

WATS Coordinating Committee Members

Lycoming County Board of Commissioners  
Lycoming County Borough Representative  
SEDA-COG Joint Rail Authority  
Mayor, City of Williamsport  
River Valley Transit  
Williamsport City Council  
Williamsport Regional Airport  
PennDOT Engineering District 3-0  
Lycoming County Association of Township Officials  
PennDOT Center for Program Development & Management



WATS Technical Committee Members

Lycoming County Planning & Community Development  
PennDOT Engineering District 3-0  
City of Williamsport  
River Valley Transit  
Williamsport Regional Airport  
Lycoming County Planning Commission  
PennDOT Center for Program Development & Management

The WATS MPO is staffed by the Lycoming County  
Department of Planning & Community Development  
48 W. Third St, Williamsport PA 17701 • (570) 320-2130



WILLIAMSPORT AREA TRANSPORTATION STUDY MPO  
COORDINATING COMMITTEE PUBLIC MEETING

DATE: Monday, October 17, 2022  
TIME: 1:00 PM  
PLACE: Lycoming County Third Street Plaza, 6<sup>th</sup> Floor  
33 W. Third Street  
Williamsport, PA 17701

Virtual Option: Dial-in Number: 1 (267) 332-8737  
Conference Code: 739 960 976#

[Click here to join the meeting](#)

AGENDA

CALL TO ORDER ..... Chair High

MINUTES:

June 13, 2022 Coordinating Committee Meeting Minutes..... Chair High

PUBLIC COMMENT ..... Chair High

ACTION ITEMS:

FFY 2021-2022 WATS MPO Annual Report, recommend to  
Coordinating Committee to approve ..... Vitko

WATS MPO Public Participation Plan (PPP) Update, Public  
Comment Period ..... Vitko

WATS MPO Title VI Program Public Comment Period ..... Vitko

DISCUSSION ITEMS:

Management Action Report ..... King

Long Range Transportation Plan (LRTP) Demographic Data

Overview ..... Williams

CSVT Implementation Update..... Funkhouser

2021-2022 LTAP Annual Report ..... Vitko

Draft WATS Coordinating Committee 2023 Meeting Dates ..... Vitko

2022 Planning Partners Meeting ..... Vitko

PennDOT Pathways Update ..... Roberts

IJA/BIL Update ..... Roberts

State Transit Plan Update..... Roberts

River Valley Transit Authority Update ..... Wright

OTHER BUSINESS / PUBLIC COMMENT ..... Chair High

ADJOURN ..... Chair High

All meeting materials also available on [WATS MPO Website \(http://www.lyco.org/WATS-MPO/Committees\)](http://www.lyco.org/WATS-MPO/Committees)

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**WILLIAMSPORT AREA TRANSPORTATION STUDY  
COORDINATING COMMITTEE  
TELECONFERENCE PUBLIC MEETING MINUTES**

*June 13, 2022 Coordinating Committee Teleconference Public Meeting: Held at various locations via teleconference.*

CALL TO ORDER (Regular WATS Coordinating Committee Teleconference Public Meeting)

Chairperson Eric High called the meeting to order at 1:00 P.M.

INTRODUCTIONS/ROLL CALL

MINUTES

*March 14, 2022 Coordinating Committee Meeting Minutes*

Chairperson High called for a motion to approve the March 14, 2022 Coordinating Committee meeting minutes. Commissioner Mirabito motioned for approval of the meeting minutes, Richard Howell seconded, minutes unanimously approved.

PUBLIC COMMENT

There was no public comment.

ACTION ITEMS

*2022 – 2024 UPWP CSVT Implementation Amendment (Reaffirm E- Ballot)*

Scott Williams. Reaffirming the e-ballet to amend the work program, reflecting the additional funding from Penn Dot Central Office of \$150,000 over the next two years. Required to amend work program to reflect increased funds, and work activities. Will continue to retain the services of Michael Baker for the next two years. More coordination with communities from Lycoming, Northumberland, and Union County as trying to implement the recommendations found from that study.

Chairperson Eric High called for a motion for the Coordinating Committee for the UPWP CSVT Implementation Amendment. Commissioner Mirabito motioned for the approval, Richard Howell seconded the motion, Todd Wright abstained and the motion passed.

*WATS MPO recommendation letter designating River Valley Transit Authority (RVTA) (Reaffirm E-Ballot)*

Scott Williams. Reaffirming the e-ballot for designating River Valley Transit Authority (RVTA) from River Valley Transit (RVT). Urgent request to adopt a resolution of federal funds for RVTA, previously known as RVT. Currently under the City of Williamsport Transportation Dept, dba River Valley Transit designated recipient. After July 1, 2022 RVT will become RVTA and WATS needed to pass resolution and issue a letter to the Governors office. Letter was issued after the e-ballot was passed.

The Williamsport Area Transportation Study MPO recommends the designation of River Valley Transit Authority as the recipient of all future and unobligated federal funds under Section 5307 and Section 5339 of the Public Transportation Law, as amended by The Bipartisan Infrastructure Law enacted as the Infrastructure Investment and Jobs Act on November 15, 2021, for the Williamsport Urbanized Area beginning July 1, 2022.

Todd Wright reiterated on the importance of the re-designation letter for federal funds from RVT to RVTA. Todd also explained this was part of the process in which City of Williamsport needed to divest itself from RVT to form the new entity of RVTA.

Mark Murawski added Technical committee about being reimbursed for the funding if project takes longer than allotted time. Carey Mullins stated that they are waiting for the response for the reimbursement information.

Richard Howell motioned for the approval, Commissioner Mirabito seconded the motion and the motion passed. RVT abstained for the vote.

### *WATS 2023-2026 Transportation Improvement Program (TIP)*

Sal Vitko review of public comment notice have been published numerous times approximately 39 or 40 times in social media promoting the different sections of the TIP, and 3 times in newspapers as well as 2 mailings. Comments received are posted under appendix K. A number of comments MPO did not have control so were passed to the appropriate organization. Request to adopt the 2023-2026 WATS MPO TIP. No items for discussion. Todd Wright motioned for the approval, Bob Brown seconded the motion and the motion unanimously passed.

### DISCUSSION ITEMS

#### *Management Action Report*

Chris King – Management action report – management action report on page 207 in packet. Highlights of the report. Number of management action highway management pg. 240 project 15/220 resurfacing from through South Williamsport Borough to Montgomery pike, needed to move project to consult design. Second resurfacing rt. 220 around Jersey shore Production of write of way for four-mile road, to future 99 into 15. Moving to consulting.

Savings reduction Third production right of way for Four-Mile Road, to move toward the future I 99 corridors needed toward designation of RT 15. Right a-way came in significant less. Cost to cover increase on Fairfield Crossing, Economic Development Program. Bennett run, beginning now is a multi-year project. New project SR 2032 Upper Fairfield Township, we have enough money to start preliminary design this year then revisit to program.

Chairperson High asked if there were any questions on the Management Action items. Hearing none, Chairperson High moved onto the next discussion item.

#### *WATS 2023 Long Range Transportation Plan (LRTP) Update*

Scott Williams – long range trans plan. 5-year update looking ahead 20 years. Big format change in draft, title change, new name. Connecting People and Places, improves the text for easier reading. Still available for download. Interactive elements for the site. Able to achieve more though new content. Updates to state and federal guidance, federal infrastructure. Bill, add new guide. Created new funding ideas. Fast act for trans. 10 overall planning factors, new considerations federal high issues most new guide. Most new guidelines **don't** apply to us. We are small MPO. Need to consider housing patterns and expand who we are encompassing. Allows social media platforms. new federal highway moving forward budge 2.5 % toward planning time we get use toward planning and safety or long-range plan complete streets planning. Is complete streets makes more sense. Instead of just tracking time. Working with multi data. State guide, new state-wide overall project

**hasn't changed much. Based on state... change that goes with state highway safety plan.** Primary focus lane departure, industrial safety and impaired driving.

Chairperson High asked if there were any questions for Scott. Hearing no other questions, Chairperson High moved to the next discussion item.

#### *CSVT Letter of Support*

Mark Murawski CSVT Letter of Support district approached him about a month ago submitting application for infrastructure funding. New 4 lane highway would be good candidate, see if they would issue letter of support, letter went out to him, sum may 22, 2022, no timeline on funding. If app approved by fed, will free up state money. Chris King said the name of the grant was Multi motorial discretionary grant opportunity. (MPDG)

Chairperson High asked if there were any questions for Mark. Hearing no other questions, Chairperson High moved to the next discussion item.

#### *CSVT Implementation*

Sal Vitko reaffirmation of the e ballot, with the 150,000 include in work program, reconvene, CSVT Implementation task force. Mike Baker, will be reaching out to stakeholders.

Chairperson High asked if there were any questions for Sal. Hearing no other questions. Chairperson High moved to the next discussion item.

#### OTHER BUSINESS / PUBLIC COMMENT

Mark Murawski Aviation and state transportation committees. Top aviation officials are concerned with the future of aviation. What is starting to happen not only in Williamsport but all over the country, regional carriers are pulling out of the smaller airports. Number of reasons for that, big reason is the pilot shortage, 2/3 of the airports such as Williamsport are served by their regional carrier. Dozens of cities have received notice of termination of service. Proposed the state transportation advisory committee undertake a study this year to develop a aviation needs assessment and a strategic action plan. State transportation committee has never done an aviation study since 1970. Commission a special study on aviation this year, and has been approved. Contract with PennDOT Gannet Fleming and Baker Engineers and the Dearing group. Started this past March on this study. One being air freight needs evaluation and capital needs in the state and funding needed, immerging technologies that we are seeing in aviation, commercial air service, aviation workforce and development, having trouble retaining employees, aviation policy and planning, industry collaboration of partnership.

Chairperson High asked if there were any other items that the Committee wanted to discuss.

Chairperson High asked if there were any other business or any other public comments. Hearing none, Chairperson High called for a motion to adjourn.

#### ADJOURN

Commissioner Mirabito offered a motion to adjourn, Carey Mullins seconded. The motion to adjourn unanimously passed and the meeting adjourned at 2:45PM.

Respectfully, Submitted,

Scott R Williams  
WATS Secretary

Williamsport Area Transportation Study  
Metropolitan Planning Organization

ANNUAL REPORT, STATE FISCAL  
YEAR 2021-2022

## Table of Contents

---

Introduction – About WATS.....	4
Committee Structure.....	4
Committee Meeting Dates and Times .....	5
WATS Committee Membership Meeting Participation.....	6
WATS Coordinating Committee Meeting Participation July 1, 2021-June 30, 2022.....	6
WATS Technical Committee Meeting Participation, July 1, 2021-June 30, 2022 .....	7
Staffing .....	7
Lycoming County Department of Planning and Community Development Contacts:.....	8
Public Participation and Outreach.....	8
Public Participation Plan .....	8
Goal.....	9
Who is “the Public”? .....	9
Public Meetings:.....	9
Social Media: .....	9
Work Program.....	10
Summary of Work Tasks .....	10
Coordination and Economic Development .....	10
Transportation Infrastructure.....	11
Long Range Planning .....	12
Program Management.....	12
Supplemental Tasks.....	12
Summary of Work Performed During Fiscal Year 2021-2022 .....	13
Summary of WATS MPO Work Activity – Q1 (July 1, 2021 – September 30, 2021).....	13
Summary of WATS MPO Work Tasks – Q2 (October 1, 2021 – December 31, 2021).....	16
Summary of WATS MPO Work Activity – Q3 (January 1, 2022 – March 30, 2022) .....	18
Summary of WATS MPO Work Activity – Q4 (April 1, 2022 – June 30, 2022) .....	20
Summary of WATS Supplemental Task Work Activity FY 2021-2022 .....	23
Performance Measures.....	33
Performance based planning and programming.....	33
Measures of safety performance.....	34
WATS Highway Safety 2012-2022 .....	35

Measures of asset condition .....	37
Definitions of good and poor condition.....	37
Baselines and targets.....	38
Measures of system performance.....	40
Baselines and targets.....	40
Major Accomplishments.....	40
Lycoming County Bridge Bundling Program .....	40
Lycoming County Small Bridge Inspection Program .....	41
PCD Staff Leadership Roles on State Transportation Committees .....	41
WATS MPO Annual Report.....	42
Upcoming Work, FY 2022-2023 .....	42
Central Susquehanna Valley Transportation (CSVT) Implementation Committee.....	42
2023-2026 WATS MPO Transportation Improvement Program (TIP).....	43
2022 Public Participation Plan (PPP) and Title VI Program Update.....	43

## Introduction – About WATS

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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 the local transportation system. 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, which move people and goods in a safe, efficient manner, promote economic development, protect the environment, and preserve Lycoming County's outstanding quality of life amenities.

## Committee Structure

---

The WATS Coordinating Committee is the policy-making body of the MPO. The Coordinating Committee consists of 11 voting representatives as follows:

- PennDOT District 3-0 Executive, Chair
- PennDOT Deputy Secretary for Planning
- Lycoming County Commissioner
- Lycoming County Commissioner
- Mayor of Williamsport
- Williamsport City Council Member
- River Valley Transit General Manager
- SEDA-COG Joint Rail Authority Executive Director
- Williamsport Regional Airport Executive Director
- Lycoming County Association of Township Officials Representative
- Lycoming County Borough Representative

Non-voting members consist of:

- Federal Highway Administration
- Federal Transit Administration
- US Department of Housing and Urban Development
- PA Department of Community and Economic Development

The WATS Technical Committee reviews all relevant transportation issues, programs and projects in Lycoming County and formulates recommendations to the Coordinating Committee.

The Technical Committee consists of seven voting members as follows:

- PennDOT Program Center Representative, Chair
- PennDOT Engineering District 3-0 Representative
- Lycoming County Planning and Community Development Director
- Lycoming County Planning Commission Member
- River Valley Transit General Manager
- City of Williamsport Engineer
- Williamsport Regional Airport Director

Non-voting members consist of:

- Federal Highway Administration
- Federal Transit Administration
- PA Department of Community and Economic Development
- Fullington Trailways

Additionally, WATS has advisory committees for transit planning and bicycle/pedestrian planning.

## Committee Meeting Dates and Times

WATS MPO committees met 8 times between July 1, 2021 and June 30, 2022. Due to the challenges posed by the COVID-19 pandemic, all meetings starting with the October 25, 2021 WATS Technical Committee meeting were held as virtual meetings. The May 23, 2022 Technical Committee meeting and June 13, 2022 Coordinating Committee meeting was held both in person and virtual. The July 12 Technical Committee and July 26, 2021 Coordinating Committee meetings were cancelled due to no actionable items being on the agenda.

Committee	Date	Time	Action Items
Technical Committee	Monday, October 25, 2021	10:00 AM	<ul style="list-style-type: none"> <li>• Technical Committee Meeting Dates</li> <li>• 2022-2024 WATS Unified Planning Work Program (UPWP)</li> <li>• WATS Public Participation Plan (PPP) Update,</li> <li>• WATS 2021 Annual Report</li> <li>• CSVT Impact Special Study</li> </ul>
Coordinating Committee	Monday, November 8, 2021	1:00 PM	<ul style="list-style-type: none"> <li>• 2022 Coordinating Committee Meeting Dates</li> <li>• 2022-2024 WATS Unified Planning Work Program (UPWP)</li> <li>• WATS Public Participation Plan (PPP) Update</li> <li>• WATS 2021 Annual Report</li> <li>• CSVT Impact Special Study</li> </ul>
Transit Advisory Committee	Thursday, November 18, 2021	2:00 PM	<ul style="list-style-type: none"> <li>• Introductions/ Meeting Purpose</li> <li>• 2022 Transit Advisory Meeting Dates</li> <li>• River Valley Transit Service Update and other Informational Items</li> <li>• PennDOT Act 44 Report</li> <li>• Step Service Updates and other Informational Items</li> </ul>
Technical Committee	Monday, February 28, 2022	2:00 PM	<ul style="list-style-type: none"> <li>• TIP Amendment (re-affirm e-ballot)</li> <li>• TIP Amendment STP and BOF Funding Increases</li> <li>• 2022 Technical Committee Meeting Dates (Re-affirm E-ballot)</li> <li>• WATS Draft 2023-2026 Transportation Improvement Program (TIP)</li> </ul>
Coordinating Committee	Monday, March 14, 2022	10:00 AM	<ul style="list-style-type: none"> <li>• TIP Amendment (Reaffirm E-ballot)</li> <li>• STP and BOF Funding Increases Administrative Action</li> <li>• TIP Amendment 2022 IJJA-BIL Additional Funding</li> <li>• 2022 Meeting Dates (Re-affirmed)</li> <li>• WATS Draft 2023-2026 Transportation Improvement Program (TIP)</li> </ul>

Committee	Date	Time	Action Items
Transit Advisory Committee	Thursday, May 12, 2022	2:00 PM	<ul style="list-style-type: none"> <li>River Valley Transit Service Update and other Informational Items</li> <li>Step Service Updates and other Informational Items</li> </ul>
Technical Committee	Monday, May 23, 2022	10:00 AM	<ul style="list-style-type: none"> <li>2022-2024 UPWP CSVT Implementation Amendment (Reaffirm e-ballot)</li> <li>WATS Draft 2023-2026 Transportation Improvement Program (TIP)</li> <li>WATS MPO recommendation letter designating River Valley Transit Authority (RVTA)</li> </ul>
Coordinating Committee	Monday, June 13, 2022	1:00 PM	<ul style="list-style-type: none"> <li>2022-2024 UPWP CSVT Implementation Amendment (Reaffirm E-Ballot)</li> <li>WATS MPO Recommendation Letter Designating River Valley Transit Authority (RVTA) (Re-affirm E-ballot)</li> <li>WATS 2023-2026 Transportation Improvement Program (TIP)</li> </ul>

## WATS Committee Membership Meeting Participation

### WATS Coordinating Committee Meeting Participation July 1, 2021-June 30, 2022

Meeting Date		7/26/2021	11/8/2021	3/14/2022	6/13/2022
Attendance					
Voting Membership	PennDOT District 3 Executive [Chair]	Cancelled	Present	Present	Present
	PennDOT Deputy Secretary for Planning	Cancelled	Present	Present	Present
	Lycoming County Commissioner	Cancelled	Present	Present	Present
	Lycoming County Commissioner	Cancelled	Present	Present	Present
	City of Williamsport, Mayor	Cancelled	Absent	Absent	Present
	City of Williamsport, Council	Cancelled	Present	Present	Absent
	River Valley Transit	Cancelled	Present	Present	Present
	SEDA-COG Joint Rail Authority	Cancelled	Present	Present	Present
	Williamsport Regional Airport	Cancelled	Present	Present	Present
	Lycoming-Sullivan Boroughs Association	Cancelled	Absent	Absent	Absent
	Lycoming County Association of Township Officials	Cancelled	Present	Present	Absent
Non-voting Membership	Federal Highways Administration (USDOT FHWA)	Cancelled	Present	Present	Present
	Federal Transit Administration (USDOT FTA)	Cancelled	Absent	Absent	Absent
Number of Other Attendees		0	10	10	9

*WATS Technical Committee Meeting Participation, July 1, 2021-June 30, 2022*

Meeting Date		7/12/2021	10/25/2021	2/28/2022	5/23/2022
Attendance					
Voting Membership	PennDOT Program Center [Chair]	Cancelled	Present	Present	Present
	PennDOT Engineering District 3-0	Cancelled	Present	Present	Present
	Lycoming County Planning and Community Development, Director	Cancelled	Present	Present	Present
	Lycoming County Planning Commission	Cancelled	Absent	Present	Present
	River Valley Transit	Cancelled	Present	Present	Present
	City of Williamsport, Engineer	Cancelled	Absent	Present	Present
	Williamsport Regional Airport	Cancelled	Absent	Present	Present
Non-voting Membership	Federal Highways Administration (USDOT FHWA)	Cancelled	Present	Present	Present
	Federal Transit Administration (USDOT FTA)	Cancelled	Present	Absent	Absent
	PA Department of Community and Economic Development (DCED)	Cancelled	Absent	Absent	Absent
	Fullington Trailways	Cancelled	Absent	Absent	Absent
Number of Other Attendees		0	6	8	8

## Staffing

Administrative duties of the WATS MPO are conducted by staff of the Lycoming County Planning and Community Development Department. The primary staff contact for the Department on WATS MPO administrative matters shall be the Lycoming County Transportation Supervisor who will act as WATS Secretary. The Lycoming County Planning and Community Development Department shall be responsible for the following primary WATS MPO administrative duties:

1. Develop and conduct all transportation planning work tasks contained in the WATS MPO approved Unified Planning Work Program (UPWP) contract that is executed between the County of Lycoming and PennDOT. The County of Lycoming may subcontract with the City of Williamsport to perform the Federal Transit Administration (FTA) funded UPWP transit planning work tasks undertaken by River Valley Transit.
2. Schedule, publicly advertise, and convene all WATS MPO public meetings, as needed, in accordance with the PA Open Records Law and WATS MPO approved Public Participation Plan. All official business of the WATS MPO will take place at publicly advertised meetings to ensure opportunity for public comment. Prepare and distribute meeting agendas and related materials for review by WATS MPO members no later than 5 calendar days prior to the public meeting. Prepare meeting minutes for distribution to WATS MPO members for review no later than 15 calendar days following the public meeting. WATS MPO will generally convene public meetings on a quarterly basis (once every three months) at the Lycoming County Commissioners Board Room, Lycoming County Executive Plaza, 330 Pine Street, Williamsport, PA 17701. Exceptions as to meeting dates, times and locations may be considered in order to provide timely response to actions related to WATS MPO duties and responsibilities. In the event that an in-person meeting is not feasible (public health emergency, etc.) the WATS MPO will provide detailed information on a virtual meeting option to include: date, time, dial-in number, conference code, and link to the virtual meeting software (Microsoft Teams, Skype,

- etc.) for the public meeting, and meeting links will be advertised and posted on the [WATS MPO Committees website](#)
3. Ensure that all WATS MPO adopted plans, programs, and policies are implemented.

## Lycoming County Department of Planning and Community Development Contacts:

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- Shannon Rossman, AICP, Director
    - Telephone: (570) 320-2132
    - Email: [srossman@lyco.org](mailto:srossman@lyco.org)
  - John Lavelle, AICP, Deputy Director
    - Telephone: (570) 320-2139
    - Email: [jlavelle@lyco.org](mailto:jlavelle@lyco.org)
  - Scott R. Williams, Transportation Supervisor & WATS MPO Secretary
    - Telephone: (570) 320-2138
    - Email: [swilliams@lyco.org](mailto:swilliams@lyco.org)
  - Austin Daily, Transportation Planner
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  - Mark Murawski, Assistant Transportation Planner
    - Telephone: (570) 320-8117
    - Email: [mmurawski@lyco.org](mailto:mmurawski@lyco.org)
  - Salvatore Vitko, Transportation Planner
    - Telephone: (570) 320-2140
    - Email: [svitko@lyco.org](mailto:svitko@lyco.org)
  - Michele Hazel, Administration Support
    - Telephone: (570) 320-2134
    - Email: [mhazel@lyco.org](mailto:mhazel@lyco.org)
- WATS information is accessible on the Lycoming County website: <http://www.lyco.org/wats-mpo>
  - The mailing address for the Lycoming County Department of Planning & Community Development: **48 West 3rd St. Williamsport, PA 17701**

## Public Participation and Outreach

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### Public Participation Plan

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The WATS MPO Public Participation Plan, adopted by Williamsport MPO on December 19, 2013 and amended on January 27, 2020, is designed to establish a process that provides timely information to the public, timely public notice of meetings, advisory committee appointments, and workshops, public access to key decisions, and early and continuing involvement of the public in developing transportation plans and transportation improvement programs. Engaging communities within Lycoming County is critical for all MPO efforts. WATS MPO has taken initiatives to improve and provide more opportunities for public participation and feedback, rather than only holding public meetings for projects. The following describes the WATS MPO's goals, public outreach, and engagement for the 2020-2021 Fiscal Year.

## Goal

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The purpose of this section is to describe the public participation process for the WATS MPO. The Public Participation Plan consists of methods that facilitate and encourage citizen participation in the WATS MPO transportation planning process. Public involvement is a right of all residents of Lycoming County. Public participation is essential to good planning. Without meaningful public participation, there is a risk of making poor decisions, or decisions that have unintended negative consequences. The fundamental objective of public participation programs is to make certain that everyone with an interest in transportation decisions has an opportunity to provide input in the development of policies, programs and projects that are proposed in Lycoming County.

## Who is “the Public”?

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The public is comprised of all the diverse communities living in and around the WATS MPO area. The public includes those individuals who choose to participate, those individuals who choose not to participate, people who are interested and want their views to be heard but for multiple reasons cannot participate, and individuals who are not comfortable with either of those roles but are still affected by transportation decisions.

## Public Meetings:

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As previously discussed, WATS committees held eight (8) public meetings in FY 2021-2022. They were held virtually via Skype and Microsoft Teams until the June 13, 2022 meeting which was held both in person and via Microsoft Teams. The MPO advertised the dial-in information, meeting date and time, and meeting agendas and materials in the Williamsport Sun-Gazette, the [WATS MPO website](#), and multiple posts on the MPO social media sites.

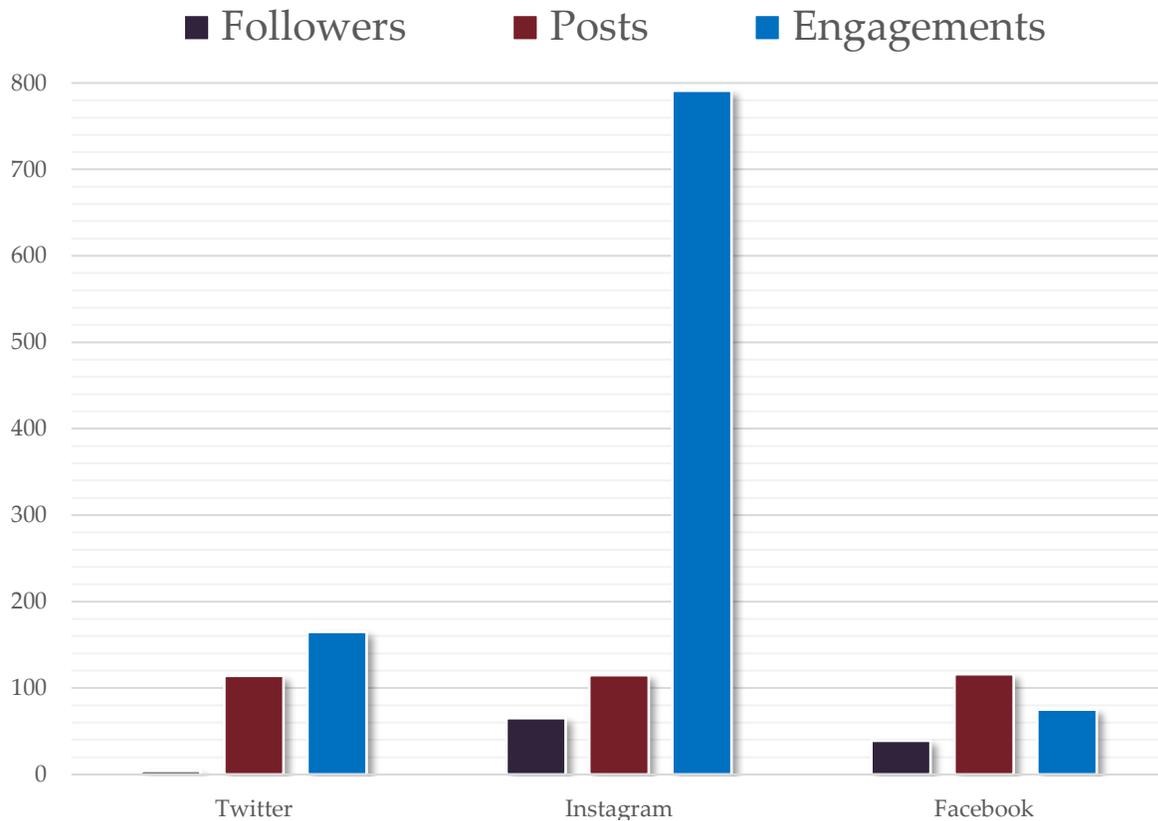
## Social Media:

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As part of updating the WATS MPO Public Participation Plan and improving public outreach and participation efforts, WATS MPO has created several social media platforms including Facebook, Twitter, Instagram, YouTube, and LinkedIn. The implementation of active social media accounts is crucial for improving and expanding the ability to communicate and receive feedback from the public, as well as for the public to participate in all transportation related activities.

<b>Platform</b>	<b>Link</b>
<a href="#">Facebook</a>	<a href="https://www.facebook.com/WATS-MPO-100877818070672/">https://www.facebook.com/WATS-MPO-100877818070672/</a>
<a href="#">Twitter</a>	<a href="https://twitter.com/watsmpo">https://twitter.com/watsmpo</a>
<a href="#">Instagram</a>	<a href="https://www.instagram.com/wats_mpo/">https://www.instagram.com/wats_mpo/</a>
<a href="#">LinkedIn</a>	<a href="https://www.linkedin.com/company/wats-mpo/">https://www.linkedin.com/company/wats-mpo/</a>
<a href="#">Website</a>	<a href="http://www.lyco.org/wats-mpo">http://www.lyco.org/wats-mpo</a>

## WATS Social Media Reach



## Work Program

The Unified Planning Work Program (UPWP) describes the transportation-related work activities that the Lycoming County Department of Planning and Community Development (PCD) and River Valley Transit (RVT) (with the aid of planning consultants, as necessary) perform within Lycoming County.

### Summary of Work Tasks

Following are descriptions of the work tasks that WATS developed as part of the FY 2020-2022 Unified Planning Work program. FY 2021-2022 represented the completion of this 2-year work program.

#### *Coordination and Economic Development*

##### **1-A. Transportation Partnerships for Economic Stimulus (PCD)**

Continue to foster transportation partnership arrangements, including public and private sectors, to accelerate funding of transportation projects that command high local priority for economic development purposes.

**1-B. Transit Privatization (Private Enterprising Planning) (RVT)**

Coordinate activities between the public and private transportation providers to reduce overall operating expenses, meet RVT's established maintenance goal for private sector utilization, and promote public/private partnerships with developers.

**1-C. Coordination (PCD)**

Coordinate regional transportation issues and needs with SEDA-COG MPO, Northern Tier RPO, Williamsport-Lycoming Chamber of Commerce, local municipalities, and other key partners and stakeholders in the transportation planning process.

**1-D. Marketing and Economic Development (RVT)**

- Develop a marketing plan for the fixed route system, the ADA complementary paratransit service and the Williamsport Historic Trolleys to encourage additional ridership, improve the public awareness of the mass transportation, and enhance travel and tourism in Lycoming County.
- Promote the Peter Herdic Transportation Museum to preserve and promote the social and technological history of surface transportation in Lycoming County.
- Expand the use of social media outlets in all marketing activities as an avenue for outreach and public participation.

**1-E. Financial Capacity Planning (RVT)**

Utilize RVT's accounting/financial management system and non-financial (operating) management information system to monitor RVT's financial capacity and develop an ongoing financial plan.

**1-F. Project Needs Studies (PCD)**

The purpose of this task was to participate in Project Needs Studies for major transportation projects, assist PennDOT with environmental analysis, identify and implement innovative financing mechanisms for major capital projects and participate in agency coordination meetings as appropriate.

## *Transportation Infrastructure*

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**2-A. Transit Programming (RVT)**

Maintain and preserve RVT's existing transit facilities and services consistent with WATS Long Range Plan policies and economic development efforts.

**2-B. Highway Programming (PCD)**

Assist PennDOT in the implementation of the FFY 2019 WATS Transportation Improvement Program, (TIP) as needed in accordance with the PennDOT General Procedural and Financial Guidance documents.

**2-C. Air Quality-Monitoring (PCD)**

Lycoming County is currently designated as an Air Quality Attainment Area. In the event Lycoming County is designated as a non-attainment area due to changes in the Federal Clean Air Act standards or changes in Lycoming County's air quality, it may be appropriate for the WATS MPO transportation planning program priorities to be adjusted.

**2-D. Public Transit Data (Short-Range Planning) (RVT)**

Update RVT's time series data, ADA paratransit service data, operating data for each individual route and complete the annual National Transit Database Report.

**2-E. HPMS (PCD)**

The purpose of these tasks will be to verify and update Highway Performance Monitoring System (HPMS) data.

## Long Range Planning

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### **3-A. Long Range Plan Update (PCD)**

Update and implement the WATS Long Range Transportation Plan

### **3-B. ADA Planning (RVT)**

Maintain full compliance with the Americans with Disabilities Act of 1990 and DOT regulations and assure that the ADA paratransit service is responsive to the needs of its intended clients.

### **3-C. Transportation Development Plan Update (Long-Range Planning) (RVT)**

Monitor and update River Valley Transit's (RVT's) 2019 and 2020 Performance Report and Plan Updates in terms of the overall system performance, capital improvements, service regionalization plan and the maintenance program.

### **3-D. Highway Designations (PCD)**

Review and update highway designations. Initiated a comprehensive update of WATS functional classification mapping and WATS submitted data and mapping to establish Critical Urban and Rural Freight corridors and Scenic Byways designations when appropriate.

## Program Management

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### **4-A. Administration (PCD)**

The purpose of this task will be to ensure timely and effective administration of the WATS transportation-planning program. PCD and RVT Staff prepared the FT 2022-2024 WATS Unified Planning Work Program (UPWP). PCD prepared and submitted 8 quarterly progress reports and invoices to PennDOT detailing progress on transportation planning activities. Additionally, PCD ensured compliance with the MPO adopted public involvement procedures and environmental justice requirements.

### **4-B. Safety and Drug Control Planning (RVT)**

Maintain compliance with the Omnibus Employee Testing Act of 1991; provide on-going safety training for all employees especially in light of RVT's compressed natural gas equipment and facility. Also, continue to manage transportation safety and security issues on a daily basis and on all RVT construction projects.

## Supplemental Tasks

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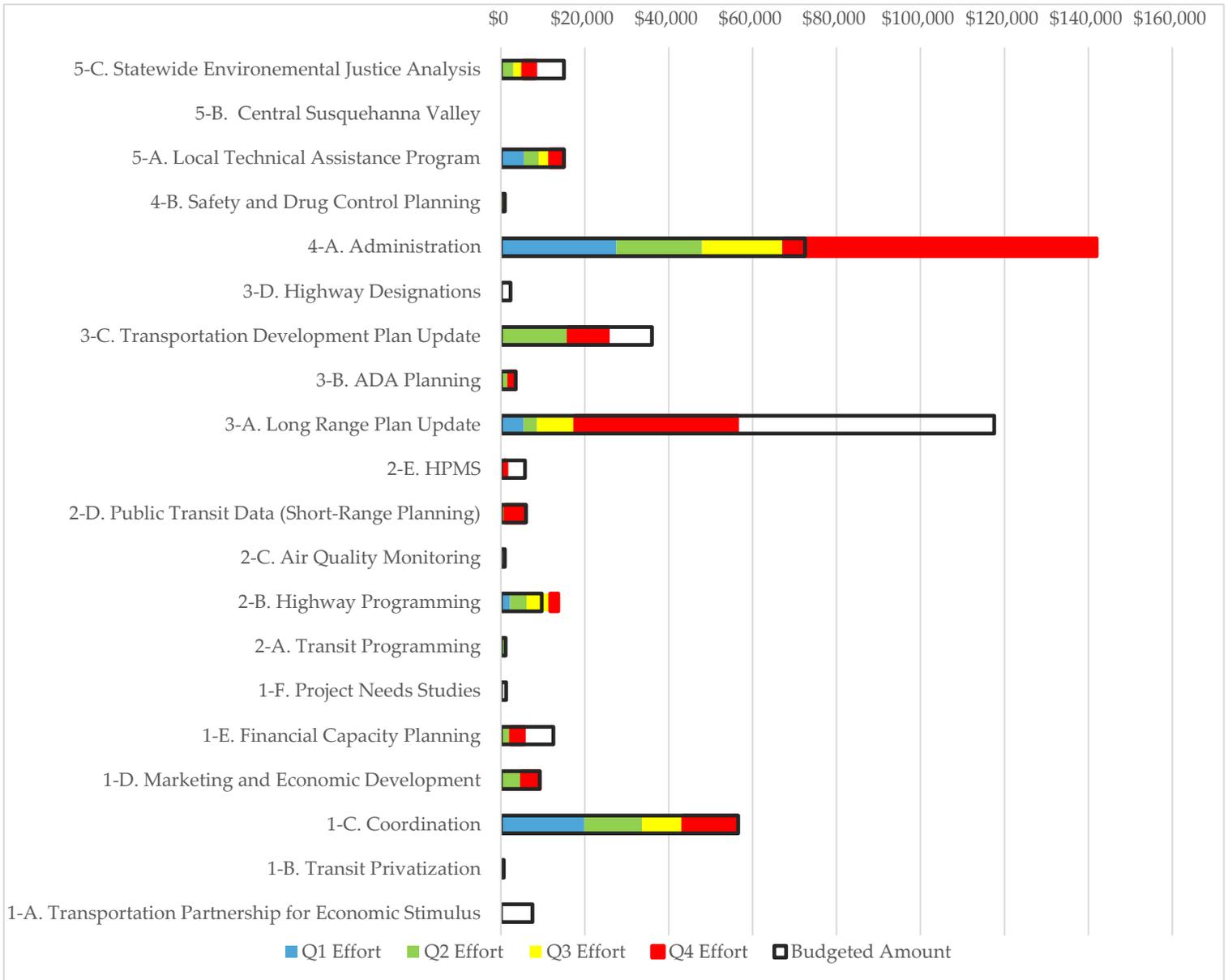
### **5-A. Local Technical Assistance Program (LTAP) Assistance (PCD)**

The PennDOT Local Technical Assistance Program, PennDOT LTAP, is part of a national initiative to transfer transportation technology through training, technical assistance, and other customer services to municipal elected officials and their staff. In an effort to expand and promote LTAP services to the 52 municipalities within the one county region, WATS proposed to assist PennDOT with facilitating LTAP training during FY 2020-2022.

### **5-B. Central Susquehanna Valley Transportation (CSVT) Land Use – Transportation Impact Special Study (PCD)**

The Central Susquehanna Valley Transportation (CSVT) Project special study will evaluate the overall land use and transportation system impacts resulting from the completion of the CSVT project on growth areas within Lycoming County, PA. The study places emphasis on the Instate I-180 corridor, from the Lycoming/Northumberland County line, to its connection with US-15. As well as the US-15 corridor between the Lycoming/Union County line and its connection with Interstate I-180, and to develop an action plan that will ensure orderly land development patterns, smart growth, and a safe and efficient multi-modal transportation system that is responsive to increased traffic demand.

## Summary of Work Performed During Fiscal Year 2021-2022



### Summary of WATS MPO Work Activity – Q1 (July 1, 2021 – September 30, 2021)

#### Coordination and Economic Development

##### 1-A. Transportation Partnerships

No significant activity to report

##### 1-C. Coordination

LCPC Staff in coordination with PennDOT, FHWA, and other Planning Partners developed a process for conducting statewide Environmental Justice analysis related to the upcoming 2023-

2026 program update. To develop a single consistent EJ analysis that can be applied statewide, the South Central MPOs in PennDOT District 8 generated a proposed methodology to evaluate the potential impacts of transportation plans and programs on EJ populations. The South Central PAMPO EJ Study, referred to as the Unified EJ Guide, includes several noteworthy practices adopted from MPOs around the country. As part of the 2021 TIP Environmental Justice Committee After Action Review (AAR), some aspects of the Unified EJ Guide will be modified and will be updated by November 2021. FHWA PA Division and FTA Region III reviewed the MPO Unified Guide, and identified Core E1 Elements of an effective approach to meet the intent of Executive Order 12898, Environmental Order 5610.2(a), FHWA Order 6640.23A, and FTA's Environmental Justice Circular 4703.1. As part of the 2021 STIP/TIP update, PennDOT and many MPOs/RPOs incorporated this approach into their EJ analysis. For the TIP EJ Analysis, MPOs/RPOs should conduct the following steps:

- Identify low-income and minority populations
- Assess conditions and identify needs
- Develop the draft Program
- Evaluate benefits and burdens of the Program
- Identify and avoid, minimize, or mitigate any disproportionate and adverse impacts

July 20, August 10, August 17, September 1, September 9, September 16, September 23, and September 28, 2021, LCPC Staff conducted training and coordination meetings, and presented the methodology to PennDOT and other Planning Partners.

July 7, 2021, LCPC Staff attended the Infrastructure & Local Road State Highway Safety Program Steering Committee meeting.

July 15, 2021, LCPC Staff attended the Post-Pandemic TAC Study Task Force kick-off meeting.

July 15, 2021, LCPC Staff attended the Transportation Advisory Committee quarterly meeting.

July 22, August 12, August 26, September 2, September 16, and September 23, 2021, LCPC Staff attended the Aviation Advisory Committee Hangar subcommittee virtual meetings.

July 12, 2021, LCPC Staff coordinated with PennDOT District 3-0 and Center for Program Development and Management to hold the WATS MPO 30-month out Long Range Transportation Plan update meeting.

July 22, 2021, LCPC Staff attended the Montour Street Airport Connector Stakeholder meeting.

August 18, 2021, LCPC Staff attended the Middle Susquehanna Active Transportation Committee (MSATC) work group virtual meeting.

September 9, 2021, LCPC Staff attended the PA Aviation Advisory Committee virtual meeting.

September 14, 2021, LCPC Staff attended the Pine Creek Rail Trail Advisory Committee meeting.

September 17, 2021, LCPC Staff attended the SEDA COG MPO meeting.

LCPC Staff coordinated with Jersey Shore Borough and area stakeholders for preparation and submission of the U.S. Department of Transportation Rebuilding Americas Infrastructure with Sustainability and Equity (RAISE) grant.

#### **1-F. Project Needs Study**

No significant activity to report.

#### *Transportation Infrastructure*

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#### **2-B. Highway Programming**

LCPC Staff completed tasks related to implementing the WATS 2021-2024 TIP.

LCPC Staff began coordinating with PennDOT District 3-0, Center for Program Development and Management, and FHWA on the 2023-2026 TIP update.

**2-C. Air Quality Monitoring**

No significant activity to report.

**2-E. HPMS – Samples**

July 27 and July 28, 2021, LCPC Staff attended the HPMS Workshop.

LCPC Staff met with PennDOT Bureau of Planning & Research Transportation Planning Division for a Q/A review of the 2021 Lycoming County HPMS samples.

LCPC Staff coordinated with PennDOT on the 2021 HPMS data collection. LCPC Staff began performing the 2021 HPMS data collection throughout August and September 2021 throughout Lycoming County. LCPC Staff worked with PennDOT to ensure the accuracy of collected HPM samples.

*Long Range Planning*

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**3-A. Long Range Plan Update**

LCPC Staff developed strategies for implementation of the 2018-2038 Long Range Transportation Plan.

LCPC Staff collected and analyzed US Census demographics data to support implementation of Long Range Transportation Plan.

LCPC Staff met virtually with the CSVT engineer (Michael Baker, Intl.), SEDA-COG MPO staff, and PennDOT on July 7, August 4, and August 18, 2021 to review the final CSVT Impact Study Report and prepare for the public officials briefing and general public meeting.

LCPC Staff arranged and convened the CSVT Impact Study fourth Steering Committee meeting on July 21, 2021.

LCPC Staff arranged and held a public official meeting to review the CSVT Impact Study findings on September 13, 2021.

LCPC Staff held a public meeting to present the outcomes from the CSVT Impact Study on September 13, 2021.

**3-D. Highway Designations**

No significant activity to report

*Program Management*

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**4-A. Administration**

LCPC Staff continued general administrative activities (website maintenance, equipment purchases, exploring possible funding sources, staff training and coordinating with our transit partners) in support of the overall WATS program.

LCPC Staff prepared the draft FFY 2022-2024 WATS MPO UPWP document for review and approval by the WATS Technical and Coordinating Committees.

LCPC Staff prepared and submitted the FFY 2020-2021 4th Quarter progress report and invoice to PennDOT for cost reimbursement of WATS UPWP activities.

August 26, 2021 LCPC Staff attended the PennDOT District 3-O Interstate steering committee meeting.

July 1, 2021 LCPC Staff attended the Work Zone State Highway Safety Program Steering committee meeting.

LCPC Staff made all arrangements to purchase two Dell laptops and accessory components for \$10,635.22 for data analysis and other transportation planning actions.

*Local Technical Assistance Program*

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**5-A. Local Technical Assistance Program (LTAP)**

LCPC Staff performed numerous LTAP administrative actions throughout the billing period, including promotion of all LTAP virtual courses, Virtual Drop-In Sessions, fall 2021 LTAP in person courses, and webinars.

August 10, 2021 LCPC Staff held the LTAP Bridge & Culvert Maintenance for Municipalities course at the Old Lycoming Twp. Volunteer Fire Hall.

July 15, 2021 LCPC Staff coordinated and attended a Technical Assistance visit in Lewis Twp. on for a proposed new municipal salt storage shed. LTAP Engineer, Lewis Twp. supervisors, MPO and Planning Department staff attended.

July 16, 2021 LCPC Staff coordinated and attended a Technical Assistance visit in Picture Rocks Borough for a proposed road repair/bank stabilization project. LTAP Engineer, Picture Rocks Borough manager, MPO and Planning Department staff attended.

September 1, 2021 LCPC Staff coordinated and attended a Technical Assistance visit in Clinton Twp. for a proposed bridge removal project. LTAP Engineer, Clinton Twp. supervisors, MPO and Planning Department staff attended.

September 23, 2021 LCPC Staff attended the LTAP Planning Partners virtual meeting.

LCPC Staff coordinated with Old Lycoming Volunteer Fire Department to hold the fall 2021 in person courses.

*Summary of WATS MPO Work Tasks – Q2 (October 1, 2021 – December 31, 2021)*

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*Coordination and Economic Development*

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**1-A. Transportation Partnerships**

No significant activity to report

**1-C. Coordination**

October 21, 2021 LCPC Staff conducted Environmental Justice training and coordination meetings, and presented the methodology to FHWA.

October 6, October 21, and November 4, 2021. LCPC Staff attended fall Planning Partners meetings. October 7 and December 2, 2021 LCPC Staff attended the TAC Post-Pandemic Mobility and Rural Disparities Study Task Force meeting.

October 7, 2021 LCPC Staff attended the Transportation Advisory Committee quarterly meeting.

October 14, October 21, and October 28, 2021 LCPC Staff chaired and attended the Aviation Advisory Committee Hangar subcommittee virtual meetings.

October 27, 2021 LCPC Staff attended the PA Aviation Conference as a speaker/presenter.

November 4, and December 2, 2021 LCPC Staff attended a TAC meeting.

November 10, 2021 LCPC Staff attended the Middle Susquehanna Active Transportation Committee (MSATC) work group virtual meeting.

November 18, 2021 LCPC Staff attended the TAC Transportation Impact Fee virtual meeting.

November 18, 2021 LCPC Staff attended the Aviation Advisory Council & Aviation Council of Pennsylvania joint funding committee meeting.

November 18, 2021 LCPC Staff made all preparations and convened a WATS Transit Advisory Committee public teleconference meeting held. The PCD Director also attended the meeting.

November 24, 2021 LCPC Staff attended the Montour Street Airport Connector Stakeholder meeting.

November 30, 2021 LCPC Staff attended the BAMS PAMS Overview meeting with PennDOT District's 1, 2, and 3.

December 9, 2021 LCPC Staff chaired and attended the Aviation Advisory Committee meeting.

December 7, 2021 LCPC Staff attended the I-80 Alternative Fuel Corridor workshop.

December 15, 2021 LCPC Staff attended the State Transportation Commission meeting.

**1-F. Project Needs Studies**

No significant activity to report.

*Transportation Infrastructure*

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**2-B. Highway Programming**

LCPC Staff completed tasks related to implementing the WATS 2021-2024 TIP.

LCPC Staff began review of current 2021-2024 WATS MPO TIP and drafting the 2023-2026 WATS MPO TIP update document.

LCPC Staff conducted an e-ballot for a 2021-2024 TIP Amendment to add additional funding to FFY 2022 of the 2021-2024 TIP.

LCPC Staff coordinated with PennDOT District 3-0, Center for Program Development and Management, and FHWA on the 2023-2026 TIP update.

**2-C. Air Quality Monitoring**

No significant activity to report.

**2-E. HPMS- Samples**

LCPC Staff finalized the 2021 HPMS data collection results and submitted information to PennDOT Bureau of Planning & Research Transportation Planning Division.

*Long Range Planning*

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**3-A. Long Range Plan Update**

LCPC Staff developed strategies for implementation of the 2018-2038 Long Range Transportation Plan.

LCPC Staff collected and analyzed US Census demographics data to support implementation of Long-Range Transportation Plan.

LCPC Staff began review of 2018-2038 LRTP and other plans/documents in preparation for the upcoming LRTP update.

**3-D. Highway Designations**

No significant activity to report.

*Program Management*

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**4-A. Administration**

October 25, 2021 LCPC staff held a WATS Technical Committee meeting via teleconference.

November 8, 2021 LCPC staff held a WATS Coordinating Committee meeting via teleconference.

November 18, 2021 LCPC staff held a WATS Transit Advisory Committee meeting via teleconference.

*Local Technical Assistance Program*

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**5-A. Local Technical Assistance Program (LTAP)**

LCPC Staff performed numerous LTAP administrative actions throughout the billing period, including promotion of all LTAP virtual courses, Virtual Drop-In Sessions, fall 2021 LTAP in person courses, and webinars.

LCPC Staff held the LTAP Winter Maintenance 101 course on October 18, 2021 at the Old Lycoming Twp. Volunteer Fire Hall.

LCPC Staff held the LTAP Pavement Preventative Maintenance course on November 9, 2021 at the Old Lycoming Twp. Volunteer Fire Hall.

LCPC Staff coordinated and attended a Technical Assistance visit in Watson Twp. for a proposed multi-phased bank stabilization project on West Side Road. LTAP Engineer, Watson Twp. supervisor/road master, MPO and Planning Department staff attended.

LCPC Staff coordinated and attended a Technical Assistance visit in Old Lycoming Township on November 17, 2021 for a proposed road repair/bank stabilization project on Huling Road. LTAP Engineer, Old Lycoming Twp. streets department staff, MPO and Planning Department staff attended.

LCPC Staff prepared and submitted the 1st Quarter FY 2021-2022 LTAP report to PennDOT.

LCPC Staff coordinated with PSATS to begin scoping/scheduling the spring 2022 LTAP courses.

**5-B. CSVT Land Use/Transportation Study**

No significant activity to report.

