsylvania, in Regular Session, do hereby make application to the
 County for an allocation of County Liquid Fuels Tax Funds.

PROJECT DESCRIPTION:

TOTAL ESTIMATED PROJECT COST: _____

ALLOCATION REQUESTED: \$ _____

It is certified by the Municipality and the officers who execute this application that all materials used and work done hereunder shall conform to the current Pennsylvania Department of Transportation Specifications and that all work will be done within the legal right of way or with permission of the abutting property owners.

DULY ADOPTED ON (Date): _____

ATTEST: (Seal)

Signature of Municipal Officials

SIGNATURE - SECRETARY/CITY CLERK

ADDRESS

SECTION 2: To be completed by County Officials. Upon completion, submit to the PA Department of Transportation.

WHEREAS, the County Officials of _____ County, having been presented with the foregoing application for the expenditure of County Liquid Fuels Tax Funds for improvements as indicated above.

THEREFORE BE IT RESOLVED, that we, the said Officials, in Regular Session, agree on behalf of said County to contribute the amount listed below from the County Liquid Fuels Tax Funds toward the above specified project provided that all work done shall conform to the current Pennsylvania Department of Transportation Specifications.

LET IT ALSO BE RESOLVED that we do hereby make application to the Pennsylvania Department of Transportation for an Encumbrance of Liquid Fuels Tax Funds for the amount below if not distributed to the Municipality named above by the end of this calendar year.

DULY ADOPTED ON (Date): _____

ALLOCATION APPROVED: \$ _____

ATTEST: (Seal)

Signature of County Officials

SIGNATURE - COUNTY CLERK

ADDRESS

SECTION 3: To be completed by the Pennsylvania Department of Transportation.

APPROVED: _____ **DATE:** _____

MUNICIPAL SERVICES REPRESENTATIVE