**5-C. Statewide Environmental Justice Analysis**

LCPC Staff assisted with the statewide EJ analysis approach started with the 2021 TIP. LCPC staff completed the first two steps (Identification of Low-Income and Minority Populations and assessment of conditions and identification of needs for bridges, pavements and crashes) for all areas of the State for the 2023 TIP update, and assisted other MPO/RPO Planning Partners in their data analysis.

*Summary of WATS MPO Work Activity – Q3 (January 1, 2022 – March 30, 2022)*

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*Coordination and Economic Development*

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**1-A. Transportation Partnerships**

No significant activity to report.

**1-C. Coordination**

January 4, February 1, March 1, 2022 LCPC Staff attended the Aviation Council of Pennsylvania roundtable virtual meetings as a guest presenter held.

January 6, 2022 LCPC Staff attended the PennDOT Connects meeting.

January 25 and February 16, 2022 LCPC Staff attended the PennDOT Planning Partners call.

January 20, February 17, 2022 March 17 2022 LCPC Staff Chaired the virtual joint Aviation Council of Pennsylvania and PA Aviation Advisory Joint Funding Committee meeting.

January 26, February 17, 2022 LCPC Staff chaired and attended the PennDOT Montoursville Montour Street connector project meeting.

February 2, 2022 LCPC Staff attended the virtual Post Pandemic Mobility & Rural Disparities Study Task Force meeting.

February 7, 2022 LCPC Staff attended a virtual TAC meeting.

February 16, 2022 LCPC Staff attended the Middle Susquehanna Active Transportation Committee (MSATC) work group virtual meeting.

February 24, 2022 LCPC Staff attended the PennDOT Connects Municipal Outreach/Peer Exchange test run.

March 10, 2022 LCPC Staff attended the PA Aviation Advisory Committee virtual meeting.

March 24, 2022 LCPC Staff attended the PennDOT Connects Steering Committee meeting.

March 30, 2022 LCPC chaired the virtual TAC PA Aviation Strategic Plan Task Force Kick-off meeting.

**1-F. Project Needs Study**

No significant activity to report.

*Transportation Infrastructure*

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**2-B. Highway Programming**

LCPC Staff completed tasks related to implementing the WATS 2021-2024 TIP.

LCPC Staff continued work on the draft 2023-2026 WATS MPO TIP, preparing the draft TIP for WATS Technical and Coordinating Committee reviews and to send out for the April – May 2022 public comment period.

LCPC Staff coordinated with PennDOT District 3-0, Center for Program Development and Management, and FHWA on the 2023-2026 TIP update.

**2-C. Air Quality Monitoring**

No significant activity to report.

**2-E HPMS - Samples**

LCPC Staff worked with PennDOT Bureau of Planning & Research Transportation Planning Division to prepare for the upcoming HPMS sample gathering in summer/fall 2022.

*Long Range Planning*

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**3-A. Long Range Plan Update**

LCPC Staff developed strategies for implementation of the 2018-2038 Long Range Transportation Plan.

LCPC Staff coordinated with PennDOT District 3, PennDOT Center for Program Development, and FHWA on the 2023 LRTP Update.

LCPC Staff began reviewing other recently adopted LRTP's in preparation for the WATS MPO 2023 LRTP update.

LCPC Staff began reviewing updated State and Federal guidance and plans (Comprehensive Freight Movement Plan, HSIP, etc.) in preparation for 2023 LRTP update.

**3-D. Highway Designations**

No significant activity to report.

*Program Management*

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**4-A. Administration**

LCPC Staff continued general administrative activities (website maintenance, equipment purchases, exploring possible funding sources, staff training and coordinating with our transit partners) in support of the overall WATS program.

February 28, 2022 LCPC Staff made all preparations and convened a WATS Technical Committee public teleconference meeting held. The PCD Director also attended the meeting.

March 14, 2022 LCPC Staff made all preparations and convened a WATS Coordinating Committee public teleconference meeting held. The PCD Director also attended the meeting. LCPC Staff prepared and submitted the FFY 2021-2022 2<sup>nd</sup> Quarter progress report and invoice to PennDOT for cost reimbursement of WATS UPWP activities. LCPC Staff conducted an e-ballot to amend the 2022-2024 UPWP by adding Task 5-B CSVT Implementation work task.

#### *Local Technical Assistance Program*

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**5-A. Local Technical Assistance Program (LTAP)**

LCPC Staff performed numerous LTAP administrative actions throughout the billing period, including promotion of all LTAP virtual courses, Virtual Drop-In Sessions, spring 2022 LTAP in-person courses, and webinars.

March 22, 2022 LCPC Staff held the LTAP Drainage Key to Roads that Last course at the Old Lycoming Twp. Volunteer Fire Hall.

January 25, 2022 LCPC Staff coordinated and attended a Technical Assistance visit in Old Lycoming Township for a proposed road repair/bank stabilization project on Huling Road. LTAP Engineer, Old Lycoming Twp. streets department staff, MPO and Planning Department staff attended.

LCPC Staff coordinated and attended a Technical Assistance visit in Lewis Twp. on February 18, 2022 for a proposed bridge project on Upper Poweys Road. LTAP Engineer, Lewis Twp. supervisor/road master, MPO and Planning Department staff attended.

LCPC Staff prepared and submitted the 2<sup>nd</sup> Quarter FY 2021-2022 LTAP quarterly report to PennDOT.

LCPC Staff coordinated with PSATS to begin scoping/scheduling the fall 2022 LTAP courses.

**5-B. CSVT Land Use/Transportation Study**

No significant activity to report.

**5-C. Statewide Environmental Justice Analysis**

January 20, 2022 LCPC Staff held a statewide EJ analysis assistance session with multiple MPO's.

February 3, 2022 LCPC Staff held a statewide EJ analysis assistance session with Centre MPO.

LCPC began reviewing draft 2023-2026 TIP projects to prepare for draft TIP project EJ analysis and review.

#### *Summary of WATS MPO Work Activity – Q4 (April 1, 2022 – June 30, 2022)*

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#### *Coordination and Economic Development*

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**1-A. Transportation Partnerships**

No significant activity to report.

**1-C. Coordination**

LCPC Staff attended the Aviation Council of Pennsylvania roundtable virtual meetings as a guest presenter held on April 5, May 3, and June 7, 2022.

LCPC Staff attended the PennDOT Connects PennDOT District 3-0 Media Event on April 22, 2022.

LCPC Staff attended the PennDOT Planning Partners call on May 18, 2022.

LCPC Staff Chaired the virtual joint Aviation Council of Pennsylvania and PA Aviation Advisory Joint Funding Committee meeting on April 21, May 19, and June 16, 2022.

LCPC chaired the virtual TAC PA Aviation Assessment Task Force Kick-off meeting April 27, 2022.  
LCPC Staff attended a virtual TAC meeting on May 26, 2022.  
LCPC Staff attended the Middle Susquehanna Active Transportation Committee (MSATC) work group virtual meeting on May 18, 2022.  
LCPC Staff attended the PennDOT Connects Steering Committee meeting on June 16, 2022.  
LCPC Staff attended the TAC Airport Regional Listening Session on June 20, 2022.

**1-F. Project Needs Studies**

No significant activity to report.

*Transportation Infrastructure*

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**2-B. Highway Programming**

LCPC Staff completed tasks related to implementing the WATS 2021-2024 TIP.  
LCPC Staff made all preparations and held the 2023 Williamsport MPO draft 2023-26 TIP public meeting on April 25, 2022.  
LCPC Staff worked with PennDOT District 3-0, Center for Program Development and Management, and FHWA to finalize the 2023-2026 TIP update. The WATS Technical Committee recommended the draft 2023-26 TIP for adoption on May 23, 2022. The WATS Coordinating Committee adopted the 2023-26 TIP at their June 13, 2022 meeting.

**2-C. Air Quality Monitoring**

No significant activity to report.

**2-E. HPMS – Samples**

LCPC Staff worked with PennDOT Bureau of Planning & Research Transportation Planning Division to prepare for the upcoming HPMS sample gathering in summer/fall 2022.  
LCPC staff began preparations for the fall 2022 HPMS data collection (logistics for sample collection, scheduling, etc.).

*Long Range Planning*

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**3-A. Long Range Plan Update**

LCPC Staff continued strategies for implementation of the 2018-2038 Long Range Transportation Plan.  
LCPC Staff continued to assist PennDOT with asset management activities.  
LCPC Staff continued to advance recommendations for the Susquehanna Greenways Trail project.  
LCPC Staff attended the PA Aviation Advisory Committee virtual meeting on June 9, 2022.  
LCPC Staff attended a PA PUC – SEDA COG final inspection on May 20, 2022.  
LCPC Staff coordinated with Susquehanna Greenway Partnership on regional greenway initiatives.  
LCPC Staff began transportation system equity analysis for the 2023-2045 LRTP.  
LCPC Staff reviewed WATS MPO Public Participation Plan and began to revise the WATS PPP.  
LCPC Staff reviewed current LRTP and incorporated State and Federal guidance/plans into the draft 2023-2045 LRTP and presented the first sections of the draft 2023-2045 LRTP to the WATS MPO Technical and Coordinating Committees.

**3-D. Highway Designations**

No Significant Activity to report.

### *Program Management*

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#### **4-A. Administration**

LCPC Staff continued general administrative activities (website maintenance, equipment purchases, exploring possible funding sources, staff training and coordinating with our transit partners) in support of the overall WATS program.

LCPC Staff made all preparations and convened a WATS Transit Advisory Committee public teleconference meeting held on May 12, 2022. The PCD Director also attended the meeting.

LCPC Staff made all preparations and convened a WATS Technical Committee public teleconference meeting held on May 23, 2022. The PCD Director also attended the meeting.

LCPC Staff made all preparations and convened a WATS Coordinating Committee public teleconference meeting held on June 13, 2022. The PCD Director also attended the meeting.

LCPC Staff prepared and submitted the FFY 2021-2022 3<sup>rd</sup> Quarter progress report and invoice to PennDOT for cost reimbursement of WATS UPWP activities.

LCPC Staff received approval to purchase an MPO vehicle to assist the MPO in completing of a number of UPWP work tasks (Task 1-C, Task 2-B, Task 2-E, etc.).

LCPC Staff received approval to purchase a StreetLight Data subscription to assist the MPO in completing a number of UPWP work tasks (Task 3-A LRPT update, etc.).

### *Local Technical Assistance Program*

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#### **5-A. Local Technical Assistance Program (LTAP)**

LCPC Staff performed numerous LTAP administrative actions throughout the billing period, including promotion of all LTAP virtual courses, Virtual Drop-In Sessions, spring 2022 LTAP in-person courses, and webinars.

LCPC Staff held the LTAP Asphalt Roads Common Maintenance Problems course on April 5, 2022 at the Old Lycoming Twp. Volunteer Fire Hall.

LCPC Staff held the LTAP Equipment and Worker Safety course on May 24, 2022 at the Old Lycoming Twp. Volunteer Fire Hall.

LCPC Staff coordinated and attended a Technical Assistance visit in Old Lycoming Township on May 24, 2022 for a proposed road repair/bank stabilization project on Huling Road. LTAP Engineer, Old Lycoming Twp. streets department staff, MPO and Planning Department staff PennDOT District 3-0 Municipal Services staff, and DEP staff attended.

LCPC Staff attended the 2022 West Branch COG show and coordinated with PSATS to host two LTAP courses, Local Safe Road Plan and Pavement Markings during the event.

LCPC Staff received approval to purchase LTAP promotional items to be distributed to LTAP course attendees in the upcoming fall/winter 2022 LTAP courses. LCPC coordinated with the vendor for the creation and purchase of the LTAP promotional items.

LCPC Staff prepared and submitted the 3<sup>rd</sup> Quarter FY 2021-2022 LTAP quarterly report to PennDOT.

LCPC Staff coordinated with PSATS to schedule the fall 2022 LTAP courses.

#### **5-B. CSVT Land Use/Transportation Study**

No significant activity to report

#### **5-C. Statewide Environmental Justice Analysis**

LCPC Staff held a numerous statewide EJ analysis assistance session with other Planning Partner MPO's/RPO's to review and assist with the EJ data analysis to be included in the various 2023 TIP updates.

LCPC Staff finished EJ analysis for the draft 2023-2026 TIP projects and incorporated the analysis/data into the draft 2023-2026 TIP.

## *Summary of WATS Supplemental Task Work Activity FY 2021-2022*

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### *Local Technical Assistance Program*

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#### Program Overview

A Metropolitan Planning Organization (MPO) is a group of elected and appointed officials representing local, state, and federal governments along with other agencies, that have an interest or responsibility in local transportation systems. The MPO is responsible for creating a Long-Range Transportation Plan (LRTP) [lyco.org/WATS-MPO/LRTP](http://lyco.org/WATS-MPO/LRTP), a Transportation Improvement Program (TIP) [lyco.org/WATS-MPO/TIP](http://lyco.org/WATS-MPO/TIP), and a Unified Planning Work Program (UPWP) [lyco.org/WATS-MPO/UPWP](http://lyco.org/WATS-MPO/UPWP). The Williamsport Area Transportation Study (WATS) is the 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. It also will promote economic development, protect the environment, and preserve Lycoming County's quality of life.

The Lycoming County Department of Planning & Community Development agreed to become involved in the LTAP Program, since we have established strong relationships with our municipal officials. MPO's are tasked with development of a LRTP and the TIP. We work closely with municipalities for identification and prioritization of transportation improvement projects needed, within Lycoming County.

This is the 17<sup>th</sup> year the Williamsport MPO has teamed up 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 and have verified that municipal officials are aware of LTAP services and benefits. We 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. We have worked with municipalities and other stakeholder organizations to develop the FFY 2023-2026 Transportation Improvement Program (TIP), which was adopted by the MPO on June 5, 2022. 99 highway and bridge transportation projects valued at an estimated \$106 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. This has provided guidance, education and technical assistance regarding sound system preservation practices, which also is a high priority for PennDOT. Now that PA Act 89 is in place, it will provide 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. In 2017, the Lycoming County Commissioners adopted an ordinance to authorize PennDOT to collect an additional \$5 vehicle registration fee. As this was 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. 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. Federal inspections are not required on these structures. With follow-up NBIS level inspections, completed by Lycoming County, has identified 104 such structures.

In 2021, Lycoming County utilized Liquid Fuels funds to restart the Small Bridge Inspection program, based in large part, on the success of the Small Bridge Inventory pilot program. To date the Small Bridge Inspection program has discovered seven (7) under 20 feet long, locally owned bridges that required closure due to safety concerns. This only highlights the critical role the Small Bridge Inspection program plays in informing Lycoming County municipalities of their locally owned bridge infrastructure, and the need for preventative maintenance.

3. 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 began in June 2021 with Bundle 1 construction completed in late 2021. Construction on Bundle 2 and Bundle 3 began in spring 2022 with construction estimated to be completed by October 2022. Bridge Bundle 2 includes five (5) bridges located in Gamble, Mifflin, Penn, and Wolf Townships, and Montgomery Borough. Bundle 3 includes five (5) bridges located in Franklin, Loyalsock, Moreland, and Susquehanna Townships and Jersey Shore Borough.

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.

4. 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.
5. The Williamsport MPO LTAP program has been analyzed in terms of number of courses offered, registrants and attendees (see table below).

<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
<b>16 Year Total</b>	<b>182</b>	<b>2,181</b>	<b>1,713</b>	<b>15.8</b>

The PCD staff worked with PennDOT to offer online courses, webinars, and other remote training opportunities.

#### FY 2021-2022 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 2021-2022 LTAP program year, PCD Staff continued issuance of a two-page simplified course survey in October 2021. The MPO staff works with PSATS to schedule courses based on the municipal requests from the survey.

#### LTAP Course Offerings

This section of the report provides summary information regarding the 2021-2022 LTAP courses that were offered and held within Lycoming County. PCD staff promoted the scheduled in-person courses as well as all virtual courses, Drop-In sessions, and webinar 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 MPO uses the Old Lycoming Twp. Volunteer Fire Dept. Social Hall as the host facility. This location is centrally located and easily accessible to most municipalities and houses ideal training facilities at a reasonable cost.

Course Name	Date Held	Attendees
Pavement Markings: Applications & Maintenance (Virtual)	January 6, 2021	6
Erosion & Sediment Control (Virtual)	March 12, 2021	0
Bridge & Culvert Inspection for Municipalities	August 10, 2021	9
Seal Coat (Virtual)	October 18, 2021	0
Winter Maintenance 101	October 18, 2021	10
Asphalt Roads Common Maintenance Problems (Virtual)	October 19, 2021	0
Pavement Preventative Maintenance	November 9, 2021	10

### 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](#)). 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 registration website. The PCD staff made follow-up reminder telephone calls and emails to municipalities as needed, and assisted with registering participants.

The Lycoming County Planning Commission staff partnered with SEDA-COG MPO by jointly staffing a display booth and provided marketing materials at the West Branch Council of Governments Equipment Show held on May 18, 2022. Additionally, WAT MPO coordinated with PSATS to hold two LTAP courses at the Equipment Show;

- Local Safe Road Plan
- Pavement Markings

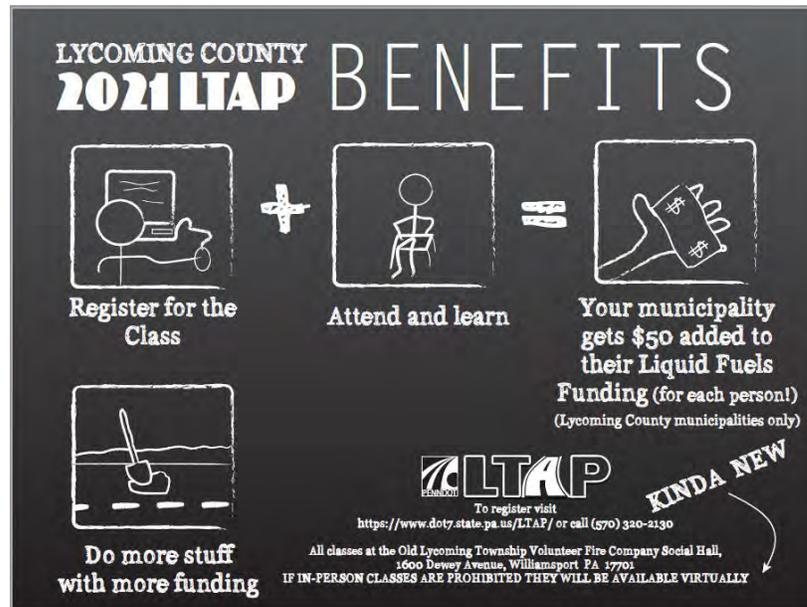
We were able to connect with approximately 375-400 municipal attendees throughout the region at this single day event. This forum provided an excellent opportunity to promote LTAP and network with municipal officials and area-wide design firms and highway equipment vendors.

The Lycoming County Department of Planning & Community Development continued working partnerships with many organizations to market the LTAP Program in 2021-2022 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 2021, PCD continued the incentive program. 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 2022. In the hopes that this will further incentivize municipalities to send representatives to LTAP course offerings. This following graphic was emailed to municipalities, emailed to municipal officials, and incorporated into the LTAP section of the [WATS MPO website](http://www.lyco.org/wats).



While the 2021-2022 LTAP attendance does show promise the incentive program is working, further LTAP programs are needed to determine if this incentive program will become successful. Below are the 2022 liquid fuel allotment bonuses based on this new incentive program.

Municipality	2021 TOTAL LTAP COURSE ATTENDEES	Total Benefit Earned
City of Williamsport	1	\$50
Clinton Twp.	10	\$500
Duboisstown Borough	1	\$50
Jackson Twp.	2	\$100
Lewis Twp.	3	\$150
Limestone Twp.	1	\$50
Montoursville Borough	6	\$300
Muncy Borough	10	\$500
Watson Twp.	1	\$50
<b>2021-2022 Totals</b>	<b>35</b>	<b>\$1,750</b>

The total amount of additional liquid fuels funds received by Lycoming County municipalities participating in the incentive program in 2021-2022 was \$1,750.00.

### 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, 2021-September 30, 2021)* \$5,492.38

- Conducted numerous LTAP administrative actions including promotion of all LTAP virtual courses, Virtual Drop-In Sessions, fall 2021 LTAP in-person courses, and webinars.
- Held the LTAP Bridge & Culvert Maintenance for Municipalities course on August 10, 2021 at the Old Lycoming Twp. Volunteer Fire Hall.
- Coordinated and attended a Technical Assistance visit in Lewis Twp. on July 15, 2021 for a proposed new municipal salt storage shed. LTAP Engineer, Lewis Twp. supervisors, MPO and Planning Department staff attended.
- Coordinated and attended a Technical Assistance visit in Picture Rocks Borough on July 16, 2021 for a proposed road repair/bank stabilization project. LTAP Engineer, Picture Rocks Borough manager, MPO and Planning Department staff attended.
- Coordinated and attended a Technical Assistance visit in Clinton Twp. on September 1, 2021 for a proposed bridge removal project. LTAP Engineer, Clinton Twp. supervisors, MPO and Planning Department staff attended.
- Attended the LTAP Planning Partners virtual meeting on September 23, 2021.
- Coordinated with Old Lycoming Volunteer Fire Department to hold the fall 2021 in-person courses.

*Task 5-A Second Quarter Expenditures (October 1, 2021 - December 31, 2021)* \$ 3,520.44

- Conducted numerous LTAP administrative actions throughout the billing period, including promotion of all LTAP virtual courses, Virtual Drop-In Sessions, fall 2021 LTAP in-person courses, and webinars.
- Held the LTAP Winter Maintenance 101 course on October 18, 2021 at the Old Lycoming Twp. Volunteer Fire Hall.
- Held the LTAP Pavement Preventative Maintenance course on November 9, 2021 at the Old Lycoming Twp. Volunteer Fire Hall.
- Coordinated and attended a Technical Assistance visit in Watson Twp. for a proposed multi-phased bank stabilization project on West Side Road. LTAP Engineer, Watson Twp. supervisor/road master, MPO and Planning Department staff attended.
- Coordinated and attended a Technical Assistance visit in Old Lycoming Township on November 17, 2021 for a proposed road repair/bank stabilization project on Huling Road. LTAP Engineer, Old Lycoming Twp. streets department staff, MPO and Planning Department staff attended.
- Prepared and submitted the 1<sup>st</sup> Quarter FY 2021-2022 LTAP report to PennDOT.
- Coordinated with PSATS to begin scoping/scheduling the spring 2022 LTAP courses.

*Task 5-A Third Quarter Expenditures (January 1, 2022- March 31, 2022)* \$2,659.26

- Conducted numerous LTAP administrative actions throughout the billing period, including promotion of all LTAP virtual courses, Virtual Drop-In Sessions, spring 2022 LTAP in-person courses, and webinars.
- Held the LTAP Drainage Key to Roads that Last course on March 22, 2022 at the Old Lycoming Twp. Volunteer Fire Hall.
- Coordinated and attended a Technical Assistance visit in Old Lycoming Township on January 25, 2022 for a proposed road repair/bank stabilization project on Huling Road. LTAP Engineer, Old Lycoming Twp. streets department staff, MPO and Planning Department staff attended.
- Coordinated and attended a Technical Assistance visit in Lewis Twp. on February 18, 2022 for a proposed bridge project on Upper Poweys Road. LTAP Engineer, Lewis Twp. supervisor/road master, MPO and Planning Department staff attended.
- Prepared and submitted the 2<sup>nd</sup> Quarter FY 2021-2022 LTAP quarterly report to PennDOT.
- LCPC Staff coordinated with PSATS to begin scoping/scheduling the fall 2022 LTAP courses.

*Task 5-A Fourth Quarter Expenditures (April 1, 2022 – June 30, 2022)* \$3,310.27

- LCPC Staff performed numerous LTAP administrative actions throughout the billing period, including promotion of all LTAP virtual courses, Virtual Drop-In Sessions, spring 2022 LTAP in-person courses, and webinars.
- LCPC Staff held the LTAP Asphalt Roads Common Maintenance Problems course on April 5, 2022 at the Old Lycoming Twp. Volunteer Fire Hall.
- LCPC Staff held the LTAP Equipment and Worker Safety course on May 24, 2022 at the Old Lycoming Twp. Volunteer Fire Hall.
- LCPC Staff coordinated and attended a Technical Assistance visit in Old Lycoming Township on May 24, 2022 for a proposed road repair/bank stabilization project on Huling Road. LTAP Engineer, Old Lycoming Twp. streets department staff, MPO and Planning Department staff PennDOT District 3-0 Municipal Services staff, and DEP staff attended.
- LCPC Staff attended the 2022 West Branch COG show and coordinated with PSATS to host two LTAP courses, Local Safe Road Plan and Pavement Markings during the event.
- LCPC Staff received approval to purchase LTAP promotional items to be distributed to LTAP course attendees in the upcoming fall/winter 2022 LTAP courses. LCPC coordinated with the vendor for the creation and purchase of the LTAP promotional items.
- LCPC Staff prepared and submitted the 3<sup>rd</sup> Quarter FY 2021-2022 LTAP quarterly report to PennDOT.

LCPC Staff coordinated with PSATS to schedule the fall 2022 LTAP courses.

FY 2021-2022 WATS MPO LTAP Task Budget Summary

<b>Total FY 2021-2022 Task 5-A Expenditures</b>	<b>\$14,982.35</b>
<b>Total FY 2021-2022 UPWP Task 5-A Budget</b>	<b>\$15,000.00</b>
<b>Budget Savings FY 2021-2022</b>	<b>\$17.65</b>
<b>Program Cost Per LTAP Course Attendee, FY 2021-2022</b>	<b>\$428.06</b>

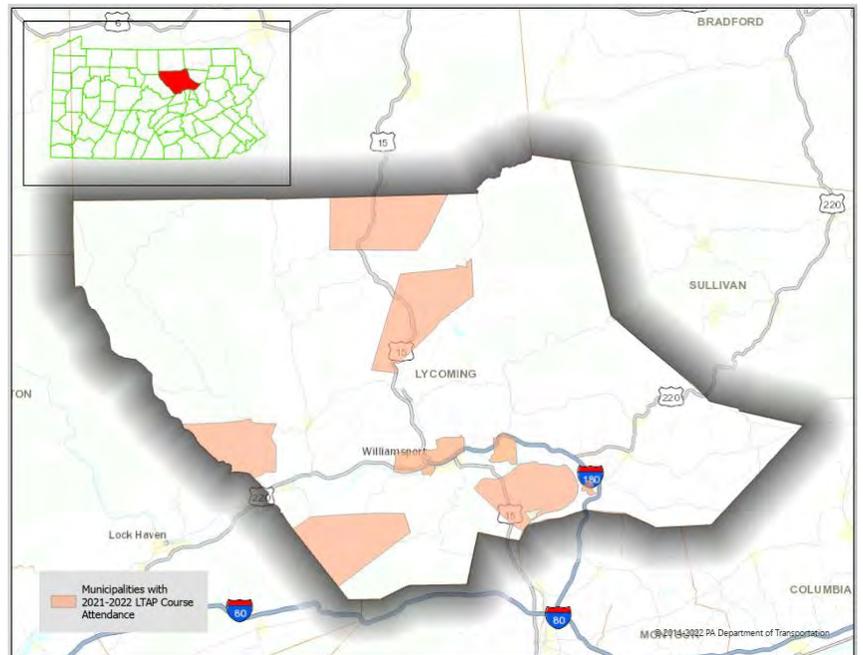
## Program Success Stories

### *Diversity of Course Offerings*

Since the PCD began its partnership with PennDOT in 2005 to market LTAP courses in Lycoming County, we have offered 109 courses with 1,710 municipal officials in attendance. These courses yielded an average of 15.94 attendees per course. (Numbers do not reflect the virtual course offered 2020-2021) 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 these numbers are strong.

### High Participation across Municipalities

51 of the 52 Lycoming County municipalities (98%) have attended LTAP courses or have used LTAP services since 2005. About 17.3% or 9 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.



### Major Marketing Opportunities 2022 & Beyond

At their November 8, 2021 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 2022-2024 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 will retain the host facility location for the 2021-2022 LTAP program, at the Old Lycoming Township Volunteer Fire Department Social Hall, since in-person LTAP courses have resumed. This location is easily accessible to most municipalities (quick access to Route 15), houses ideal training facilities, and is reasonably priced. 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.

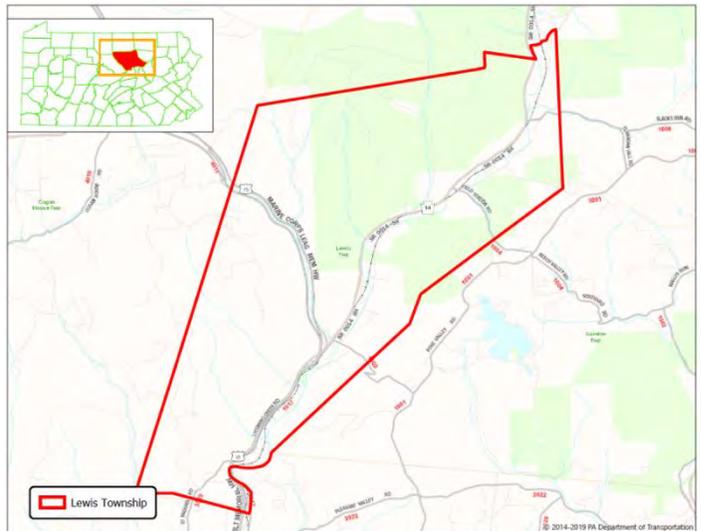
### Technical Assistance

Another focus of future opportunities is the LTAP Technical Assistance visits. Municipal requests for technical assistance in Lycoming County are generally low. This is primarily due to the fine efforts of PennDOT District 3-0's ongoing routine municipal outreach activities and numerous county sponsored programs. These programs 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 2021-2022 LTAP year.

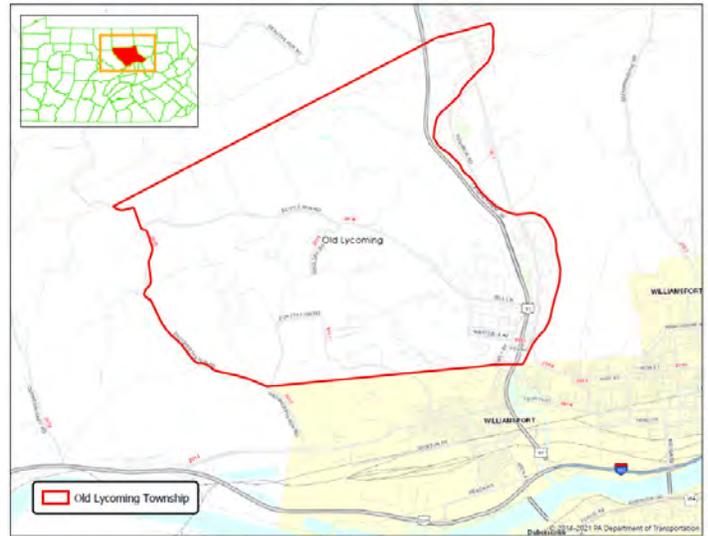
### Lewis Township:

*Lewis Twp. Salt Shed Technical Assistance*, PCD staff coordinated a LTAP Technical Assistance visit in February 2022 with Lewis Township. PCD staff and a LTAP engineer met with the Lewis Twp. Supervisors and Township streets staff to review the proposed purchasing of a PennDOT "uneconomic remnant" to be used as the location for a new Township salt shed and vehicle storage area. The LTAP engineer coordinated with PennDOT District 3-0 and Lewis Township on the next steps for the process. While at the Technical Assistance visit the Township supervisors also asked for guidance on a proposed bridge repair project on Upper Poweys Rd.



Old Lycoming Township:

*Huling Road Technical Assistance*, PCD staff coordinated a LTAP Technical Assistance visit in Old Lycoming Township in May 2022 to address erosion and drainage issues on Daugherty's Run Rd. PCD staff and a LTAP engineer met with the Old Lycoming Township Streets Department staff to review issues with Huling Road, specifically bank erosion along Daugherty Run. The LTAP engineer is finalizing the Technical Assistance Memo for Old Lycoming Township with suggested bank stabilization repairs.



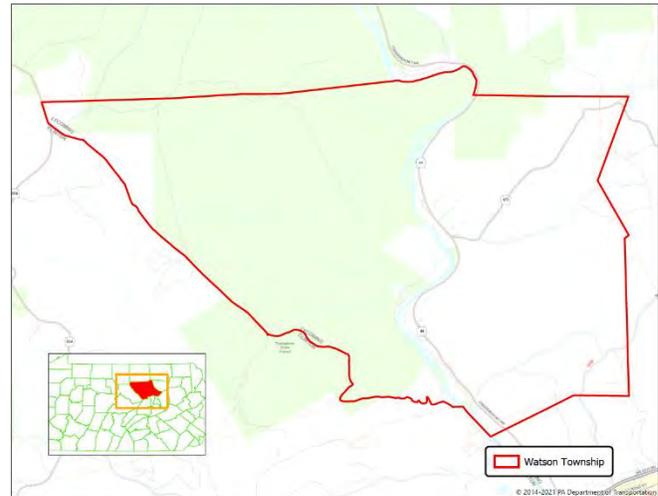
Picture Rocks Borough:

*Water Street Technical Assistance*, PCD staff coordinated a LTAP Technical Assistance visit in July 2021 with Picture Rocks Borough. PCD staff and a LTAP engineer met with the Picture Rocks Borough Manager and Borough Council member to review issues with Water Street, specifically bank along Muncy Creek. The LTAP engineer provided Picture Rocks Borough with a Technical Assistance Memo with suggested bank stabilization repairs. Picture Rocks Borough is pursuing funding opportunities to begin work on the project.



### Watson Township:

*West Side Road Technical Assistance*, PCD staff coordinated a LTAP Technical Assistance visit in November 2021 with Watson Township. PCD staff and a LTAP engineer met with the Watson Township Supervisor and Road Master to review slide issues with West Side Road. The LTAP engineer provided Watson Township with a Technical Assistance Memo with suggested bank stabilization repairs. Watson Township is pursuing funding opportunities to begin work on the project.



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.

## Performance Measures

### Performance based planning and programming

Performance-based planning and programming is a system-level, data-driven method for strategically identifying potential projects to best meet the quantifiable needs present in the multimodal transportation system. Trends and analysis of various metrics inform long range planning and identify goals and objectives. Connecting performance measures to goals and objectives through the setting of targets based on measurable indices provides a basis for better understanding and sharing information with stakeholders and the public.

In 2012, a new transportation reauthorization bill was signed into law entitled Moving Ahead for Progress in the 21st Century (MAP-21). Along with consolidating a number of federal transportation funding programs and promoting accelerated project delivery, environmental sustainability, more efficient freight movement, increased safety, congestion reduction and system reliability this legislation continues metropolitan and statewide transportation planning processes and incorporates performance goals, measures, and targets into the process of identifying needed transportation improvements and project selection.

For the first time, the statewide and metropolitan long-range transportation plan must describe the performance measures and targets used in assessing system performance and progress in achieving the performance targets. It is important to note that the US Department of Transportation Secretary is required to establish criteria for the evaluation of the new performance-based planning processes. This process is to consider whether States developed appropriate performance targets and made progress toward achieving the targets. The legislation requires the Secretary to provide reports to Congress evaluating the overall effectiveness of performance based planning and the effectiveness of the process in each State and for each MPO. MAP-21 established seven national performance goals:

1. To achieve a significant reduction in traffic fatalities and serious injuries on all public roads

2. To maintain the highway infrastructure asset system in a state of good repair
3. To achieve a significant reduction in congestion on the National Highway System
4. To improve the efficiency of the surface transportation system
5. To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development
6. To enhance the performance of the transportation system while protecting and enhancing the natural environment
7. To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices

On December 4, 2015, President Obama signed the current transportation reauthorization bill the Fixing America's Surface Transportation (FAST) Act. This bill continued the outcome-based performance measures of MAP-21 and clarified the nature of how the goals would be assessed. As a Metropolitan Planning Organization, the Williamsport Area Transportation Study has the option either to accept and support the statewide targets established by PennDOT or to set our own performance targets. The Williamsport Area Transportation Study Metropolitan Planning Organization will opt to accept and support the statewide performance targets developed by PennDOT.

There are three categories of performance measures, which are collectively referred to as the PM1, PM2, and PM3 measures:

- PM1 – measures of safety performance
- PM2 – measures for the condition of NHS pavements, Interstate pavements, and bridges carrying the National Highway System
- PM3 – measures for the performance of the NHS, freight movement on the Interstate, and the Congestion Mitigation and Air Quality Program.

## Measures of safety performance

There are five performance measures established to track highway safety:

1. Number of fatalities
2. Rate of fatalities per 100 Million Vehicle Miles Traveled (VMT)
3. Number of serious injuries
4. Rate of serious injuries per 100 Million VMT
5. Number of combined non-motorized fatalities and non-motorized serious injuries

The most recently available baseline values and proposed targets for these performance measures statewide and for WATS are given below:

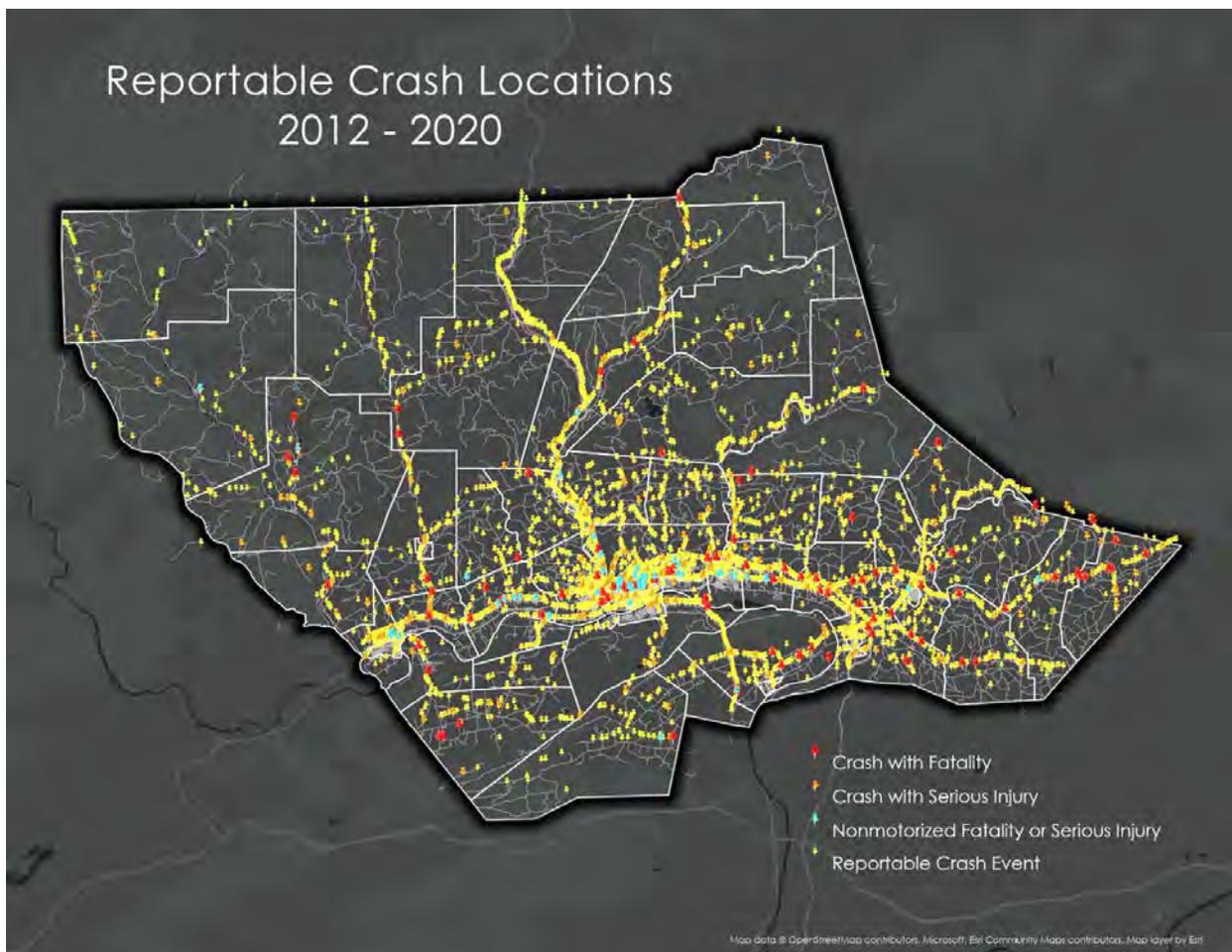
	Statewide Target, 2018-2022	WATS Target, 2018-2022	Statewide Baseline, 2016-2020	WATS Baseline, 2016-2020
<b>PM-1 Performance Measures</b>				
Number of Fatalities	1,113.7	<b>11.1</b>	1,140.6	11.2
Fatality Rate (per 100 Million Miles Traveled)	1.205	<b>1.19</b>	1.157	1.11
Number of Serious Injuries	4,490.8	<b>33.4</b>	4,445.6	40.0
Serious Injury Rate (per 100 Million Miles Traveled)	4.860	<b>3.584</b>	4.510	3.964
Number of Non-motorized Fatalities and Serious Injuries	730.1	<b>7.2</b>	761.2	7.4

### WATS Highway Safety 2012-2022

A key component of effective performance-based planning is tracking the measures through time and analyzing available data to identify patterns or trends. This tells us how the decisions we make are impacting the transportation system of Lycoming County and provides a more informed approach when making decisions and prioritizing projects.

It is also important to note that all information below is derived from data on “reportable” crashes only. Reportable crashes are defined as those that result in “injury to or death of any person and/or result in damage to any vehicle to the extent that it cannot be driven under its own power in its customary manner without further damage or hazard to the vehicle, other traffic elements, or the roadway, and therefore requires towing.”

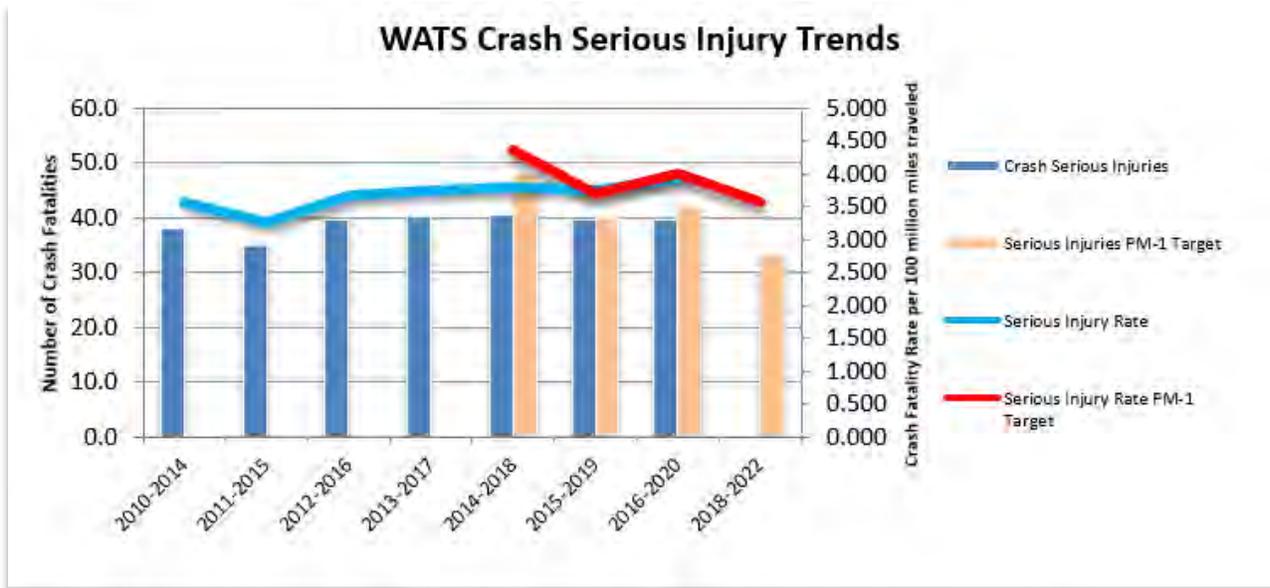
### Reportable Crash Locations, 2012-2022



Crash Fatality Trends 2012-2022

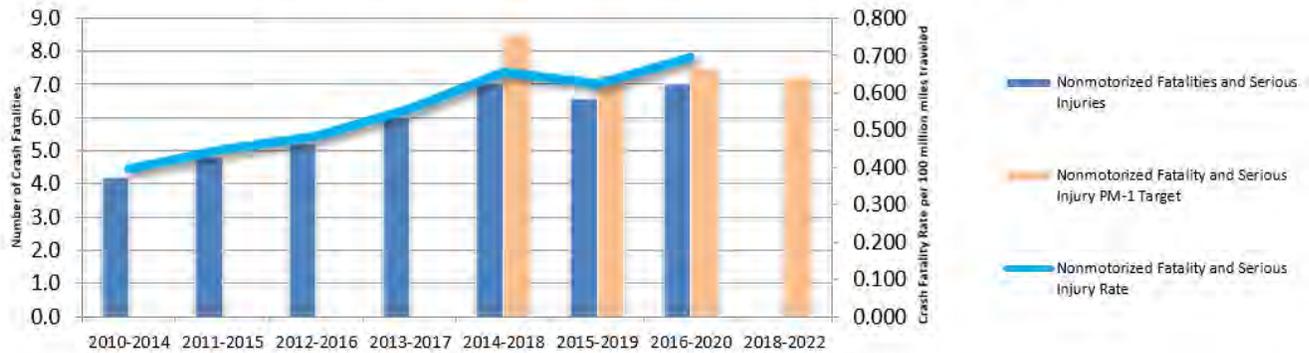


Crash Serious Injury Trends 2010-2022



Non-motorized Fatality and Serious Injuries 2010-2022

**WATS Non-motorized Fatality and Serious Injuries Trends**



Measures of asset condition

There are six PM-2 performance measures to track asset conditions.

1. Percentage of pavements on the Interstate System in Good condition
2. Percentage of pavements on the Interstate System in Poor condition
3. Percentage of pavements on the National Highway System (excluding Interstate) in Good condition
4. Percentage of pavements on the National Highway System (excluding Interstate) in Poor condition
5. Percentage of National Highway System bridge deck area classified as in Good condition
6. Percentage of National Highway System bridge deck area classified as in Poor condition

Definitions of good and poor condition

Pavement condition is determined from four distress components:

1. International Roughness index (IRI), a measure of how rough pavement surface is reported as inches of rough pavement per mile. An IRI less than 95 is considered Good condition and an IRI greater than 170 is considered Poor condition
2. Cracking, reported as a percentage of pavement surface that is cracked. Less than 5% cracking is considered Good condition. Poor condition cracking depends on pavement material and ranges from greater than 10% to greater than 20%.
3. Rutting, reported as a measurement of the depth of ruts in bituminous pavements in inches. Rutting less than 0.2 inches is considered Good condition while rutting greater than 0.4 inches is considered Poor condition.
4. Faulting, a measurement of difference in elevation between concrete pavement joints in inches. Faults of less than 0.1 inches are considered Good condition and faults greater than 0.15 inches are considered Poor condition.

A pavement section is considered to be in overall good condition if all applicable distress components are rated Good. Overall poor condition for a pavement section results from at least two distress components rated as Poor.

Bridge condition is derived from the component condition scores (0-10) from National Bridge Inventory Standards (NBIS). Culvert structures receive one unitary rating score while all other bridge structures receive a composite rating score based on inspections of the deck, superstructure, and substructure. A bridge or culvert is considered in Good condition if *all* component scores are at least 7. A bridge or culvert is considered in Poor condition if *any* component score is 4 or lower. In other words, the overall bridge condition rating is determined by the lowest scoring component.

*Baselines and targets*

The most recently available baseline values and proposed targets for these performance measures statewide are given below:

	2020 baseline	2022 two-year target	2024 four-year target
<b>Percentage Interstate pavement in Good condition</b>	85.15%	N/A	89%
<b>Percentage Interstate pavement in Poor condition</b>	0.0%	N/A	1.0%
<b>Percentage NHS non-Interstate pavement in Good condition</b>	63.12%	50.0%	44.0%
<b>Percentage NHS non-Interstate pavement in Poor condition</b>	0.1%	2.0%	1.0%
<b>Percentage NHS bridge deck area in Good condition</b>	25.6%	25.8%	26.0%
<b>Percentage NHS bridge deck area in Poor condition</b>	5.5%	5.6%	6.0%



Asset conditions within WATS are as follows:

Performance Measure	2022	2024
Percentage Interstate pavement Good condition IRI	85.1%	89%
Percentage Interstate pavement Good condition OPI	89.0%	100.0%
Percentage Interstate pavement Poor condition IRI	0.0%	0.0%
Percentage Interstate pavement Poor condition OPI	0.0%	0.0%
Percentage NHS non-Interstate pavement Good condition IRI	94.7%	95.3%
Percentage NHS non-Interstate pavement Good condition OPI	96.3%	96.7%
Percentage NHS non-Interstate pavement Poor condition IRI	2.3%	2.5%
Percentage NHS non-Interstate pavement Poor condition OPI	1.5%	1.8%

Percentage NHS bridge deck area in Good condition	44.9%	47.5%
Percentage NHS bridge deck area in Poor condition	0.0%	0.0%

OPI is a measurement developed by PennDOT to quantify overall pavement condition. It consists of a system of deductions for the presence of various distress and extent conditions such as cracking, rutting, and faulting. Based on a 0-100-point scale where 100 represents an undamaged pavement with no distress and 0 represents the complete failure of the pavement.

## Measures of system performance

There are six PM-3 performance measures, although only three currently apply to WATS:

- Percent of person-miles traveled on the Interstate System that are reliable
- Percent of Person-miles Traveled on the Non-Interstate National Highway System that are reliable
- Interstate system truck travel time reliability index (the ratio of travel times at peak traffic volumes to travel times at the overall average traffic volume)

### Baselines and targets

<b>Measure</b>	<b>2017 statewide baseline</b>	<b>2019 two year target</b>	<b>2021 four year target</b>	<b>2019 WATS baseline</b>
<b>Interstate reliability</b>	89.80%	89.9%	89.50%	100%
<b>NHS Reliability</b>	87.40%	N/A	87.40%	97.40%
<b>Truck reliability index</b>	1.34	1.40	1.40	1.19

## Major Accomplishments

Below is a list of what we believe to be our most significant accomplishments in FY 2021-2022

### Lycoming County Bridge Bundling Program

In April 2020, the Lycoming County Commissioners approved the application for a Pennsylvania Infrastructure Bank (PIB) loan for \$7 million. The County will utilize the \$5 fee funds to repay the PIB loan over the next 10 years.

In May 2021, the MPO staff received Lycoming County Commissioner approval to contract with McTish, Kunkel & Associates to perform the construction inspection services and Wolyniec Construction Inc. to perform the general construction for Bundle 1 of the Bridge Bundling Program. In total, four bridges were replaced in 2021 as part of the Bridge Bundling program. The bridges replaced were located on Mill Road in Limestone Township, Calebs Creek Road in Eldred Township, Auchmuty Road in Muncy Township, and Klump Road in Hepburn Township.



All four bridges in Bundle 1 were replaced with Aluminum Box Culverts, an innovative and cost-effective solution for municipalities to replace aging infrastructure. These structures also provide ample environmental benefits, namely the natural stream bottom which was used in all four of the bridges replaced in 2021 as part of the first bundle.



By December 2021, all four bridges in Bundle 1 were completed. Construction on Bundle 2 and Bundle 3 began in spring 2022 with construction estimated to be completed by November 2022. Bridge Bundle 2 includes five (5) bridges located in Gamble, Mifflin, Penn, and Wolf Townships, and Montgomery Borough. Bundle 3 includes five (5) bridges located in Franklin, Loyalsock, Moreland, and Susquehanna Townships and Jersey Shore Borough.

MPO staff is finalizing the proposal and bidding processes for Bridge Bundles 4 anticipates having construction inspection and general

construction firms under contract by the mid-March 2023.

## Lycoming County Small Bridge Inspection Program

In January 2021, the Lycoming County Commissioners awarded Larson Design Group (LDG) the Small Bridge Inspection contract to inspect the one hundred and ten (110) locally owned small bridges with span lengths between 8 – 20 feet. LDG began inspecting and inventorying the eleven (11) high-risk bridges in April 2021. The 2021 small bridge inspections noted that eight (8) of the high-risk bridges had high priority repairs and LDG informed the municipalities of the issues.

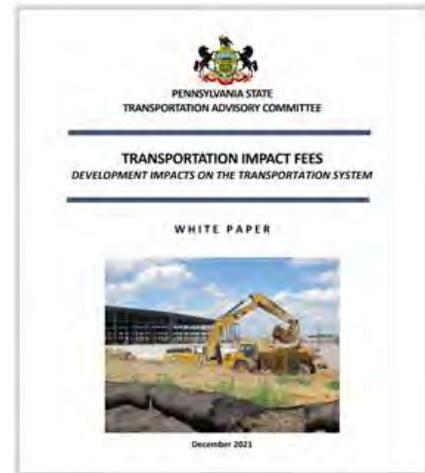


In 2022, LDG will continue the small bridge inspection program by inspecting an additional seventy-two (72) locally owned bridges with span lengths between 8 – 20 feet. In addition, LDG will begin preparations to create the Small Local Bridge Asset Management Plan.

## PCD Staff Leadership Roles on State Transportation Committees

In 2021, Mark Murawski, PCD Assistant Transportation Planner continued to be actively involved performing a leadership role representing the County on two significant state transportation committees as per his appointment by Governor Wolf. Mark is currently Vice Chairman of the [Pennsylvania](#)

[Transportation Advisory Committee, \(TAC\)](#) and Secretary of the Pennsylvania Aviation Advisory Committee, (AAC). This past year, Mark chaired a special TAC Task Force that evaluated the use of Transportation Impact Fees as originally authorized under Act 209 of 1990 and amended by Act 68 of 2000. Although imposition of impact fees is allowed to address transportation impacts created by specific land development, many requirements must be met by local municipalities to institute the fees. This study examines the history and use of impact fees in Pennsylvania and identifies the opportunities and challenges that local municipalities and developers face when using the program. The study recommends various reforms to improve the process, which, in part, include amending the PA Municipalities Planning Code to allow Counties and Metropolitan Planning Organizations to be more meaningfully involved in this process to ensure that it is a balanced approach that can work to address local issues and needs related to transportation impacts from major land development. To review the final report please visit [\(link\)](#).



(click picture to view study)

Another significant initiative Mark proposed in 2021 is the development of a first ever Pennsylvania Aviation Strategic Plan that has just been approved for PennDOT funding by the TAC. Both state committees (TAC & AAC) will work cooperatively in the development of this landmark plan and Mark has been appointed to Co-Chair the Task Force along with Dr. Larry Nulton, a state aviation expert from Cambria County and fellow TAC member. This plan will develop a strategic approach toward aviation capital investments needed at commercial service and general aviation airports, identify and address aviation funding gaps, evaluate PA commercial air service needs on a macro level with emphasis on improved communication between the airlines, Commonwealth and airport operators especially when major changes are proposed. The study should be completed by the end of 2022. Baker International and Gannett Fleming has been hired by PennDOT as the study consultants.

## WATS MPO Annual Report

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In 2020, the MPO staff created a new document for both the WATS Technical Committee and WATS Coordinating Committee, as well as the public to highlight the activities, programs, and projects that the WATS MPO undertook in 2020. The WATS MPO Technical Committee approved the WATS MPO State Fiscal Year 2019-2020 Annual Report in October 2020 and the WATS Coordinating Committee approved the Annual Report in November 2020.

The new Annual Report provides a summary of MPO work performed in FY 2019-2020 and breaks down the work activity by fiscal quarter. The Report also highlights the actual amount of work performed and the budgeted amount to show where MPO staff efforts are focused.

## Upcoming Work, FY 2022-2023

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## Central Susquehanna Valley Transportation (CSVT) Implementation Committee

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In March 2022, WATS staff sought supplemental funding to further the work of the CSVT Special Impact Study. WATS staff requested \$150,000.00 for the addition of [Task 5-B CSVT Impact Study Implementation](#) on

the 2022-2024 UPWP from PennDOT to retain the consultant services used in the CSVT Special Impact Study. Additionally, WATS staff proposed using the existing CSVT Special Impact Study management team, and transitioning the team into the CSVT Implementation Committee. The CSVT Implementation Committee will be comprised of WATS MPO staff, SEDA-COG MPO staff, the CSVT Steering Committee, and other local and regional stakeholders.

PennDOT approved the supplemental funding request in April 2022. The WATS Technical Committee approved the addition of Task 5-B to the 2022-2024 UPWP at their May 23, 2022 meeting and the Coordinating Committee approved the addition of Task 5-B at their June 13, 2022 meeting.

WATS staff began working with the consultant firm, Michael Baker Int'l. in July 2022. The CSVT Implementation Committee held a number of meetings throughout the summer of 2022 to prioritize the implementation projects contained in the CSVT Special Impact Study. The CSVT Implementation Committee will be meeting with PennDOT District 3-0 in the fall of 2022 to determine which projects are able to be implemented in the near term.

## 2023-2026 WATS MPO Transportation Improvement Program (TIP)

Throughout 2021-2022, WATS staff, in coordination with River Valley Transit (RVT) and PennDOT, developed the 2023-2026 WATS MPO TIP. The draft 2023 – 2026 WATS MPO TIP went out for public comment in February 2022 and received approximately 20 comments from partner agencies, the general public and other stakeholders.

The final draft of the 2023 – 2026 WATS MPO TIP was approved by the WATS Technical Committee at their May 23, 2022 meeting. The WATS Coordinating Committee approved the 2023 – 2026 TIP at their June 13, 2022 meeting. PennDOT reviewed the 2023 -2026 WATS MPO TIP in June 2022 and the WATS TIP was included in the Statewide Transportation Improvement Program (STIP). Currently the PA STIP is being reviewed by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) with approval anticipated in October 2022.

## 2022 Public Participation Plan (PPP) and Title VI Program Update

In fall 2021 the WATS staff began working on updating the WATS MPO PPP. The draft 2022 Public Participation Plan was sent out for public comment in November 2021. After the public comment period, the WATS staff received comments from FHWA and FTA that altered the draft 2022 PPP.

Because of this, the WATS staff revised the draft PPP and updated the WATS Title VI Program. During the summer of 2022 WATS staff held coordination meetings with PennDOT Bureau of Equal Opportunity, Federal Highway Administration (FHWA), and Federal Transit Administration (FTA) to ensure the PPP and Title VI Program meet all state and federal requirements. WATS staff intends to put the PPP and Title VI Program out for public comment in November of 2022. The WATS staff intends for the PPP and Title VI Program to be adopted at the February 2023 MPO Coordinating Committee meeting.

WILLIAMSPORT  
AREA  
TRANSPORTATION  
STUDY  
METROPOLITAN  
PLANNING  
ORGANIZATION

PUBLIC  
PARTICIPATION  
PLAN



2022



**Adopted by Williamsport MPO  
December 19, 2013  
Amended  
January , 2023**

**ATTENTION: If you speak another language other than English, language assistance services can be made available to you. Call 1 (570) 320-2130.**

Vietnamese:

LƯU Ý: Nếu quý vị nói một ngôn ngữ khác không phải tiếng Anh, các dịch vụ hỗ trợ ngôn ngữ có thể được cung cấp cho quý vị. Gọi 1 (570) 320-2130.

Korean:

주의: 영어 이외의 다른 언어를 사용하는 경우, 언어 지원 서비스를 이용할 수 있습니다. 1 (570) 320-2130으로 전화하십시오.

French:

« ATTENTION : Si vous parlez une autre langue que l'anglais, des services d'assistance linguistique peuvent être mis à votre disposition. Appelez le 1 (570) 320-2130. »

Somali:

FIIRO GAAR AH: Haddii aad ku hadasho luqad kale aanan ahayn Ingiriisiga, adeegyada gargaarka luqadda ayaa lagu diyaarin karaa. Wac 1 (570) 320-2130.

Russian:

ВНИМАНИЕ: если вы говорите на другом языке, вам может быть оказана языковая помощь. Обратитесь в информационно-справочную службу по номеру: 1 (570) 320-2130.

Ukrainian:

УВАГА: якщо ви розмовляєте іншою мовою, вам може бути надана мовна допомога. Зверніться до інформаційно-довідкової служби за номером: 1 (570) 320-2130.

Simplified Chinese:

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Traditional Chinese:

請注意：如果您說英語以外的另一種語言，我們可以為您提供語言幫助服務。請致電1 (570) 320-2130。

Arabic:

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**Burmese:**

သတိပြုရန်- သင်သည် အင်္ဂလိပ် ဘာသာစကား မဟုတ်သော အခြား ဘာသာစကားကို ပြောလျှင် သင့်အတွက် ဘာသာစကား အကူအညီ ဝန်ဆောင်မှုကို ရရှိနိုင်ပါသည်။ 1 (570) 320-2130 သို့ ခေါ်ဆိုပါ။

**Japanese:**

注意：英語以外の言語を話す場合は、言語支援サービスを利用できるようにすることができます。電話 1 (570) 320-2130.

**Hindi:**

सूचना: यदि आप अंग्रेजी के अलावा कोई अन्य भाषा बोलते हैं, तो आपको भाषा सहायता सेवाएं उपलब्ध कराई जा सकती हैं। कॉल करें 1 (570) 320-2130.

**Italian:**

ATTENZIONE: Se parli una lingua che non sia l'inglese, i servizi di assistenza linguistica possono essere messi a tua disposizione. Chiama 1 (570) 320-2130.

**Polish:**

UWAGA: Jeśli posługujesz się językiem innym niż angielski, możesz skorzystać z usługi pomocy językowej. Zadzwoń pod numer 1 (570) 320-2130.

**Nepali:**

ध्यान दिनुहोस्: यदि तपाईं अंग्रेजीबाहेक अन्य भाषा बोल्नुहुन्छ भने तपाईंलाई भाषा सहायता सेवा उपलब्ध गराउन सकिन्छ। 1 (570) 320-2130 मा फोन गर्नुहोस्।

**Urdu:**

توجہ دیں: اگر آپ انگریزی کے علاوہ کوئی اور زبان بولتے ہیں تو آپ کی زبان میں مدد کے لیے آپ کو خدمات فراہم کرائی جاسکتی ہے۔ براہ کرم 1 (570) 320-2130 پر کال کریں۔

**Spanish:**

**ATENCIÓN: Si habla otro idioma que no sea inglés, habrá servicios de asistencia en otros idiomas disponibles. Llame al 1 (570) 320-2130.**

**Greek:**

ΠΡΟΣΟΧΗ: Εάν μιλάτε άλλη γλώσσα διαφορετική από τα αγγλικά, οι υπηρεσίες γλωσσικής βοήθειας μπορούν να σας διατεθούν. Καλέστε 1 (570) 320-2130.

The Williamsport Area Transportation Study (WATS) Metropolitan Planning Organization (MPO) fully complies with Title VI of the Civil Rights Act of 1964, Executive Order 12898 on Environmental Justice, and related nondiscrimination statutes and regulations in all programs and activities. WATS' website, <http://www.lyco.org/WATS-MPO>, may be translated into multiple languages. Publications and other public documents can be made available in alternative languages and formats, as requested.

WATS' public meetings are always held in ADA-accessible facilities and in transit-accessible locations when possible. In the event that a WATS MPO meeting is held via a virtual format the dial-in numbers, conference codes, and meeting links will be advertised and posted on the WATS MPO social media sites, and the [WATS MPO Committees website](#). Auxiliary services can be provided to individuals who submit a request at least four (4) business-days prior to a meeting. Requests made within three (3) business-days will be accommodated to the greatest extent possible.

Any person who believes they have been aggrieved by an unlawful discriminatory practice by WATS under Title VI has a right to file a formal complaint. Any such complaint may be in writing and filed with the WATS's Title VI Compliance Officer and/or the appropriate state or federal agency within 180 days of the alleged discriminatory occurrence. For more information on WATS's Title VI program, or to obtain copies of WATS' Title VI Policies, Complaint Procedures, or Complaint Form, please call (570) 320-2130, email [swilliams@lyco.org](mailto:swilliams@lyco.org), or visit the WATS MPO website at [www.lyco.org/WATS-MPO](http://www.lyco.org/WATS-MPO).

Documents will be made available in alternative languages or formats if requested. Persons requiring additional accommodations or those with questions should call 570-320-2130.

## Table of Contents

Chapter 1 - Introduction.....	7
WATS core functions include:.....	8
WATS Committee Structure.....	8
Technical Committee.....	8
Coordinating Committee.....	9
Current Advisory Committees, Ad-hoc Work Groups, and Task Forces.....	10
Bicycle and Pedestrian Advisory Committee.....	11
Committee Vacancies and Member Removal.....	12
Revisions to WATS MPO Products/Projects.....	12
Amendments and Administrative Actions.....	12
Additional Opportunity for Public Comment.....	14
How Can You Participate.....	15
Chapter 2 - Why have Public Participation.....	16
Who is “the Public”.....	16
Federal Requirements - Public Participation Plan.....	16
Americans with Disabilities Act (ADA).....	16
Title VI of the Civil Rights Act and the Civil Rights Restoration Act of 1987.....	16
Environmental Justice (EJ).....	17
Limited English Proficiency (LEP).....	18
State Requirements – Public Participation Plan.....	18
Commonwealth of Pennsylvania, Sunshine Law.....	18
Chapter 3 - Overview of the WATS Transportation Planning Process.....	19
MPO Public Participation Plans.....	19
WATS MPO Approach toward Fulfillment of Public Participation Process.....	20
Interested Parties.....	20
WATS MPO Products/Reports.....	20
Unified Planning Work Program (UPWP).....	21
Long Range Transportation Plan (LRTP).....	22
2018-2038 WATS Long Range Plan Development Public Meeting Schedule.....	23
Transportation Improvement Plan (TIP).....	24
Public Participation Plan (PPP).....	25
Title VI Policy and Procedures.....	26

Limited English Proficiency Plan (LEP Plan) .....	27
Coordinated Public Transit Plan .....	27
Local Technical Assistance Program (LTAP) Annual Report .....	28
Annual List of Federally Obligated Projects .....	29
WATS MPO Annual Report.....	29
Chapter 4 – Compliance with State and Federal Requirements .....	30
WATS Public Outreach Techniques .....	30
WATS MPO General Public Participation Procedures .....	31
Public Meetings .....	31
Unplanned/Short Notice Meeting Procedure .....	32
Public Comment.....	32
Outreach and Visualization Techniques .....	33
Public Participation Plan Requirements.....	33
Compliance with PA Sunshine Law .....	33
Compliance with Federal Government Requirements .....	33
Population by Age Group .....	35
Identification of Minority and Low-Income Areas.....	38
Identification of traditionally underserved and underrepresented populations.....	38
Identification of Minority Populations.....	40
Disparities in Minority Populations Public Participation Process .....	41
Minority Populations Public Participation Techniques/Procedures .....	41
Identification of Low-income Population .....	42
Disparities in Low-Income Population Public Participation Process .....	43
Low-Income Population Public Participation Techniques/Procedures.....	43
Environmental Justice Analysis .....	44
Title VI Plan .....	45
Identification of Populations.....	46
National Origin .....	46
Foreign Born Population.....	48
Disparities in the Public Participation Process .....	48
Public Participation Techniques/Procedures.....	48
WATS MPO Title VI Complaint Procedure.....	49
Additional Civil Rights Responsibilities .....	50

Americans with Disabilities Act Plan .....	51
Identification of Disabled Population .....	52
Disparities in Disabled Populations Public Participation Process .....	52
Disabled Population Techniques/Procedures.....	52
Limited English Proficiency, (LEP) Plan .....	53
Lycoming County Limited English Proficiency (LEP) Profile .....	55
2019 American Community Survey 5 Year Estimates .....	55
Identification of Limited English Proficiency Population .....	54
Disparities in LEP Population Public Participation Process.....	56
Limited English Proficiency Population Techniques/Procedures.....	59
Future Public Participation Plan Efforts and Evaluation Procedures .....	59
Appendix A: Glossary of Acronyms.....	61
Appendix B: Interested Party Organizations .....	65
Appendix C: WATS MPO Title VI Complaint Form.....	75
Appendix D: Glossary.....	76
Appendix E: WATS Bylaws.....	77
ARTICLE I: NAME AND PURPOSE.....	78
Section 1: Name .....	78
Section 2: Purpose.....	78
ARTICLE II: MEMBERSHIP .....	79
Section 1: Coordinating Committee.....	79
Section 2: Technical Committee.....	80
Section 3: Formation of Subcommittees.....	81
Section 4: Transit Advisory Committee .....	81
Section 5: Bicycle and Pedestrian Advisory Committee .....	81
ARTICLE III: AUTHORITY .....	82
Section 1: Duties and Responsibilities.....	82
Section 2: Quorum .....	83
Section 3: E-Ballot and Phone Ballot .....	83
Section 4: Executive Session .....	83
ARTICLE IV: PROVISIONS.....	83
Section 1: Vacancies .....	83
Section 2: Removal of Members.....	84

ARTICLE V: ADMINISTRATIVE DUTIES ..... 84  
Section 1: Administrative Staff..... 84  
Section 2: Administrative Duties ..... 84  
Section 3: WATS Website ..... 85  
Section 4: WATS Mailing Address ..... 85  
Section 5: WATS Administrative Costs ..... 85  
ARTICLE VI: AMENDMENT PROCEDURE..... 85  
ADOPTION .....85  
Appendix G: Summary of Public Comments ..... 86

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## Chapter 1 - Introduction

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 the local transportation system. The MPO is responsible for creating a Long-Range Transportation Plan (LRTP), a Transportation Improvement Program (TIP), a Public Participation Plan (PPP), and a Unified Planning Work Program (UPWP). An MPO can be a regional, multicounty organization or a single county.

The Williamsport Area Transportation Study Metropolitan Planning Organization (WATS MPO) is the single county MPO covering Lycoming County. The role of the WATS MPO is to develop transportation policies, programs and projects, which move people and goods in a safe, efficient manner, promote economic development, protect the environment, and preserve Lycoming County's outstanding quality of life amenities.

The Lycoming County Planning & Community Development (PCD) staff assumes lead responsibility for undertaking Federal Highway Administration (FHWA) funded planning tasks while River Valley Transit Authority (RVTA) is responsible for undertaking the Federal Transit Administration (FTA) transit planning tasks contained in the Unified Planning Work Program. WATS MPO public meetings are now held at least quarterly throughout the year. All WATS MPO Technical and Coordinating Committee meetings are publicly advertised in compliance with the PA Open Meetings Law and WATS MPO Public Participation Plan.

The WATS MPO is the transportation planning and program partner for Pennsylvania Department of Transportation (PennDOT) Engineering District 3-0.

The contents of this Plan contain references to Federal Regulations or State Guidelines for public participation in the transportation process, including, but not limited to the following:

- Code of Federal Regulations Title 23 § 450.316
- Presidential Executive Order 12898, Environmental Justice
- Title VI of the Civil Rights Act of 1964
- The Americans with Disabilities Act (ADA) of 1990
- Executive Order 13166, Improving Access to Services for Persons with Limited-English Proficiency
- Commonwealth's Sunshine Law (65 PA C.S. § 701-716)

Federal law, (SAFETEA-LU, MAP-21, and FAST Act) requires that *“the MPO shall develop and use a documented participation plan that defines the process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.”*

Federal law and regulations require the establishment of a Metropolitan Planning Organization, (MPO) to oversee the transportation planning process in all urbanized areas of the nation having a population of 50,000 or more persons as documented by the U.S. Bureau of the Census as part of the decennial census. The Williamsport Area Transportation Study, (WATS) serves as the designated Metropolitan Planning Organization (MPO) for the Williamsport Urbanized area established under a legal Agreement with PennDOT approved in 1968. The WATS MPO jurisdictional boundary was further extended in 1991 to encompass the entire geographic area of Lycoming County. WATS MPO undertakes the federal transportation planning and programming process within Lycoming County, including the development and approval of the WATS Long Range Transportation Plan (LRTP), WATS Transportation Improvement Program (TIP), WATS Public Participation Plan (PPP), and WATS Unified Planning Work Program (UPWP).

### **WATS core functions include:**

- ❖ *Establish and manage a fair and impartial setting for effective regional decision-making in the planning area (Lycoming County).*
- ❖ *Identify and evaluate alternative transportation improvement options: Use data and planning methods to generate and evaluate alternatives. Planning studies and evaluations are included in the MPO Unified Planning Work Program, (UPWP).*
- ❖ *Develop a Transportation Improvement Program (TIP): Develop a short-range (four-year) program of transportation improvements based on the long-range transportation plan. The TIP should be designed to achieve the area's goals, using spending, regulation, operating, management and financial tools.*
- ❖ *Develop a Long-Range Transportation Plan (LRTP): Develop a long-range (twenty-year) plan that documents the transportation investment need and outlines a strategy regarding how best to address the needs.*
- ❖ *Involve the public: Continually involve the general public and other affected constituencies in the essential functions listed above.*

### **WATS Committee Structure**

The WATS MPO is organizationally structured with two Committees, a Technical Committee and a Coordinating Committee with defined functions and membership composition as follows:

#### **Technical Committee**

The purpose of the Technical Committee is to oversee the development of detailed transportation planning documents, special studies and other technical analysis that documents multi-modal transportation issues and needs and provide advice and recommendations to the Coordinating Committee. The Technical Committee consists of seven (7) voting members, as follows:

- PennDOT Center for Program Development and Management Representative
- PennDOT Engineering District 3-0 Representative
- Lycoming County Planning and Community Development Director
- Lycoming County Planning Commission Member
- River Valley Transit Authority General Manager
- Williamsport Regional Airport Executive Director
- City of Williamsport Engineer/Community Development Director

The PennDOT Center for Program Development and Management Representative serves as Chairperson of the Technical Committee.

The Technical Committee voting members are designated by their respective member organizations and serve without term limits at the discretion of their member organizations. Each member organization designates the individual(s) serving on the Technical Committee as their voting member(s) at the beginning of each calendar year and provides written documentation to the WATS MPO Chairperson for WATS MPO files maintained by the Lycoming County Planning and Community Development Department. Member organizations designate an alternate voting member that may vote on behalf of the designated member in the case where the designated voting member is unable to attend a specific meeting.

At the final scheduled public meeting within a calendar year, the WATS MPO Technical Committee will set a public meeting schedule for the upcoming year. Once approved by the Technical Committee, the public meeting schedule will be posted on the [WATS MPO website](#), posted at the WATS MPO offices at 330 Pine Street, 3<sup>rd</sup> Floor, Williamsport, PA 17701, and made available by request by calling 570-320-2130.

In addition to the seven voting members, the Technical Committee includes four (4) non-voting members, as follows:

- Federal Highway Administration
- Federal Transit Administration
- PA Department of Community and Economic Development
- Fullington Trailways

Non-voting members of the Technical Committee receive WATS reports, meeting notices, agendas, and participate in WATS discussions, but serve without a vote.

### **Coordinating Committee**

The purpose of the Coordinating Committee is to review and act upon the recommendations of the Technical Committee and serve as the official policy decision-making body of the WATS MPO. The Coordinating Committee consists of eleven (11) voting members, comprising elected and appointed officials as follows:

- PennDOT Engineering District 3-0 Executive
- PennDOT Deputy Secretary for Planning
- Lycoming County Commissioner

- Lycoming County Commissioner
- Mayor, City of Williamsport
- Council Member, City of Williamsport
- River Valley Transit Authority General Manager
- SEDACOG Joint Rail Authority Executive Director
- Williamsport Regional Airport Executive Director
- Lycoming County Association of Township Officials Coordinating Committee Representative
- Lycoming County Borough Representative

The PennDOT Engineering District 3-0 Executive serves as Chairperson of the Coordinating Committee.

Again, the Coordinating Committee voting members shall be designated by their respective member organizations and serve without term limits at the discretion of their member organizations. Each member organization designates the individual(s) serving on the Coordinating Committee as their voting member(s) at the beginning of each calendar year and provides written documentation to the WATS MPO Chairperson for WATS MPO files maintained by the Lycoming County Planning and Community Development Department. Member organizations also designate an alternate voting member that may vote on behalf of the designated voting member in the case where the designated voting member is unable to attend a specific meeting.

At the final scheduled public meeting within a calendar year, the WATS MPO Coordinating Committee will set a public meeting schedule for the upcoming year. Once approved by the Coordinating Committee, the public meeting schedule will be posted on the [WATS MPO website](#), posted at the WATS MPO offices at 330 Pine Street, 3<sup>rd</sup> Floor, Williamsport, PA 17701, and made available by request by calling 570-320-2130.

In addition to the 11 voting members, the Coordinating Committee includes four (4) non-voting members, as follows:

- Federal Highway Administration
- Federal Transit Administration
- US Department of Housing and Urban Development
- PA Department of Economic Development

Non-voting members of the Coordinating Committee receive WATS MPO reports, meeting notices, agendas, and participate in WATS MPO discussions, but serve without a vote.

## **Current Advisory Committees, Ad-hoc Work Groups, and Task Forces**

The WATS MPO Coordinating Committee may establish advisory committees, ad hoc work groups, special purpose task forces or steering committees to gather specialized experience, technical advice and input that may be needed to help carry forth transportation planning related activities under the jurisdiction of the WATS MPO transportation

planning process. The WATS MPO has established a Transit Advisory Committee and a Bicycle / Pedestrian Advisory Committee. Both committees are comprised of WATS members, transit providers, and various social service and community organizations to provide input and recommendations to the WATS MPO on public transit, bicycle, and pedestrian issues and needs in Lycoming County.

### **Bicycle and Pedestrian Advisory Committee**

The purpose of the Bicycle and Pedestrian Advisory Committee is to review and provide input and recommendations to the WATS MPO Coordinating Committee and Technical Committee on bicycle and pedestrian safety and mobility needs in Lycoming County.

The Bicycle and Pedestrian Committee consists of eleven (11) voting members, as follows:

- Lycoming County Planning and Community Development Department Representative
- PennDOT District 3-0 Representative
- PennDOT Center for Program Development and Management Representative
- Lycoming County Health Improvement Coalition (LCHIC) Representative
- Susquehanna Valley Velo Club
- Williamsport Bicycle Club
- PTA/PTO president from a County school district
- River Valley Transit Authority
- STEP, Inc. Office of Aging
- Lycoming College
- Pennsylvania College of Technology

In addition to the 11 voting members, the Bicycle and Pedestrian Advisory Committee shall include six (6) non-voting members, as follows,

- SEDA-COG MPO
- Federal Highway Administration
- PennDOT Bicycle Pedestrian Coordinator
- Pennsylvania Department of Conservation and Natural Resources, Recreation and Parks Regional Advisor
- Lycoming County Association of Township Officials Coordinating Committee Representative
- Lycoming County Borough Representative

Bicycle and Pedestrian Advisory Committee voting members shall be designated by their respective member organizations and shall serve without term limits at the discretion of their member organizations. Member organizations shall also designate an alternate voting member that may vote on behalf of the designated member in the case where the designated voting member is unable to attend a specific meeting.

Non-voting members of the Bicycle and Pedestrian Advisory Committee shall receive WATS reports and meeting notices and agendas, shall be entitled to participate in WATS discussions, but shall serve without vote.

## Committee Vacancies and Member Removal

Article IV of the WATS MPO Bylaws outline the process for filling vacancies, or removing members on the Technical and Coordinating Committees. Vacancies on the WATS MPO Coordinating or Technical Committee shall be filled by an appointment by the responsible organization. Removal of any member, or their representative, of the WATS MPO Coordinating or Technical Committee, due to failure to attend meetings, or for other reasons, shall be at the discretion of the appointing authority.

## Revisions to WATS MPO Products/Projects

### Amendments and Administrative Actions

During development and updates of WATS MPO products/projects, it may be necessary to revise the product/project. These revisions occur in two groups: *Amendments and Administrative Actions*. The PennDOT / WATS Memorandum of Understanding (MOU), updated every 2-years with the Transportation Improvement Program (TIP) update, defines what is considered an amendment or administrative modification.

An **Amendment** is a revision that adds a new project, deletes an existing project, or involves a major change to an existing project included in a STIP/WATS TIP that:

- Affects air quality conformity regardless of the cost of the project or the funding source;
- Adds a new project, deletes a project that utilizes federal funds, or federalizes a project that previously was 100% state and/or locally funded. A new project is a project that is not programmed in the current STIP/WATS TIP, and does not have previous obligations from a prior STIP/WATS TIP. Federally-funded Statewide Program projects are excluded from this provision;
- Adds a new phase(s) to an existing project, deletes a project phase(s), increases or decreases a project phase(s) that utilizes federal funds where the revision exceeds the following thresholds:
  - \$7.5 million for the Interstate Management (IM) Program
  - \$2 million for WATS
  - \$1 million for other federally-funded Statewide Programs
- Involves a change in the scope of work to a project(s) that would:
  - Result in an air quality conformity reevaluation
  - Result in a revised total project estimate that exceeds the thresholds established between PennDOT and WATS (not to exceed any federally-funded threshold contained in this MOU)
  - Results in a change in the scope of work on any federally-funded project that is significant enough to essentially constitute a new project

- During a WATS LRTP lapse, all STIP/WATS TIP revisions will be treated as amendments and the below administrative modifications will not be utilized (or be in effect).

Approval by the WATS MPO is required for **Amendments**. The WATS MPO must then request PennDOT Central Office approval using the e-STIP process. A Fiscal Constraint Chart (FCC) must be provided that depicts the transfer of funds from one source to another, demonstrating fiscal constraint. The FCC summarizes the before, requested adjustments, after changes, and detailed comments explaining the reason for the adjustment(s), and provides any Program Management Committee (PMC) materials that may have been prepared, along with an updated TIP. PennDOT's Central Office will review, approve, and forward to the appropriate federal agency for review and approval, with a courtesy copy to the other federal agency. An e-STIP submission shall include:

- Fiscal Constraint Chart with remarks
- Pdf copy of the TIP
- Supporting materials to explain the reasoning, cause, and/or justification for the amendment revision, as needed, such as PMC items.

The initial submission and approval process of the federally funded Statewide Program or increases/decreases exceeding the thresholds above will be considered an amendment (subsequent placement of these individual projects or line items on the WATS TIP will be considered an administrative modification). In the case of Statewide Programs, including the IM Program and other federally funded statewide programs, approval by PennDOT's Program Management Committee (PMC) and FHWA is required.

Administrative Actions are minor revisions to existing products/projects. These can include minor changes to cost or changes to project initiation dates. If an administrative action is, needed the administrative actions will be presented at a WATS MPO Technical Committee meeting, but do not require approval by a governing body or public comment.

An **Administrative Modification** is a minor revision to a STIP/WATS TIP that:

- Shifts federally-funded projects, a federally-funded project phase(s), or federal funds to existing federally-funded projects or a federally-funded project phase(s) in the approved STIP/WATS TIP and must maintain year-to-year STIP/TIP fiscal constraint requirements;
- Adds a project from a funding initiative or line item that utilizes 100 percent state or non-federal funding; or WATS TIP placement of the federally-funded Statewide Program;
- Adds a project for emergency repairs to roadways or bridges, except those involving substantial, functional, location, or capacity changes;
- Draws down or returns funding from an existing STIP/WATS TIP reserve line item and does not exceed the threshold established in this MOU. A reserve line item holds funds that are not dedicated to a specific project(s) and may be used to cover cost increases or add an additional project phase(s) to an existing project;

- Adds federal or state capital funds from low-bid savings, de-obligations, release of encumbrances or savings on programmed phases to another programmed project phase or line item but does not exceed the above thresholds.

**Administrative Modifications** do not affect air quality conformity nor involve a significant change in the scope of work to a project(s) that would trigger an air quality conformity re-evaluation; does not add a new federally-funded project or delete a federally-funded project; does not exceed the threshold established in this MOU, or the threshold established by this MOU (as detailed in the Amendment Section); and does not result in a change in scope, on any federally-funded project that is significant enough to essentially constitute a new project. A change in scope is a substantial alteration to the original intent or function of a programmed project.

**Administrative Modifications do not require federal approval.** PennDOT and WATS will work cooperatively to address and respond to any FHWA and/or FTA comment(s). FHWA and FTA reserve the right to question any administrative action that is not consistent with federal regulations or with this MOU where federal funds are being utilized.

All revisions, amendments, and administrative modifications shall be identified, numbered, and grouped as one action on an FCC demonstrating both project and program fiscal constraint. The identified grouping of projects (the entire revision action) will require review and/or approval by the Cooperating Parties. In the case that a project phase is pushed out of the TIP period, WATS will demonstrate, through an FCC, fiscal balance of the subject project phase on the second period of the WATS LRTP.

### **Additional Opportunity for Public Comment**

In the event that major revisions have occurred to a WATS MPO product/project, and the end product/project differs significantly from what was made available for public comment, the WATS MPO will provide an additional opportunity for public comment.

To ensure the full and fair public participation in the transportation decision-making process, the WATS MPO will make the new product/project available during a new **14-day** public comment period, and follow the procedures outlined in [WATS Public Outreach Techniques](#).

## How Can You Participate

**HOW TO GET INVOLVED IN TRANSPORTATION PLANNING**

**CALL US**  
570-320-2130 during normal business hours  
7:30 a.m. to 4:00 p.m. Monday through Friday

**WRITE TO US**  
Williamsport Area Transportation Study  
Metropolitan Planning Organization (WATS-MPO)  
Lycoming County Planning 48 W. Third Street Williamsport, PA 17701

**EMAIL US**  
General Inquiries/ Title VI Limited English Proficiency: [javelle@lyco.org](mailto:javelle@lyco.org)  
Public Involvement/ Media/ Website/ Social Media: [svitko@lyco.org](mailto:svitko@lyco.org)

**VISIT OUR WEBSITE**  
[www.lyco.org/WATS-MPO](http://www.lyco.org/WATS-MPO)  
To view and download transportation related information and upcoming public meeting notices

**FOLLOW US ON SOCIAL MEDIA**  
Twitter @WATSMPO  
Instagram @wats\_mpo  
Facebook WATS MPO

**COME TO AN EVENT**  
WATS-MPO participates in special events throughout the planning area. Visit the WATS-MPO Public Involvement website to view opportunities

**PARTICIPATE IN PERSON**  
Attend a WATS-MPO Coordinating Committee meeting  
Visit WATS-MPO at the Executive Plaza Building  
330 Pine Street, 3rd Floor, Williamsport, PA, 17701

**WATS**  
WILLIAMSPORT AREA  
TRANSPORTATION STUDY  
METROPOLITAN PLANNING ORGANIZATION

WATS MPO publications and other public documents can be made available in alternative languages and formats by contacting the MPO at Lycoming County Planning & Community Development 48 West Third Street, Williamsport, PA 17701, telephone number (570) 320-2138.

Fully accessible Public Transportation provided by River Valley Transit Authority. Contact (570) 326-2500 for more information or visit [www.ridervt.com](http://www.ridervt.com).

## Chapter 2 - Why have Public Participation

### Who is “the Public”

The public is comprised of all the diverse communities living in and around the WATS MPO area. The public includes those individuals who choose not to participate, people who are interested and want their views to be heard but for multiple reasons cannot participate, individuals who are not comfortable with either of those roles, but are still affected by transportation decisions, and those individuals who are both interested and choose to participate.

### Federal Requirements - Public Participation Plan

According to the Federal Highway Administration (FHWA), current Federal statutes and regulations provide general guidelines for the public involvement processes and procedures. These guidelines, including the requirement to have a Public Participation Plan, is established in [23 CFR 450.316](#). There is great flexibility available to transportation agencies in developing specific public involvement / participation plans. However, while the set of techniques for any given situation may differ, depending upon such factors as demographics and identified potential impacts, the general approach to developing a public involvement / public participation plan contains elements that are relevant and responsive to all communities. Below are brief excerpts from relevant federal statutes, regulations and Executive Orders setting forth key elements of the public involvement process that is to be used during the transportation planning and project development process.

#### Americans with Disabilities Act (ADA)

The Americans with Disabilities Act of 1990 (ADA) “*prohibits discrimination on the basis of disability by public entities in services, programs, and activities. Public entities are required to make programs accessible to individuals with disabilities including conducting meetings and hearings in ADA-compliant buildings. Special accommodations must be provided to ensure communications are equally effective for persons with disabilities in order to participate in meetings, planning and programming activities.*” With advance notice, special provisions must be made to accommodate hearing-impaired or visually impaired participants.

The WATS MPO addresses the Americans with Disabilities Act (ADA) accommodation procedures further in this plan in the [Americans with Disabilities Act Plan](#).

#### Title VI of the Civil Rights Act and the Civil Rights Restoration Act of 1987

Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 are the federal laws that protects individuals from discrimination based on an individual’s race, color, or national origin in services or programs provided by a recipient of federal aid, even if the service or program provided is not federally funded. Title VI states, “**No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.**”

There are many forms of illegal discrimination based on race, color, or national origin that can limit the opportunity of individuals to gain equal access to services and programs. For example, in operating a federally assisted program, a recipient cannot, based on race, color, or national origin, either directly or through contractual means:

- Engage in intentional discrimination because of race, color, or national origin;
- Use criteria or methods of administration which have the effect of subjecting persons to discrimination because of their race, color, or national origin; or,
- Regarding “protected activities,” it is illegal to intimidate, threaten, coerce, or discriminate against any individual in retaliation for exercising a right or privilege

The WATS MPO addresses Title VI complaint procedures further in this plan in the [WATS MPO Title VI Plan](#).

### **Environmental Justice (EJ)**

Public participation must also take into consideration Presidential Executive Order 12898 establishes provisions for *Environmental Justice*. Executive Order 12898 states “*Each Federal agency shall make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations. Each Federal agency, whenever practicable and appropriate, shall collect, maintain, and analyze information assessing and comparing environmental and human health risks borne by populations identified by race, national origin, or income. To the extent practical and appropriate, Federal agencies shall use this information to determine whether their programs, policies, and activities have disproportionately high and adverse human health or environmental effects on minority populations and low-income populations.*”

Further, the Federal Highway Administration establishes three fundamental environmental justice principles (as outlined in the [USDOT MOU on Environmental Justice and Executive Order 12898](#)):

- To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority populations and low-income populations.
- To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.
- To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

Therefore, all recipients of Federal aid are required to certify nondiscrimination under *Title VI* of the *Civil Rights Act of 1964*. To ensure that the WATS MPO meets the principles laid out by the Executive Order 12898, US census tract data is gathered and an Environmental Justice mapping analysis are completed in order to determine where minority and low-income populations may exist. Projects are then overlaid onto this map and project specific analysis is completed to determine the “benefits and burdens” on how transportation investments are affecting the WATS MPO minority and low-income populations.

The WATS MPO addresses Environmental Justice compliance procedures further in this plan in the [WATS MPO Environmental Justice Plan](#).

### **Limited English Proficiency (LEP)**

On August 11, 2000, the President signed Executive Order 13166, “Improving Access to Services for Persons with *Limited English Proficiency, (LEP)*. “LEP” persons are those individuals who do not speak English as their primary language, and who have a limited ability to read, speak, write or understand English. The key commonality among LEP persons is their inability to communicate effectively in the English language, regardless of their native tongue. Persons that are multi-lingual, in that they speak one or more other languages **in addition to being proficient in English**, are not considered Limited English Proficient. The Executive Order is intended to improve access to federally assisted programs and activities for persons who, because of national origin, are limited in their English proficiency.

The Federal Highway Administration has published guidance related to LEP in 2005, which includes methods by which transportation agencies can determine the need for translation of materials or provision of interpreters at public hearings or other events. It states that recipients “are required to take reasonable steps to ensure meaningful access to their programs and activities by LEP persons.” The WATS MPO addresses Limited English Proficient accommodation procedures further in this plan in the [WATS MPO LEP Plan](#).

### **State Requirements – Public Participation Plan**

#### **Commonwealth of Pennsylvania, Sunshine Law**

Act 84 of 1986 as amended June 15, 1993, February 26, 1996 and October 15, 1998 is an act requiring public agencies to hold certain meetings and hearings open to the public; and providing penalties. The PA General Assembly finds that secrecy in public affairs undermines the faith of the public in government. Highlights of this law include:

- ❖ *Official action and deliberation by a quorum of the members of an agency shall take place at a meeting open to the public.*
- ❖ *Written minutes shall be kept of all open meetings of agencies.*
- ❖ *Public notice is not required in the case of an emergency meeting or a conference.*
- ❖ *The board or council has the option to accept all public comment at the beginning of the meeting.*
- ❖ *A person attending a meeting of an agency shall have the right to use recording devices to record all the proceedings.*



## Chapter 3 - Overview of the WATS Transportation Planning Process

### MPO Public Participation Plans

Federal regulations (23 CFR 450.316) requires MPO's to develop and document, in consultation with interested parties, a Public Participation Plan that details strategies for incorporating visualization techniques, using electronic media, holding public meetings, and responding to public input, among other things, prior to development of the MPO Long Range Transportation Plan and MPO Transportation Improvement Program. The public involvement process shall include the publication and distribution of draft versions of the proposed plan(s) and provide adequate opportunities for review and comment. The approved plan must also be published or made readily available in other ways for informational purposes. Where possible, this process should include visualization techniques and make use of the internet. Federal regulations (detailed in [23 CFR 450.316](#)) require that public officials (elected and appointed) and citizens have adequate opportunity to participate in the development of the Transportation Improvement Program, Long Range Transportation Plan, Public Participation Plan, Unified Planning Work Program, and other plans/products before it is approved and adopted by the MPO. The regulations explicitly identify several parties who should be engaged and involved throughout the plan development / update process.

The purpose of this section is to describe the public participation process for the WATS MPO. The Public Participation Plan consists of methods that facilitate and encourage citizen participation in the WATS MPO transportation planning process. Public involvement is a **right of all residents** of Lycoming County. Public participation is essential to good planning. Without meaningful public participation, there is a risk of making poor decisions, or decisions that have unintended negative consequences. The fundamental objective of public participation programs is to make certain that everyone with an interest in transportation decisions has an opportunity to provide input in the development of policies, programs and projects that are proposed in Lycoming County.

The Public Participation Plan (PPP) is the tool that the WATS MPO uses to ensure residents and stakeholders have a voice in the project development and planning processes. In 1991, Congress passed the Intermodal Surface Transportation Efficiency Act of 1991 in an effort to increase the amount of public involvement in transportation planning. The emphasis for greater public involvement in transportation planning was continued with the passage of the Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21), the Safe, Accountable, Feasible, Efficient Transportation Act – A Legacy for Users (SAFETEA-LU), the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21), and the Fixing America's Surface Transportation Act (FAST). The WATS MPO Public Participation Plan is designed to establish a process that provides:

- Timely information to the public
- Timely public notice of meetings, advisory committee appointments, and workshops
- Public access to key decisions

- Early and continuing involvement of the public in developing transportation plans and transportation improvement programs

The WATS MPO Public Participation Plan meets 23 CFR 450.316 requirements by:

- Providing citizens and affected public agencies, and representatives of public transportation employees a forum for public participation in statewide and regional planning processes.
- Develops its Public Participation Plan in consultation with all interested parties
- Employs visualization techniques to describe plans
- Holds public meetings at convenient and ADA accessible locations and times
- Ensures public information is available in electronically accessible format, such as the internet, as appropriate to afford reasonable opportunity for consideration of public information.
- In the event that an in-person meeting is not feasible (public health emergency, etc.) the WATS MPO will provide detailed information on a virtual meeting option to include: date, time, dial-in number, conference code, and link to the virtual meeting software (Microsoft Teams, Skype, etc.) for the public meeting.

## **WATS MPO Approach toward Fulfillment of Public Participation Process**

This section of the Public Participation Plan specifically outlines how the WATS MPO, responds to the previously outlined federal and state requirements regarding public involvement in the development of the LRTP, TIP, and during the transportation project development process and preparation of special studies and related plans.

### **Interested Parties**

Interested parties were defined via a change in the planning regulations for Public Participation Plans in 23 CFR 450.316. In response, the WATS MPO has further defined interested parties to ensure local public participation among all categories of transportation users and stakeholders defined in the law. The Public Participation Plan identifies a number of organizations as interested parties. The WATS MPO conducts direct mailings, emails, and outreach calls to multiple interested parties / stakeholder organizations during development of the WATS Long Range Plan, the Transportation Improvement Program, and other WATS initiatives as appropriate. A full interested party organization list is found in [Appendix B Interested Party Organizations](#) of the Public Participation Plan.

### **WATS MPO Products/Reports**

There are a number of reasons that public involvement / public participation is important to the WATS MPO product process. As mentioned previously, public participation is essential to good planning. Without meaningful public participation, there is a risk of making poor decisions, or decisions that have unintended negative consequences. Below is a list of the different products the WATS MPO creates/updates, along with the estimated timeline for completion. All of the products/reports are viewable/accessible via the [WATS](#)

[MPO website](#) and print versions of all products/reports are available at the Lycoming County Planning and Community Development Department.

Product	Update Cycle	Current	Next	
		Adoption/Completion	Required Adoption	Targeted Completion
<b>Unified Planning Work Program (UPWP)</b>	2 Years	November 8, 2021	January 31, 2024	November 8, 2023
<b>Long Range Transportation Plan (LRTP)</b>	5 Years	December 17, 2018	December 17, 2023	December 17, 2023
<b>Transportation Improvement Program (TIP)</b>	2 Years	June 13, 2022	July 15, 2024	June 30, 2024
<b>Environmental Justice Analysis of Benefits and Burdens</b>	As part of the TIP and LRTP	January 5, 2022	As needed	February 14, 2022
<b>Public Participation Plan (PPP)</b>	As Needed	January 27, 2020	As needed	February 14, 2023
<b>Title VI Policy &amp; Procedures</b>	As Needed	January 27, 2020	As needed	February 14, 2023
<b>Limited English Proficiency (LEP) Plan</b>	As Needed	January 27, 2020	As needed	February 14, 2023
<b>Coordinated Public Transit Plan</b>	As Needed	November 18, 2019	As needed	As needed
<b>Local Technical Assistance Program (LTAP) Annual Report</b>	Annual	November 2022	October 31, 2022	October 17, 2022
<b>Annual List of Federally Obligated Projects</b>	Annual	December 17, 2021	December 31, 2022	December 5, 2022
<b>WATS MPO Annual Report</b>	Annual	November 2022	As needed	October 17, 2022

### Unified Planning Work Program (UPWP)

The Unified Planning Work Program describes the transportation-related work activities that the Lycoming County Department of Planning and Community Development (PCD) and River Valley Transit Authority (RVTA) (with the aid of planning consultants, as necessary) will perform within Lycoming County.

The UPWP is updated every 2 years. During the update process, the WATS MPO will ensure the full and fair participation by all potentially affected communities in the transportation decision-making process, and seek public input early and often during the UPWP development. This includes multiple opportunities for public comment/participation throughout the review process and 30-day public comment period. A Summary of Public

Comments will be included in the final UPWP showing analysis and disposition of public comments.

Examples of public comment/participation opportunities include Lycoming County Commissioner meetings, Lycoming County Planning Commission meetings, social media notices, WATS MPO meetings, accessing the draft UPWP from the [WATS MPO website](#), accessing the draft UPWP print copies available at the WATS MPO office, and by contacting the WATS MPO staff members directly. In the event that an in-person meeting is not feasible (public health emergency, etc.) the WATS MPO will provide detailed information on a virtual meeting option to include: date, time, dial-in number, conference code, and link to the virtual meeting software (Microsoft Teams, Skype, etc.) for the public meeting.

The MPO will provide auxiliary services for individuals who speak another language, or have speech, sight, or hearing impediments. The MPO will attempt to satisfy other requests, as it is able. Please make your request for auxiliary services to Scott R. Williams, Lycoming County Planning & Community Development, 48 West Third Street, Williamsport, PA 17701, telephone (570)-320-2138; fax number (570) 320-2135; email address: [swilliams@lyco.org](mailto:swilliams@lyco.org).

### **Long Range Transportation Plan (LRTP)**

The Long-Range Transportation Plan delineates how the available and projected transportation funds will be spent in Lycoming County over a 20-year period. A staged transportation project listing is included along with estimated costs, funding sources and timeframes to undertake each project phase. The plan is fiscally constrained in that project costs do not exceed present and future funding levels reasonably expected to be received during the plan's timeframe. The plan addresses federal requirements to adjust project cost estimates to reflect the Year of Expenditure inflation factors in accordance with PennDOT issued guidance. The Long-Range Transportation Plan also outlines the MPO's "vision" of the future transportation system; describes all existing modes of transportation such as highways, bridges, public transit, air service, rail service and bicycle and pedestrian facilities; addresses federal planning factors, and provides public policy statements by transportation mode.

The LRTP also includes a full treatment of how WATS will study and address environmental justice concerns within the transportation planning and programming process. Because the WATS MPO utilizes federal funds to plan and implement transportation projects, the MPO is responsible for undertaking analysis of federally funded projects listed within the LRTP and TIP. WATS MPO conducts environmental justice benefits and burdens analysis during the Transportation Improvement Program update, the Long-Range Transportation Improvement Program update, and as needed. The outcome of this analysis is used to inform the Public Participation process for the WATS MPO. Depending on the results of the EJ analysis, public participation outreach could include a more focused approach in impacted areas.

The LRTP is updated every 5 years. As LRTP updates and the EJ benefits and burdens analyses are performed the WATS MPO will ensure the full and fair participation by all

potentially affected communities in the transportation decision-making process and seek public input early and often during LRTP development. This includes multiple opportunities for public comment/participation during the 45-day public comment period. A Summary of Public Comments will be included in the final LRTP showing analysis and disposition of public comments.

Examples of public comment/participation opportunities include Lycoming County Commissioner meetings, Lycoming County Planning Commission meetings, social media notices, WATS MPO meetings, accessing the draft LRTP from the [WATS MPO website](#), accessing the draft LRTP print copies available at the WATS MPO office, and by contacting the WATS MPO staff members directly. In the event that an in-person meeting is not feasible (public health emergency, etc.) the WATS MPO will provide detailed information on a virtual meeting option to include: date, time, dial-in number, conference code, and link to the virtual meeting software (Microsoft Teams, Skype, etc.) for the public meeting. In addition, the WATS MPO coordinates directly with tribal nations that once had a presence in Lycoming County for review of the LRTP as part of the 45-day public comment period.

The MPO will provide auxiliary services for individuals who speak another language, or have speech, sight, or hearing impediments. The MPO will attempt to satisfy other requests, as it is able. Please make your request for auxiliary services to Scott R. Williams, Lycoming County Planning & Community Development, 48 West Third Street, Williamsport, PA 17701, telephone (570)-320-2138; fax number (570) 320-2135; email address: [swilliams@lyco.org](mailto:swilliams@lyco.org).

The next plan update is scheduled by the WATS MPO for adoption by December 17, 2023 (plan development will begin in July 12 2021).

## 2018-2038 WATS Long Range Plan Development Public Meeting Schedule

This section outlines the 2018-2038 LRTP development and public meeting schedule. There were 15 publicly advertised meetings held or arranged by WATS during the development of this WATS Long Range Transportation Plan Update as follows:

<i>Public Meeting</i>	<i>Date/Time</i>	<i>Place</i>	<i>Topics Discussed</i>
WATS Technical Committee	9/11/17 10:00 AM	Executive Plaza, 330 Pine St, Williamsport PA	Plan Update Kickoff
WATS Coordinating Committee	9/25/17 1:00 PM	Executive Plaza, 330 Pine St, Williamsport PA	Chapter 2
WATS Technical Committee	12/4/17 10:00 AM	Executive Plaza, 330 Pine St, Williamsport PA	Opportunity for Public Input
WATS Coordinating Committee	12/18/17 1:00 PM	Executive Plaza, 330 Pine St, Williamsport PA	Opportunity for Public Input
WATS Technical Committee	1/29/18 10:00 AM	Executive Plaza, 330 Pine St, Williamsport PA	Chapter 3
WATS Coordinating Committee	2/1/18 12:00 AM	Executive Plaza, 330 Pine St, Williamsport PA	Chapter 3
WATS Technical Committee	4/16/18 10:00 AM	Executive Plaza, 330 Pine St, Williamsport PA	Chapter 1
WATS Coordinating Committee	4/30/18 1:00 PM	Executive Plaza, 330 Pine St, Williamsport PA	Chapter 1

Williamsport Area Transportation Study Metropolitan Planning Organization  
Public Participation Plan

WATS Technical Committee	6/1/18 12:00 AM	Executive Plaza, 330 Pine St, Williamsport PA	Chapter 4
WATS Coordinating Committee	6/18/18 1:00 PM	Executive Plaza, 330 Pine St, Williamsport PA	Chapter 4
Lycoming County Board of Commissioners	11/1/2018 10:00 AM	Executive Plaza, 330 Pine St, Williamsport PA	Opportunity for Public Input / Presentation of Draft Plan
Lycoming County Planning Commission (Canceled due to weather)	11/15/2018 6:00 PM	Executive Plaza, 330 Pine St, Williamsport PA	Opportunity for Public Input / Presentation of Draft Plan
WATS Technical Committee	12/3/18 10:00 AM	Executive Plaza, 330 Pine St, Williamsport PA	Opportunity for Public Input / Presentation of Draft Plan
WATS Coordinating Committee	12/17/18 1:00 PM	Executive Plaza, 330 Pine St, Williamsport PA	Summary of Public Comment / Plan Adoption
Lycoming County Planning Commission	12/20/2018 6:00 PM	Executive Plaza, 330 Pine St, Williamsport PA	Rescheduled Presentation of Adopted Plan

The WATS Technical Committee served as the overall WATS Long Range Transportation Plan development steering committee. In addition to the above noted public meeting schedule, an Agency Coordination Meeting, (ACM) consultation was held with ACM participation environmental agencies on **August 22, 2018** fulfilling the federal environmental consultation public involvement requirements. For this draft of the Long-Range Transportation Plan, WATS, following the ACM presentation, which began on October 18, 2018 and concluded on December 7, 2018, advertised the federally required 45-day public comment period. A significant snowstorm, which occurred on the day of the second of two public hearings (11/15/18), forced the rescheduling/re-advertising of the hearing for the December 3, 2018 WATS Technical Committee meeting. In doing so, the public comment period was extended for an additional week to December 7, 2018.

All public comments were summarized and addressed prior to the WATS MPO plan adoption date on **December 17, 2018**. The next Long-Range Plan Update adoption is scheduled for December 17, 2023.

### Transportation Improvement Plan (TIP)

The WATS Transportation Improvement Program, (TIP) is a document identifying all highway, bridge and public transit projects containing Federal, State and local funds being programmed within Lycoming County during the next four Federal Fiscal Years. These types of projects cannot proceed until they are included on the TIP. The WATS MPO develops the TIP cooperatively between PennDOT, the Lycoming County PCD and RVTA for review and approval every two years. Again, an extensive MPO public involvement process is employed during development of the TIP. Projects are identified from the WATS Long Range Transportation Plan, coordination with PennDOT Engineering District 3-0, PennDOT Center for Program Development and Management, Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and River Valley Transit Authority (RVTA). All projects are consistent with financial guidance provided by PennDOT, as the TIP must also be fiscally constrained. Upon approval by the WATS MPO, the TIP is forwarded to PennDOT and FHWA / FTA for final approval. Modifications or formal amendments to the TIP can be considered by the MPO at any time. The MPO has adopted TIP Administrative Procedures to process TIP modifications and formal amendments.

Because the WATS MPO utilizes federal funds to plan and implement transportation projects, the MPO is responsible for undertaking analysis of federally funded projects listed within the LRTP and TIP. The WATS MPO TIP includes a full treatment of how WATS will study and address environmental justice concerns within the transportation planning and programming process. WATS MPO conducts environmental justice benefits and burdens analysis as needed. The outcome of this analysis is used to inform the Public Participation process for the WATS MPO.

The TIP is updated every 2 years. As TIP updates and the EJ benefits and burdens analyses are performed the WATS MPO will ensure the full and fair participation by all potentially affected communities in the transportation decision-making process, and seek public input early and often during TIP development. This includes multiple opportunities for public comment/participation, and a draft TIP public hearing, during the 30-day public comment period. In addition, the WATS MPO coordinates directly with tribal nations that once had a presence in Lycoming County for review of the TIP as part of the 30-day public comment period. A Summary of Public Comments will be included in the final TIP showing analysis and disposition of public comments

Examples of public comment/participation opportunities include Lycoming County Commissioner meetings, Lycoming County Planning Commission meetings, social media notices, WATS MPO meetings, accessing the draft TIP from the [WATS MPO website](#), accessing the draft TIP print copies available at the WATS MPO office, and by contacting the WATS MPO staff members directly. In the event that an in-person meeting is not feasible (public health emergency, etc.) the WATS MPO will provide detailed information on a virtual meeting option to include: date, time, dial-in number, conference code, and link to the virtual meeting software (Microsoft Teams, Skype, etc.) for the public meeting.

The MPO will provide auxiliary services for individuals who speak another language, or have speech, sight, or hearing impediments. The MPO will attempt to satisfy other requests, as it is able. Please make your request for auxiliary services to Scott R. Williams, Lycoming County Planning & Community Development, 48 West Third Street, Williamsport, PA 17701, telephone (570)-320-2138; fax number (570) 320-2135; email address: [swilliams@lyco.org](mailto:swilliams@lyco.org).

### **Public Participation Plan (PPP)**

The WATS MPO conducts updates to the Public Participation Plan as needed. As part of the update process the WATS MPO reviews the Environmental Justice Analysis of Benefits and Burdens, the Title VI Policy and Procedures, and the Limited English Proficiency Plan and makes changes as needed using the most current U.S. Census and other data.

During the update process the WATS MPO will ensure the full and fair participation by all potentially affected communities in the transportation decision-making process, and seek public input early and often during PPP development. This includes multiple opportunities for public comment /participation during the 45-day public comment period. The WATS MPO opened the draft PPP public comment period on December 6, 2022 and closed the public comment period on January 20, 2023 (45-days).

The Draft 2023 WATS MPO PPP was posted on the WATS MPO Involvement [website](#) and links to the draft PPP were shared on the MPO social media accounts. Printed copies of the draft 2023 WATS MPO PPP were mailed to parties on the Interested Party Organization list ([Appendix B](#)) and made available at the WATS MPO offices. A Summary of Public Comments will be included in the final PPP showing analysis and disposition of public comments.

Examples of public comment/participation opportunities include WATS MPO meetings, social media notices, accessing the draft PPP from the [WATS MPO website](#), accessing the draft PPP print copies available at the WATS MPO office, during the 45-day draft PPP public comment period, and by contacting the WATS MPO staff members directly with any comments. In the event that an in-person meeting is not feasible (public health emergency, etc.) the WATS MPO will provide detailed information on a virtual meeting option to include: date, time, dial-in number, conference code, and link to the virtual meeting software (Microsoft Teams, Skype, etc.) for the public meeting. In addition, the WATS MPO coordinates directly with tribal nations that once had a presence in Lycoming County for review of the PPP as part of the 45-day public comment period.

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## **Title VI Policy and Procedures**

The Title VI Policies and Procedures are included in the PPP and are updated, as needed, during the Public Participation Plan update. During this review, the WATS MPO utilizes the most current U.S. Census and other data ([WATS MPO Title VI Plan](#)).

By way of incorporating the Title VI Policy and Procedures into the PPP during the update process, the WATS MPO ensures the full and fair participation by all potentially affected communities in the transportation decision-making process. This includes multiple opportunities for public comment /participation during the 45-day public comment period. Examples of public comment/participation opportunities include WATS MPO meetings, social media notices, targeted public outreach events, accessing the draft PPP from the [WATS MPO website](#), accessing the draft PPP print copies available at the WATS MPO office, and by contacting the WATS MPO staff members directly with any comments. In the event that an in-person meeting is not feasible (public health emergency, etc.) the WATS MPO will provide detailed information on a virtual meeting option to include: date, time, dial-in number, conference code, and link to the virtual meeting software (Microsoft Teams, Skype, etc.) for the public meeting.

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17701, telephone (570)-320-2138; fax number (570) 320-2135; email address: [swilliams@lyco.org](mailto:swilliams@lyco.org).

### **Limited English Proficiency Plan (LEP Plan)**

Because the WATS MPO utilizes federal funds to plan and implement transportation projects, the MPO is responsible for improving meaningful access to the MPO programs, activities, and opportunities for public participation to persons with Limited English Proficiency. The LEP Plan is included in the PPP and is updated, as needed, during the Public Participation Plan update.

By way of incorporating the Limited English Proficiency Plan into the PPP during the update process, the WATS MPO ensures the full and fair participation by all potentially affected communities in the transportation decision-making process. This includes multiple opportunities for public comment /participation during the 45-day public comment period. Examples of public comment/participation opportunities include WATS MPO meetings, social media notices, targeted public outreach events, by posting the draft PPP on the [WATS MPO website](#), accessing the draft PPP print copies available at the WATS MPO office, and by contacting the WATS MPO staff members directly with any comments.

In the event that an in-person meeting is not feasible (public health emergency, etc.) the WATS MPO will provide detailed information on a virtual meeting option to include: date, time, dial-in number, conference code, and link to the virtual meeting software (Microsoft Teams, Skype, etc.) for the public meeting.

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### **Coordinated Public Transit Plan**

Federal transit law requires that projects selected for funding under the Enhanced Mobility for Individuals and Individuals with Disabilities (Section 5310) Program be *"included in a locally developed, coordinated public transit-human services transportation plan,"* and that the plan be *"developed and approved through a process that included participation by seniors, individuals with disabilities, representatives of public, private, and nonprofit transportation and human services providers and other members of the public"* utilizing transportation services. The WATS MPO collaborates with the Susquehanna Economic Development Association (SEDA) Council of Governments (COG) for the Coordinated Public Transit Plan. These coordinated plans identify the transportation needs of individuals with disabilities, older adults, and people with low incomes, provide strategies for meeting these needs, and prioritize transportation services for funding and implementation.

Updates to the Coordinated Public Transit Plan are performed as needed. As updates occur, the WATS MPO and SEDA COG will ensure the full and fair participation by all

potentially affected communities in the transportation decision-making process by providing opportunities for public comment/participation throughout the development process. Examples of public comment/participation opportunities include SEDA-COG meetings, WATS MPO meetings, social media notices, targeted public outreach events (Listening Sessions, etc.), accessing the draft Coordinated Public Transit Plan from the [WATS MPO website](#) and the [SEDA-COG website](#), accessing the draft Coordinated Public Transit Plan print copies available at the WATS MPO office and SEDA-COG office, and by contacting the WATS MPO staff members directly with any comments.

In the event that an in-person meeting is not feasible (public health emergency, etc.) the WATS MPO will provide detailed information on a virtual meeting option to include: date, time, dial-in number, conference code, and link to the virtual meeting software (Microsoft Teams, Skype, etc.) for the public meeting.

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On November 18 2019, the WATS MPO adopted the 2019 update to the joint Coordinated Public Transit-Human Services Transportation Plan.

### **Local Technical Assistance Program (LTAP) Annual Report**

The WATS MPO has collaborated with PennDOT since 2005 to assist in delivery of the LTAP program. The contracting mechanism for the MPO involvement is by inclusion of a task in the WATS Unified Planning Work Program. As a part of the delivery of the LTAP program, WATS MPO produces an annual report of LTAP activity in the prior year.

The WATS MPO will ensure the full and fair participation by all potentially affected communities in the transportation decision-making process. This includes opportunities for public comment. Examples of public comment opportunities include the ability for the public to comment/ask questions regarding the report by presenting the LTAP Annual Report at WATS MPO meetings, posting the Annual Report on the [WATS MPO LTAP website](#), accessing the Annual Report print copies available at the WATS MPO office, or by contacting MPO staff members directly with any comments.

In the event that an in-person meeting is not feasible (public health emergency, etc.) the WATS MPO will provide detailed information on a virtual meeting option to include: date, time, dial-in number, conference code, and link to the virtual meeting software (Microsoft Teams, Skype, etc.) for the public meeting.

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17701, telephone (570)-320-2138; fax number (570) 320-2135; email address: [swilliams@lyco.org](mailto:swilliams@lyco.org).

### **Annual List of Federally Obligated Projects**

As a requirement of the Fixing America's Surface Transportation (FAST Act) legislation, MPOs are required to prepare an annual report that lists and summarizes all projects for which funding has been obligated during the prior Federal Fiscal Year (ending September 30). This report must be completed within 90-days of the end of the Federal Fiscal Year and is made available to the public.

The Federal Highways Administration (FHWA) defines "obligated" as "the Federal government's promise to pay a State for the Federal share of a project's eligible cost." Funding can also be "de-obligated" in response to lower than expected costs, project cancellation, or other factors, and these released funds are frequently redirected to other projects.

The WATS MPO will ensure the full and fair participation by all potentially affected communities in the transportation decision-making process. This includes opportunities for public comment. Examples of public comment opportunities include the ability for the public to comment/ask questions regarding the report by presenting the Annual List at WATS MPO meetings, posting the Annual List on the [WATS MPO website](#), accessing the Annual List print copies available at the WATS MPO office, or by contacting MPO staff members directly with any comments.

In the event that an in-person meeting is not feasible (public health emergency, etc.) the WATS MPO will provide detailed information on a virtual meeting option to include: date, time, dial-in number, conference code, and link to the virtual meeting software (Microsoft Teams, Skype, etc.) for the public meeting.

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### **WATS MPO Annual Report**

Each year in the fall, the WATS MPO produces an annual report of activity in the previous calendar year. The annual report includes involvement in major projects, milestones reached in major planning deliverables, any staffing changes, and financial information related to the work program. Also included are summaries of status, trends, and progress related to performance measures on the WATS MPO transportation system.

The WATS MPO will ensure the full and fair participation by all potentially affected communities in the transportation decision-making process. This includes opportunities for public comment. Examples of public comment opportunities include the ability for the public to comment/ask questions regarding the annual report by presenting the WATS

MPO Annual Report at WATS MPO meetings, posting the Annual Report on the [WATS MPO website](#), accessing the Annual Report print copies available at the WATS MPO office, or by contacting MPO staff members directly with any comments.

In the event that an in-person meeting is not feasible (public health emergency, etc.) the WATS MPO will provide detailed information on a virtual meeting option to include: date, time, dial-in number, conference code, and link to the virtual meeting software (Microsoft Teams, Skype, etc.) for the public meeting.

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## Chapter 4 – Compliance with State and Federal Requirements

### WATS Public Outreach Techniques

The Lycoming County Planning Commission utilizes a variety of public outreach techniques to encourage public participation in the development of WATS programs, including the Long-Range Transportation Plan and Transportation Improvement Program, and other products previously stated. These outreach techniques are summarized below.

Public Participation Element	Outreach Technique
WATS Documents Availability	LCPC Office, Interested Party mailings, <a href="#">WATS MPO website</a>
Comment Opportunities	Public meetings, written comments (email or hardcopy)
Public Meeting	Hold minimum of 1 public meeting during public comment period and 1 public meeting at plan adoption stage
Virtual Public Meeting	In the event that an in-person meeting is not feasible (public health emergency, etc.) the WATS MPO will provide detailed information on a virtual meeting option to include: date, time, dial-in number, conference code, and link to the virtual meeting software (Microsoft Teams, Skype, etc.) for the public meeting.
Public Comment Period Notice	Publish legal notice at least 30 calendar days prior to TIP public comment period ending, 45 calendar days for LRTP ending (appearing in the Williamsport Sun Gazette minimum of 3 times), 30 calendar days for the UPWP ending, and 45 calendar days for the PPP ending. All public comment period notices are posted on the <a href="#">WATS MPO website</a> , and WATS MPO social media accounts along with a draft (or link) of the product for review.

Public Meeting Notice	Publish legal notice the Monday prior to the public meeting (appearing in Williamsport Sun Gazette and WATS MPO social media pages) and via the MPO social media accounts.
Public Comment Summary	Prepare a summary of comments received (during public comment period) and incorporate public comments into products.
Visualization Techniques	Where appropriate, make use of Geographic Information System (GIS) to develop maps, charts, figures, presentations, public displays, and annual reports for outreach
Social Media	Public announcements and updates on major activities will be posted to WATS MPO Facebook, YouTube, Linked In, Twitter, and Instagram accounts. The WATS MPO utilizes the Facebook, Twitter, and Instagram accounts to profile local transportation projects and updates on ongoing projects, inform public of WATS MPO Technical, Coordinating Committee, and Transit Advisory Committee meeting dates/times/locations, and inform the public of emergency alerts authored by PennDOT and other sources. The MPO utilizes the Linked In account to connect with potential engineering/contracting firms for projects.

## WATS MPO General Public Participation Procedures

To ensure the full and fair public participation in the transportation decision-making process the WATS MPO implements the following general procedures for public comment/participation.

### Public Meetings

- All WATS MPO meetings are held on Mondays and are open to the public. The WATS MPO meetings are publicly advertised in the Williamsport Sun Gazette the Monday prior to the WATS MPO meeting. Requests for accommodations can be made 4 business-days prior to the MPO meeting.
- All other public meetings will be advertised in the Williamsport Sun Gazette 7 business-days prior to the meeting date. Requests for accommodations can be made 4 business-days prior to the public meeting.
- In addition, all WATS MPO meetings are advertised on the WATS MPO social media sites. Agendas for the meetings are available at the meetings, and are posted on the [WATS MPO website](#) prior to all meetings.
- Minutes of all WATS public meetings are prepared by LCPC staff and are posted on the [WATS MPO website](#), after WATS approval at their public meeting and copies are publicly available from the LCPC office upon request.
- All WATS public meetings are typically held at the Lycoming County Executive Plaza Building, 330 Pine St., Williamsport, PA 17701. In instances where the Executive Plaza Building is unavailable, the secondary meeting location is the Michael Ross Event Center in the Trade and Transit Centre II Building, located at

144 W 3<sup>rd</sup>. St. Williamsport, PA 17701. Both facilities are ADA compliant and accessible to public transportation provided by River Valley Transit Authority, which operates a fully accessible fixed route transit fleet as well as ADA paratransit services subcontracted through a shared ride provider, STEP, Inc.

- In the event that an in-person meeting is not feasible (public health emergency, etc.) the WATS MPO will provide detailed information on a virtual meeting option to include: date, time, dial-in number, conference code, and link to the virtual meeting software (Microsoft Teams, Skype, etc.) for the public meeting. The meeting information will be advertised in the Williamsport Sun Gazette as well as the MPO social media accounts (Facebook, Twitter, Instagram, etc.).

### **Unplanned/Short Notice Meeting Procedure**

To ensure the full and fair public participation in the transportation decision-making process the WATS MPO implements the following procedure in the event of an unplanned or short notice meeting:

- In accordance with Section 3 of the WATS MPO Bylaws when formal actions need to be expedited without the opportunity to convene a public meeting, an electronic mail ballot and/or phone ballot may be conducted in accordance with the WATS MPO approved Public Participation Plan.
  - The Lycoming County Planning and Community Development Department staff will determine the appropriateness of the voting technique used to poll WATS voting members.
  - The result of the vote will not be considered valid until a voting majority has been obtained.
  - All WATS voting members will be afforded five business days to review information provided and cast their vote.
  - The Lycoming County Planning and Community Department Staff will notify all WATS voting members of the result.
  - The voting action will be re-affirmed by vote at the next regularly scheduled WATS MPO public meeting.

### **Public Comment**

- WATS MPO publishes a Public Comment Period Notice at least 30 calendar days prior to the TIP public comment period ending, and 45 calendar days prior to the Long-Range Transportation Plan ending (the notices appear in the Williamsport Sun Gazette a minimum of 3 times), 30 calendar days for the UPWP ending, and 45 calendar days for the PPP ending. All public comment period notices are posted on the [WATS MPO website](#), WATS MPO social media accounts, and along with a draft of the product for review.
- WATS MPO will hold a minimum of one public meeting during the public comment period and one public meeting at the plan adoption stage.
- The WATS MPO accepts public comment on draft products at Lycoming County Commissioner meetings, Lycoming County Planning Commission meetings, social media notices, WATS MPO meetings, accessing the draft product from the [WATS](#)

- [MPO website](#), accessing the draft print copies available at the WATS MPO office, and by contacting the WATS MPO staff members directly.
- After the public comment period has ended, the WATS MPO staff will prepare a summary of all comments received, how those comments were addressed, and incorporate the public comments into products.

### **Outreach and Visualization Techniques**

- The WATS MPO, where appropriate, makes use of Geographic Information System (GIS) to develop maps, charts, figures, presentations, public displays, and annual reports for outreach.
- The WATS MPO posts public announcements to profile local transportation projects, updates to ongoing projects, inform the public of MPO Technical, Coordinating, and Transit Advisory Committee meetings, dates, times, locations, public comment period notices, and updates on other major activities to the [WATS MPO website](#), and the MPO Facebook, Twitter, and Instagram accounts.
- The WATS MPO utilizes targeted public outreach events/activities as needed when for projects/products
- All public information requests for WATS MPO produced documents are handled directly either by the Lycoming County Planning Department Staff or by the Lycoming County Director of Administration, who is the Lycoming County Right to Know Public Information Officer. All requests are handled in a manner that complies with state law.

### **Public Participation Plan Requirements**

#### **Compliance with PA Sunshine Law**

In order to ensure the full and fair participation by all potentially affected communities in the transportation decision-making process and comply with the [Commonwealth of Pennsylvania Sunshine Law](#), the WATS MPO utilizes the [general procedures](#) previously outlined. Whereby all WATS MPO meetings are held on Mondays and are open to the public. The WATS MPO meetings are publicly advertised in the Williamsport Sun Gazette the Monday prior to the WATS MPO meeting. Requests for accommodations can be made 4 business-days prior to the meeting. Agendas for the meetings are available at the meeting and are posted on the [WATS MPO website](#) prior to all meetings. Public information requests for WATS produced documents are handled directly either by the Lycoming County Planning Department Staff or by the Lycoming County Director of Administration, who is the Lycoming County Right to Know Public Information Officer. All requests are handled in a manner that complies with state law. Minutes of all WATS public meetings are prepared by LCPC staff and are posted on the [WATS MPO website](#), after WATS approval at their public meeting and copies are publicly available from the LCPC office upon request.

#### **Compliance with Federal Government Requirements**

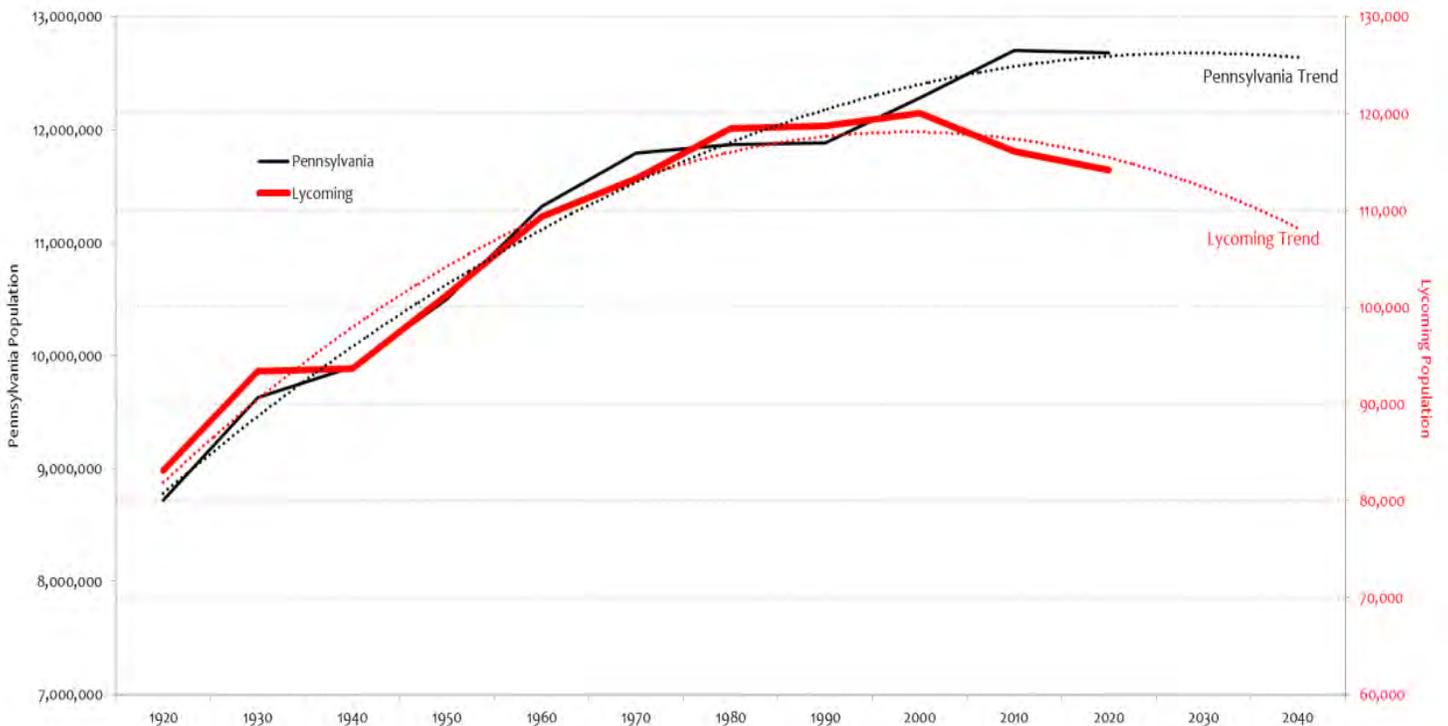
The WATS MPO initially developed a Public Participation Plan in 1994 with subsequent plan updates since that time to ensure compliance with [Federal Public Participation](#)

[Requirements](#) and to respond to changing demographics and emerging new technologies that have become available to the WATS MPO to improve public outreach techniques. The WATS MPO Public Participation Plan update provides a demographic overview of Lycoming County based on U.S. Bureau of Census American Community Survey information.

### Population Trends

According to the U.S. Bureau of Census 2019 American Community Survey Population Estimate figures, there is an estimate of 113,605 persons residing in Lycoming County. From 1970 to 2000, Lycoming County’s population grew by 6,748 persons (a 6% overall gain) which was higher than Pennsylvania’s overall population growth at 4.1%. However, based on the 2021 US Census Bureau population estimates, the population of Lycoming County peaked sometime in the late 1990s and has begun to decline. Projecting the 100-year population trend forward for Lycoming County suggests that within the 20-year planning horizon of the WATS MPO long-range plan the population of Lycoming County will be at a similar level to what it was in the late 1960s.

#### Population change trends for Lycoming County and Pennsylvania



Similar to statewide trends, Lycoming County population has been shifting outward from the City and Boroughs (incorporated municipalities) into the suburban and rural Townships. Municipalities that have seen population growth are mostly rural Townships located generally along the I-180 corridor between Williamsport and the Borough of Muncy. Within this general area of the county, the Townships of Wolf, Mill Creek, Fairfield and Penn each realized population growth over 5%. Muncy Township and Loyalsock Township each grew by 3% and 1.5% respectively. Meanwhile, the incorporated municipalities within this same area saw large population declines:

Picture Rocks: -2%

Montoursville: -3.4%

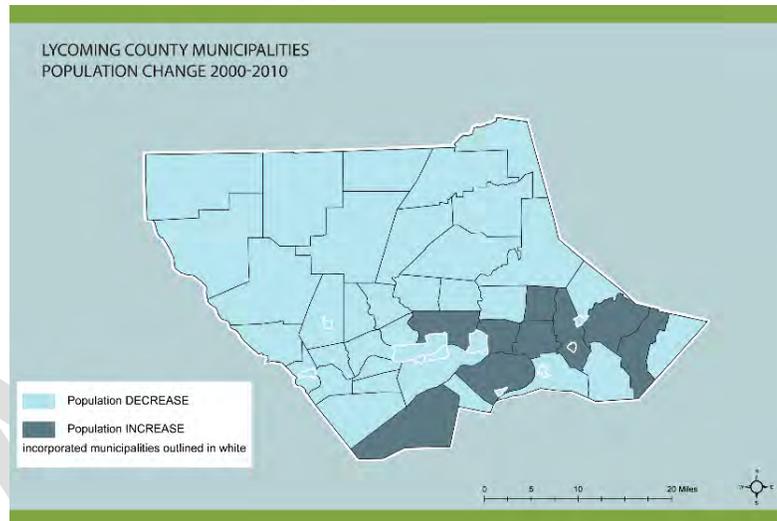
Hughesville: -4%

Williamsport: -4.3%

Muncy: -7%

Collectively, these 5 municipalities lost 1,780 people between the 2000 and 2010 census, 1.5% of the total county population in 2000.

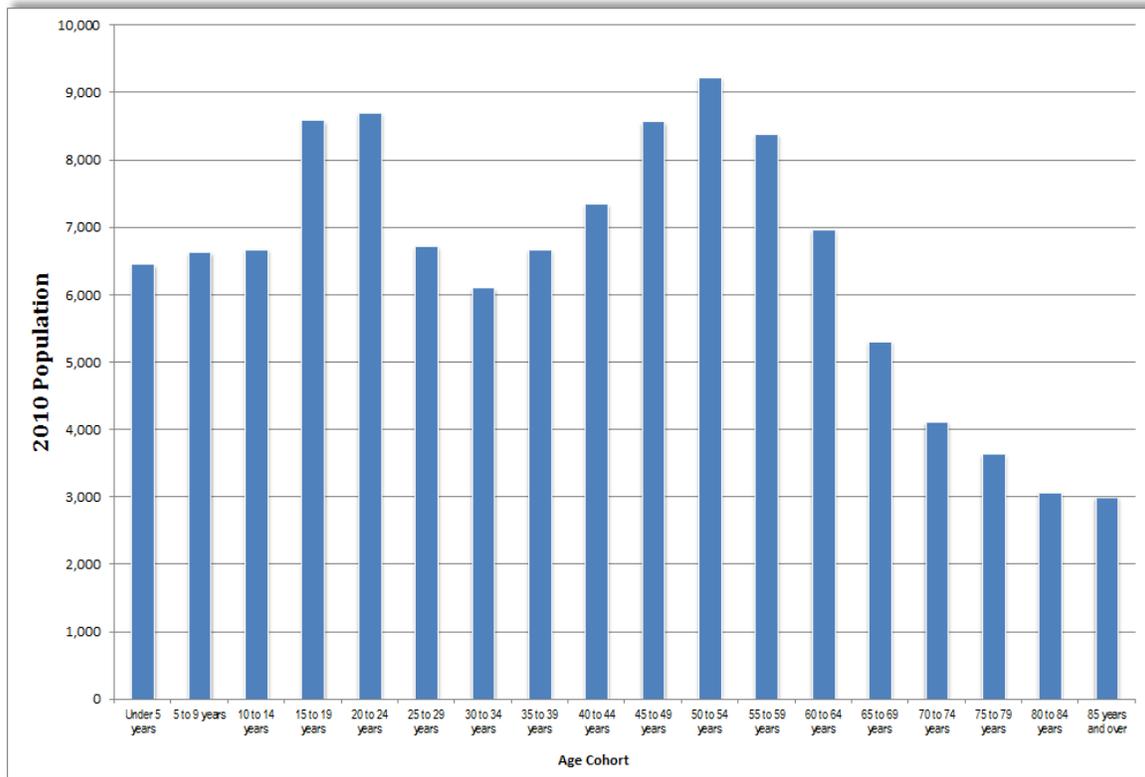
Meanwhile, even larger percentage decreases in population occurred in the central and northern parts of the county. The Townships of Old Lycoming, Pine, Plunketts Creek, Gamble, Lewis, Brown, McNett and Cummings each saw population decrease by over 10% from the 2000 to the 2010 census.



### Population by Age Group

The population of Lycoming County is also becoming older on average. However, the largest driver of this trend is not an increase of people over the age of 65 but instead a diminishing proportion of the population under the age of 18. The youth population of the county has seen a steady linear decrease over the 50-year period from 1960-2010. From 1960 to 2010, the proportion of the population in Lycoming County under the age of 18 decreased from 37% to 21%. This was a numerical decrease of nearly 16,000 from a high of nearly 40,000 in 1960 to just 24,000 in 2010. Meanwhile, the proportion of the population aged 65 or over has increased from 11% to 16%. This was a numerical increase of less than 7,000 from about 12,500 in 1960 to just over 19,000 in 2010.

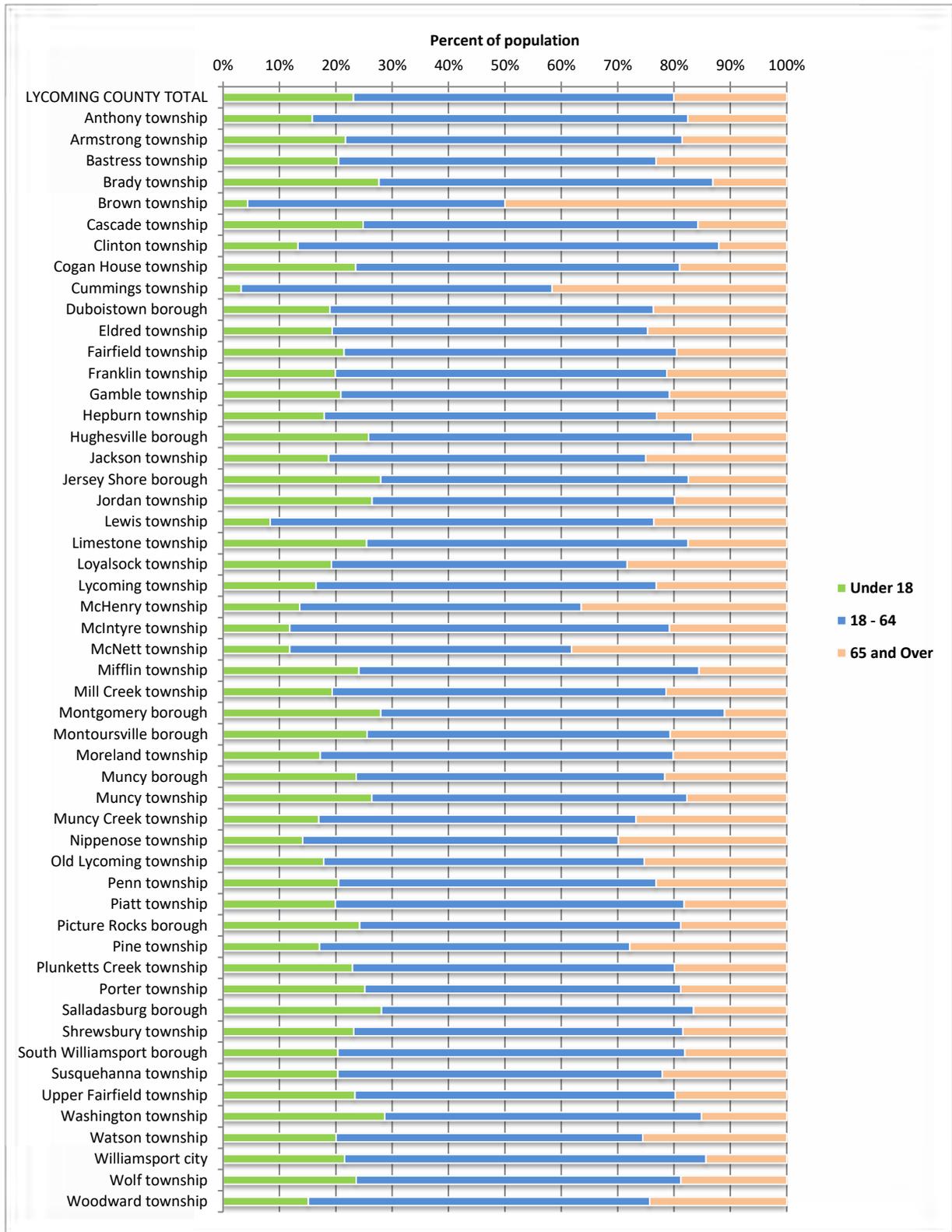
Looking at the breakdown of the population in 2010 based on age reveals another trend greatly influencing the current population composition and future demographics of Lycoming County. Currently, the largest age cohort in Lycoming County is individuals aged 50-54.



In addition, individuals aged 45-49 and aged 55-59 make up a large proportion of the population. Our large (2,211 in the 2010 census) college student population buoys the numbers of those aged 15-24 in the county. Over the lifespan of this plan, with a 20-year planning horizon, the largest age group within the county (those aged 45-59 in 2010, 22% of the total population) will enter their retirement years and then begin to decline in numbers due to mortality. Without an influx of population from outside of the county or a drastic increase in birth rates, Lycoming County is likely to see a dramatic decline in population between the years 2018 and 2038.

The chart below shows the percent of population by age group breakdown for the Lycoming County total and per municipality for the *under 18*, *18-64*, and *65 and over* age groups.

Williamsport Area Transportation Study Metropolitan Planning Organization  
Public Participation Plan



Source: [US Census American Community Survey 2019 5-Year Estimates](#)

In terms of a future countywide total population forecast, the Lycoming County Comprehensive Plan Update anticipates total population to decrease to 112,000 persons by 2020 with a further decrease to 106,000 persons by 2030, which is the new County Comprehensive Plan Update horizon year. A hypothesized reason for this decrease is attributed to “brain drain” trends where younger people going to colleges and universities elsewhere do not return to Lycoming County for employment once students graduate. This trend is supported by the 2019 ACS 5-year estimates showing Lycoming County’s population to have dropped to 113,299.

## Environmental Justice Plan

### Identification of Minority and Low-Income Areas

Presidential Executive Order 12898 states that “each Federal agency shall make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations.” Because the WATS MPO is responsible for allocating federal funds, the MPO is required to consider Environmental Justice (EJ). Within the transportation field, environmental justice is guided by three core principles:

- To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority populations and low-income populations.
- To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.
- To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

The WATS MPO meets these requirements by providing data and mapping of Lycoming County minority and low-income areas utilizing U.S. Bureau of Census information, along with analysis of proposed transportation project impacts related to minority and low-income populations in the LRTP and TIP. The WATS MPO uses the Pennsylvania Department of Transportation guidance issued to the MPOs and RPOs of Pennsylvania, when performing equity analysis by incorporating the following “core elements”:

1. Identify minority and low-income areas
2. Assess conditions and identify needs
3. Evaluate burdens and benefits
4. Identify and address disproportionate and adverse impacts and inform future planning efforts

### Identification of traditionally underserved and underrepresented populations

Executive Order 12898 specifies that *minority* and *low-income* populations must be considered in Environmental Justice analysis and these populations were identified using

data from the U.S. Bureau of Census 2010 Decennial Census and the American Community Survey, (ACS). The following definitions are used for the purposes of this analysis:

- **Minority:** Any individual or group that self-identifies as a member(s) of the racial categories Black/African American, Asian American, American Indian/Alaskan Native, Native Hawaiian/other Pacific Islander and the ethnic category Hispanic/Latino.
- **Minority Population:** Any readily identifiable group of minority persons who live in geographic proximity, and if circumstances warrant, geographically dispersed/transient persons (such as migrant workers or Native Americans) who would be similarly affected by a proposed DOT program, policy, or activity.
- **Low-Income:** Households at or below the federal poverty level.
- **Low-Income Population:** Any readily identifiable group of low-income persons who live in geographic proximity, and, if circumstances warrant, geographically dispersed/transient persons (such as migrant workers or Native Americans) who would be similarly affected by a proposed DOT program, policy, or activity.

A complete list of definitions for these categories is found in [Appendix D Glossary](#) at the end of this document.

To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process, the WATS MPO, as part of the preliminary design phase of proposed projects, coordinates with PennDOT and consultant teams to avoid, minimize, and mitigate adverse impacts to minority and low-income populations. These efforts are documented in the environmental clearance documents for each project.

For other transportation projects, which are advancing from the WATS Long Range Transportation Plan for programming on the WATS Transportation Improvement Program preliminary design phase, WATS will work with PennDOT and other project sponsors to identify the minority and low-income areas and evaluate direct and indirect impacts of the projects on these populations. For projects that have advanced beyond preliminary design phase, WATS, PennDOT and other project sponsors will work to avoid, minimize and mitigate adverse impacts to minority and low-income areas. Again, these efforts are documented in the appropriate environmental clearance documents for the projects.

In terms of transit, it should be recognized that WATS, River Valley Transit Authority and STEP, Inc. actively solicit input from minority and low-income areas through the WATS Transit Advisory Committee that includes numerous social service organizations providing programs and services supporting the transportation needs of such populations. RVTA and STEP continually attempt to improve public transit service to key growth areas, which include subject populations.

On November 18, 2019, the WATS MPO adopted an update to its Coordinated Public Transit-Human Services Transportation Plan in conjunction with the SEDA-COG MPO. This plan helps guide the distribution of federal funds from certain transit programs that serve low-income, minority, persons with disabilities, and the elderly population. A large

number of stakeholders provided input about this Coordinated Plan, including many stakeholders that directly or indirectly represent minority and low-income populations.

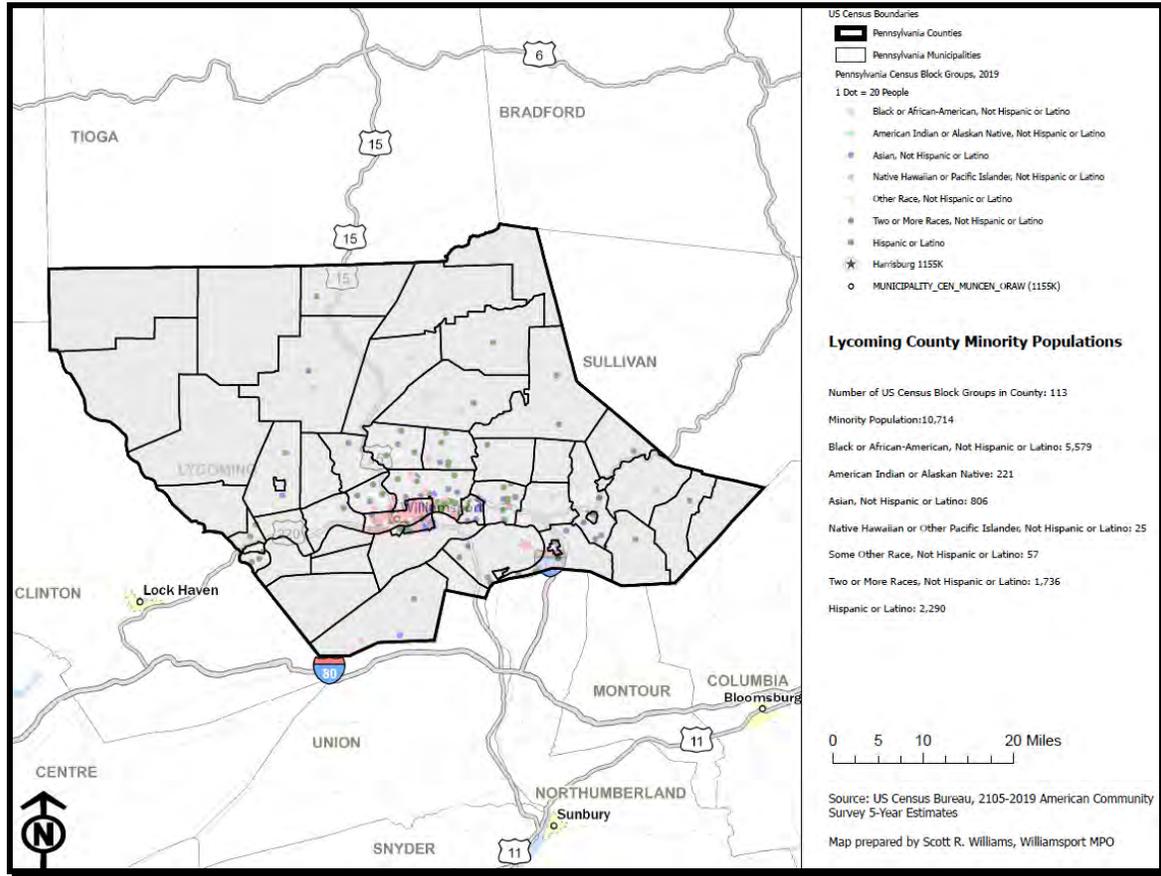
### Identification of Minority Populations

According to the ACS, there are 10,714 persons in Lycoming County for whom minority status has been determined. This represents 9.4% of the Lycoming County total population (2019 ACS Demographic Indicator data). The US. Bureau of Census 2019 American Community Survey Population Estimates information on minority composition is provided on the following table (*It should be noted that Hispanic or Latino is an ethnicity, not a racial category contained in Census data since persons of Hispanic origin can be of any race*):

Race	2019 Population	Percent Share
White	103,616	92.5%
Black or African American	5,579	5%
American Indian and Alaska Native	221	0.19%
Asian	806	0.72%
Native Hawaiian and other Pacific Islander	25	0.02
Some other Race	57	0.05
Two or more Races (not Hispanic or Latino)	1,736	1.5%
Totals	112,040	100.0%

There are 2,290 persons of Hispanic or Latino minority ethnicity, which represent 2.02% of Lycoming County’s population according to the 2019 American Community Survey Population Estimates data, which is considerably lower than the Statewide 7.3% Hispanic, or Latino minority population figure. As shown in the above statistics, the County’s population racial composition is predominantly white; however, 7.5% of the population is non-white, which is substantially lower than the 19.4 % statewide non-white population figure ([2019 ACS Demographic Characteristics](#)).

The following map illustrates the minority population in Lycoming County by Census Block Group. It is noteworthy that minority populations in Lycoming County are not geographically distributed evenly and they are primarily concentrated in the Williamsport Urbanized Area.



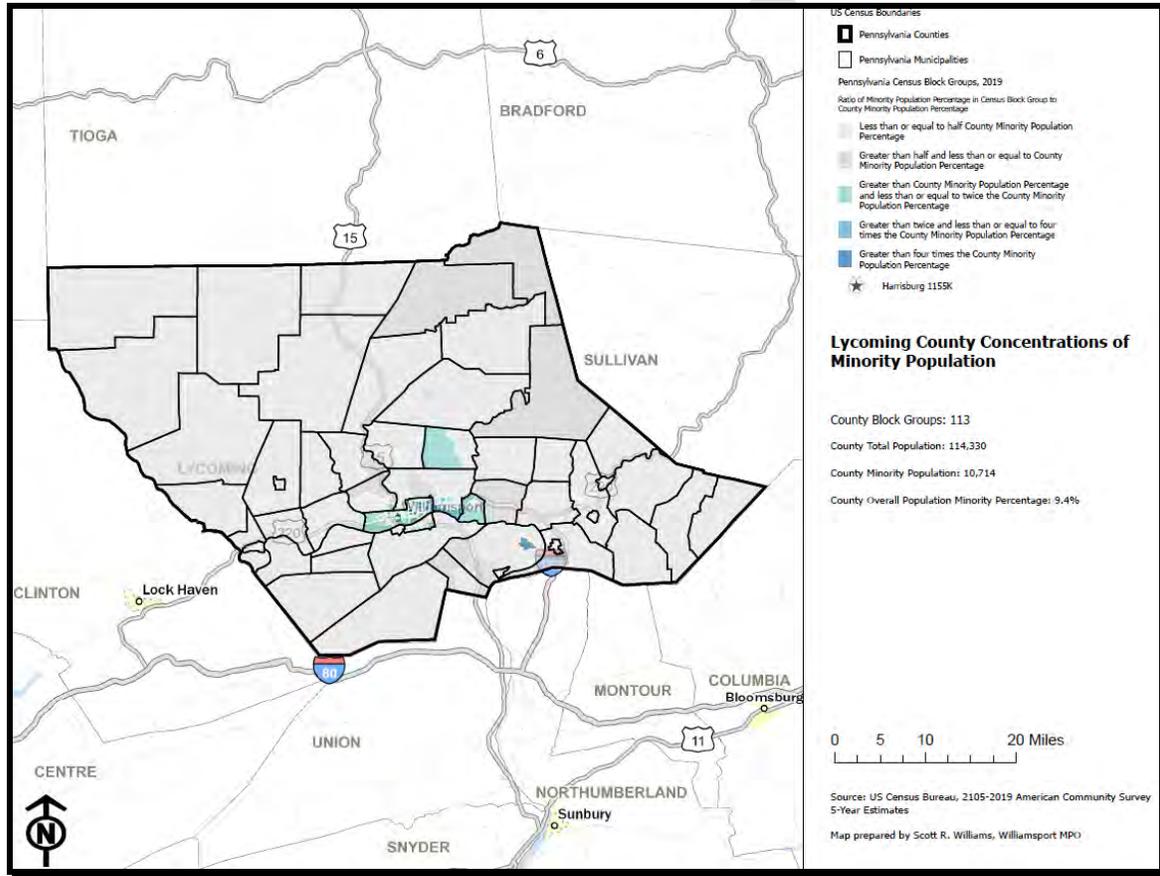
## Disparities in Minority Populations Public Participation Process

During this Public Participation Plan update, the WATS MPO has not discovered any disparities for minority populations in the public participation process. However, the WATS MPO recognizes the need to enhance, continuously, public participation efforts. A more detailed description of future public participation efforts is found in the [Future Public Participation Plan Efforts and Evaluation Procedures](#) section. The WATS MPO will address any minority population special accommodation needs for public participation as requested and during product development.

## Minority Populations Public Participation Techniques/Procedures

To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process, the WATS MPO utilizes the public participation techniques and procedures outlined in the [WATS MPO General Public Participation Procedures](#). The WATS MPO meetings are typically held in Lycoming County Executive Plaza 1<sup>st</sup> Floor Commissioner Board Room, 330 Pine Street, Williamsport, PA 17701. In an effort to provide more opportunities for minority populations to participate in transportation decision-making processes, the WATS MPO may utilize other locations

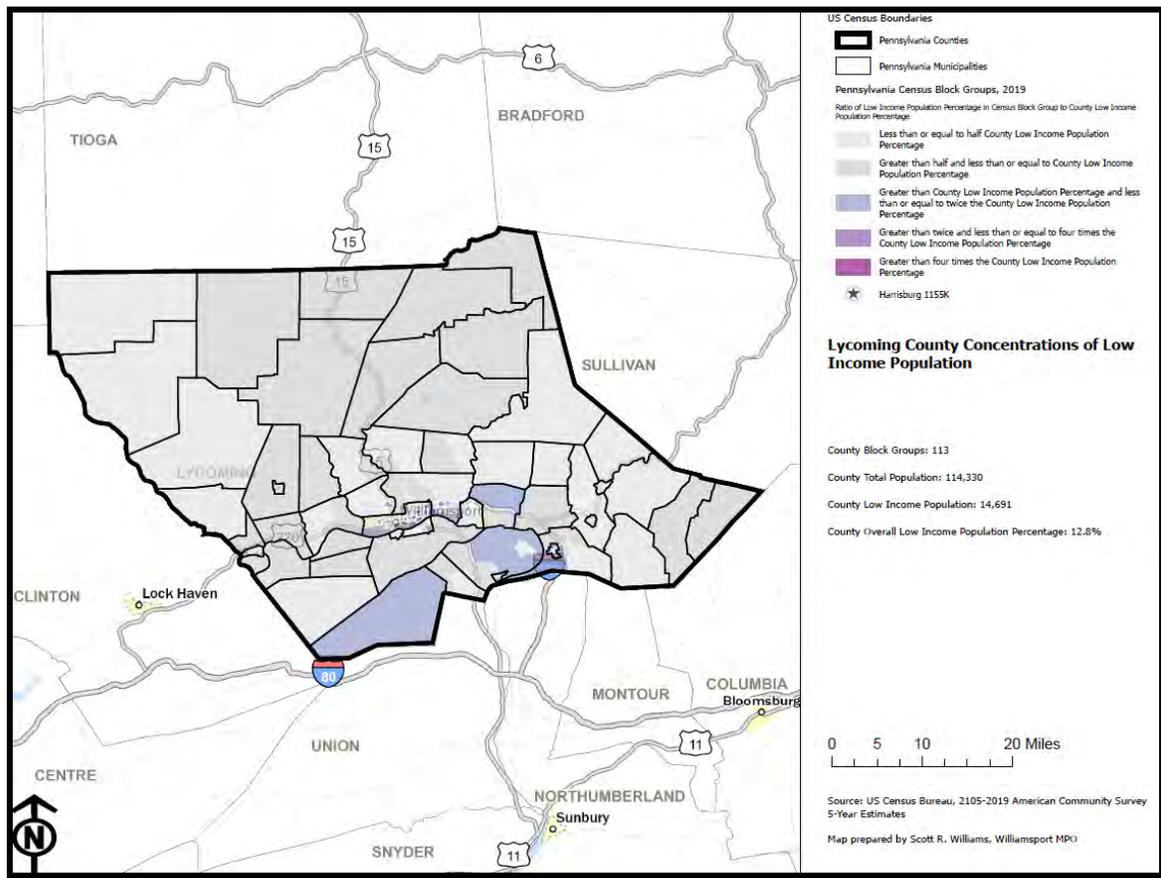
throughout the County such as the Michael Ross Event Center in Trade & Transit II and municipal offices. In addition, WATS MPO utilizes the Williamsport Sun-Gazette and MPO social media sites to promote public meetings, public comment periods, and other MPO/transportation related information in an effort to increase public awareness and participation in the transportation planning process. Furthermore, as projects are developed, additional public meeting locations may be utilized such as civic centers, non-profit centers, or religious facilities in order to increase access for the County's minority populations.



## Identification of Low-income Population

- ❖ There are 107,874 persons in Lycoming County for whom low-income status can be determined. Of this number, 14,691 persons (13.6%) were determined to be falling below the poverty level, which is slightly higher than the Pennsylvania 12% poverty level figure ([2019 ACS Poverty Status](#) and [Census Poverty data](#)).

The following map illustrates the low-income population in Lycoming County by Census Block Group. The low-income population in Lycoming County are not geographically distributed evenly. The largest portion of low-income population are primarily concentrated in the Williamsport Urbanized Area.



## Disparities in Low-Income Population Public Participation Process

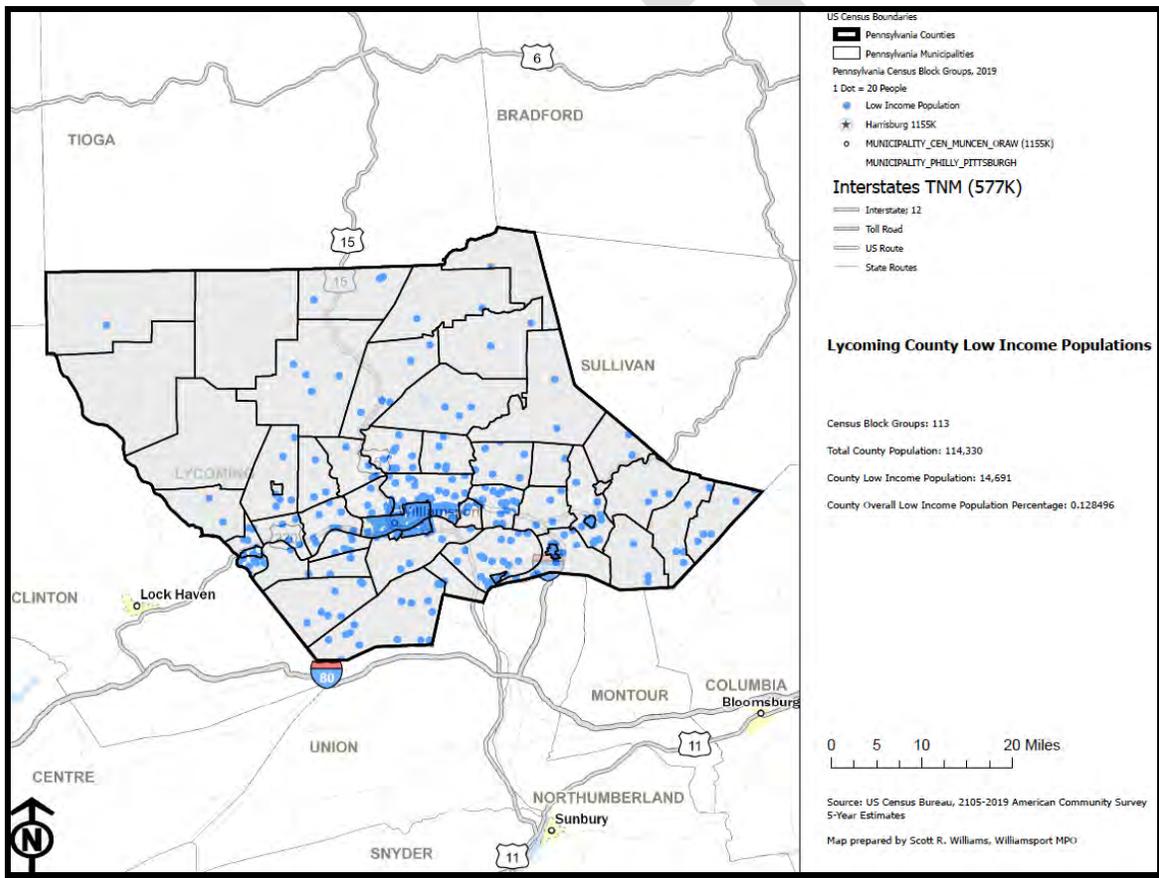
During this Public Participation Plan update, the WATS MPO has not discovered any disparities for low-income populations in the public participation process. However, the WATS MPO recognizes the need to enhance, continuously, public participation efforts. A more detailed description of future public participation efforts is found in the [Future Public Participation Plan Efforts and Evaluation Procedures](#) section. The WATS MPO will address any low-income population special accommodation needs for public participation as requested and during product development.

## Low-Income Population Public Participation Techniques/Procedures

To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process, the WATS MPO utilizes the public participation techniques and procedures outlined in the [WATS MPO General Public Participation Procedures](#). The WATS MPO meetings are typically held in Lycoming County Executive Plaza 1<sup>st</sup> Floor Commissioner Board Room, 330 Pine Street, Williamsport, PA 17701. In an effort to provide more opportunities for low-income populations to participate in transportation decision-making processes, the WATS MPO may utilize other locations throughout the County such as the Michael Ross Event Center in Trade & Transit II and

municipal offices. In addition, WATS MPO utilizes the Williamsport Sun-Gazette and MPO social media sites to promote public meetings, public comment periods, and other MPO/transportation related information in an effort to increase public awareness and participation in the transportation planning process. Furthermore, as projects are developed, additional public meeting locations may be utilized such as civic centers, non-profit centers, or religious facilities in order to increase access for the County's low-income populations.

For example, during the US Route 220 Safety Improvement project, a potentially adverse impact was recognized leading WATS MPO, PennDOT and other stakeholders to hold a meeting at the Woodward Twp. Fire Hall to address the impacts to that segment of the community.



## Environmental Justice Analysis

The WATS MPO will continue its targeted outreach efforts to ensure many opportunities for the full and fair participation by all potentially affected communities in the transportation decision-making process. The WATS MPO will seek input from minority and low-income populations on all WATS proposed projects, especially regarding those projects situated within environmental justice population centers, which are primarily concentrated within the Williamsport Urbanized Area. The MPO will also continue to

refine the locations of populations of concern (as additional ACS and Census information becomes available), to expand methods of analysis for determining benefits and burdens, and to implement techniques for informing and gathering public input from all citizens about future transportation projects.

As an example, WATS MPO utilizes a number of strategies to seek out and consider the needs of traditionally unserved populations. WATS MPO coordinates with PennDOT District 3-0, PennDOT Central Office, consultant teams (as needed) and other project sponsors to consider the needs of traditionally unserved populations. Some examples include using PennDOT Connects, the WATS MPO social media accounts, public meetings with a telephone or virtual meeting component offered, and sending printed copies of MPO products (LRTP, PPP, etc.) to Interested Party Organizations (Tribal Nations, municipalities, public libraries, both colleges in Lycoming County, state and federal representatives' offices, all nursing homes in the County, Hope Enterprises, Career-link, Center for Independent Living, etc.). Furthermore, WATS MPO is currently holding Committee meetings in a hybrid format (in-person and virtually) to provide greater opportunities for the full and fair participation in transportation planning for those interested.

## Title VI Plan

To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process, the WATS MPO is fully committed to ensuring compliance with [Title VI of the Civil Rights Act](#). As such, the WATS MPO does not discriminate on the grounds of race, color, or national origin in its programs or activities. Furthermore, the WATS MPO will not, directly or through contractual arrangements:

- Engage in intentional discrimination because of race, color, or national origin;
- Use criteria or methods of administration which have the effect of subjecting persons to discrimination because of their race, color, or national origin; or
- Regarding “protected activities,” it is illegal to intimidate, threaten, coerce, or discriminate against any individual in retaliation for exercising a right or privilege.
- WATS MPO will include language in its public notices and advertisements relating to nondiscrimination and avenues of redress if an individual feels they have been discriminated against. All public meeting notices and advertisements shall state the following, ***“WATS is committed to compliance with the nondiscrimination requirements of civil rights statutes, executive orders, regulations, and policies applicable to the programs and activities it administers. Accordingly, WATS is dedicated to ensuring that program beneficiaries receive public participation opportunities without regard to race, color, national origin, sex, age, disability or economic status. The meeting is accessible to persons with disabilities. WATS will provide auxiliary services for individuals with language, speech, sight or hearing impediments provided the request for assistance is made seven days prior to the meeting. WATS will attempt to satisfy other requests as it is able. Please make your request for auxiliary services to Scott R Williams, Lycoming County Department of Planning and Community Development, 48 West Third Street, Williamsport, PA 17701, telephone number (570) 320-2138; fax number***

***(570) 320-2135; email address: [swilliams@lyco.org](mailto:swilliams@lyco.org). If you believe you have been denied participation opportunities, or otherwise discriminated against in relation to the programs or activities administered by WATS, you may file a complaint using the procedures provided in our complaint process document or by contacting Scott R Williams at Lycoming County Department of Planning and Community Development, 48 West Third Street, Williamsport, PA 17701, telephone number (570) 320-2138; fax number (570) 320-2135; email address: [swilliams@lyco.org](mailto:swilliams@lyco.org).***

## **Title VI Policy and Procedures**

The Title VI Policies and Procedures are included in the PPP and are updated, as needed, during the Public Participation Plan update. During this review, the WATS MPO utilizes the most current U.S. Census and other data ([WATS MPO Title VI Plan](#)).

By way of incorporating the Title VI Policy and Procedures into the PPP during the update process, the WATS MPO ensures the full and fair participation by all potentially affected communities in the transportation decision-making process. This includes multiple opportunities for public comment /participation during the 45-day public comment period. Examples of public comment/participation opportunities include WATS MPO meetings, social media notices, targeted public outreach events, accessing the draft PPP from the [WATS MPO website](#), accessing the draft PPP print copies available at the WATS MPO office, and by contacting the WATS MPO staff members directly with any comments. In the event that an in-person meeting is not feasible (public health emergency, etc.) the WATS MPO will provide detailed information on a virtual meeting option to include: date, time, dial-in number, conference code, and link to the virtual meeting software (Microsoft Teams, Skype, etc.) for the public meeting.

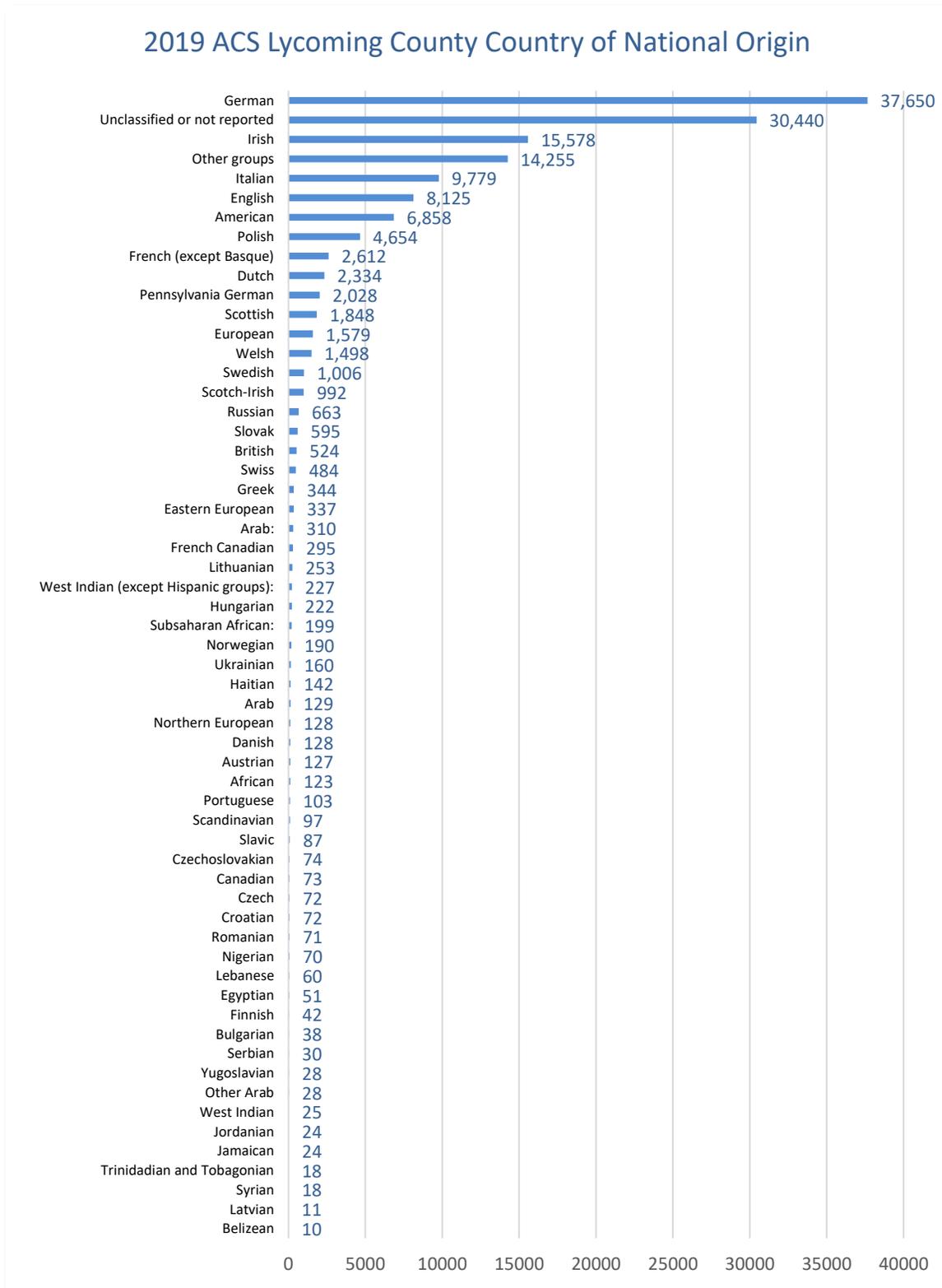
The MPO will provide auxiliary services for individuals who speak another language, or have speech, sight, or hearing impediments. The MPO will attempt to satisfy other requests, as it is able. Please make your request for auxiliary services to Scott R. Williams, Lycoming County Planning & Community Development, 48 West Third Street, Williamsport, PA 17701, telephone (570)-320-2138; fax number (570) 320-2135; email address: [swilliams@lyco.org](mailto:swilliams@lyco.org).

## **Identification of Populations**

### **National Origin**

The graph below shows the Lycoming County national origin breakdown for those who reported

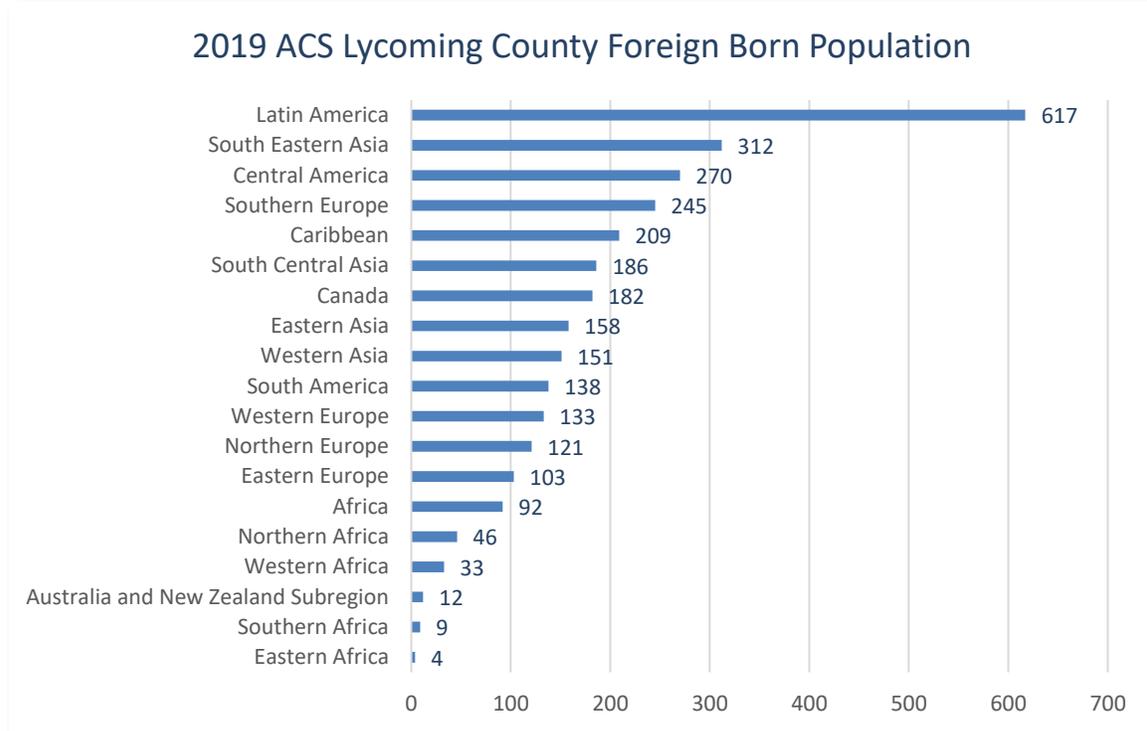
Due to 30,440 persons either not reporting ancestry or being labeled as unclassified, the US. Bureau of Census 2019 American Community Survey Population Estimates were only able to determine ancestry information for 83,890 persons in Lycoming County. From those identified, German ranks as the highest ancestry in Lycoming County with 37,650 persons of German ancestry.



Source: [US Census American Community Survey 2019 5-Year Estimates](#)

## Foreign Born Population

The graph below shows US. Bureau of Census 2019 American Community Survey Population Estimates for Lycoming County. Latin America is the highest foreign-born place of birth in Lycoming County with 617 persons being born in Latin America.



Source: [US Census American Community Survey 2019 5-Year Estimates](#)

## Disparities in the Public Participation Process

During this Public Participation Plan update, the WATS MPO has not discovered any disparities for the public in the public participation process. However, the WATS MPO recognizes the need to enhance, continuously, public participation efforts. A more detailed description of future public participation efforts is found in the [Future Public Participation Plan Efforts and Evaluation Procedures](#) section. The WATS MPO will address any accommodation needs for public participation as requested and during product development.

## Public Participation Techniques/Procedures

To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process, the WATS MPO utilizes the public participation techniques and procedures outlined in the [WATS MPO General Public Participation Procedures](#). The WATS MPO meetings are typically held in Lycoming County Executive Plaza 1<sup>st</sup> Floor Commissioner Board Room 330 Pine Street, Williamsport, PA 17701. In an effort to provide more opportunities for the public to participate in transportation decision-making processes, the WATS MPO may utilize other locations throughout the

County such as the Michael Ross Event Center in Trade & Transit II and municipal offices. Furthermore, as projects are developed, additional public meeting locations may be utilized such as civic centers, non-profit centers, or religious facilities in order to increase access for the public.

### **WATS MPO Title VI Complaint Procedure**

All complaints that allege exclusion from participation in, denial of benefits, or discrimination on the grounds of race, color, national origin from a program, service, or activity administered by the WATS MPO shall be forwarded to the WATS MPO Title VI Coordinator for intake and disposition. These complaints will be reviewed and acted upon consistent with the WATS MPO Title VI complaint procedure, which was adopted at the WATS MPO July 23, 2012 public meeting. Any Title VI Complaints should be directed to:

Scott R. Williams  
Transportation Supervisor  
Lycoming County Planning & Community Development  
48 West Third Street  
Williamsport, PA 17701  
Phone: (570) 320-2138  
Email: [swilliams@lyco.org](mailto:swilliams@lyco.org)

An example of the *WATS MPO Title VI Complaint Form* can be found in [Appendix C WATS MPO Title VI Complaint Form](#) of the Public Participation Plan. All WATS public meeting notices indicate the procedures for filing a Title VI complaint.

Additionally, any individuals wishing to file a complaint may also contact:

<b>Pennsylvania Department of Transportation</b>	<b>Federal Highway Administration</b>	<b>Federal Highway Administration</b>	<b>U.S. Department of Transportation</b>
<i>Bureau of Equal Opportunity</i>	<i>U.S. Department of Transportation Equal Opportunity Specialist</i>	<i>Office of Civil Rights</i>	<i>Departmental Office of Civil Rights</i>
P.O. Box 3251 Harrisburg, PA 17105-3251 Phone: (800) 468-4201 Email: <a href="mailto:penndotcoreports@pa.gov">penndotcoreports@pa.gov</a>	Pennsylvania Division Office 228 Walnut Street, Room 508 Harrisburg, PA 17101-1720 Phone: (717) 221-3705	1200 New Jersey Ave., SE Washington, DC 20590 Phone: (202)-366-4000	1200 New Jersey Ave., SE Washington, DC 20590 Phone: (855)-368-4200

**U.S. Department  
of Transportation**

*Federal Transit  
Administration Civil  
Rights Officer*

17600 Market Street, Suite 500  
Philadelphia, PA 19103  
Phone: (215) 656-7100  
Email:  
[FTAcivilrightscommunications@dot.gov](mailto:FTAcivilrightscommunications@dot.gov)

**PA Human Relations  
Commission**

*Equal Opportunity  
Specialist*

Harrisburg Regional  
Office 333 Market Street, 8th Floor  
Harrisburg, PA 17101  
Phone: (717) 787-9780

**U.S. Department of  
Justice**

*Office of Justice  
Programs*

Office for Civil Rights  
810 7th Street, NW  
Washington, DC 20531  
Phone: (202) 307-0690  
Phone (TDD): (202) 307-2027

### **Additional Civil Rights Responsibilities**

The Pennsylvania Human Relations Act (PHRA) of 1955 prohibits *“The practice or policy of discrimination against individuals or groups by reason of their race, color, familial status, religious creed, ancestry, age, sex, national origin, handicap or disability, use of guide or support animals because of blindness, deafness or physical handicap of the user or because the user is a handler or trainer of support or guide animals...”*

To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process, the WATS MPO is fully committed to ensuring compliance with the [Pennsylvania Human Relations Act](#). The WATS MPO complies with Pennsylvania Human Relations Act of 1955 by:

- WATS MPO Technical Committee and Coordinating Committee meetings are typically held at the Lycoming County Executive Plaza Building, 330 Pine St., Williamsport, PA 17701. In instances where the Executive Plaza Building is unavailable, the secondary meeting location is the Michael Ross Event Center in the Trade and Transit Centre II Building, located at 144 W 3<sup>rd</sup>. St. Williamsport, PA 17701. Both facilities are ADA compliant and accessible to public transportation provided by River Valley Transit Authority, which operates a fully accessible fixed route transit fleet as well as ADA paratransit services subcontracted through a shared ride provider, STEP, Inc.
- In the event that an in-person meeting is not feasible (public health emergency, etc.) the WATS MPO will provide detailed information on a virtual meeting option to include: date, time, dial-in number, conference code, and link to the virtual meeting software (Microsoft Teams, Skype, etc.) for the public meeting.
- All public notices published by WATS indicate that accommodations can be provided with advance notification to the Lycoming County Planning Commission. All public meeting notices and advertisements shall state the following, ***“If you require special assistance to attend or participate in this meeting or need additional information please contact the WATS MPO representative noted below, four business-days prior to the meeting event so that the special assistance can be accommodated.”***

- The WATS Transit Advisory Committee includes representation by community organizations that serve persons with disabilities, transit consumers, and public transportation providers.
- Identify alternative meeting sites, such as churches, schools, public libraries, and senior centers to reach traditionally underserved populations.

### **Americans with Disabilities Act Plan**

The Americans with Disabilities Act of 1990 (ADA) “*prohibits discrimination on the basis of disability by public entities in services, programs, and activities. Public entities are required to make programs accessible to individuals with disabilities including conducting meetings and hearings in ADA-compliant buildings. Special accommodations must be provided to ensure communications are equally effective for persons with disabilities in order to participate in meetings, planning and programming activities.*” With advance notice, special provisions must be made to accommodate hearing-impaired or visually impaired participants.

To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process, the WATS MPO is fully committed to ensuring compliance with the [Americans with Disabilities Act of 1990 \(ADA\)](#). The WATS MPO complies with Title II of the American with Disabilities Act of 1990 (ADA), Section 504 of the Rehabilitation Act of 1973, and the Pennsylvania Human Relations Act of 1955 by:

- WATS MPO Technical Committee and Coordinating Committee meetings are typically held at the Lycoming County Executive Plaza Building, 330 Pine St., Williamsport, PA 17701. In instances where the Executive Plaza Building is unavailable, the secondary meeting location is the Michael Ross Event Center in the Trade and Transit Centre II Building, located at 144 W 3<sup>rd</sup>. St. Williamsport, PA 17701. Both facilities are ADA compliant and accessible to public transportation provided by River Valley Transit Authority, which operates a fully accessible fixed route transit fleet as well as ADA paratransit services subcontracted through a shared ride provider, STEP, Inc.
- In the event that an in-person meeting is not feasible (public health emergency, etc.) the WATS MPO will provide detailed information on a virtual meeting option to include: date, time, dial-in number, conference code, and link to the virtual meeting software (Microsoft Teams, Skype, etc.) for the public meeting.
- All public notices published by WATS indicate that ADA accommodations can be provided with advance notification to the Lycoming County Planning Commission. All public meeting notices and advertisements shall state the following, ***“If you require special assistance to attend or participate in this meeting or need additional information please contact the WATS MPO representative noted below, four business days prior to the meeting event so that the special assistance can be accommodated.”***

- The WATS Transit Advisory Committee includes representation by community organizations that serve persons with disabilities, transit consumers, and public transportation providers.
- Identify alternative ADA compliant meeting sites, such as churches, schools, public libraries, and senior centers to reach traditionally underserved populations.

All public meetings associated with development of the 2018-2038 Long Range Transportation Plan were held at the ADA accessible Lycoming County Executive Plaza meeting location.

### **Identification of Disabled Population**

In terms of the total Civilian Non-institutionalized population of Lycoming County, there are 111,088 persons residing in the County, where 17,026 persons (15.3%) have a physical or mental disability. The 65 years and over age group of this population grouping total 20,732 persons with 7,153 persons (34.5%) having a physical or mental disability. Lycoming County population disability percentages are slightly higher than the statewide disability percentages at 14% total disability and 32.2% over age 65 with disability figures ([2019 ACS Social Characteristics data](#)).

### **Disparities in Disabled Populations Public Participation Process**

During this Public Participation Plan update, the WATS MPO has not discovered any disparities for the disabled populations in the public participation process. However, the WATS MPO recognizes the need to enhance, continuously, public participation efforts. A more detailed description of future public participation efforts is found in the [Future Public Participation Plan Efforts and Evaluation Procedures](#) section. The WATS MPO will address any disabled population special accommodation needs for public participation as requested and during product development.

### **Disabled Population Techniques/Procedures**

To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process. The WATS MPO utilizes the public participation techniques and procedures outlined in the [WATS MPO General Public Participation Procedures](#). The WATS MPO meetings are typically held in Lycoming County Executive Plaza. In instances where the Executive Plaza Building is unavailable, the secondary meeting location is the Michael Ross Event Center in the Trade and Transit Centre II Building, located at 144 W 3<sup>rd</sup>. St. Williamsport, PA 17701. Both facilities are ADA compliant and accessible to public transportation provided by River Valley Transit Authority, which operates a fully accessible fixed route transit fleet as well as ADA paratransit services subcontracted through a shared ride provider, STEP, Inc.

In the event that an in-person meeting is not feasible (public health emergency, etc.) the WATS MPO will provide detailed information on a virtual meeting option to include: date, time, dial-in number, conference code, and link to the virtual meeting software (Microsoft Teams, Skype, etc.) for the public meeting.

In an effort to provide more opportunities for disabled populations to participate in transportation decision-making processes, the WATS MPO may utilize other locations throughout the County such as the Michael Ross Event Center in Trade & Transit II and municipal offices. Furthermore, as projects are developed, additional public meeting locations may be utilized such as civic centers, non-profit centers, or religious facilities in order to increase access for the County's disabled populations. The WATS MPO will not place a surcharge on an individual with a disability to cover the costs of providing auxiliary aids/services or reasonable modifications of policy.

## Limited English Proficiency, (LEP) Plan

The WATS MPO is fully committed to ensuring compliance with [Executive Order 13166](#) "[Improving Access to Services for Persons with Limited English Proficiency, \(LEP\)](#)" allowing for the full and fair participation by all potentially affected communities in the transportation decision-making process,

WATS MPO is committed to improving services to LEP individuals throughout Lycoming County. Review of the LEP and related outreach activities are conducted as needed during the Public Participation Plan update. Any improvements/changes to the LEP will be made based upon that review. Analysis of the languages spoken throughout Lycoming County can be seen in the LEP Profile chart below.

### 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 the local transportation system. 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, which move people and goods in a safe, efficient manner, promote economic development, protect the environment, and preserve Lycoming County's outstanding quality of life amenities.

The Lycoming County Department of Planning and Community Development (PCD) provide staff support to the WATS MPO. As a recipient of federal funding, the MPO must take reasonable steps to ensure full and fair access to the information and services it provides.

### Background

Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 are the federal laws that protects individuals from discrimination based on an individual's race, color, or national origin in services or programs provided by a recipient of federal aid, even

if the service or program provided is not federally funded. Title VI states, **“No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.”**

On August 11, 2000, the President signed Executive Order 13166, *“Improving Access to Services for Persons with Limited English Proficiency, (LEP).”* The Executive Order is intended to improve access to federally assisted programs and activities for persons who, because of national origin, are limited in their English proficiency.

As a condition of receiving federal funding, recipients are required to comply with Title VI and LEP guidelines of the federal agency from which funds are provided.

### **Purpose**

The purpose of this Limited English Proficiency (LEP) Plan is to develop procedures to ensure the full and fair participation for LEP persons to information and services provided by the WATS MPO. The plan includes a needs assessment, identifies individuals who may need language assistance, identifies available resources, and outlines language assistance measures.

### **Definition of Limited English Proficient Person**

Individuals who do not speak English as their primary language and have a limited ability to read, write, speak, and/or understand English may be considered limited English proficient.

For the purposes of this plan, a LEP person is defined as any individual who speaks a language at home other than English as their primary language, and who speaks or understands English “less than very well.”

### **Limited English Proficiency Needs Assessment**

Section V of the U.S. DOT [“Policy Guidance Concerning Recipients’ Responsibilities to Limited English Proficient Persons”](#) outlines the four-factor analysis for agencies to use in determining a cost-effective mix of language assistance measures and targeting resources appropriately. The guidance allows local agencies the flexibility to perform their own assessment of the factors and determine reasonable means to accommodate LEP individuals. The following is a LEP needs assessment for the WATS MPO in relation to the transportation planning process.

### **Factor 1: Identification of Limited English Proficiency Population**

The first step of the needs assessment is to determine the number and proportion of LEP persons in Lycoming County. Demographic information from the American Community Survey (ACS) was reviewed to determine the number and proportion of individuals in Lycoming County who speak a language other than English at home and who understand English “less than very well.”

According to the American Community Survey 2019 estimates, there are a total of 108,093 persons in Lycoming County aged five years and older. Of these, 942 persons (0.8%) speak

a primary language at home other than English and Speak English less than very well. Lycoming County is lower than the statewide percent of 4.1% primary non-English speaking population and the national estimate of 8.4%. This LEP population breakdown for Lycoming County is illustrated below.

## Lycoming County Limited English Proficiency (LEP) Profile

### 2019 American Community Survey 5 Year Estimates

Estimated Total Population 5 Years Old And Over			108,093
Estimated Population Speaking Only English Language			104,066
	Total Number of People Speaking Language At Home	Number of People Speaking This Language At Home Who Speak English "Very Well"	Number of People Speaking This Language At Home Who Speak English "Less Than Very Well"
Spanish	1,339	907	282
French, Haitian, or Cajun	317	206	111
German or other West Germanic languages	1,123	799	216
Russian, Polish, or other Slavic languages	115	93	22
Other Indo-European languages	491	426	65
Korean	2	0	2
Chinese (incl. Mandarin, Cantonese)	73	59	14
Vietnamese	61	12	49
Tagalog (incl. Filipino)	47	42	5
Other Asian and Pacific Island languages	197	139	58
Arabic	182	92	90
Other and unspecified languages	80	70	10
<b>TOTAL</b>	<b>4,027</b>	<b>2,845</b>	<b>924</b>

Source: [US Census American Community Survey 2019 5-Year Estimates](#)

	Estimate	Margin of Error	Percent of Population
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Number of Households	44,842	+/- 1,617	100%
Estimated Households Speaking Only English	43,006	+/- 1,664	95.9%
Estimated Households Speaking Spanish at Home:	776	+/- 456	1.7%
Limited English-speaking household	76	+/- 125	0.1%
Not a limited English-speaking household	690	+/- 439	1.5%
Estimated Households Speaking Other Indo-European languages at Home:	882	+/- 390	1.96%
Limited English-speaking household	213	+/- 187	0.4%
Not a limited English-speaking household	669	+/- 351	1.5%
Estimated Households Speaking Asian & Pacific Island languages at Home:	134	+/- 100	0.3%
Limited English-speaking household	23	+/- 38	0.05%
Not a limited English-speaking household	111	+/- 93	0.2%
Estimated Households Speaking Other Languages at Home:	54	+/- 59	0.1%
Limited English-speaking household	0	+/- 182	0.0%
Not a limited English-speaking household	54	+/- 59	0.1%

Source: [US Census American Community Survey 2019 5-Year Estimates](#)

## Factor 2: The Frequency with Which LEP Individuals Come in Contact with WATS MPO Programs, Activities, and Services

The WATS MPO has been a recipient of federal dollars for transportation planning and program since 1968, originally just the City of Williamsport urbanized area the MPO was extended in 1991 to encompass all of Lycoming County. To date, no requests have been made by individuals or groups seeking interpreters or the translation of WATS MPO products/publications into other languages.

## Factor 3: The Importance of Programs, Activities, and Services Provided by the WATS MPO

As part of the Environmental Justice (EJ) analysis conducted for the WATS MPO [Transportation Improvement Program \(TIP\)](#) and [Long Range Transportation Plan \(LRTP\)](#) the impact of proposed transportation investments on underserved and underrepresented population groups is reviewed. The solicitation of public review/comment for the WATS MPO TIP and LRTP includes written correspondence to social and human service agencies and other [Interested Party Organizations](#), public advertisement of the public comment

period in the Williamsport Sun-Gazette, advertisement of the public comment period on the WATS MPO social media sites, providing digital copies of WATS plans/products on the [WATS MPO website](#), printed copies of WATS MPO plans/products available at the WATS MPO offices (Executive Plaza Building, 330 Pine Street 3<sup>rd</sup> Floor, Williamsport, PA 17701), and printed copies of WATS MPO plans/products available upon request by contacting WATS MPO staff at 570-320-2140.

#### **Factor 4: Available Resources to the WATS MPO**

The WATS MPO has access to translation services, available upon request, through a partnership with PennDOT and ProPio Language Services. While LEP individuals currently account for a small percentage of the Lycoming County population, the MPO will monitor population demographics and trends for increases in the LEP population and periodically reevaluate the available resources and the translations services it chooses to provide.

#### **Language Assistance Measures**

##### ***Oral Language Services (Interpretation)***

As a recipient of federal funds, the WATS MPO is committed to making full and fair access to interpretation services for LEP individuals. When providing interpretation services, recipients shall ensure competency of the language service provider to maintain the quality and accuracy of the services provided. The U.S. DOT [Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient \(LEP\) Persons](#) outlines a series of acceptable oral language assistance services that recipients can employ to serve LEP individuals.

Due to the infrequency of contact with LEP individuals and the low concentration of LEP populations in Lycoming County, robust interpretation services are not deemed necessary at this time. When interpretation services are requested, WATS MPO will use the telephonic translation services that are available for use as a PennDOT planning partner. The telephonic interpretation service offers prompt assistance in many different languages.

##### ***Written Language Services***

The U.S. DOT Policy Guidance on responsibilities to LEP individuals includes a “safe harbor” provision for organizations. “Safe harbor” is defined as if a recipient has identified a plan to provide written translations under a set of circumstances, such action will be considered strong evidence of compliance with the written obligations under Title VI.

Per the safe harbor definition, the following activities will be considered strong evidence of compliance with the WATS MPO’s written translation obligations:

- The WATS MPO will provide written translations of vital documents for each eligible LEP language group that constitutes 5% of the population served or 1,000 individuals, whichever is less. Translation of other documents, if needed, can be provided orally through telephonic translation services available for use as a PennDOT planning partner.

The following documents are identified as *vital written materials* by the WATS MPO:

- Title VI Notice
- Title VI Complaint Form
- Title VI Complaint Procedures
- Title VI Program
- Unified Planning Work Program (UPWP)
- Transportation Improvement Plan (TIP)
- Long-Range Transportation Plan (LRTP)
- Public Participation Plan (PPP)

The WATS MPO will adhere to the “safe harbor” provisions with regard to these vital materials.

WATS MPO will monitor the concentration of LEP individuals, and when the population of LEP language group exceeds the identified safe harbor provisions, the WATS MPO will outline a plan to provide written translation of its vital written documents. The translation of other planning documents will be provided upon request.

### **Providing Notice to LEP Persons**

The WATS MPO shall provide notice to LEP persons that language services are available at no cost to the individual using the following methods:

- "I Speak" signage will be posted at the WATS MPO offices and meeting locations indicating that free language assistance is available upon request.
- All MPO-related meeting announcements will state that special assistance is available if requested at least four (4) days prior to the meeting date.
- MPO staff will work with community and other stakeholders during development of the TIP and LRTP to inform LEP individuals of MPO products/programs and the availability of language assistance.
- Using American Community Survey data, the MPO staff will attempt to identify concentrations of LEP populations and implement targeted outreach for specific projects.

### **Training**

The WATS MPO will make every reasonable effort to ensure that staff is adequately trained to assist LEP individuals in person or by telephone. All staff that assist with the MPO activities will be provided a copy of the LEP Plan and will be made aware of the interpretation and translation services offered to LEP.

### **Monitoring and Updating the LEP Plan**

The WATS MPO will monitor the language data for Lycoming County and analyze any major changes in the number of LEP individuals as the updated 5-year ACS data becomes available. Also, the MPO will monitor the frequency of encounters with LEP individuals. If significant changes are recognized in the concentrations of LEP individuals, or if there is a significant increase in encounters with LEP individuals, an update to the LEP Plan will occur. If no significant changes are noted, the LEP Plan will be updated during the MPO Public Participation Plan update, occurring every two (2) years.

## Disparities in LEP Population Public Participation Process

During this Public Participation Plan update, the WATS MPO has not discovered any disparities for Limited English Proficiency populations in the public participation process. However, the WATS MPO recognizes the need to enhance, continuously, public participation efforts. A more detailed description of future public participation efforts is found in the [Future Public Participation Plan Efforts and Evaluation Procedures](#) section. The WATS MPO will address any Limited English Proficiency population special accommodation needs for public participation as requested and during product development.

## Limited English Proficiency Population Techniques/Procedures

To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process, the WATS MPO utilizes the public participation techniques and procedures outlined in the [WATS MPO General Public Participation Procedures](#). The WATS MPO meetings are typically held in Lycoming County Executive Plaza (see inset map below). In an effort to provide more opportunities for Limited English Proficiency populations to participate in transportation decision-making processes, the WATS MPO may utilize other locations throughout the County such as the Michael Ross Event Center in Trade & Transit II and municipal offices. Furthermore, as projects are developed, additional public meeting locations may be utilized such as civic centers, non-profit centers, or religious facilities in order to increase access for the County's LEP populations. The WATS MPO complies with the Executive Order 13166, "Improving Access to Services for Persons with *Limited English Proficiency*, (LEP)" requirements by:

- Include in the WATS public meeting notices the availability of LEP language translation services upon advance notification (the WATS MPO has LEP translation service availability through a PennDOT partnership). Limited English Proficiency individuals, upon request, may have any publicly available document that WATS MPO produces translated into other languages to facilitate public review.
- Include on all WATS MPO webpages a language translation option where LEP Individuals can select their most proficient language.
- Targeted public outreach events to venues frequented by LEP individuals (ex. Thrive International Programs).

## Future Public Participation Plan Efforts and Evaluation Procedures

In order to ensure full and fair public participation in the transportation decision-making process the WATS MPO recognizes the need to enhance, continuously, public outreach efforts. To achieve these goals the WATS MPO will pursue the following activities:

- Review and evaluate the Public Participation Plan on a 2-year cycle prior to updating the Transportation Improvement Plan (TIP)
- As a component of the Public Participation Plan review/update the WATS MPO will also review/update the following plans:
  - Americans with Disabilities Act Plan
  - Environmental Justice Plan
  - Limited English Proficiency Plan
  - Title VI Plan
- Identify and consult with interested parties and stakeholders (continuing)
- Seek out minority and Limited English Proficiency organizations, resources, and advocates throughout Lycoming County (continuing)
- Conduct review of ADA accessibility of meeting locations and website (continuing)
- Partner with disability advocates to ensure online products/documents are easier to access for the disabled population (continuing)
- Investigate the formation of a Citizens Advisory Committee to assist in public outreach and public participation (continuing)
- Periodically evaluate the opportunities and procedures for public participation including:
  - Review of public meeting attendance
  - The frequency and nature of public comments received on WATS planning documents, website and social media interaction
  - Any other comments or suggestions.

The findings will be incorporated as part of subsequent WATS Public Participation Plan updates and public involvement activities.

In November 2019, the WATS MPO received approval to move forward with the creation of a number of WATS MPO social media accounts. The MPO created Facebook, Instagram, Twitter, Linked In, and YouTube accounts and currently has the Facebook, Instagram, and Twitter social media accounts active. The addition of multiple social media accounts, along with existing public participation/public outreach methods, will enhance the WATS MPO's ability to ensure full and fair public participation by providing new platforms for the public to receive transportation related information, and participate in the transportation decision-making process.

For questions regarding the WATS MPO Public Participation Plan, public participation opportunities, or accommodations please contact:

Scott R. Williams  
Transportation Supervisor  
Lycoming County Planning & Community Development  
48 West Third Street  
Williamsport, PA 17701  
Phone: (570) 320-2138  
Email: [swilliams@lyco.org](mailto:swilliams@lyco.org)

## Appendix A: Glossary of Acronyms

Abbreviations of terms used in the Public Participation Plan are as follows:

<b>A</b>	<b>AADT:</b>	<b>Annual Average Daily Traffic</b>
	AASHTO:	American Association of State Highway & Transportation Officials
	ACM:	Agency Coordination Meeting
	ADA:	Americans with Disabilities Act of 1990
	ADT:	Average Daily Traffic
	ACS:	American Community Survey
	AIP:	Airport Improvement Program
	ALP:	Airport Layout Plan
	APA:	American Planning Association
	ARFF:	Aircraft Rescue and Firefighting
	ARLE:	Automated Red Light Enforcement
	ATCT:	Air Traffic Control Tower
<b>B</b>	<b>BMP:</b>	<b>Best Management Practice</b>
	BMS:	Bridge Management System
<b>C</b>	<b>CBD:</b>	<b>Central Business District</b>
	CCAP:	County Commissioners Association of Pennsylvania
	CFMP:	Comprehensive Freight Management Plan
	CMA:	Congestion Management Agency
	CMAQ:	Congestion Mitigation and Air Quality
	CMP:	Congestion Management Process
	CNG:	Compressed Natural Gas
	COFC:	Container on Flat Car
	CSVT:	Central Susquehanna Valley Transportation Project
<b>D</b>	<b>DCED:</b>	<b>Department of Community and Economic Development</b>
	DCNR:	Department of Conservation and Natural Resources
	DEP:	Department of Environmental Protection
	DOI:	Decade of Investment
	DVMT:	Daily Vehicle Miles Traveled
<b>E</b>	<b>ECMS:</b>	<b>Engineering and Construction Management System</b>
	EJ:	Environmental Justice
	EMC:	Emergency Management Coordinator
	ENS:	Emergency Notification System
	EOC:	Emergency Operations Center
	EOP:	Emergency Operations Plan
	EPA:	Environmental Protection Agency
<b>F</b>	<b>FAA:</b>	<b>Federal Aviation Administration</b>

## Appendix A: Glossary of Acronyms

### Abbreviations, continued

	FAST:	Fixing America's Surface Transportation Act
	FBO:	Fixed Base Operator
	FD:	Final Design
	FEMA:	Federal Emergency Management Agency
	FFY:	Federal Fiscal Year
	FHWA:	Federal Highways Administration
	FRA:	Federal Railroad Administration
	FTA:	Federal Transit Administration
<b>G</b>	<b>GIS:</b>	<b>Geographic Information Systems</b>
	GWA:	Greater Williamsport Alliance Planning Area
<b>H</b>	<b>HAT:</b>	<b>Height Above Terrain</b>
	HOP:	Highway Occupancy Permit
	HPMS:	Highway Performance Monitoring System
	HSIP:	Highway Safety Improvement Program
<b>I</b>	<b>ILS:</b>	<b>Instrument Landing System</b>
	ISTEA:	Intermodal Surface Transportation Efficiency Act
	IRI:	International Roughness Index
	ITE:	Institute of Transportation Engineers
	ITS:	Intelligent Transportation System
<b>J</b>	<b>JACIP:</b>	<b>Joint Automated Capital Improvement Program</b>
	JRA:	Joint Rail Authority (SEDA-COG)
<b>L</b>	<b>LCPC:</b>	<b>Lycoming County Planning Commission</b>
	LEP:	Limited English Proficiency
	LOLD:	Letter of Local Determination
	LOS:	Level of Service
	LPN:	Linking Planning & NEPA
	L RTP:	Long Range Transportation Plan
	LTAP:	Local Technical Assistance Program
	LUTED:	Land Use, Transportation, and Economic Development
	LVRR:	Lycoming Valley Railroad
<b>M</b>	<b>MALSR:</b>	<b>Medium Intensity Approach Lighting System</b>
	MAP-21:	Moving Ahead for Progress in the 21st Century Act
	MATP:	Medical Assistance Transportation Program
	MLF:	Municipal Liquid Fuels Program
	MOU:	Memorandum of Understanding

## Appendix A: Glossary of Acronyms

### Abbreviations, continued

	MPC:	Municipalities Planning Code
	MPMS:	Multimodal Project Management System
	MPO:	Metropolitan Planning Organization
	MSA:	Metropolitan Statistical Area
	MTF:	Multimodal Transportation Fund
<b>N</b>	<b>NACTO:</b>	<b>National Association of City Transportation Officials</b>
	NAICS:	North American Industry Classification System
	NBIS:	National Bridge Inspection Program
	NEPA:	National Environmental Policy Act
	NHPP:	National Highway Performance Program
	NHS:	National Highway System
	NIMS:	National Incident Management System
	NPIAS:	National Plan of Integrated Airport Systems
	NPS:	Nonpoint Source
	NWI:	National Wetlands Inventory
<b>O</b>	<b>OPI:</b>	<b>Overall Pavement Index</b>
<b>P</b>	<b>P3:</b>	<b>Public Private Partnership</b>
	PAC:	Program Advisory Committee
	PAPI:	Precision Approach Indicators
	PAT:	Panning Advisory Team
	PCT:	Pennsylvania College of Technology
	PE:	Preliminary Engineering
	PEMA:	Pennsylvania Emergency Management Agency
	PennDOT:	Pennsylvania Department of Transportation
	PHMC:	Pennsylvania Historical & Museum Commission
	PNDI:	Pennsylvania Natural Diversity Inventory
	PPP:	Public Participation Plan
	PSAB:	Pennsylvania State Association of Boroughs
	PSATS:	Pennsylvania State Association of Township Supervisors
	PSP:	Pennsylvania State Police
	PUC:	Pennsylvania Public Utility Commission
<b>R</b>	<b>RLR:</b>	<b>Rail Line Relocation and Improvement</b>
	RMS:	Roadway Management System
	ROP:	Regional Operations Plan
	ROW:	Right of Way

## Appendix A: Glossary of Acronyms

### Abbreviations, continued

RPO:	Rural Planning Organization
RRIF:	Railroad Rehabilitation & Improvement Financing
RTAP:	RRail Transportation Assistance Program
RVT:	River Valley Transit
<b>S</b>	<b>SAFETEA-LU:</b> Safe, Accountable, Flexible, Efficient, Transportation Equity Act - A Legacy For Users
SD:	Structurally Deficient
SEDA-COG:	Susquehanna Economic Development Association Council of Governments
SHSP:	Strategic Highway Safety Plan
SOV:	Single Occupancy Vehicle
STAMPP:	Systematic Techniques to Analyze and Manage PA Pavements
STC:	State Transportation Commission
STIP:	Statewide Transportation Improvement Program
STP:	Surface Transportation Program
<b>T</b>	<b>TAP:</b> Transportation Alternatives Program
TEA-21:	Transportation Equity Act for the 21st Century
TIA:	Transportation Impact Assessment
TIGER:	Transportation Investment Generating Economic Recovery Discretionary Grants Program
TIS:	Transportation Impact Study
TIP:	Transportation Improvement Program
TMA:	Transportation Management Area
TMDL:	Total Maximum Daily Load
TOFC:	Trailer on Flat Car
TRB:	Transportation Research Board
TSA:	Transportation Security Administration
TSMO:	Transportation System Management & Operations
TYP:	Twelve-Year Program
<b>U</b>	<b>UPWP:</b> Unified Planning Work Program
USDOT:	United States Department of Transportation
<b>V</b>	<b>VASI:</b> Visual Approach Slope Indicators
VMT:	Vehicle Miles Traveled
<b>W</b>	<b>WATS:</b> Williamsport Area Transportation Study

## Appendix B: Interested Party Organizations

Interested Parties		
MUNICIPAL GOVERNMENT CONTACTS - TOWNSHIPS		
Anthony Twp. Chair, Board of Supervisors	570-321-6177	402 Dutch Hill Rd Cogan Station PA 17725
Armstrong Twp. Chair, Board of Supervisors	570-326-6905	502 Waterdale Rd Williamsport PA 17702
Bastress Twp. Chair, Board of Supervisors	570-745-3622	518 Cold Water Town Rd Williamsport PA 17701
Brady Twp. Chair, Board of Supervisors	570-547-2220	1986 Elimsport Rd Montgomery PA 17752
Brown Twp. Chair, Board of Supervisors	570-353-2938	18254 Rt 414 Cedar Run PA 17727
Cascade Twp. Chair, Board of Supervisors	570-995-5099	1456 Kellyburg Rd Trout Run PA 17771
Clinton Twp. Chair, Board of Supervisors	570-547-1466	2016 SR 54 Montgomery PA 17752
Cogan House Twp. Chair, Board of Supervisors	570-634-3185	4609 Rt 189 Hwy Trout Run PA 17771
Cummings Twp. Chair, Board of Supervisors	570-753-4665	PO Box 117 Waterville PA 17776
Eldred Twp. Chair, Board of Supervisors	570-435-2606	5558 Warrensville Rd Montoursville PA 17754
Fairfield Twp. Chair, Board of Supervisors	570-433-4212	834 Fairfield Church Rd Montoursville PA 17754
Franklin Twp. Chair, Board of Supervisors	570-584-3240	PO Box 85 Lairdsville PA 17742
Gamble Twp. Chair, Board of Supervisors	570-998-2445	17 Beech Valley Rd Trout Run PA 17771
Hepburn Twp. Chair, Board of Supervisors	570-494-1907	1936 Rt 973 East Cogan Station PA 17728
Jackson Twp. Chair, Board of Supervisors	570-324-6802	3809 Williamson Trail Liberty PA 16930
Jordan Twp. Chair, Board of Supervisors	570-458-5450	PO Box 85 Unityville PA 17774
Lewis Twp. Chair, Board of Supervisors	570-998-2779	69 Main St PO Box 118 Trout Run PA 17771
Limestone Twp. Chair, Board of Supervisors	570-745-3478	6235 S Rt 44 Hwy Jersey Shore PA 17740
Loyalsock Twp. Chair, Board of Supervisors	570-745-3478	2501 East Third Street Williamsport PA 17701

## Appendix B: Interested Party Organizations

### Interested Parties, cont.

#### MUNICIPAL GOVERNMENT CONTACTS - TOWNSHIPS

Lycoming Twp. Chair, Board of Supervisors	570-998-2988	328 Dauber Rd Cogan Station PA 17728
McHenry Twp. Chair, Board of Supervisors	570-753-2679	145 Railroad Street Cammal PA 17723
McIntyre Twp. Chair, Board of Supervisors	570-995-5141	PO Box 171 Ralston PA 17763
McNett Twp. Chair, Board of Supervisors	570-673-3968	1785 Yorktown Rd Roaring Branch PA 17765
Mifflin Twp. Chair, Board of Supervisors	570-398-7123	106 First Fork Rd Jersey Shore PA 17740
Mill Creek Twp. Chair, Board of Supervisors	570-435-0255	206 Woodley Hollow Rd Montoursville PA 17754
Moreland Twp. Chair, Board of Supervisors	570-546-5857	1220 Moreland Twp Rd Muncy PA 17756
Muncy Creek Twp. Chair, Board of Supervisors	570-546-6067	575 Rt 442 Hwy Muncy PA 17756
Muncy Twp. Chair, Board of Supervisors	570-546-6845	1922 Pond Rd Pennsdale PA 17756
Nippenose Twp. Chair, Board of Supervisors	570-398-1281	Box 201 Antes Fort PA 17720
Old Lycoming Twp. Manager	570-322-6906	1951 Green Ave Williamsport PA 17701
Penn Twp. Chair, Board of Supervisors	570-584-3365	4600 Beaver Lake Rd Hughesville PA 17737
Piatt Twp. Chair, Board of Supervisors	570-398-0600	9687 North Rt 220 Hwy Jersey Shore PA 17740
Pine Twp. Chair, Board of Supervisors	570-353-2263	925 Oregon Hill Rd Morris PA 16938
Plunketts Creek Twp. Chair, Board of Supervisors	570-478-2231	179 Dunwoody Rd Williamsport PA 17701
Porter Twp. Chair, Board of Supervisors	570-398-4526	5 Shaffer Ln Jersey Shore PA 17740
Shrewsbury Twp. Chair, Board of Supervisors	570-584-3079	143 Point Bethel Rd Hughesville PA 17737
Susquehanna Twp. Chair, Board of Supervisors	570-322-6827	91 E Village Dr Williamsport PA 17701
Upper Fairfield Twp. Chair, Board of Supervisors	570-435-0488	4090 Rt 87 Hwy Montoursville PA 17754

## Appendix B: Interested Party Organizations

Interested Parties, cont.		
<b>MUNICIPAL GOVERNMENT CONTACTS - TOWNSHIPS</b>		
Washington Twp. Chair, Board of Supervisors	570-547-6893	15973 S Rt 44 Hwy Cogan Station PA 17728
Watson Twp. Chair, Board of Supervisors	570-398-7829	5172 N SR 44 Cammal PA 17723
Wolf Twp. Chair, Board of Supervisors	570-584-2672	695 Rt 405 Hwy Hughesville, PA 17737
Woodward Twp. Chair, Board of Supervisors	570-323-9631	4910 S Rt 220 Hwy, Suite 1 Roaring Branch PA 17765
<b>MUNICIPAL GOVERNMENT CONTACTS - BOROUGHES</b>		
Duboistown Boro. President, Boro. Council	570-323-3646	2651 Euclid Ave DuBoistown PA 17702
Hughesville Boro. President, Boro. Council	570-584-2041	147 S 5th Street Hughesville 17737
Jersey Shore Boro. Manager	570-398-0104	232 Smith Street Jersey Shore PA 17740
Montgomery Boro. President, Boro. Council	570-547-1671	35 S Main Street Montgomery PA 17752
Montoursville Boro. President, Boro. Council	570-368-2486	617 N Loyalsock Ave Antes Fort PA 17754
Muncy Boro. President, Boro. Council	570-546-3952	14 North Washington Street Muncy PA 17756
Picture Rocks Boro. President, Boro. Council	570-584-6362	13 Main Street Picture Rocks PA 17762
Salladasburg Boro. President, Boro. Council	570-865-6641	145 Blackhorse Alley Salladasburg PA 17740
South Williamsport Boro. Manager	570-322-0158	329 W Southern Ave South Williamsport PA 17702
PA State Assoc. of Boroughs Executive Director	717-236-9526 ext. 1043	2941 North Front Street Harrisburg PA 17110
<b>MUNICIPAL GOVERNMENT CONTACTS - MUNICIPAL MISC</b>		
PA State Assoc. of Twp. Supervisors Executive Director	717-763-0930 ext. 187	4855 Woodland Dr Jersey Shore PA 17740
City of Williamsport President, City Council	570-327-7504	245 W 4th Street Montoursville PA 17754

## Appendix B: Interested Party Organizations

Interested Parties, cont.		
<b>COUNCILS OF GOVERNMENT CONTACTS</b>		
Central Keystone COG Office Manager	570-522-1326	1610 Industrial Blvd Lewisburg PA 17837
Pine Creek Council of Governments Chairman, Pine Creek COG	231-384-2303	PO Box 82 Waterville PA 17776
SEDA-COG Chief of Transportation & Rail	570-524-4491	201 Furnance Road Lewisburg PA 17701
West Branch Council of Government	570-548-3349	74 Center Street Picture Rocks PA 17762
<b>LYCOMING COUNTY GOVERNMENT CONTACTS</b>		
Lycoming/Clinton Bi-County Office for the Aging Director, Office of Aging	570-326-0587	2138 Lincoln Street Williamsport PA 17701
Lycoming /Clinton Joinder Board Director	570-326-7895	200 East Street Williamsport PA 17701
Lycoming County Housing Authority Executive Director	570-327-3755	1941 Lincoln Dr Williamsport PA 17701
Lycoming Co. Public Assistance Office Executive Director	570-327-3300	400 Little League Boulevard Williamsport PA 17701
<b>PENNSYLVANIA STATE AGENCIES</b>		
PA DCED Deputy Executive Director	866-466-3972	400 North Street, 4th Floor Harrisburg PA 17120
PA DEP Environmental Community Relations Specialist	570-327-3636	208 W 3rd Street, Suite 101 Williamsport PA 17701
PennDOT Engineering District 3-0 Transportation Planning Manager	570-368-8686	715 Jordan Ave Montoursville PA 17754
<b>EDUCATION ORGANIZATIONS - LIBRARIES</b>		
Hughesville Public Library Director	570-584-3762	146 South 5th Street Hughesville PA 17737
James V. Brown Library Executive Director	570-326-0536 ext. 102	19 East 4th Street Williamsport PA 17701
Montgomery Area Public Library Director	570-547-6212	1 South Main Street Montgomery PA 17752
Muncy Public Library Director of Operations	570-546-5014	108 South Main Street Muncy PA 17756
WB Konkle Library Director	570-368-1840	384 Borad Street Montoursville PA 17754

## Appendix B: Interested Party Organizations

Interested Parties, cont.		
<b>EDUCATION ORGANIZATIONS - LIBRARIES</b>		
East Lycoming SD Business Manager	570-584-2131	349 Cemetery Street Hughesville PA 17737
Jersey Shore SD Asst. Superintendent	570-398-1561	175 A and P Drive Williamsport PA 17701
Loyalsock SD Business Manager	570-326-6508	1605 Four Mile Dr Williamsport PA 17701
Loyalsock SD Transportation Manager	570-326-6508	1605 Four Mile Dr Williamsport PA 17701
Montgomery SD Superintendent	570-547-1608 ext 1122	120 Penn Street Montgomery PA 17752
Montoursville SD Superintendent	570-368-2491	50 N Arch Street Montoursville PA 17754
Muncy SD Superintendent	570-546-3125 ext. 2000	206 Sherman Street Muncy PA 17756
South Williamsport SD Superintendent	570-327-1581 ext. 4466	515 West Central Ave South Williamsport PA 17702
Williamsport SD Superintendent	570-327-5500	2780 West Fourth Street Williamsport PA 17701
<b>EDUCATION ORGANIZATIONS - COLLEGES/ UNIVERSITIES</b>		
Lycoming College Vice President, Finance & Administration	570-321-4031	700 College Place Williamsport PA 17701
PA College of Technology Chief of Staff / Asst. to the President for College Rels.	570-326-2400 ext. 4966	One College Ave. Williamsport PA 17701
<b>PROVIDERS OF PUBLIC TRANSPORTATION</b>		
STEP Inc. Program Manager, STEP Transportation	570-326-0587	2138 Lincoln Street Williamsport PA 17701
River Valley Transit Business and Compliance Manager	570-326-2500	1500 W 3rd Street Williamsport PA 17701
Williamsport Municipal Airport Auth. Director	570-368-2444	724 Airport Rd, Suite A106 Montoursville PA 17754
<b>PROVIDERS OF PRIVATE TRANSPORTATION</b>		
Billtown Cab President	570-322-2222	3575 W 4th Street Williamsport PA 17701
Fullington Trailways Director of Business Development	814-548-7332 ext. 324	11 W Church Street Williamsport PA 17701

## Appendix B: Interested Party Organizations

### Interested Parties, cont.

#### PROVIDERS OF PRIVATE TRANSPORTATION, CONT.

Lyft	844-331-1215	245 W 17th Street New York City NY 10011
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Uber		636 W 28th St New York NY 10001
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#### PROVIDERS OF FREIGHT TRANSPORTATION

Lycoming Valley Railroad General Manager	570-327-0732	421 Reighard Ave Williamsport PA 17701
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PA Motor Truck Association President/CEO	717-761-7122	910 Linda Lane Camp Hill PA 17011
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SEDA-COG Joint Rail Authority Chief of Transportation & Rail	570-524-4491	201 Furnance Road Lewisburg PA 17837
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Williamsport-Lycoming Chamber of Commerce President/CEO	570-320-4213	102 W 4th Street Williamsport PA 17701
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#### REPRESENTATIVES OF USERS OF PUBLIC TRANSPORTATION

US Congressman Fred Keller Chief of Staff	202-225-3731	1717 Longworth House Office Building Washington DC 20515
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State Senator Eugene Yaw Chief of Staff	570-322-6457	175 Pine Street Suite 105 Williamsport PA 17701
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State Representative Garth Everett Chief of Staff	570-546-2084	21 Kristi Rd, Suite 1 Muncy PA 17756
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State Representative Jeff Wheeland Office Manager	570-321-1270	349 Pine Street, Suite 1 Williamsport PA 17701
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#### REPS. OF USERS OF PEDESTRIAN WALKWAYS AND BICYCLE TRANSPORTATION FACILITIES

Bicycle Recycle Manager	570-971-7263	1307 Park Ave, Building 10 Williamsport PA 17701
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Williamsport Bicycle Club President, Williamsport Bicycle Club	570-279-1089	PO Box 187 Monrgomery, PA 17752
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Susquehanna Valley Velo Club President	570-419-8039	PO Box 51 Williamsport PA 17703
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#### REPRESENTATIVES OF PUBLIC TRANSPORTATION EMPLOYEES

Amalgamated Transit Union, AFL-CIO/CLC President	301-431-7100	10000 New Hampshire Ave Silver Spring MD 20903
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PA AFSCME Director	800-523-7263	250 Commerce Park Dr New Columbia PA 17856
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## Appendix B: Interested Party Organizations

### Interested Parties, cont.

#### REPRESENTATIVES OF THE DISABLED

Center for Independent Living / Roads to Freedom of Northcentral PA - CEO	570-327-9070	24 East Third Street Williamsport PA 17701
Clearvision Residential Office Manager	570-547-2810	456 Saegers Station Rd Montgomery PA 17752
Hope Enterprises Office Manager	570-326-3745	2401 Reach Road Williamsport PA 17701
Office of Vocational Rehabilitation District Administrator	570-327-3600	208 W 3rd Street, Suite 102 Williamsport PA 17701
Northcentral Sight Services President/CEO	570-323-9401 ext. 126	2121 Reach Road Williamsport PA 17701

#### HEALTH CARE & ASSISTED LIVING FACILITIES

Arista Care Loyalsock Loyalsock Administrator	570-601-8100	1445 Sycamore Rd Montoursville PA 17754
Elmcroft of Loyalsock Loyalsock Executive Director	570-360-9903	2985 4 Mile Drive Montoursville PA 17754
Hillside Senior Living Community Administrator	570-478-1017	2725 Four Mile Drive Montoursville PA 17754
Insingers Personal Care Administrator	570-327-1140	6 E Central Ave Williamsport PA 17702
ManorCare- Jersey Shore Building Administrator	570-398-4747	1008 Thompson Street Jersey Shore PA 17740
Manor Care Health Services -North Business Manager	570-323-8627	300 Leader Dr Williamsport PA 17701
Manor Care Health Services - South Building Administrator	570-323-3758	101 Leader Dr Williamsport PA 17701
Muncy Valley Skilled Nursing & Rehabilitation Center President Muncy Hosptial	570-546-4242	215 E Water Street Muncy PA 17756
Presbyterian Home At Williamsport Person Care Home Administrator	570-601-8351	810 Loisa Street Williamsport PA 17701
Rose View Nursing and Rehab Asst. Administrator and Admissions	570-323-4340	1201 Rural Ave Williamsport PA 17701
The Williamsport Home Executive Director	570-323-8781	1900 Ravine Rd Williamsport PA 17701
UPMC Susquehanna Public Relations Director	570-321-1000	700 High Street Williamsport PA 17701
West House Personal Care Inc Administrator	570-321-9378	616 W Edwin Street Williamsport PA 17701

## Appendix B: Interested Party Organizations

Interested Parties, cont.		
<b>FAITH BASED ORGANIZATIONS</b>		
Antioch Baptist Church Administrator	570-323-2425	514 High Street Williamsport PA 17701
Elimsport Area Amish Church Elder	570-546-9709	105 Private Road Montgomery PA 17752
United Churches of Lycoming County Director	570-322-1110	202 East Third Street Williamsport PA 17701
<b>OTHER INTERESTED PARTIES</b>		
Career Link Williamsport Site Administrator	570-601-5465	329 Pine Street Williamsport PA 17701
Easter Seal Society Director, West Central Easter Seals	814-238-4434	383 Rolling Ridge Dr State College PA 16801
Firetree Place Executive Director	570-360-9946	600 Campbell Street Williamsport PA 17701
First Communities Foundation Partnership of PA President/CEO FCFP	570-321-1500	201 W 4th Street Williamsport PA 17701
Lycoming County Health Improvement Coalition		1100 Grampian Blvd Williamsport PA 17701
Lycoming County United Way President/CEO	570-323-9448	One West Third Street, Suite 208 Williamsport PA 17701
Lycoming County Visitors Bureau	570-327-7700	102 West 4th Street Williamsport PA 17701
Lycoming Economic Development Foundation President	570-326-9081	1700 Four Mile Dr Williamsport PA 17701
Office of Vocational Rehabilitation President	570-327-3600	208 W 3rd Street, Suite 102 Williamsport PA 17701
PA Highway Information Association Managing Director	717-236-6021	800 N 3rd Street Harrisburg PA 17102
Thrive International Programs Executive Director	570-337-2898	420 Elmira Street Williamsport PA 17701
US Army Corps of Engineers	410-962-4977	2 Hopkins Lane Baltimore MD 21201
US Army Corps of Engineers (State College Office) Silver Jackets Coordinator	814-272-0745	1631 S Atherton Street 102 State College PA 16801
West Branch Susquehanna Builders Assoc.	570-326-4211	999 N Loyalsock Ave, Suite 1 Montoursville PA 17754
Williamsport Parking Authority On-site Manager	570-323-6476	270 W 3rd Street Williamsport PA 17701

Interested Parties, cont.

OTHER INTERESTED PARTIES, CONT.

Williamsport YMCA Branch Executive Director	570-323-7134	641 Walnut Street Williamsport PA 17701
Williamsport YWCA Communications & Development	570-322-4637	815 W 4th Street Williamsport PA 17701

TRIBAL GOVERNMENTS

Cayuga Nation Section 106		PO Box 169 Seneca Falls NY 13148
Delaware Nation Tribal President	PO Box 825	31064 State Highway 281 Anadarko OK 73005
Delaware Tribe Historic Preservation		PO Box 64 Pocono Lake PA 18347
Eastern Shawnee Tribe of Oklahoma Chief		PO Box 350 Seneca Falls MO 64865
Stockbridge-Musse Band of the Tribal President	Mohican Nation of Wisconsin	N8476 MohHeConNuck Road Bowler WI 54416
St. Regis Mohawk Tribe Chief	71 Margaret Terrance Memorial Way	Akwesasne NY 13655
Oneida Nation of Wisconsin Chair		PO Box 365 Oneida WI 54155
Oneida Indian Nation Nation Representative		2037 Dream Catcher Plaza Oneida NY 13421
Onondaga Nation Chief		4040 Route 11 Nedrow NY 13120
Seneca-Cayuga Tribe of Oklahoma Chief		PO Box 453220 Grove OK 74344
Shawnee Tribe Tribal Administrator		PO Box 189 Miami OK 74355
Seneca Nation of Indians President		90 O:hi'yoh Way Salamanca NY 14779
Shawnee Tribe of Oklahoma Governor	2025 South Gordon Cooper Drive	Shawnee OK 74801
Tonawanda Seneca Nation Chief		7027 Meadville Road Basom NY 14013
Tuscarora Nation Chief		2006 Mt. Hope Road Lewistown NY 14092

## Appendix B: Interested Party Organizations

### Interested Parties, cont.

#### PROVIDERS OF PUBLIC WATER & SEWER, CONT.

Brady Twp. Northwest Sewer System 570-547-2220	1986 Elimsport Road Montgomery PA 17752
Franklin Twp Lairdsville Twp WWTP 570-951-7099	PO Box 85 Lairdsville PA 17742
Gregg Twp. Municipal Authority 570-538-3313	16436 Route 15 Allenwood PA 17810
Hughesville Borough Authority 570-584-6005	PO Box 185 Hughesville PA 17737
Hughesville / Wolf Twp. Joint Municipal Authority 570-584-4024	547 Woolen Mill Road Hughesville PA 17737
Jersey Shore Area Joint Water Authority 570-398-1443	1111 Bardo Ave. Jersey Shore PA 17740
Lycoming County Sewer & Water Authority 570-546-8005	PO Box 186 Montoursville PA 17754
Montgomery Water Department 570-547-1671	35 S. Main Street Montgomery PA 17752
Montoursville Sewer System STP 570-546-8005	PO Box 186 Montoursville PA 17754
Muncy Borough Municipal Authority 570-935-0087	127 Girton Drive Muncy PA 17756
Tiadagton Valley Municipal Authority 570-398-2366	PO Box 5039 Jersey Shore PA 17740
West Branch Regional Authority 570-935-0087	127 Girton Drive Muncy PA 17756
Williamsport Municipal Water Authority (WMWA) and Williamsport Sanitary Authority (WSA) 570-323-6148	253 W 4th Street Williamsport PA 17701

## Appendix C: WATS MPO Title VI Complaint Form

		<h3>DISCRIMINATION COMPLAINT FORM</h3>	
Name		Phone	Name of Person(s) That Discriminated Against You
Address (Street No., P.O. Box, Etc.)		Location and Position of Person (If Known)	
City, State, Zip		City, State, Zip	
Discrimination Because of: <input type="checkbox"/> Race/Color* <input type="checkbox"/> Sex <input type="checkbox"/> Disability** <input type="checkbox"/> Age <input type="checkbox"/> National Origin* <input type="checkbox"/> Retaliation <input type="checkbox"/> Religion		Date of Alleged Incident	
Explain as briefly and clearly as possible what happened and how you were discriminated against. Indicate who was involved. Be sure to include how other persons were treated differently than you. Also, attach any written material pertaining to your case.			
Signature		Date	
<b>Please submit this form to one of the following agencies or visit the <a href="http://www.lyco.org">WATS MPO website</a> for additional options:</b>			
<b>Pennsylvania Department of Transportation</b> Bureau of Equal Opportunity P.O. Box 3251 Harrisburg, PA 17105-3251 Phone: (800) 468-4201 Email: penndotreports@pa.gov	<b>Federal Highway Administration</b> U.S. Department of Transportation Equal Opportunity Specialist Pennsylvania Division Office 228 Walnut Street, Room 508 Harrisburg, PA 17101-1720 Phone: (717) 221-3705	<b>Federal Highway Administration</b> Office of Civil Rights 1200 New Jersey Ave., SE Washington, DC 20590 Phone: (202)-366-4000	<b>U.S. Department of Transportation</b> Departmental Office of Civil Rights 1200 New Jersey Ave., SE Washington DC 20590 Phone: (866)-368-4200
<b>U.S. Department of Transportation</b> Federal Transit Administration Civil Rights Officer 17600 Market Street, Suite 500 Philadelphia, PA 19103 Phone: (215) 256-7100 Email: FTAcivilrightscommunications@dot.gov	<b>PA Human Relations Commission</b> Equal Opportunity Specialist Harrisburg Regional Office 333 Market Street, 8th Floor Harrisburg, PA 17101 Phone: (717) 787-9780	<b>U.S. Department of Justice</b> Office of Justice Programs Office for Civil Rights 810 7th Street, NW Washington, DC 20531 Phone: (202) 307-0600 Phone (TDD): (202) 307-2027	
* Indicates is specific to Title VI of the Civil Rights Act of 1964		**Indicates is specific to Americans with Disabilities Act of 1990	

<http://www.lyco.org/Departments/Planning-and-Community->

[Development/Transportation-Planning/Transportation-Planning-CalendarClick link to access the Title VI Complaint Form](#)

## Appendix D: Glossary

**Elderly:** Individuals age 65 or older.

**Limited English Proficiency (LEP):** Individuals who do not speak English as their primary language and have a limited ability to read, write, speak, and/or understand English may be considered limited English proficient.

**Low-Income:** Households at or below the federal poverty level.

**Low-Income Population:** Any readily identifiable group of low-income persons who live in geographic proximity, and, if circumstances warrant, geographically dispersed/transient persons (such as migrant workers or Native Americans) who would be similarly affected by a proposed DOT program, policy, or activity.

**Minority:** Any individual or group that self-identifies as a member(s) of the racial categories Black/African American, Asian American, American Indian/Alaskan Native, Native Hawaiian/other Pacific Islander and the ethnic category Hispanic/Latino.

**Minority Population:** Any readily identifiable group of minority persons who live in geographic proximity, and if circumstances warrant, geographically dispersed/transient persons (such as migrant workers or Native Americans) who would be similarly affected by a proposed DOT program, policy, or activity.

**Person with Disabilities:** Under the Americans with Disabilities Act of 1990, a qualified individual with a disability is a person that 1) has a physical or mental impairment that substantially limits one or more major activities; 2) has a record of such an impairment; or 3) is regarded as having such an impairment.

## Appendix E: WATS Bylaws

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# *WILLIAMSPORT AREA TRANSPORTATION STUDY* *METROPOLITAN PLANNING ORGANIZATION* **BYLAWS**

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### Contents

ARTICLE I: NAME AND PURPOSE.....	78
Section 1: Name.....	78
Section 2: Purpose.....	78
ARTICLE II: MEMBERSHIP .....	79
Section 1: Coordinating Committee.....	79
Section 2: Technical Committee.....	80
Section 3: Formation of Subcommittees.....	81
Section 4: Transit Advisory Committee .....	81
Section 5: Bicycle and Pedestrian Advisory Committee .....	81
ARTICLE III: AUTHORITY .....	82
Section 1: Duties and Responsibilities.....	82
Section 2: Quorum .....	83
Section 3: E-Ballot and Phone Ballot .....	83
Section 4: Executive Session .....	83
ARTICLE IV: PROVISIONS.....	83
Section 1: Vacancies.....	83
Section 2: Removal of Members.....	84
ARTICLE V: ADMINISTRATIVE DUTIES .....	84
Section 1: Administrative Staff.....	84
Section 2: Administrative Duties .....	84
Section 3: WATS Website .....	85

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Section 4: WATS Mailing Address ..... 85  
Section 5: WATS Administrative Costs ..... 85  
ARTICLE VI: AMENDMENT PROCEDURE..... 85  
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## **ARTICLE 1: NAME AND PURPOSE**

### **Section 1: Name**

The name of the organization shall be the Williamsport Area Transportation Study, (WATS) Metropolitan Planning Organization, (MPO) hereinafter referred to as the WATS MPO.

### **Section 2: Purpose**

The purpose of the WATS MPO shall be to serve as the official transportation planning organization for the County of Lycoming, designated by the Governor of the Commonwealth of Pennsylvania under current and applicable federal laws and regulations. The entire geographical coverage area of the County of Lycoming, PA shall be defined as the planning area. Such federal laws and regulations establish five core functions of an MPO that include the following:

- Establish a setting: Establish and manage a fair and impartial setting for effective regional decision-making in the planning area.
- Identify and evaluate alternative transportation improvement options: Use data and planning methods to generate and evaluate alternatives. Planning studies and evaluations are included in the MPO Unified Planning Work Program, (UPWP).
- Prepare and maintain a Metropolitan Transportation Plan: Develop and update a long-range transportation plan for the planning area covering a planning horizon of at least 20 years that fosters:
  1. Mobility and access for people and goods
  2. Efficient system performance and preservation
  3. Good quality of life
- Develop a Transportation Improvement Program (TIP): Develop a short-range (four-year) program of transportation improvements based on the long-range transportation plan. The TIP should be designated to achieve the area’s goals, using spending, regulating, operating, management and financial tools.
- Involve the public: Continually involve the general public and other affected constituencies in the essential functions listed above.

## **ARTICLE II: MEMBERSHIP**

### **Section 1: Coordinating Committee**

The parties hereby establish the governing body of the WATS MPO as the Coordinating Committee.

The Coordinating Committee shall consist of eleven (11) voting members, as follows:

- PennDOT Engineering District 3-0 Executive
- PennDOT Deputy Secretary for Planning
- Lycoming County Commissioner
- Lycoming County Commissioner
- Mayor, City of Williamsport
- Council Member, City of Williamsport
- River Valley Transit Authority General Manager
- SEDA-COG Joint Rail Authority Executive Director
- Williamsport Regional Airport Executive Director
- Lycoming County Association of Township Officials Representative
- Lycoming County Borough Representative

The PennDOT Engineering District 3-0 Executive shall serve as Chair of the Coordinating Committee.

The Coordinating Committee voting members shall be designated by their respective member organizations and shall serve without term limits at the discretion of their member organizations. Each member organization shall so designate the individual(s) serving on the Coordinating Committee as their voting member(s) at the beginning of each calendar year and provide written documentation to the WATS MPO Chair for WATS MPO files maintained by the Lycoming County Planning and Community Development Department. Member organizations shall also designate an alternate voting member that may vote on behalf of the designated voting member in the case where the designated voting member is unable to attend a specific meeting.

At the final scheduled public meeting within a calendar year, the Coordinating Committee will set a public meeting schedule for the upcoming year. Prior to this meeting, the WATS Secretary will contact all Lycoming County boroughs and solicit interest in participating in the committee in the upcoming year. The WATS Secretary will present the interested boroughs and a recommendation to the WATS Technical Committee who will nominate a borough to represent the interests of all boroughs in the county to serve on the WATS Coordinating Committee. The WATS Coordinating Committee will then vote on whether to accept the recommendation of the WATS Technical Committee. A borough shall not serve as a representative on the WATS Coordinating Committee in consecutive years

unless no other boroughs indicate interest. The selected borough will be responsible for designating the individual representing them on the committee. If, for any reason, the WATS Technical Committee and WATS Coordinating Committee are unable to complete this procedure at the final meeting of a calendar year the committees will complete the appointment procedure at the next practical public meeting times. The previously appointed borough will continue to serve until reappointed or another borough is appointed.

In addition to the 11 voting members, the Coordinating Committee shall include four (4) non-voting members, as follows:

- Federal Highway Administration
- Federal Transit Administration
- US Department of Housing and Urban Development
- PA Department of Community and Economic Development

Non-voting members of the Coordinating Committee shall receive WATS MPO reports and meeting notices and agendas, shall be entitled to participate in WATS MPO discussions, but shall serve without vote.

## **Section 2: Technical Committee**

The parties hereby establish a Technical Committee, which shall provide recommendations to the Coordinating Committee for approval related to transportation strategies, plans and projects, using technical analysis, specialized knowledge, and citizen input on specific issues.

The Technical Committee shall consist of seven (7) voting members, as follows:

- PennDOT Center for Program Development and Management Representative
- PennDOT Engineering District 3-0 Representative
- Lycoming County Planning and Community Development Director
- Lycoming County Planning Commission Member
- River Valley Transit Authority General Manager
- Williamsport Regional Airport Executive Director
- City of Williamsport Engineer/Community Development Director

The PennDOT Center for Program Development and Management Representative shall serve as Chair of the Technical Committee.

The Technical Committee voting members shall be designated by their respective member organizations and shall serve without term limits at the discretion of their member organizations. Each member organization shall so designate the individual serving on the Technical Committee as their voting member at the beginning of each calendar year and provide written documentation to the WATS MPO Chair for WATS MPO files maintained by the Lycoming County Planning and Community Development Department. Member

organizations shall also designate an alternate voting member that may vote on behalf of the designated member in the case where the designated voting member is unable to attend a specific meeting.

At the final scheduled public meeting within a calendar year, the Technical Committee will set a public meeting schedule for the upcoming year.

In addition to the 7 voting members, the Technical Committee shall include four (4) non-voting members, as follows:

- Federal Highway Administration
- Federal Transit Administration
- PA Department of Community and Economic Development
- Fullington Trailways Company

Non-voting members of the Technical Committee shall receive WATS reports and meeting notices and agendas, shall be entitled to participate in WATS discussions, but shall serve without vote.

### **Section 3: Formation of Subcommittees**

The WATS MPO Coordinating Committee may establish advisory committees, ad hoc work groups, special purpose task forces or steering committees to gather specialized experience, technical advice and input that may be needed to help carry forth transportation planning related activities under the jurisdiction of the WATS MPO transportation planning process.

### **Section 4: Transit Advisory Committee**

The WATS MPO has established a Transit Advisory Committee that is comprised of WATS members, transit providers and various social service organizations to provide input and recommendations to the WATS MPO on public transit issues and needs in Lycoming County.

### **Section 5: Bicycle and Pedestrian Advisory Committee**

The WATS MPO has also established a Bicycle and Pedestrian Advisory Committee comprised of public officials and private organizations and consumers to provide input and recommendations to the WATS MPO Coordinating Committee and Technical Committee on bicycle and pedestrian safety and mobility needs in Lycoming County.

The Bicycle and Pedestrian Advisory Committee shall consist of eleven (11) voting members, as follows:

- Lycoming County Planning and Community Development Department Representative
- PennDOT District 3-0 Representative

- PennDOT Center for Program Development and Management Representative
- Lycoming County Health Improvement Coalition (LCHIC) Representative
- Susquehanna Valley Velo Club
- Williamsport Bicycle Club
- PTA/PTO president from a County school district school
- River Valley Transit Authority
- STEP, Inc. Office of Aging
- Lycoming College
- Pennsylvania College of Technology

In addition to the 11 voting members, the Bicycle and Pedestrian Advisory Committee shall include four (4) non-voting members, as follows:

- SEDA-COG MPO
- Federal Highways Administration
- PennDOT Bicycle Pedestrian Coordinator
- Pennsylvania Department of Conservation and Natural Resources, Recreation and Parks Regional Advisor
- Lycoming County Association of Township Officials Coordinating Committee Representative
- Lycoming County Borough Representative

Bicycle and Pedestrian Advisory Committee voting members shall be designated by their respective member organizations and shall serve without term limits at the discretion of their member organizations. Member organizations shall also designate an alternate voting member that may vote on behalf of the designated member in the case where the designated voting member is unable to attend a specific meeting.

Non-voting members of the Bicycle and Pedestrian Advisory Committee shall receive WATS reports and meeting notices and agendas, shall be entitled to participate in WATS discussions, but shall serve without vote.

## **ARTICLE III: AUTHORITY**

### **Section 1: Duties and Responsibilities**

It shall be the duty and responsibility of the WATS MPO to direct and control the policies and objectives of the transportation planning and programming process, with due regard to the requirements and recommendations of its represented agencies of government, in order to accomplish and maintain the WATS MPO's eligibility for federal and state transportation funds, and help implement the WATS MPO Long Range Transportation

Plan, Transportation Improvement Program and other plans and programs under WATS MPO responsibility.

### **Section 2: Quorum**

Actions of the WATS MPO shall be by a majority vote of designated voting members or their alternates present at a publicly held meeting and entitled to vote, provided that a quorum is present at the beginning of the meeting. For the Coordinating Committee, a voting quorum shall be met with six (6) voting members or their alternates present at the public meeting. For the Technical Committee, a voting quorum shall be met with four (4) voting members or their alternates present at the public meeting. In the event of a tie vote, the Chair of each respective committee casts the tie-breaking vote within that committee. As such, the Chair of each respective committee is counted as part of a quorum. No quorum is necessary to convene meetings of advisory committees unless determined by the Coordinating Committee.

### **Section 3: E-Ballot and Phone Ballot**

On occasions when formal actions need to be expedited without convening a public meeting, an electronic mail ballot and/or phone ballot may be conducted in accordance with the WATS MPO approved Public Participation Plan. The Lycoming County Planning and Community Development Department staff will determine the appropriateness of the voting technique used to poll WATS voting members. The result of the vote will not be considered valid until a voting majority has been obtained. All WATS voting members will be afforded five business days to review information provided and cast their vote. The Lycoming County Planning and Community Department Staff will notify all WATS voting members of the result. The voting action will be re-affirmed by vote at the next regularly scheduled WATS MPO public meeting.

### **Section 4: Executive Session**

The WATS MPO may recess into executive session only for purposes authorized under the PA Open Records Act and shall be conducted in the manner prescribed by the Act.

## **ARTICLE IV: PROVISIONS**

### **Section 1: Vacancies**

Vacancies on the WATS MPO Coordinating or Technical Committees shall be filled by an appointment by the responsible member organization, as more fully discussed in [Article II – Membership](#).

## **Section 2: Removal of Members**

Removal of any member, or their representative, of the WATS MPO [Coordinating Committee](#) or the [Technical Committee](#), due to failure to attend meetings, or for other reasons, shall be at the discretion of the appointing authority. Absence from three (3) consecutive meetings or less than 50% attendance over a twelve (12) month period will result in a letter being issued by the WATS Coordinating Committee Secretary to the appointing authority apprising them of the situation.

## **ARTICLE V: ADMINISTRATIVE DUTIES**

### **Section 1: Administrative Staff**

The administrative duties of the WATS MPO shall be conducted by the Lycoming County Planning and Community Development Department. The primary staff contact for the Department on WATS MPO administrative matters shall be the Lycoming County Transportation Supervisor who will act as WATS Secretary.

### **Section 2: Administrative Duties**

The Lycoming County Planning and Community Development Department shall be responsible for the following primary WATS MPO administrative duties.

- Develop and conduct all transportation planning work tasks contained in the WATS MPO approved Unified Planning Work Program contract that is executed between the County of Lycoming and PennDOT. The County of Lycoming may subcontract with the City of Williamsport to perform the Federal Transit Administration funded UPWP transit planning work tasks undertaken by River Valley Transit Authority.
- Schedule, publicly advertise and convene all WATS MPO public meetings, as needed, in accordance with the PA Open Records Law and WATS MPO approved Public Participation Plan. All official business of the WATS MPO will take place at publicly advertised meetings to ensure opportunity for public comment. Prepare and distribute meeting agendas and related materials for review by WATS MPO members no later than 5 calendar days prior to the public meeting. Prepare meeting minutes for distribution to WATS MPO members for review no later than 15 calendar days following the public meeting. WATS MPO will generally convene public meetings on a quarterly basis (once every three months) at the Lycoming County Commissioners Board Room, Lycoming County Executive Plaza, 330 Pine Street, Williamsport, PA 17701. Exceptions as to meeting dates, times and locations may be considered in order to provide timely response to actions related to WATS MPO duties and responsibilities.
- Ensure that all WATS MPO adopted plans, programs and policies are implemented.

### **Section 3: WATS Website**

The WATS MPO website will be maintained at [www.lyco.org/WATS-MPO](http://www.lyco.org/WATS-MPO).

### **Section 4: WATS Mailing Address**

All WATS MPO administrative records and files shall be maintained at:

Lycoming County Department of Planning and Community Development  
48 West Third Street  
Williamsport, PA 17701

### **Section 5: WATS Administrative Costs**

WATS MPO administrative related costs borne by the County of Lycoming and the City of Williamsport shall be reimbursable in accordance with the WATS MPO approved UPWP (Unified Planning Work Program) related contract terms and conditions executed between the County of Lycoming, PennDOT and City of Williamsport.

## **ARTICLE VI: AMENDMENT PROCEDURE**

Proposed amendment to these bylaws shall be reviewed by the WATS Technical Committee and then distributed to the WATS MPO Coordinating Committee for an official vote of approval by a voting majority of members present at a publicly advertised meeting convened by the WATS MPO where a voting quorum is achieved.

## **ADOPTION**

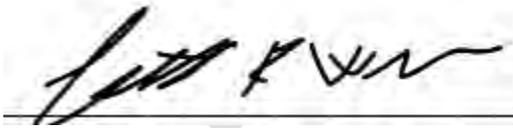
These forgoing bylaws were adopted by the WATS MPO Coordinating Committee at a public meeting held this 25<sup>th</sup> day of January 2021.

By:



Sandra Tosca, WATS MPO Chair

Attest:



Scott R. Williams, WATS Secretary

## **Appendix G: Summary of Public Comments**

Comment No. 1: The Lycoming County Health Improvement Coalition (LCHIC) is listed as a member of the WATS MPO Bicycle and Pedestrian Advisory Committee, however, the organization is not listed in Appendix B: Interested Party Organizations. Is it possible to include LCHIC in Appendix B?

*Action Taken:* WATS staff updated Appendix B: Interested Party Organization to include LCHIC.

DRAFT



Williamsport Area Transportation Study  
Metropolitan Planning Organization

TITLE VI PROGRAM

**ATTENTION: If you speak another language other than English, language assistance services can be made available to you. Call 1 (570) 320-2130.**

Vietnamese:

LƯU Ý: Nếu quý vị nói một ngôn ngữ khác không phải tiếng Anh, các dịch vụ hỗ trợ ngôn ngữ có thể được cung cấp cho quý vị. Gọi 1 (570) 320-2130.

Korean:

주의: 영어 이외의 다른 언어를 사용하는 경우, 언어 지원 서비스를 이용할 수 있습니다. 1 (570) 320-2130으로 전화하십시오.

French:

« ATTENTION : Si vous parlez une autre langue que l'anglais, des services d'assistance linguistique peuvent être mis à votre disposition. Appelez le 1 (570) 320-2130. »

Somali:

FIIRO GAAR AH: Haddii aad ku hadasho luqad kale aanan ahayn Ingiriisiga, adeegyada gargaarka luqadda ayaa lagu diyaarin karaa. Wac 1 (570) 320-2130.

Russian:

ВНИМАНИЕ: если вы говорите на другом языке, вам может быть оказана языковая помощь. Обратитесь в информационно-справочную службу по номеру: 1 (570) 320-2130.

Ukrainian:

УВАГА: якщо ви розмовляєте іншою мовою, вам може бути надана мовна допомога. Зверніться до інформаційно-довідкової служби за номером: 1 (570) 320-2130.

Simplified Chinese:

请注意：如果您说英语以外的另一种语言，我们可以为您提供语言帮助服务。请致电1 (570) 320-2130。

Traditional Chinese:

請注意：如果您說英語以外的另一種語言，我們可以為您提供語言幫助服務。請致電1 (570) 320-2130。

Arabic:

تنبيه ه : إذا كنت تتحدث بلغة أخرى غير اللغة العربية، يمكنك الحصول على خدمات المساعدة للغة لك ابص لبلارقم 1 (570) 320-2130.

**Burmese:**

သတိပြုရန်- သင်သည် အင်္ဂလိပ် ဘာသာစကား မဟုတ်သော အခြား ဘာသာစကားကို ပြောလျှင် သင့်အတွက် ဘာသာစကား အကူအညီ ဝန်ဆောင်မှုကို ရရှိနိုင်ပါသည်။ 1 (570) 320-2130 သို့ ခေါ်ဆိုပါ။

**Japanese:**

注意：英語以外の言語を話す場合は、言語支援サービスを利用できるようにすることができます。電話 1 (570) 320-2130.

**Hindi:**

सूचना: यदि आप अंग्रेजी के अलावा कोई अन्य भाषा बोलते हैं, तो आपको भाषा सहायता सेवाएं उपलब्ध कराई जा सकती हैं। कॉल करें 1 (570) 320-2130.

**Italian:**

ATTENZIONE: Se parli una lingua che non sia l'inglese, i servizi di assistenza linguistica possono essere messi a tua disposizione. Chiama 1 (570) 320-2130.

**Polish:**

UWAGA: Jeśli posługujesz się językiem innym niż angielski, możesz skorzystać z usługi pomocy językowej. Zadzwoń pod numer 1 (570) 320-2130.

**Nepali:**

ध्यान दिनुहोस्: यदि तपाईं अंग्रेजीबाहेक अन्य भाषा बोल्नुहुन्छ भने तपाईंलाई भाषा सहायता सेवा उपलब्ध गराउन सकिन्छ। 1 (570) 320-2130 मा फोन गर्नुहोस्।

**Urdu:**

توجہ دیں: اگر آپ انگریزی کے علاوہ کوئی اور زبان بولتے ہیں تو آپ کی زبان میں مدد کے لیے آپ کو خدمات فراہم کرائی جاسکتی ہے۔ براہ کرم 1 (570) 320-2130 پر کال کریں۔

**Spanish:**

**ATENCIÓN: Si habla otro idioma que no sea inglés, habrá servicios de asistencia en otros idiomas disponibles. Llame al 1 (570) 320-2130.**

**Greek:**

ΠΡΟΣΟΧΗ: Εάν μιλάτε άλλη γλώσσα διαφορετική από τα αγγλικά, οι υπηρεσίες γλωσσικής βοήθειας μπορούν να σας διατεθούν. Καλέστε 1 (570) 320-2130.

## Table of Contents

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Introduction.....	3
WATS MPO Title VI Notice .....	3
WATS MPO Instructions to File a Title VI Discrimination Complaint and Complaint Form .....	6
Williamsport Area Transportation Study .....	10
WATS Staff and Contacts .....	10
Lycoming County Department of Planning and Community Development Contacts.....	11
WATS MPO List of any Public Transportation Related Investigations, Complaints, or Lawsuits Filed.....	11
WATS MPO LEP Plan / Language Assistance Plan.....	12
WATS MPO Committees and Non-Elected Advisory Councils.....	12
WATS MPO Sub-recipient Title VI Monitoring .....	14
WATS MPO Environmental Justice Analysis.....	15
Identification of Traditionally Underserved and Underrepresented Populations .....	15
Minority Population of Lycoming County .....	16
Low Income Population of Lycoming County .....	17
Disabled Population of Lycoming County .....	18
Assessment of Conditions and Identification of Needs.....	20
Minority Population Disparity Effects Analysis .....	21
Low Income Population Disparity Effects Analysis.....	23
Disabled Population Disparate Effects Analysis .....	26
Limited English Proficiency Population Disparate Effects Analysis .....	28
WATS MPO Population and Demographic Information .....	30
Population Trends for Lycoming County .....	30
Population by Age Group .....	31
WATS 2021-2024 Environmental Justice Benefits and Burdens .....	34
Minority Population.....	34
Low Income Population .....	37
Appendix A: Public Participation Plan .....	39

## Introduction

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Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that “no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance” ([42 CFR Section 2000d](#)).

The Civil Right Restoration Act of 1987 clarifies the intent of Title VI to include all programs and activities of Federal-aid recipients, sub-recipients, and contractors whether those programs and activities are federally funded or not.

With the enactment of [Executive Order 13166](#) the U.S. Department of Justice (DOJ) issued a guidance document, [Enforcement of Title VI of the Civil Rights Act of 1964 – National Origin Discrimination Against Persons with Limited English Proficiency](#). The DOJ guidance creates compliance standards that recipients of public transportation funding from FTA are required to follow. This includes, developing policies, programs and practices that ensures federal transit dollars are used in a manner that nondiscriminatory.

Recipients must ensure that any programs and activities that are normally accessible in English shall also be accessible to LEP individuals. In this way recipients do not discriminate on the basis of national origin, which is in violation of Title VI’s prohibition against national origin discrimination.

This document details how Williamsport Area Transportation Study (WATS) Metropolitan Planning Organization (MPO) incorporates nondiscrimination policies and practices in providing services to the public.

## WATS MPO Title VI Notice

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Below is the WATS MPO Title VI Notice entitled, “Title VI Public Notice to the Public.”

This notice is posted on the WATS MPO website, and at the WATS MPO offices located at;

Executive Plaza Building, 3<sup>rd</sup> Floor  
330 Pine Street  
Williamsport, PA 17701

WATS MPO staff is accessible in-person, by telephone, by standard mail, by fax, or by email.

Also, the WATS MPO Title VI Notice to the Public, notifying the public of their rights under Title VI is included in the WATS MPO Public Participation Plan accessible at the [WATS MPO Involvement website](#) or printed copies available upon request by contacting the MPO at 570-320-2138.



### Title VI Public Notice to the Public

The Williamsport Area Transportation Study (WATS) Metropolitan Planning Organization (MPO) fully complies with Title VI of the Civil Rights Act of 1964, Executive Order 12898 on Environmental Justice, and related nondiscrimination statutes and regulations in all programs and activities. WATS' website, <http://www.lyco.org/WATS-MPO>, may be translated into multiple languages. Publications and other public documents can be made available in alternative languages and formats, as requested.

WATS' public meetings are always held in ADA-accessible facilities and in transit-accessible locations when possible. In the event that a WATS MPO meeting is held via a virtual format the dial-in numbers, conference codes, and meeting links will be advertised and posted on the WATS MPO social media sites, and the [WATS MPO Committees website](#). Auxiliary services can be provided to individuals who submit a request at least four (4) business-days prior to a meeting. Requests made within three (3) business-days will be accommodated to the greatest extent possible.

Title VI requires that no person in the United States of America shall, on the grounds of race, color, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which WATS receives federal financial assistance.

Any person who believes they have been aggrieved by an unlawful discriminatory practice by WATS under Title VI has a right to file a formal complaint. Any such complaint may be in writing and filed with the WATS's Title VI Compliance Officer and/or the appropriate state or federal agency within 180 days of the alleged discriminatory occurrence. For more information on WATS's Title VI program, or to obtain copies of WATS' Title VI Policies, Complaint Procedures, or Complaint Form, please call (570) 320-2138, email [swilliams@lyco.org](mailto:swilliams@lyco.org), or visit the WATS MPO website at [www.lyco.org/WATS-MPO](http://www.lyco.org/WATS-MPO).

Documents will be made available in alternative languages or formats if requested. Persons requiring additional accommodations or those with questions should call 570-320-2138.

# Welcome to Lycoming County, Pennsylvania



Departments > Planning and Community Development > Transportation Planning > WATS MPO Public Involvement

Register Login

- [Williamsport Area Transportation Study \(WATS\)](#)
- [Long Range Transportation Plan \(LRTP\)](#)
- [Transportation Improvement Program \(TIP\)](#)
- [Unified Planning Work Program \(UPWP\)](#)
- [WATS MPO Public Involvement](#)
- [Local Technical Assistance Program \(LTAP\)](#)
- [WATS MPO Annual Reports](#)
- [Other Plans and Studies](#)
- [Bridge Bundling](#)
- [Trails](#)
- [CSVT](#)
- [Transit Advisory Committee](#)
- [Transportation Related Links](#)

Select Language

## How Can You Participate

Public involvement is a right of all residents of Lycoming County. There are multiple ways interested parties can become involved in the transportation planning process. [Click here](#) for more information on how you can become involved today!

Fully accessible Public Transportation provided by River Valley Transit. Contact (570) 326-2500 for more information or visit [www.ridervt.com](http://www.ridervt.com).

## Title VI Compliance

### WATS MPO Title VI Public Notice

The Williamsport Area Transportation Study (WATS), the federally designated Metropolitan Planning Organization, (MPO) for the County of Lycoming, is committed to compliance with the nondiscrimination requirements of civil rights statutes, executive orders, regulations, and policies applicable to the programs and activities it administers.

Accordingly, WATS is dedicated to ensuring that program beneficiaries receive public participation opportunities without regard to race, color, national origin, sex, age, disability or economic status. All public meeting locations of WATS committees will be accessible to persons with disabilities and reachable by public transit via the River Valley Transit hub located at the Williamsport Trade and Transit II (144 West Third Street, Williamsport, PA 17701). If meetings are to be held at another location, adequate advance notice will be provided along with alternate transit accommodations.

WATS will provide auxiliary services (including translation of documents) for individuals with language, speech, sight or hearing impediments provided the request for assistance is made seven days prior to the meeting. WATS will attempt to satisfy other requests as it is able. Please make your request for auxiliary services to Scott Williams, Lycoming County Department of Planning and Community Development, 48 West Third Street, Williamsport, PA 17701, telephone number (570) 320-2138; fax number (570) 320-2135; email address: [swilliams@lyco.org](mailto:swilliams@lyco.org).

If you believe you have been denied participation opportunities, or otherwise discriminated against in relation to the programs or activities administered by WATS, you may file a complaint using the procedures provided in our complaint process document or by also contacting Scott Williams



## WATS MPO Public Participation Plan

## WATS MPO Instructions to File a Title VI Discrimination Complaint and Complaint Form

### PLANNING AND COMMUNITY DEVELOPMENT

**Commissioners:**

Scott L. Metzger, Chairman

Tony R. Mussare, Vice Chairman

Richard Mirabito, Secretary

**Location:**

Executive Plaza

330 Pine Street

Williamsport Pennsylvania 17701



“Building Partnerships”

Shannon L. Rossman, AICP, Director

Voice: (570) 320-2130

Fax: (570) 320-2135

www.lyco.org

Mailing Address:

48 West Third Street

Williamsport Pennsylvania 17701

## WILLIAMSPORT AREA TRANSPORTATION STUDY METROPOLITAN PLANNING ORGANIZATION Title VI Discrimination Complaint Procedures

**Purpose:**

The ***Williamsport Area Transportation Study Metropolitan Planning Organization (WATS MPO)*** Title VI Complaint Procedures are written to specify the process employed by the ***WATS MPO*** to investigate complaints, while ensuring due process for Complainants and Respondents. The process does not preclude the ***WATS MPO*** from attempting to informally resolve complaints.

These procedures apply to all external complaints relating to any program or activity administered by the ***WATS MPO*** and/or its sub-recipients, consultants and contractors, filed under Title VI of the Civil Rights Act of 1964 as amended, (including Disadvantage Business Enterprise and Equal Employment Opportunity components), as well as other related laws that prohibit discrimination on the basis of race, color, sex, disability, age, low income, national origin, religion, or Limited English Proficiency. Additional statutes include, but are not limited to, Section 504 of the Rehabilitation Act of 1973, the Civil Rights Restoration Act of 1987, and the Americans with Disabilities Act of 1990.

These procedures are part of an administrative process that does not provide for remedies that include punitive damages or compensatory remuneration for the Complainant. Intimidation or retaliation of any kind is prohibited by law.

**Process:**

An individual, or his or her representative, who believes that he or she has been subject to discrimination or retaliation prohibited by Title VI and other nondiscrimination provisions, has the right to file a complaint. Complaints need to be filed within 180 calendar days of alleged occurrence, when the alleged discrimination became known to the Complainant, or when there has been a continuing course of conduct, the date on which the conduct was discontinued or latest instance of the conduct.

**Complaints may be mailed to:**

John Lavelle

Title VI Compliance Officer  
Lycoming County Planning Commission  
48 West Third Street  
Williamsport, PA 17701  
Phone: (570)-320-2130

Title VI Coordinator  
Pennsylvania Department of Transportation  
Bureau of Equal Opportunity  
PO Box 3251  
Harrisburg, PA 17105-3251  
Phone: (717)-934-4199  
Email: [penndoteoreports@pa.gov](mailto:penndoteoreports@pa.gov)

Equal Opportunity Specialist  
U.S. Department of Transportation  
Federal Highway Administration  
Pennsylvania Division Office  
228 Walnut Street, Room 508  
Harrisburg, PA 17101-1720  
Phone: (717)-221-3705

Equal Opportunity Specialist  
PA Human Relations Commission  
Harrisburg Regional Office  
333 Market Street, 8<sup>th</sup> Floor  
Harrisburg, PA 17101

U.S. Department of Justice  
Office of Justice Programs  
Office for Civil Rights  
810 7<sup>th</sup> Street, NW  
Washington, DC 20531  
Phone: (202)-307-0690  
Phone (TDD): (202)-307-2027

U.S. Department of Justice  
Civil Rights Division  
950 Pennsylvania Avenue, N.W.  
Office of the Assistant Attorney General, Main  
Washington, D.C. 20530

Civil Rights Officer  
U.S. Department of Transportation  
Federal Transit Administration  
17600 Market Street, Suite 500  
Philadelphia, PA 19103-4121

Title VI Coordinator  
Office of Civil Rights  
Federal Aviation Administration  
800 Independence Avenue, SW  
Washington, DC 20591

Complaints shall be in writing using the WATS Discrimination Complaint Form and signed by the Complainant(s). If complaints are received by telephone or in person, the Title VI Compliance Officer or other authorized representative shall formally interview the person to provide the basis for the written complaint. If necessary, the authorized person will assist the Complainant in writing the complaint. The written complaint must include the following information:

- Name, address and telephone number of Complainant
- Basis of the complaint (e.g., Race, Color, Sex, Disability, Age, National Origin, Religion, or Retaliation)
- A detailed description of the circumstances of the incident that lead the Complainant to believe discrimination occurred.

- Names address and phones numbers of people who may have knowledge of the alleged incident or are perceived as parties in the complained-of-incident.
- Date or dates on which the alleged discrimination occurred
- Other agencies where the complaint was filed.
- As an investigation moves forward, additional information may be required.

If the **WATS MPO** receives a complaint, the **MPO** will acknowledge receipt of the complaint by notifying the Complainant and immediately transmitting the complaint to the proper state and federal agency (e.g. Federal Highway Administration, Federal Transit Administration, and PennDOT) for investigation and disposition pursuant to that agency's Title VI complaint procedures. This can be done by scanning to email or by regular mail. The Department of Justice has final word on what agency will investigate the claim.

The **WATS MPO** Title VI Compliance Officer will maintain a log of all complaints received by the Williamsport Area Transportation Study Metropolitan Planning Organization.

These procedures were adopted by the Williamsport Area Transportation Study Metropolitan Planning Organization at a publicly advertised meeting held on July 23, 2012.



## DISCRIMINATION COMPLAINT FORM

Name	Phone	Name of Person(s) That Discriminated Against You
Address (Street No., P.O. Box, Etc.)		Location and Position of Person (If Known)
City, State, Zip		City, State, Zip
Discrimination Because of: <input type="checkbox"/> Race/Color* <input type="checkbox"/> Sex <input type="checkbox"/> Disability** <input type="checkbox"/> Age <input type="checkbox"/> National Origin* <input type="checkbox"/> Retaliation <input type="checkbox"/> Religion		Date of Alleged Incident
Explain as briefly and clearly as possible what happened and how you were discriminated against. Indicate who was involved. Be sure to include how other persons were treated differently than you. Also, attach any written material pertaining to your case.		
Signature		Date

Please submit this form to one of the following agencies or visit the [WATS MPO website](#) for additional options:

<b>Pennsylvania Department of Transportation</b> Bureau of Equal Opportunity P.O. Box 3251 Harrisburg, PA 17105-3251 Phone: (800) 468-4201 Email: <a href="mailto:pennstateoreports@pa.gov">pennstateoreports@pa.gov</a>	<b>Federal Highway Administration</b> U.S. Department of Transportation Equal Opportunity Specialist Pennsylvania Division Office 228 Walnut Street, Room 508 Harrisburg, PA 17101-1720 Phone: (717) 221-3705	<b>Federal Highway Administration</b> Office of Civil Rights 1200 New Jersey Ave., SE Washington, DC 20590 Phone: (202)-366-4000	<b>U.S. Department of Transportation</b> Departmental Office of Civil Rights 1200 New Jersey Ave., SE Washington DC 20590 Phone: (855)-368-4200	<b>U.S. Department of Transportation</b> Federal Transit Administration Civil Rights Officer 17600 Market Street, Suite 500 Philadelphia, PA 19103 Phone: (215) 856-7100 Email: <a href="mailto:FTAcivilrightscommunications@dot.gov">FTAcivilrightscommunications@dot.gov</a>	<b>PA Human Relations Commission</b> Equal Opportunity Specialist Harrisburg Regional Office 333 Market Street, 8th Floor Harrisburg, PA 17101 Phone: (717) 787-9780	<b>U.S. Department of Justice</b> Office of Justice Programs Office for Civil Rights 810 7th Street, NW Washington, DC 20531 Phone: (202) 307-0690 Phone (TDD): (202) 307-2027
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\* indicates is specific to Title VI of the Civil Rights Act of 1964

\*\*Indicates is specific to Americans with Disabilities Act of 1990

## Williamsport Area Transportation Study

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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 the local transportation system. 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, which move people and goods in a safe, efficient manner, promote economic development, protect the environment, and preserve Lycoming County's outstanding quality of life amenities.

### WATS Staff and Contacts

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Administrative duties of the WATS MPO are conducted by the Lycoming County Planning and Community Development Department. The primary staff contact for the Department on WATS MPO administrative matters shall be the Lycoming County Transportation Supervisor who will act as WATS Secretary. The Lycoming County Planning and Community Development Department shall be responsible for the following primary WATS MPO administrative duties:

- Develop and conduct all transportation planning work tasks contained in the WATS MPO approved Unified Planning Work Program contract that is executed between the County of Lycoming and PennDOT. The County of Lycoming may subcontract with the City of Williamsport to perform the Federal Transit Administration funded UPWP transit planning work tasks undertaken by River Valley Transit Authority.
- Schedule, publicly advertise and convene all WATS MPO public meetings, as needed, in accordance with the PA Open Records Law and WATS MPO approved Public Participation Plan. All official business of the WATS MPO will take place at publicly advertised meetings to ensure opportunity for public comment. Prepare and distribute meeting agendas and related materials for review by WATS MPO members no later than 5 calendar days prior to the public meeting. Prepare meeting minutes for distribution to WATS MPO members for review no later than 15 calendar days following the public meeting. WATS MPO will generally convene public meetings on a quarterly basis (once every three months) at the Lycoming County Commissioners Board Room, Lycoming County Executive Plaza, 330 Pine Street, Williamsport, PA 17701. Exceptions as to meeting dates, times and locations may be considered in order to provide timely response to actions related to WATS MPO duties and responsibilities.
- Ensure that all WATS MPO adopted plans, programs and policies are implemented.

## Lycoming County Department of Planning and Community Development Contacts

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Shannon Rossman, AICP, Director

Telephone: (570) 320-2132 Email: [srossman@lyco.org](mailto:srossman@lyco.org)

John Lavelle, AICP, Deputy Director

Telephone: (570) 320-2138 Email: [jlavelle@lyco.org](mailto:jlavelle@lyco.org)

Scott R. Williams, Transportation Supervisor & WATS MPO Secretary

Telephone: (570) 320-2141 Email: [swilliams@lyco.org](mailto:swilliams@lyco.org)

Austin Daily, Transportation Planner

Telephone: (570) 320-2141 Email: [adaily@lyco.org](mailto:adaily@lyco.org)

Mark Murawski, Assistant Transportation Planner

Telephone: (570) 320-8117 Email: [mmurawski@lyco.org](mailto:mmurawski@lyco.org)

Salvatore Vitko, Transportation Planner

Telephone: (570) 320-2140 Email: [svitko@lyco.org](mailto:svitko@lyco.org)

WATS information is accessible on the Lycoming County website: [www.lyco.org/WATS-MPO](http://www.lyco.org/WATS-MPO)

The mailing address for the Lycoming County Department of Planning & Community Development:

**48 W 3<sup>rd</sup> St Williamsport, PA 17701**

## WATS MPO List of any Public Transportation Related Investigations, Complaints, or Lawsuits Filed

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Should WATS MPO receive any complaints, the MPO will utilize the WATS MPO TITLE VI COMPLAINT LOG (ex. below) to investigate and track any complaints.

WATS MPO TITLE VI COMPLAINT LOG											
Date:											
Name:											
Allegation:											
Investigation Report Date:											
Final Determination Date:											
Notes:											

## WATS MPO LEP Plan / Language Assistance Plan

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Because the WATS MPO utilizes federal funds to plan and implement transportation projects and programs, the MPO is responsible for improving meaningful access to the MPO programs, activities, and opportunities for public participation to persons with Limited English Proficiency (LEP). The WATS MPO is fully committed to ensuring compliance with [Executive Order 13166](#) *“Improving Access to Services for Persons with Limited English Proficiency, (LEP)”* allowing for the full and fair participation by all potentially affected communities in the transportation decision making process.

Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 are the federal laws that protects individuals from discrimination based on an individual’s race, color, or national origin in services or programs provided by a recipient of federal aid, even if the service or program provided is not federally funded. Title VI states, **“No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.”**

On August 11, 2000, the President signed Executive Order 13166, *“Improving Access to Services for Persons with Limited English Proficiency, (LEP).”* The Executive Order is intended to improve access to federally assisted programs and activities for persons who, because of national origin, are limited in their English proficiency.

As a condition of receiving federal funding, recipients are required to comply with Title VI and LEP guidelines of the federal agency from which funds are provided.

The WATS MPO Limited English Proficiency (LEP) Plan and Language Assistance Plan is included into the WATS MPO Public Participation Plan and can be found in [Appendix A](#).

## WATS MPO Committees and Non-Elected Advisory Councils

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The PennDOT Engineering District 3-0 Executive shall serve as Chair of the Coordinating Committee. The Coordinating Committee voting members shall be designated by their respective member organizations and shall serve without term limits at the discretion of their member organizations. Each member organization shall so designate the individual(s) serving on the Coordinating Committee as their voting member(s) at the beginning of each calendar year and provide written documentation to the WATS MPO Chairman for WATS MPO files maintained by the Lycoming County Planning and Community Development Department. Member organizations shall also designate an alternate voting member that may vote on behalf of the designated voting member in the case where the designated voting member is unable to attend a specific meeting.

The WATS Coordinating Committee is the policy-making body of the MPO. The Coordinating Committee consists of eleven (11) voting representatives as follows:

- PennDOT District 3-0 Executive, Chair

- PennDOT Deputy Secretary for Planning
- Lycoming County Commissioner
- Lycoming County Commissioner
- Mayor of Williamsport
- Williamsport City Council Member
- River Valley Transit Authority General Manager
- SEDA-COG Joint Rail Authority Executive Director
- Williamsport Regional Airport Executive Director
- Lycoming County Association of Township Officials Representative
- Lycoming County Borough Representative

In addition to the 11 voting members, the Coordinating Committee shall include four (4) non-voting members, as follows:

- Federal Highway Administration
- Federal Transit Administration
- US Department of Housing and Urban Development
- PA Department of Community and Economic Development

The WATS Technical Committee reviews all relevant transportation issues, programs and projects in Lycoming County and formulates recommendations to the Coordinating Committee.

The Technical Committee consists of seven (7) voting members as follows:

- PennDOT Program Center Representative, Chair
- PennDOT Engineering District 3-0 Representative
- Lycoming County Planning and Community Development Director
- Lycoming County Planning Commission Member
- River Valley Transit Authority General Manager
- City of Williamsport Engineer
- Williamsport Regional Airport Director

The PennDOT Center for Program Development and Management Representative shall serve as Chairman of the Technical Committee. The Technical Committee voting members shall be designated by their respective member organizations and shall serve without term limits at the discretion of their member organizations. Each member organization shall so designate the individual serving on the Technical Committee as their voting member at the beginning of each calendar year and provide written documentation to the WATS MPO Chairman for WATS MPO files maintained by the Lycoming County Planning and Community Development Department. Member organizations shall also designate an alternate voting member that may vote on behalf of the designated member in the case where the designated voting member is unable to attend a specific meeting.

In addition to the 7 voting members, the Technical Committee shall include four (4) non-voting members, as follows:

- Federal Highway Administration
- Federal Transit Administration
- PA Department of Community and Economic Development
- Fullington Trailways

All WATS MPO meetings are publicly advertised in the Williamsport Sun-Gazette and via the WATS MPO social media pages ([Facebook](#), [Instagram](#), [Twitter](#)). All MPO meetings are open to public for comment at the beginning and end of each meeting during “*public comment*” and “*other business/public comment.*” Public comments and responses made during these meetings are kept on record in the WATS MPO Coordinating and Technical Committee meeting minutes at the WATS MPO offices and available at the [WATS MPO Committees website](#).

Formal public comment and review periods are used to solicit comments on major planning and programming activities, for example, updates or amendments to the Unified Planning Work Program (UPWP), Transportation Improvement Program (TIP), or Long-Range Transportation Plan (LRTP). Comments can be made in-person, by standard mail, by telephone, by fax, by email, or via the MPO social media accounts. WATS MPO makes every effort to respond to any comment(s) received and will forward comments on to other agencies as appropriate. Received public comments and the responses regarding MPO products/reports are included in an appendix entitled “*Summary of Public Comments.*”

## WATS MPO Sub-recipient Title VI Monitoring

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As the primary recipient of FHWA and FTA funding, WATS MPO will monitor the River Valley Transit Authority (RVTA) Title VI Program for compliance on an annual basis. At the beginning of the calendar year RVTA (as the sub-recipient of FTA funding) will submit to WATS MPO a copy of the most recent RVTA Title VI Program. In the event that a RVTA Title VI Program update occurs prior to the first of the calendar year, RVTA will submit the updated RVT Title VI Program to WATS MPO as soon as the update is completed and approved. WATS MPO will forward the RVTA Title VI Program documentation and any updates to PennDOT, FHWA, and FTA for review.

WATS MPO, at the request of FTA, in response to a complaint of discrimination, or as otherwise deemed necessary, shall request that the RVTA (the sub-recipient) that provides transportation services verify that their level and quality of service is provided on an equitable basis.

Currently, WATS MPO does not have any subrecipient agreements with FHWA funded subrecipients. Should WATS have any FHWA subrecipients in the future, WATS will, monitor the FHWA funded subrecipient’s Title VI Program for compliance on an annual basis. At the beginning of the calendar year the FHWA funding subrecipient will submit to WATS MPO a copy of their most recent Title VI Program. In the event that the FHWA funded subrecipient’s Title VI Program update occurs prior to the first of the calendar year, the FHWA subrecipient will submit their updated Title VI Program to WATS MPO as soon as the update is completed and approved. WATS MPO will forward the FHWA subrecipient’s Title VI Program documentation and any updates to PennDOT, FHWA, and FTA for review.

WATS MPO, at the request of FHWA, in response to a complaint of discrimination, or as otherwise deemed necessary, shall request that the FHWA subrecipient verify that their level and quality of service is provided on an equitable basis.

## WATS MPO Environmental Justice Analysis

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Presidential Executive Order 12898 states that “each Federal agency shall make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations.” Within the transportation field, environmental justice is guided by three core principles:

- To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority populations and low-income populations.
- To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.
- To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority or low-income populations.

Because WATS MPO utilizes federal funds to plan and implement transportation projects the MPO is responsible for undertaking analysis of federally funded projects listed within the LRTP, TIP, and other programs. In order to show that our plan meets these objectives, an Equity Analysis—a.k.a., “Benefits and Burdens Analysis”—was prepared.

The WATS MPO uses the Pennsylvania Department of Transportation guidance issued to the MPOs and RPOs of Pennsylvania, when performing equity analysis by incorporating the following 'core elements':

1. Identify minority and low-income populations
2. Assess conditions and identify needs
3. Evaluate burdens and benefits
4. Identify and address disproportionate and adverse impacts and inform future planning efforts

## Identification of Traditionally Underserved and Underrepresented Populations

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Executive Order 12898 specifies that **minority** and **low-income** populations must be considered in Environmental Justice analysis and these populations were identified using data from the 2010 Decennial Census and 2017 data releases from the American Community Survey, (ACS). The following definitions are used for the purposes of this analysis:

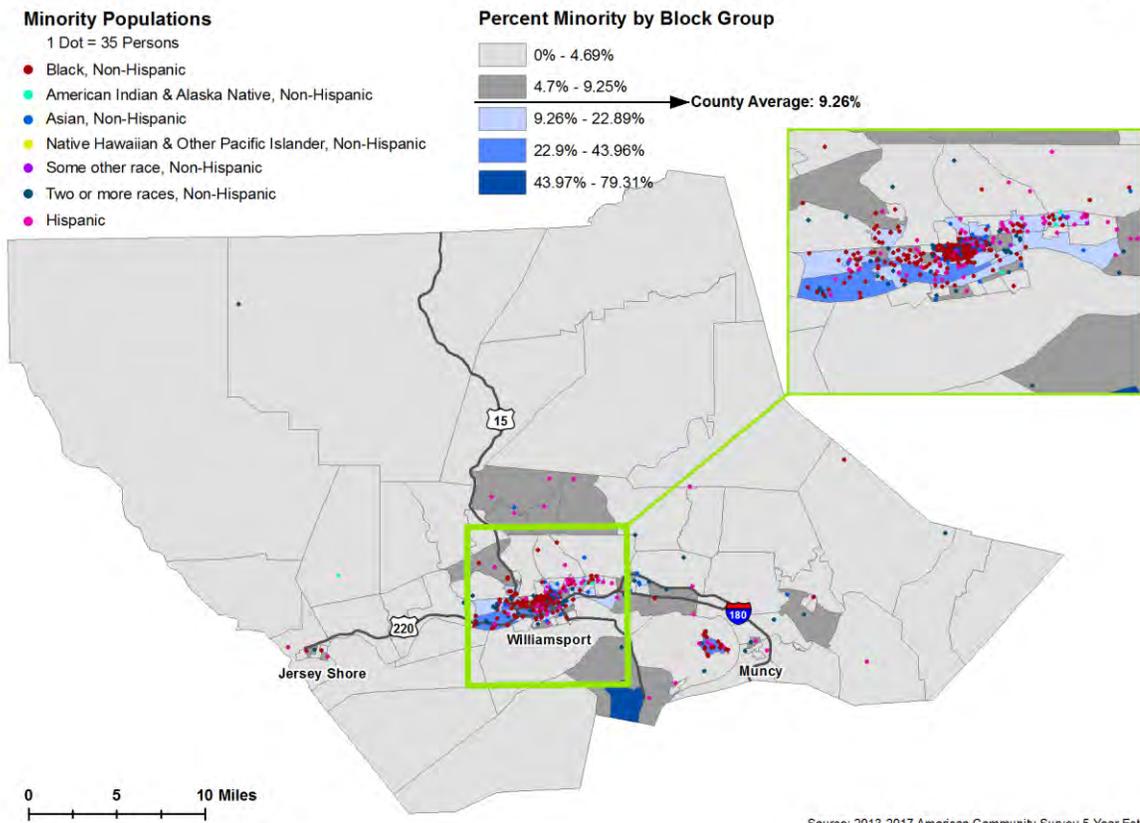
Minority: Any individual or group that self-identifies as a member(s) of the racial categories of Black/African American, Asian American, American Indian/Alaskan Native, Native Hawaiian/other Pacific Islander and the ethnic category Hispanic/Latino.

Low-income: Households at or below the federal poverty guidelines.

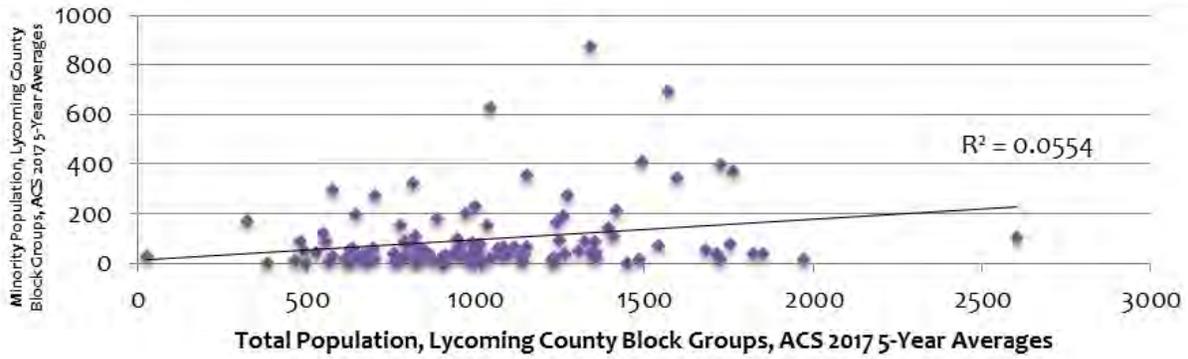
In the same spirit, WATS environmental justice equity analysis also identifies people with disabilities and people with limited English proficiency (identified as individuals speaking English “not very well” or speaking English “not at all”), and other traditionally transportation challenged groups (religious sects, no vehicle households, single parent households, etc.).

Minority Population of Lycoming County

**Concentrations of Minority Populations  
in Williamsport Area Transportation Study MPO**



It is noteworthy that minority populations in Lycoming County are not distributed evenly. Since the concentrations of minority population in census block groups in the county are not a simple function of total population density, it is possible to use regression analysis to investigate disparity of system conditions across block groups.

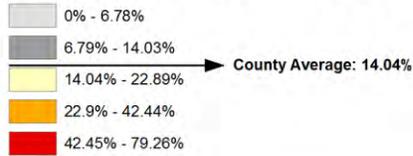


### Low Income Population of Lycoming County

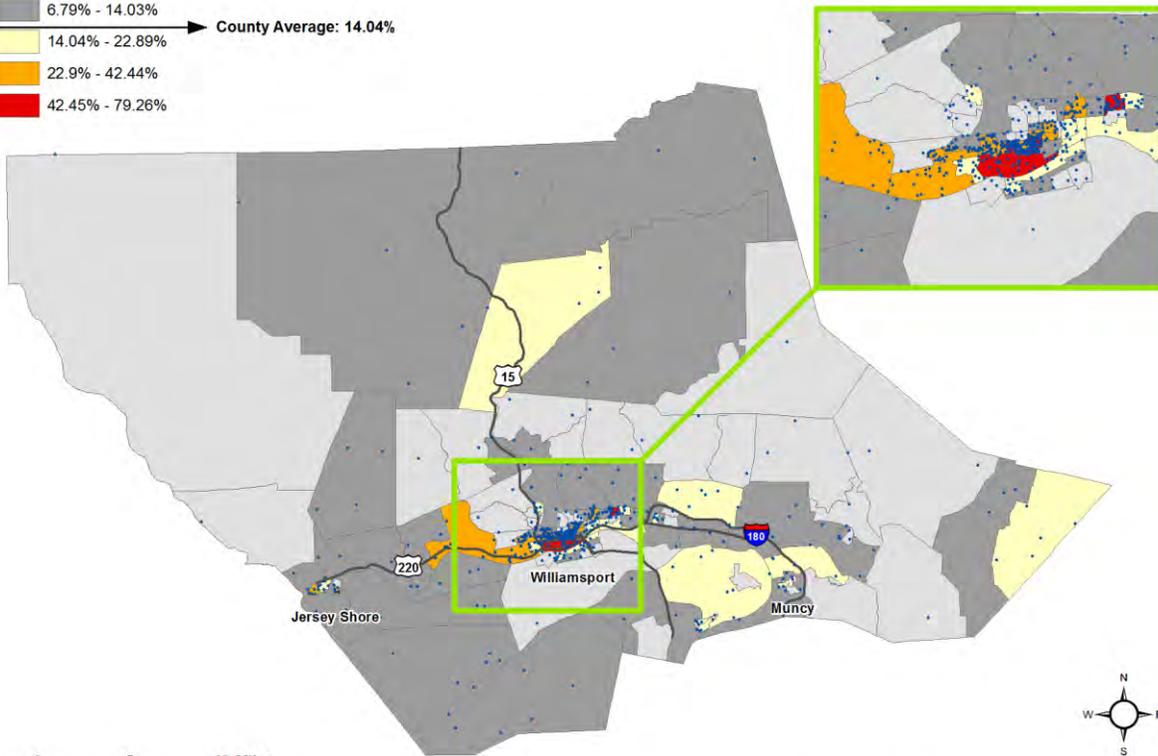
#### Persons in Poverty

• 1 Dot = 50 Persons

#### Percent Population Below Poverty by Block Group

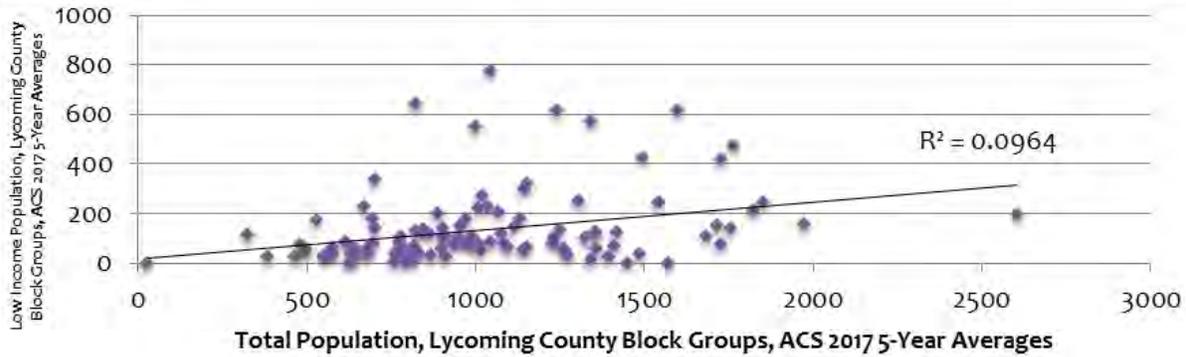


#### Concentrations of Poverty in the Williamsport Area Transportation Study MPO



Source: 2013-2017 American Community Survey 5-Year Estimates

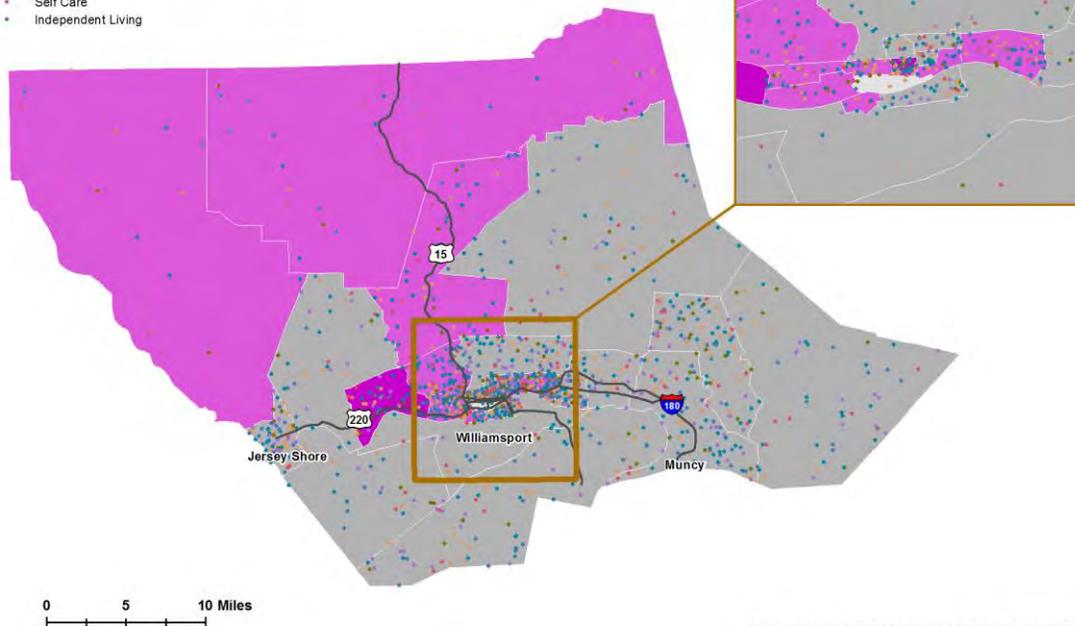
Low-income populations in Lycoming County are not distributed evenly. Since the concentrations of low-income population in census block groups in the county are not a simple function of total population density, it is possible to use regression analysis to investigate disparity of system conditions across block groups.



### Disabled Population of Lycoming County

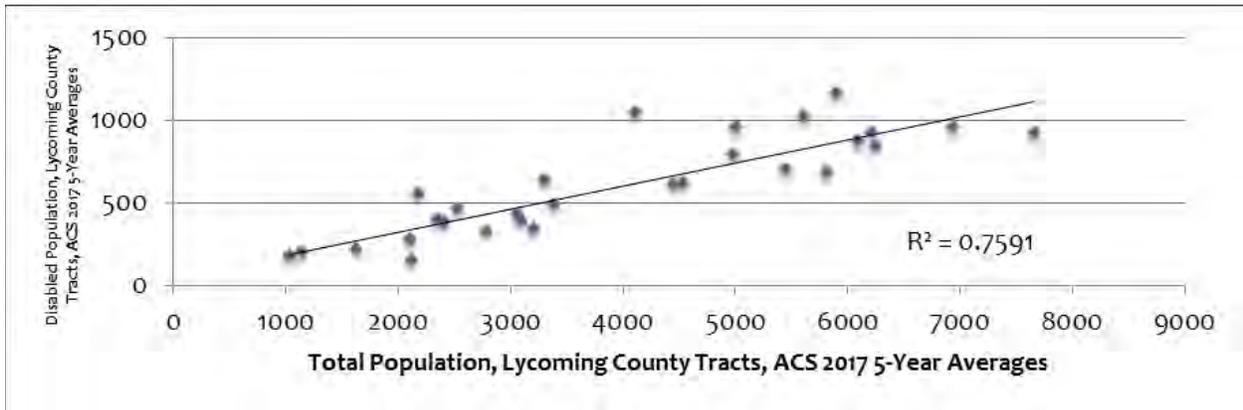
#### Concentrations of Disabled Populations in Williamsport Area Transportation Study MPO

- Disabled Population**
- 1 Dot = 20
  - Hearing
  - Vision
  - Cognitive
  - Ambulatory
  - Self Care
  - Independent Living
- Percent with Disability by Census Tract**
- Under 10%
  - 11% - 15%
  - 16% - 20%
  - Over 20%
- County Average: 15%

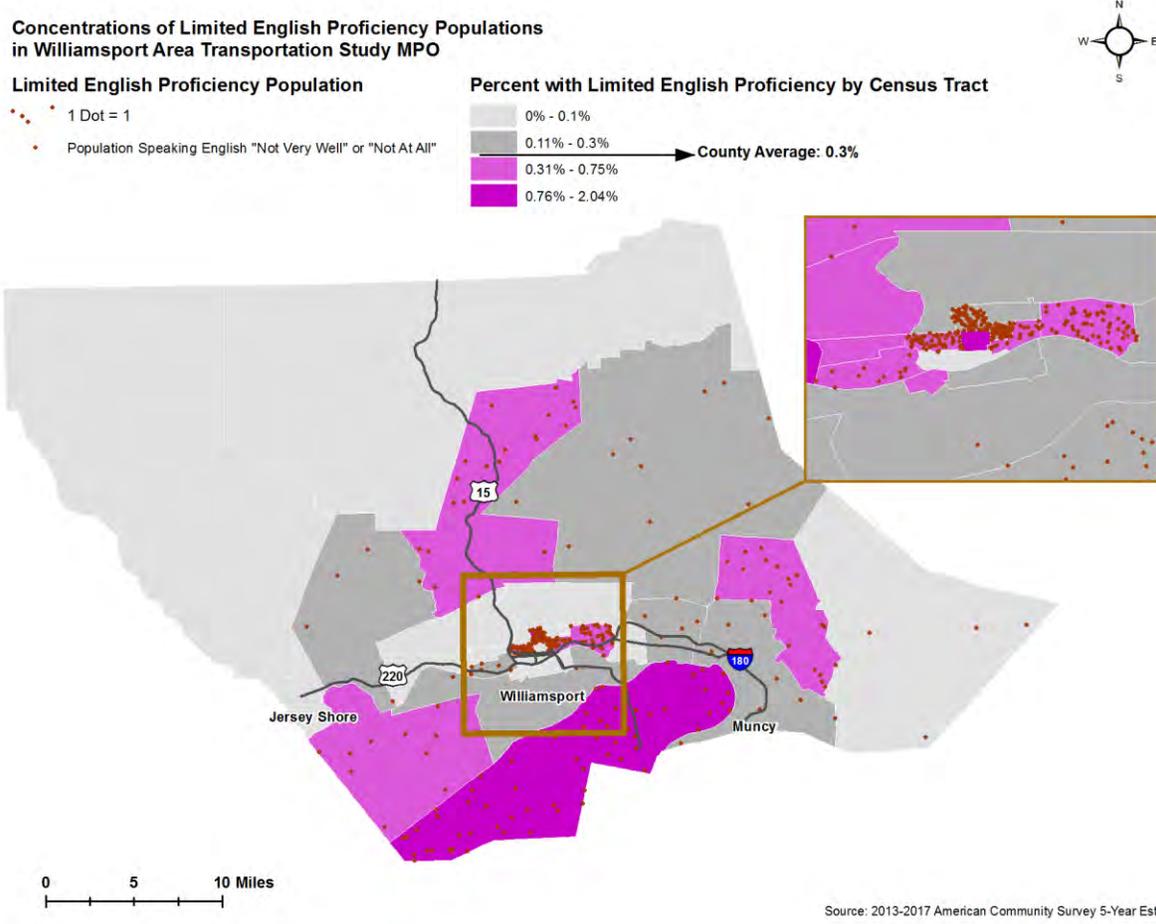


Source: 2013-2017 American Community Survey 5-Year Estimates

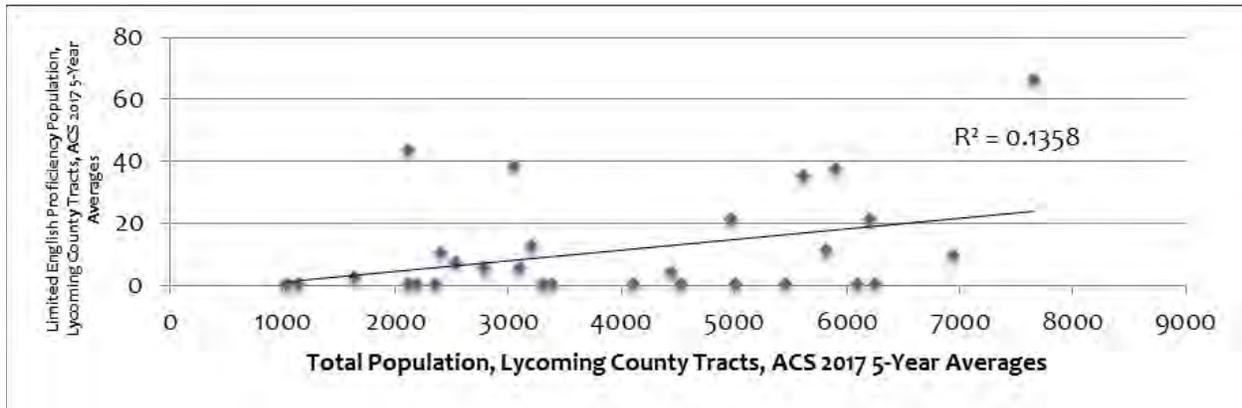
Disabled populations in Lycoming County are distributed fairly evenly. Since the concentrations of disabled population in census tracts in the county are largely dependent on total population, regression analysis is based on relative percent composition instead of the estimated count of individuals to investigate disparity of system conditions across tracts.



### Limited English Proficiency Population of Lycoming County



Limited English proficiency populations in Lycoming County are not distributed evenly. Since the concentrations of limited English proficiency population in census tracts in the county are not a simple function of total population density, it is possible to use regression analysis to investigate disparity of system conditions across tracts.



### Assessment of Conditions and Identification of Needs

Regression analysis was performed comparing minority population, low income population, people with disabilities, and limited English proficiency populations to pavement conditions, bridge conditions, crash incidents, and fixed route transit stop locations. The purpose of this analysis is to identify any geographic patterns of disparities existing in past transportation investment in regards to traditionally underserved and underrepresented populations. If any disparities were identified, projects would be programmed to address the disparity. The indicator of a disparity was a high R2 value in any of the regression models. There are several limitations to this analysis that inform future WATS planning activities. The primary limitation is that information on condition of the state-owned and operated transportation system and the transit system are readily available but data on local transportation asset

#### **What is R<sup>2</sup>?**

From Minitab.com: “R-squared is a statistical measure of how close the data are to the fitted regression line. It is also known as the coefficient of determination, or the coefficient of multiple determination for multiple regression.

The definition of R-squared is fairly straight-forward; it is the percentage of the response variable variation that is explained by a linear model. Or:

$R\text{-squared} = \text{Explained variation} / \text{Total variation}$

R-squared is always between 0 and 100% [expressed as a ratio]:

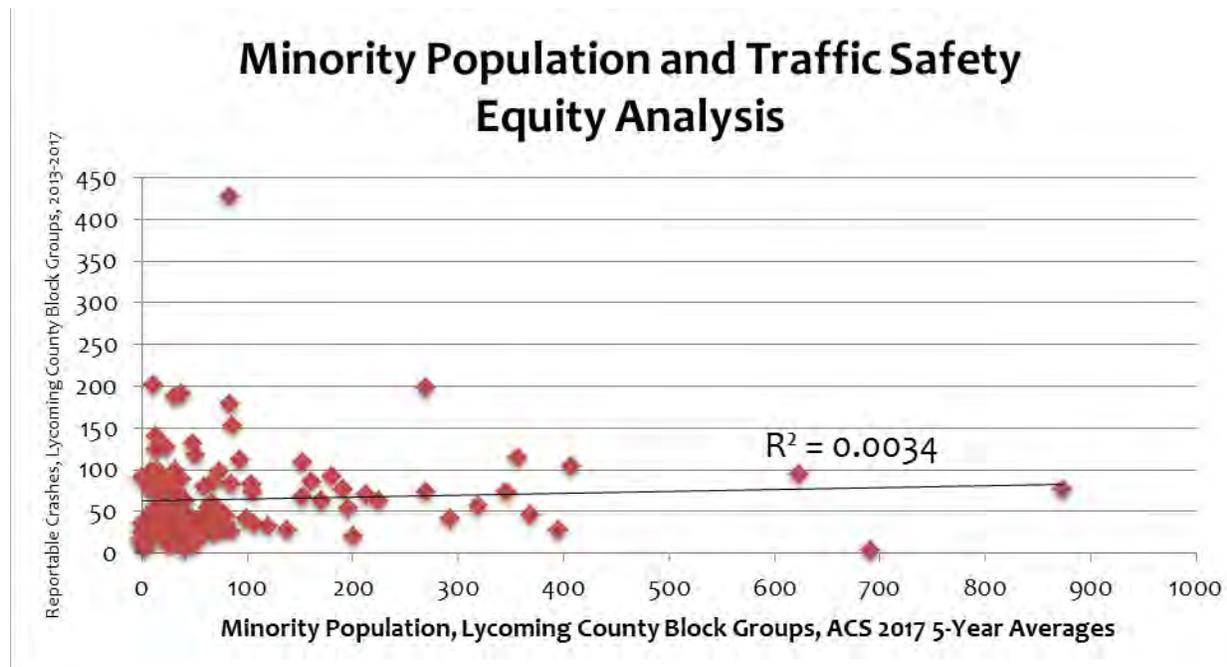
- 0% (0.0) indicates that the model explains none of the variability of the response data around its mean.
- 100% (1.0) indicates that the model explains all the variability of the response data around its mean.”

Therefore in our regression analyses of transportation equity, we are looking for sectors of the transportation system where differences in the population composition explains (or is strongly linked to) a high percentage of the variation in condition.

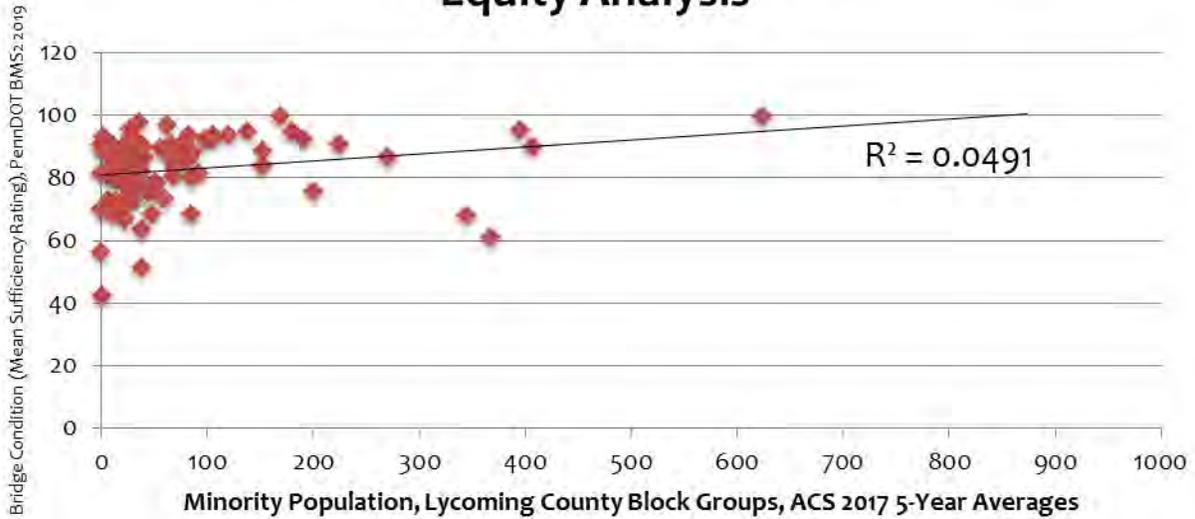
conditions is scant. WATS has fairly comprehensive data on the condition of locally owned bridges, but pavement condition data for municipally owned roads is largely nonexistent. Additionally, many of the populations included in analysis of equity rely more on the non-motorized transportation system. Virtually no condition data on sidewalks, paths, and paved trails currently exists. Therefore, WATS place a high priority on gaining datasets on conditions of these assets in order to maintain a more holistic understanding of how the entire multimodal transportation system is functioning and serving the community. As previously discussed, the distribution of minority, low income, and limited English proficiency populations are not distributed within the county at equal concentrations. In other words, these populations represent a different percentage of population in different communities within the county. Therefore, we are able to compare conditions between census block groups rather easily. However, the disabled population of the county exists as a fairly equivalent proportion of the population across all census tracts. For this analysis, the proportions of disabled persons were used for comparison rather than the estimated count of individuals.

### Minority Population Disparity Effects Analysis

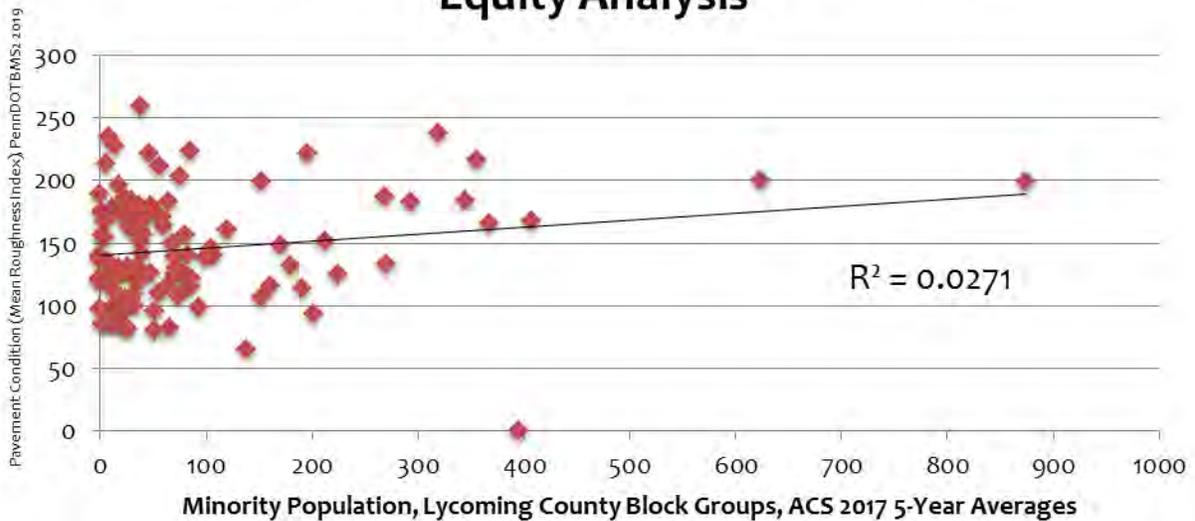
The purpose of this analysis is to discover if any historic patterns of disinvestment have occurred in Lycoming County with respect to traffic safety, bridge condition, pavement condition, and transit availability relating to minority populations. There is no apparent link between bridge condition, pavement condition, or crashes and minority population. There is a slight correlation between transit availability and minority populations reflecting a positive emphasis towards more transit availability in areas with larger minority populations.



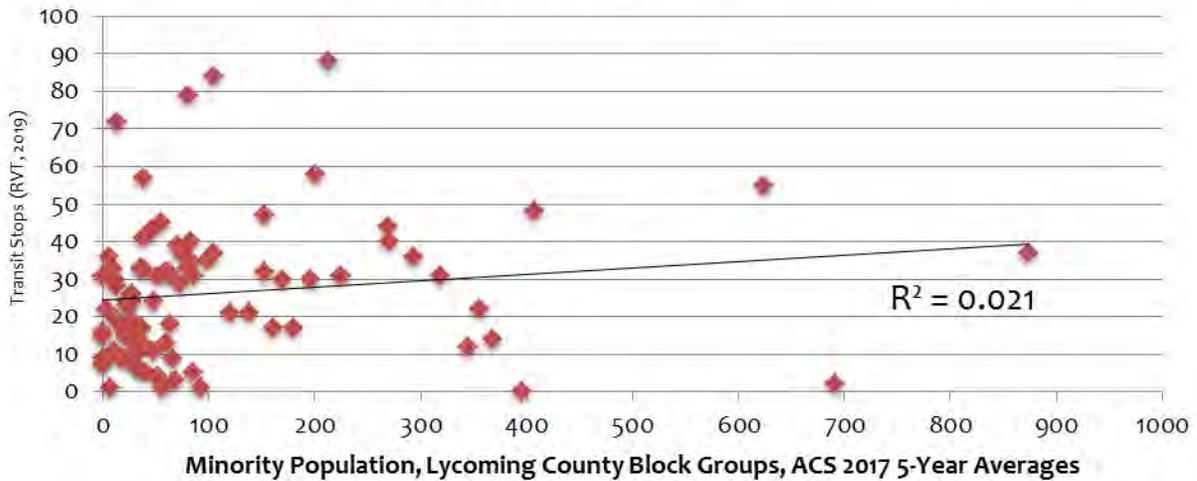
### Minority Population and Bridge Condition Equity Analysis



### Minority Population and Pavement Condition Equity Analysis



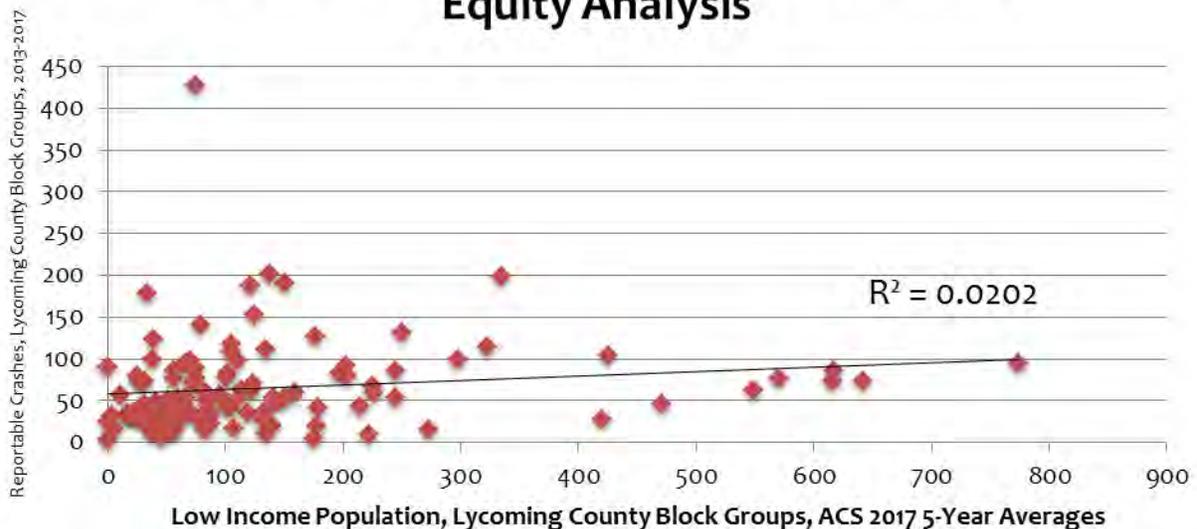
## Minority Population and Transit Availability Equity Analysis

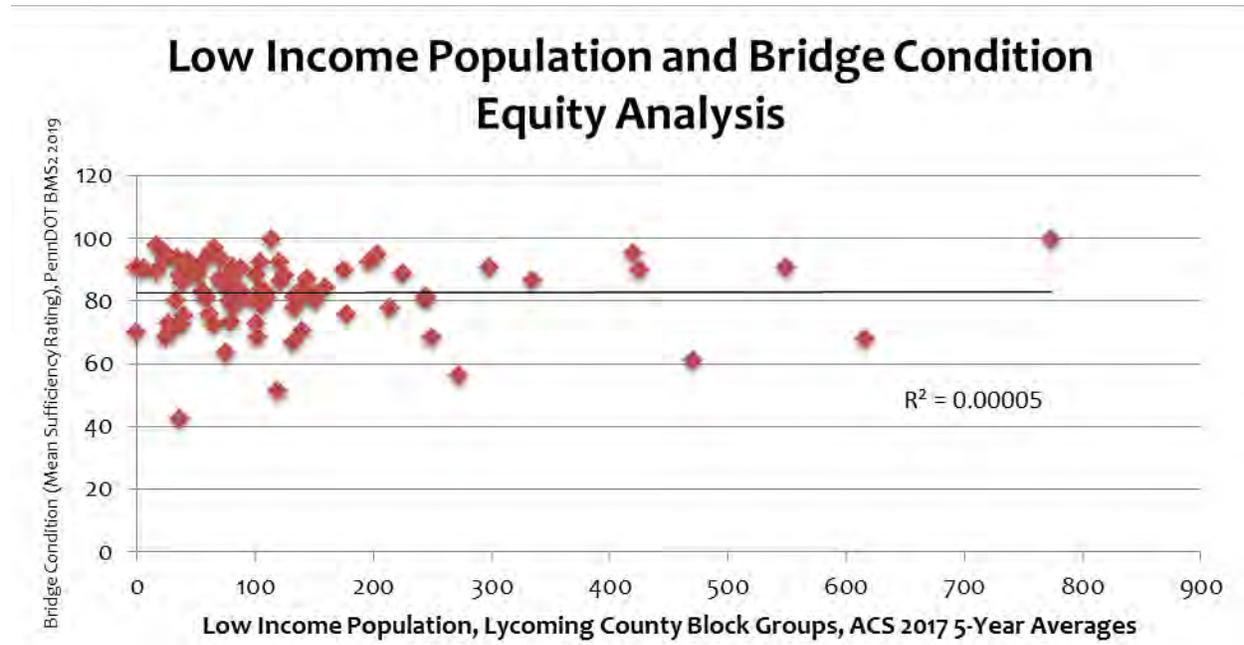
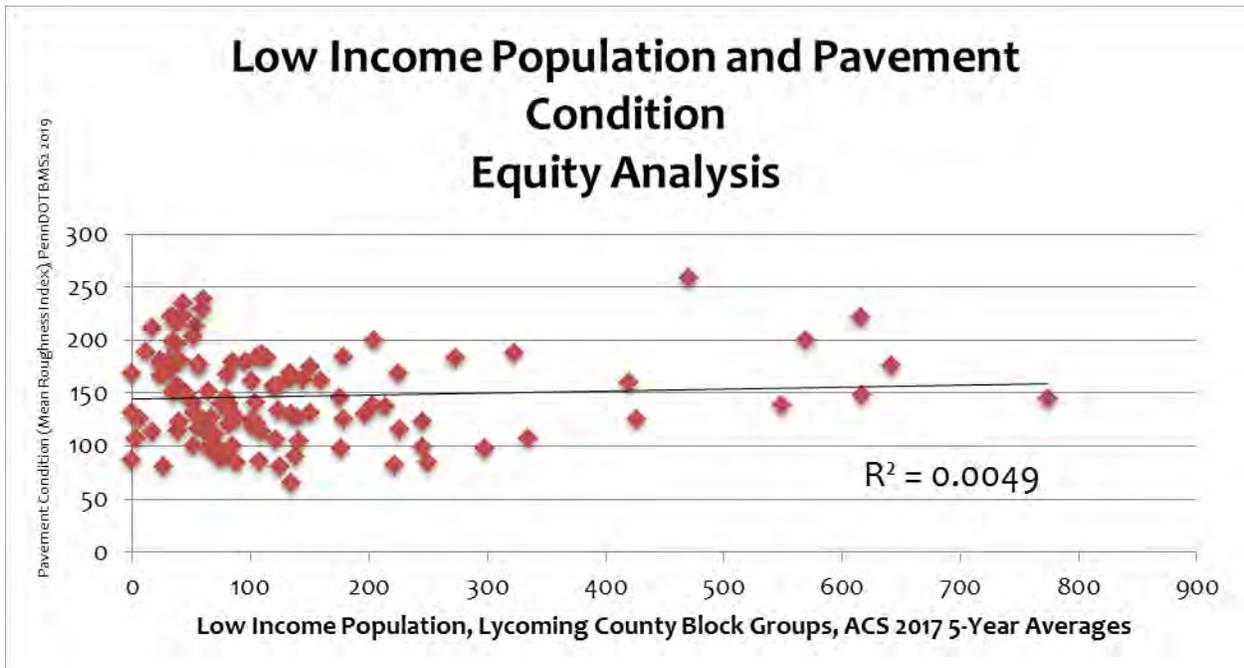


### Low Income Population Disparity Effects Analysis

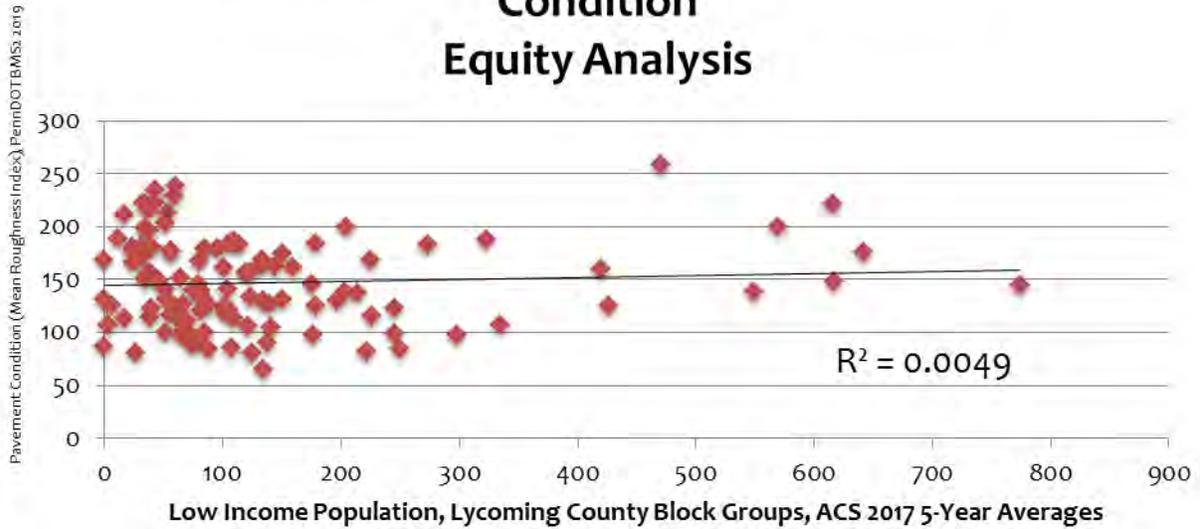
The purpose of this analysis is to discover if any historic patterns of disinvestment have occurred in Lycoming County with respect to traffic safety, bridge condition, pavement condition, and transit availability relating to low income populations. There is no apparent link between bridge condition, pavement condition, or crashes and low-income population. There is a slight correlation between transit availability and low-income populations reflecting a positive emphasis towards more transit availability in areas with larger low-income populations.

## Low Income Population and Traffic Safety Equity Analysis

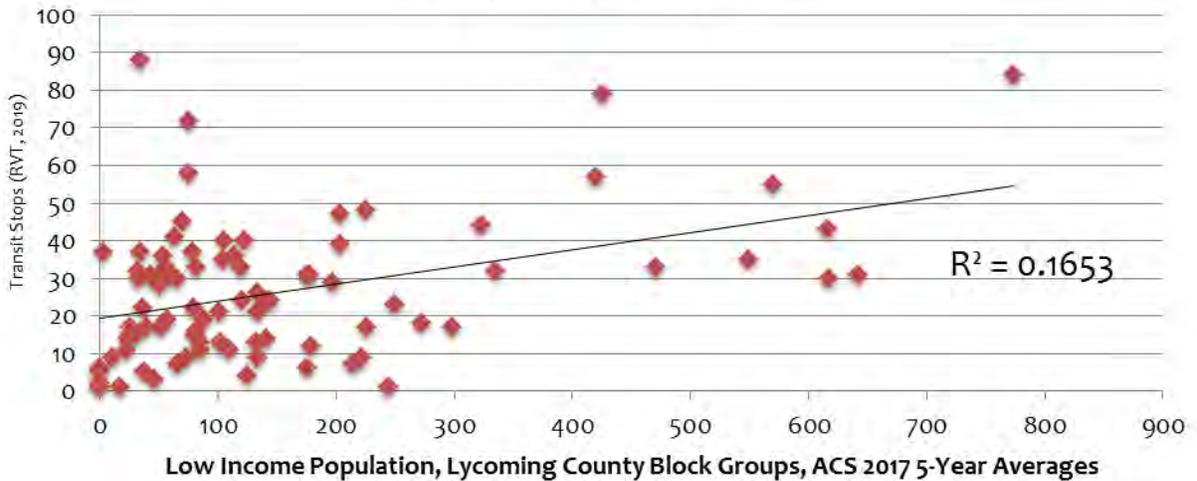




### Low Income Population and Pavement Condition Equity Analysis

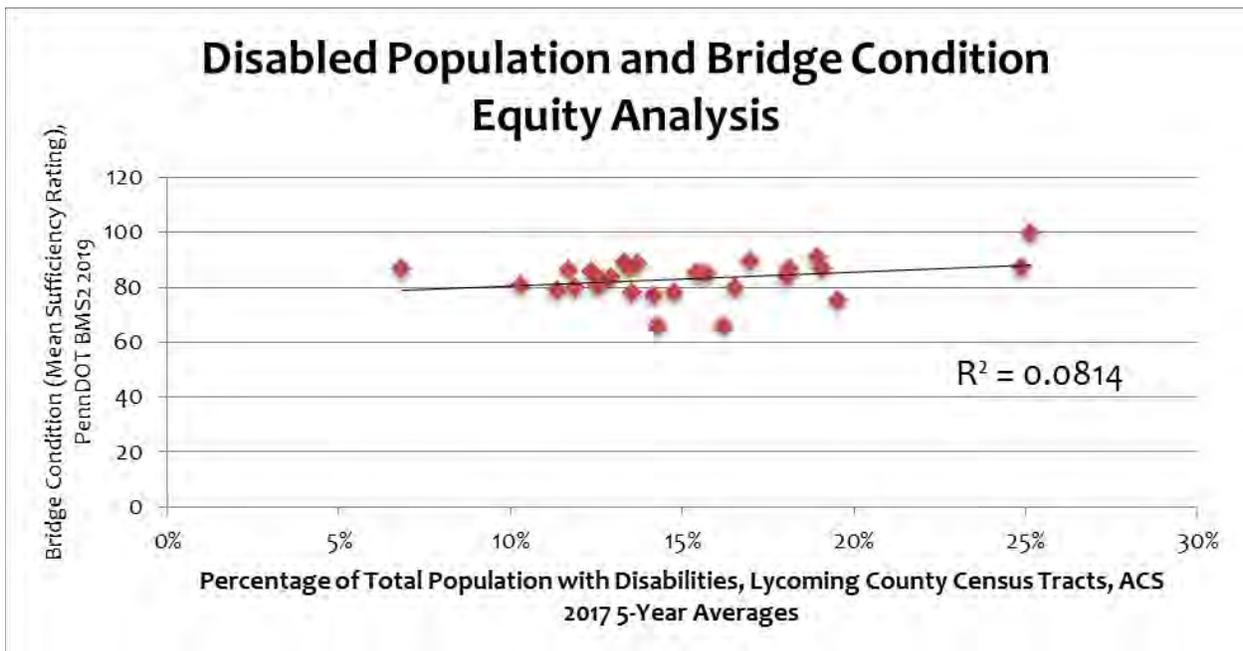
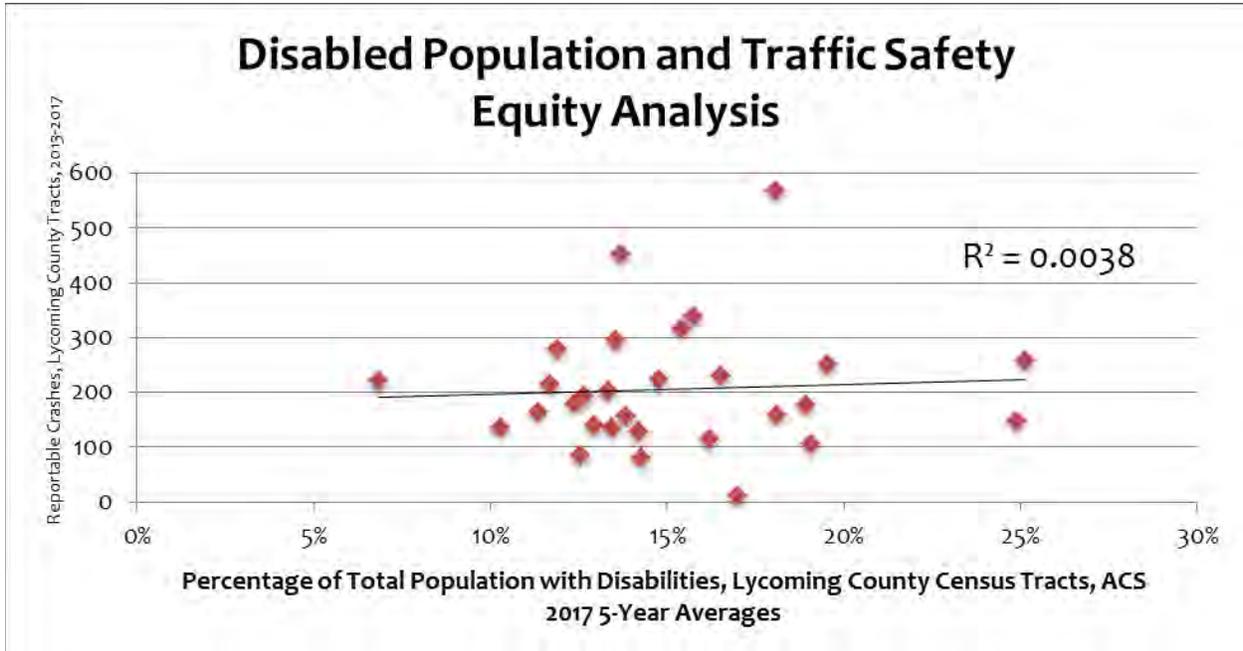


### Low Income Population and Transit Availability Equity Analysis

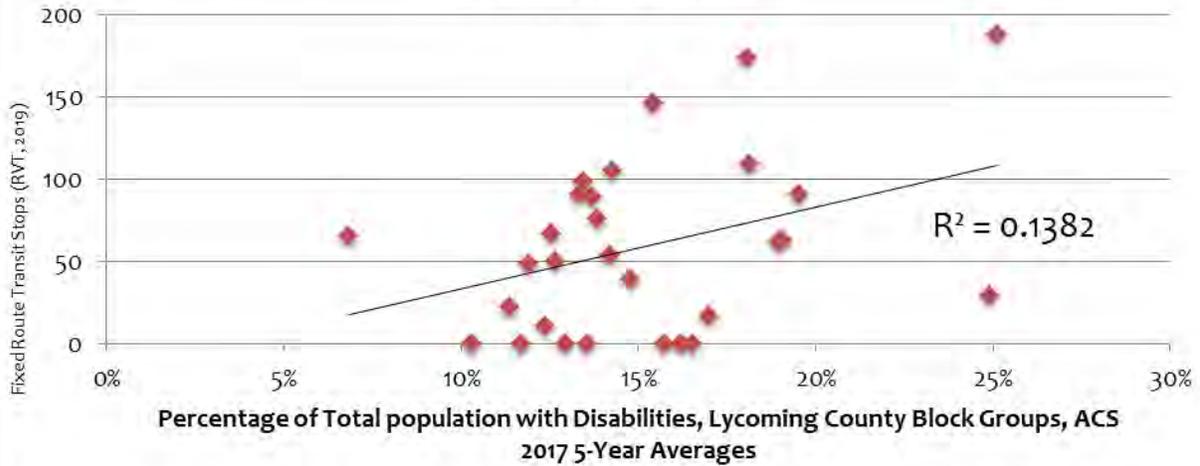


### Disabled Population Disparate Effects Analysis

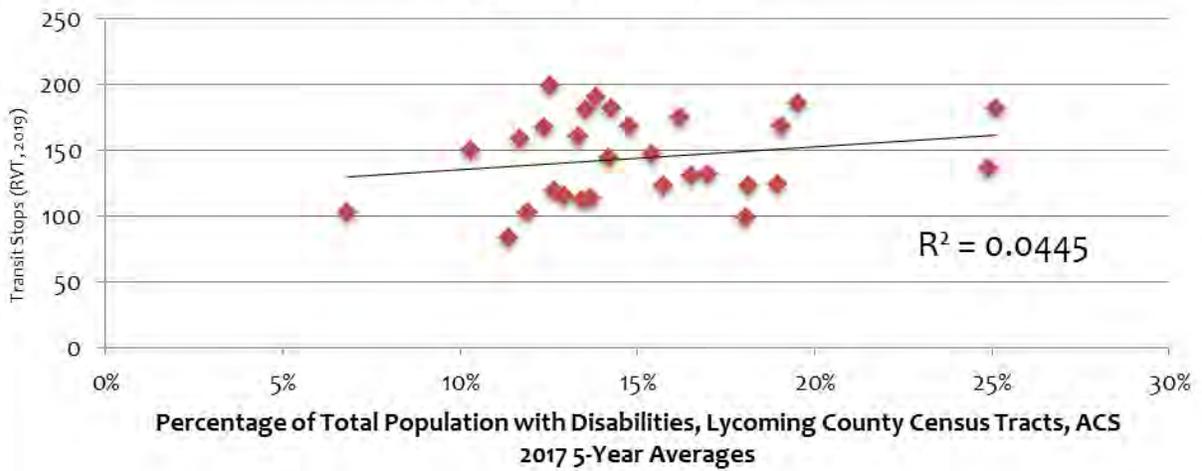
The purpose of this analysis is to discover if any historic patterns of disinvestment have occurred in Lycoming County with respect to traffic safety, bridge condition, pavement condition, and transit availability relating to disabled populations. There is no apparent link between bridge condition, pavement condition, or crashes and low-income population. There is a slight correlation between transit availability and disabled populations most likely reflecting the concentration of fixed route transit service in areas with the largest population.



### Disabled Population and Transit Equity Analysis

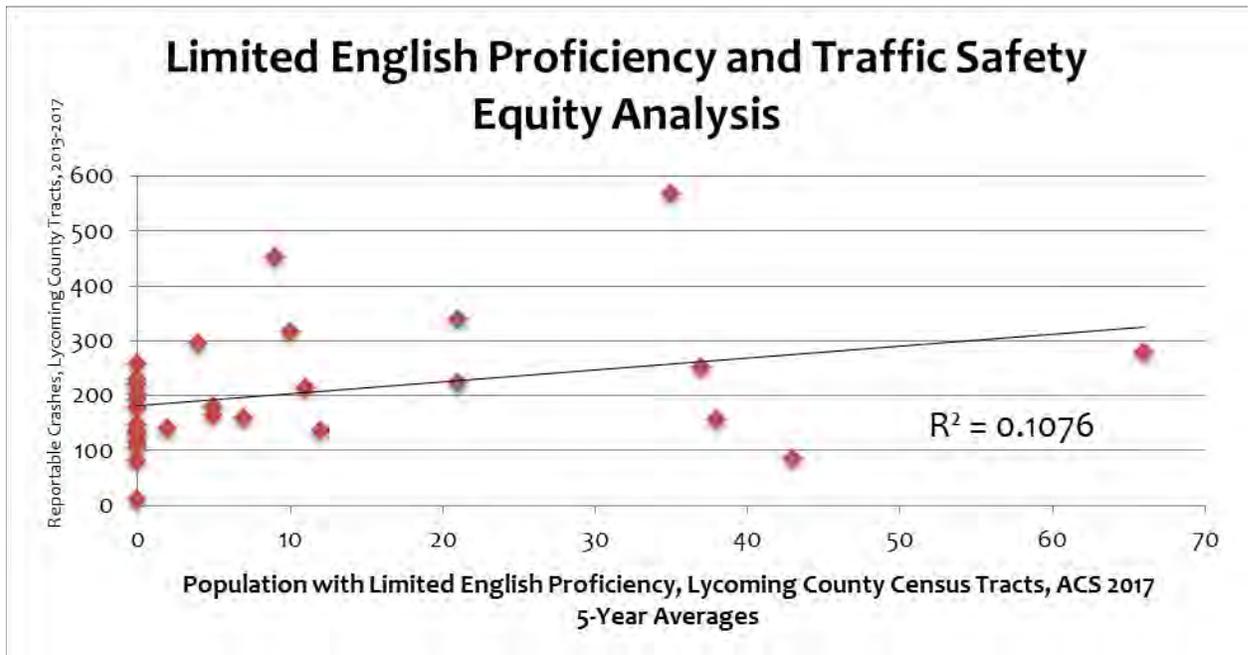


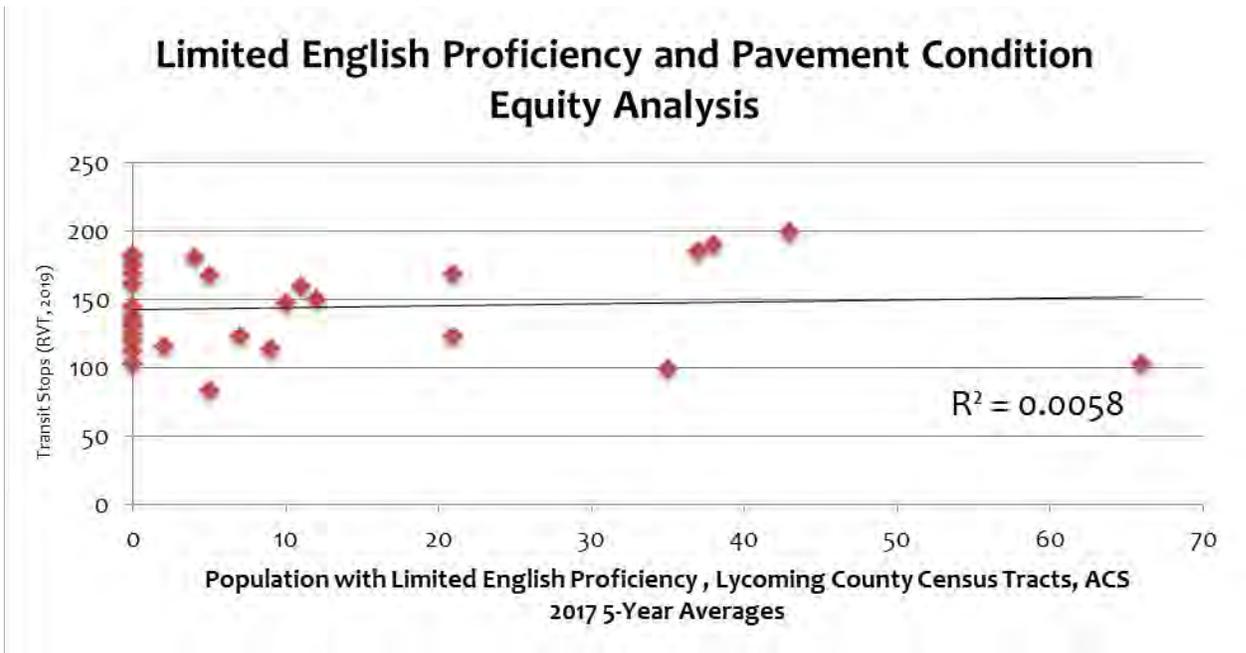
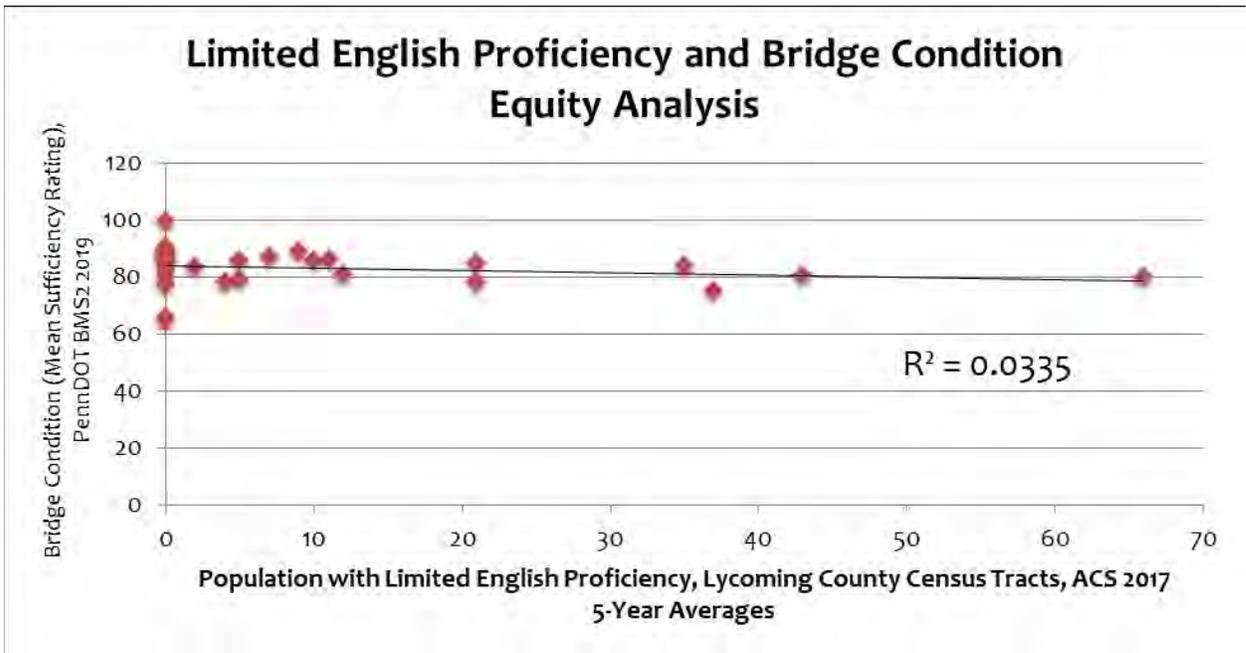
### Disabled Population and Pavement Condition Equity Analysis

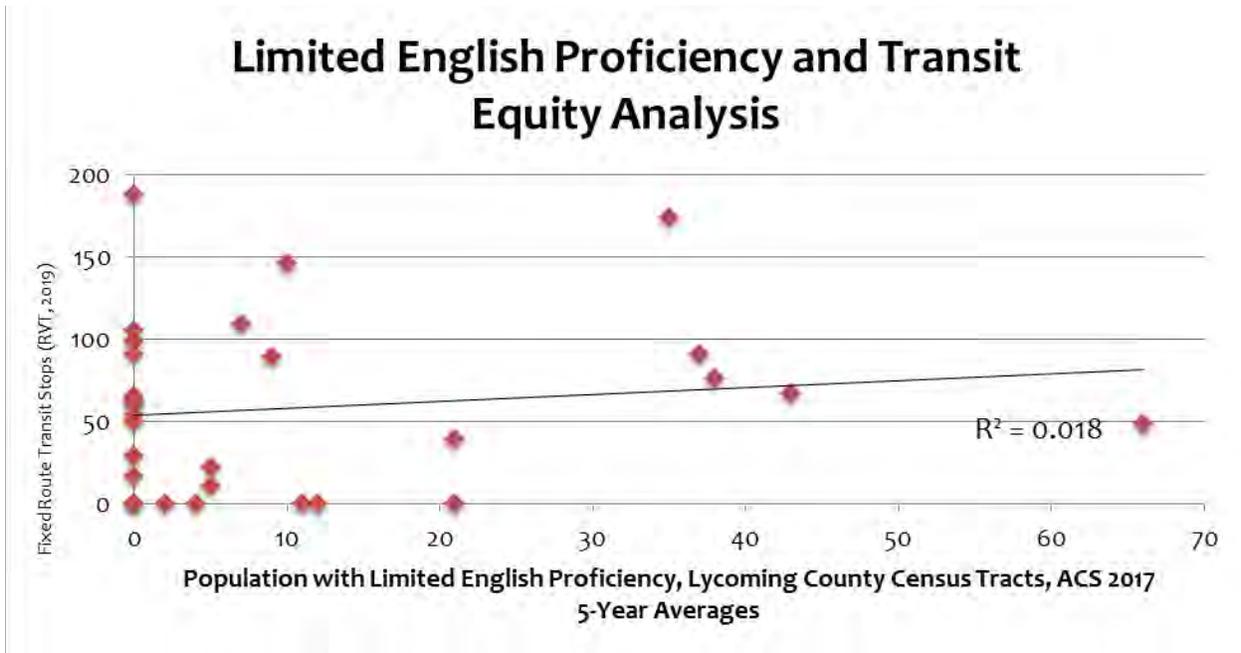


### Limited English Proficiency Population Disparate Effects Analysis

The purpose of this analysis is to discover if any historic patterns of disinvestment have occurred in Lycoming County with respect to traffic safety, bridge condition, pavement condition, and transit availability relating to populations with limited English proficiency. There is no apparent link between bridge condition, pavement condition, crashes, or transit availability and limited English proficiency income population. There is a slight correlation between transit availability and disabled populations most likely reflecting the concentration of fixed route transit service in areas with the largest population.



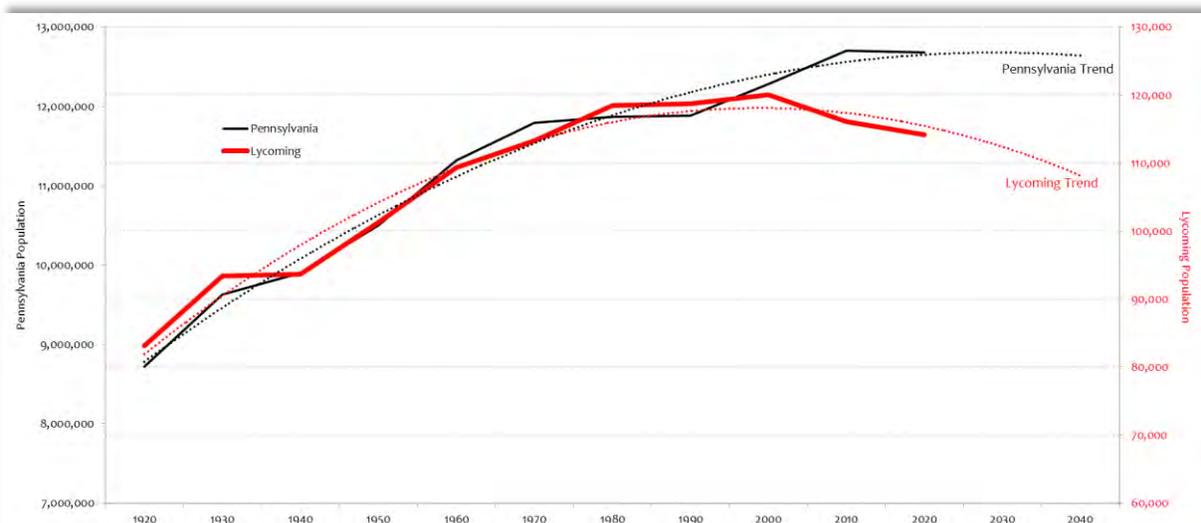




## WATS MPO Population and Demographic Information

According to the U.S. Bureau of Census 2019 American Community Survey Population Estimate figures, there is an estimate of 113,605 persons residing in Lycoming County. From 1970 to 2000, Lycoming County’s population grew by 6,748 persons (a 6% overall gain) which was higher than Pennsylvania’s overall population growth at 4.1%. However, based on the 2021 US Census Bureau population estimates, the population of Lycoming County peaked sometime in the late 1990s and has begun to decline. Projecting the 100-year population trend forward for Lycoming County suggests that within the 20-year planning horizon of the WATS MPO’s long-range plan the population of Lycoming County will be at a similar level to what it was in the late 1960s.

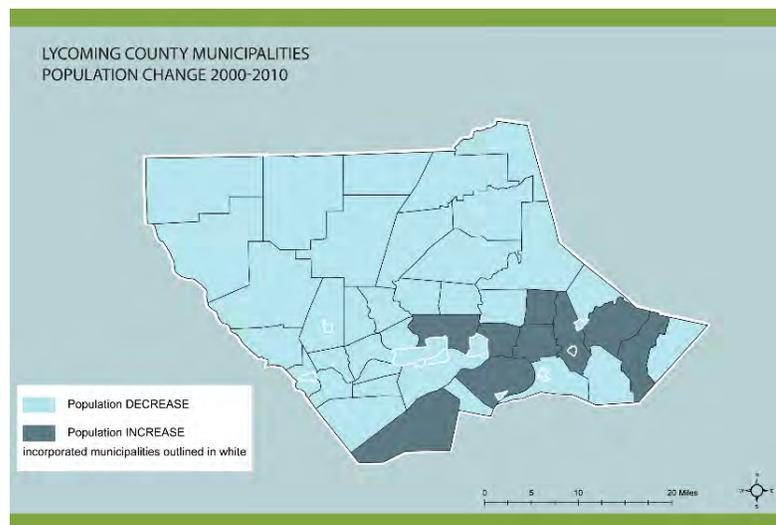
## Population Trends for Lycoming County



Similar to statewide trends, Lycoming County population has been shifting outward from the City and Boroughs (incorporated municipalities) into the suburban and rural Townships. Municipalities that have seen population growth are mostly rural Townships located generally along the I-180 corridor between Williamsport and the Borough of Muncy. Within this general area of the county, the Townships of Wolf, Mill Creek, Fairfield and Penn each realized population growth over 5%. Muncy Township and Loyalsock Township each grew by 3% and 1.5% respectively. Meanwhile, the incorporated municipalities within this same area saw large population declines:

- Picture Rocks: -2%
- Montoursville: -3.4%
- Hughesville: -4%
- Williamsport: -4.3%
- Muncy: -7%

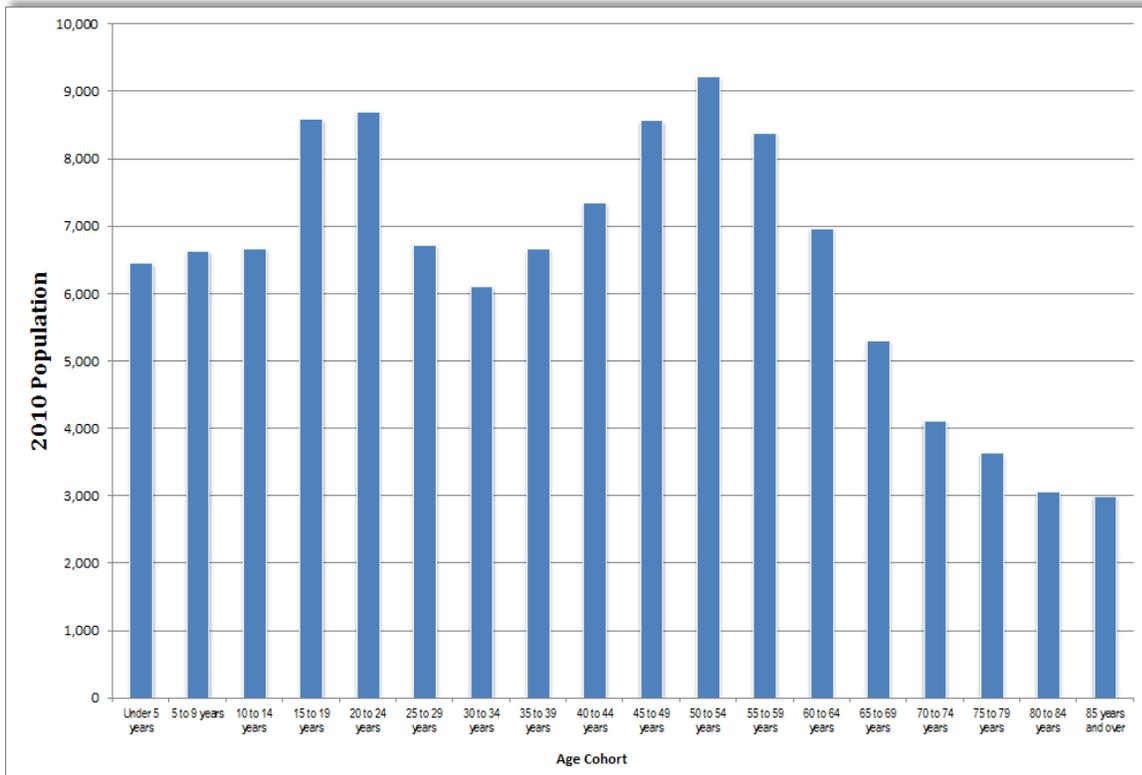
Collectively, these 5 municipalities lost 1,780 people between the 2000 and 2010 census, 1.5% of the total county population in 2000. Meanwhile, even larger percentage decreases in population occurred in the central and northern parts of the county. The Townships of Old Lycoming, Pine, Plunketts Creek, Gamble, Lewis, Brown, McNett and Cummings each saw population decrease by over 10% from the 2000 to the 2010.



## Population by Age Group

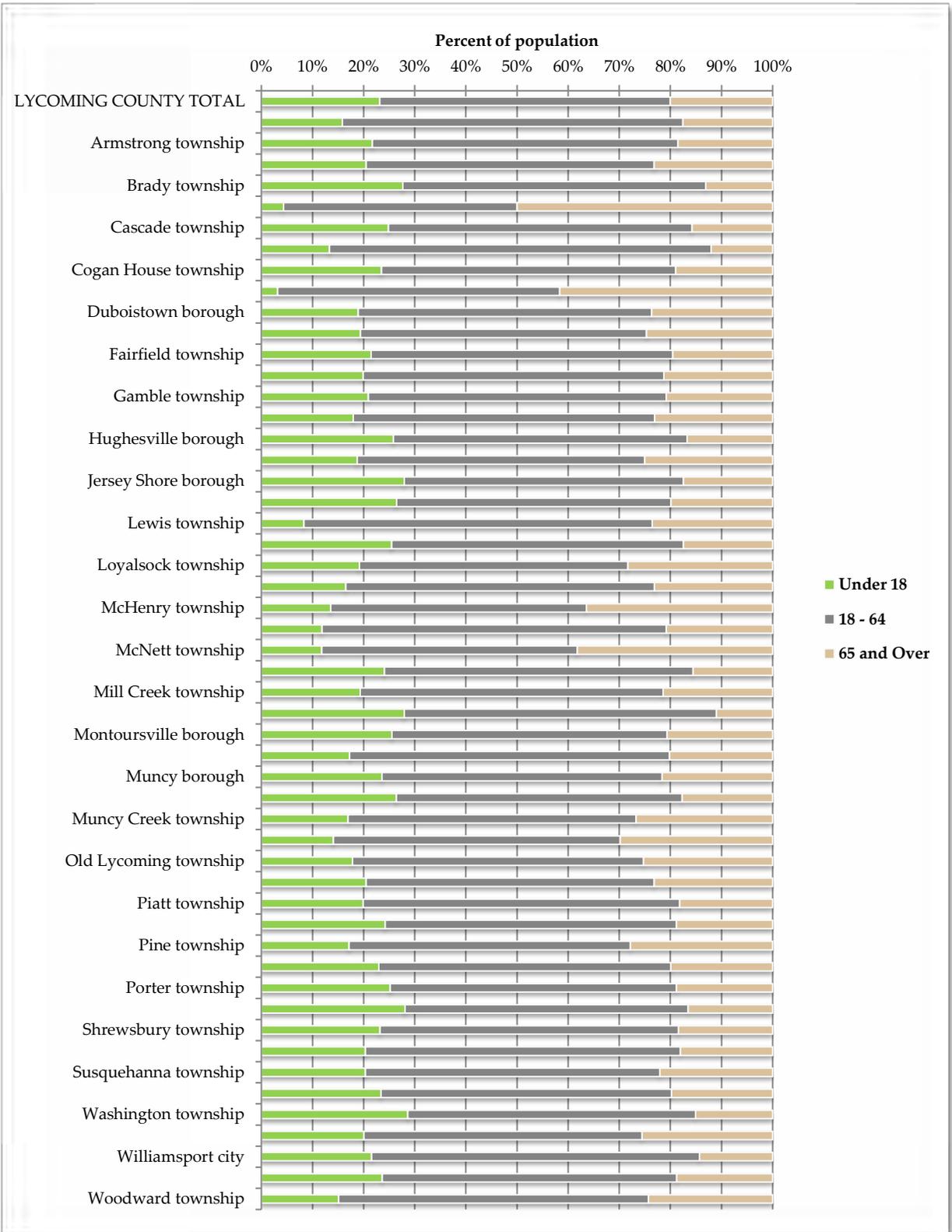
The population of Lycoming County is also becoming older on average. However, the largest driver of this trend is not an increase of people over the age of 65 but instead a diminishing proportion of the population under the age of 18. The youth population of the county has seen a steady linear decrease over the 50-year period from 1960-2010. From 1960 to 2010, the proportion of the population in Lycoming County under the age of 18 decreased from 37% to 21%. This was a numerical decrease of nearly 16,000 from a high of nearly 40,000 in 1960 to just 24,000 in 2010. Meanwhile, the proportion of the population aged 65 or over has increased from 11% to 16%. This was a numerical increase of less than 7,000 from about 12,500 in 1960 to just over 19,000 in 2010.

Looking at the breakdown of the population in 2010 based on age reveals another trend greatly influencing the current population composition and future demographics of Lycoming County. Currently, the largest age cohort in Lycoming County is individuals aged 50-54.



In addition, individuals aged 45-49 and aged 55-59 make up a large proportion of the population. Our large (2,211 in the 2010 census) college student population buoys the numbers of those aged 15-24 in the county. Over the lifespan of the Long-Range Transportation Plan (LRTP), with a 20-year planning horizon, the largest age group within the county (those aged 45-59 in 2010, 22% of the total population) will enter their retirement years and then begin to decline in numbers due to mortality. Without an influx of population from outside of the county or a drastic increase in birth rates, Lycoming County is likely to see a dramatic decline in population between the years 2018 and 2038.

The chart below shows the percent of population by age group breakdown for the Lycoming County total and per municipality for the *under 18, 18-64, and 65 and over* age groups.



Source: [US Census American Community Survey 2019 5-Year Estimates](#)

In terms of a future countywide total population forecast, the Lycoming County Comprehensive Plan Update anticipates total population to decrease to 112,000 persons by 2020 with a further decrease to 106,000 persons by 2030, which is the new County Comprehensive Plan Update horizon year. A hypothesized reason for this decrease is attributed to “brain drain” trends where younger people going to colleges and universities elsewhere do not return to Lycoming County for employment once students graduate. This trend is supported by the 2019 ACS 5-year estimates showing Lycoming County’s population to have dropped to 113,299.

## WATS 2021-2024 Environmental Justice Benefits and Burdens

The tables and maps below summarize how the 2021-2024 WATS TIP funding is distributed among Lycoming County census block groups based on the minority and low-income intervals defined in the [Identification of Traditionally Underserved and Underrepresented Populations](#) section above.

### Minority Population

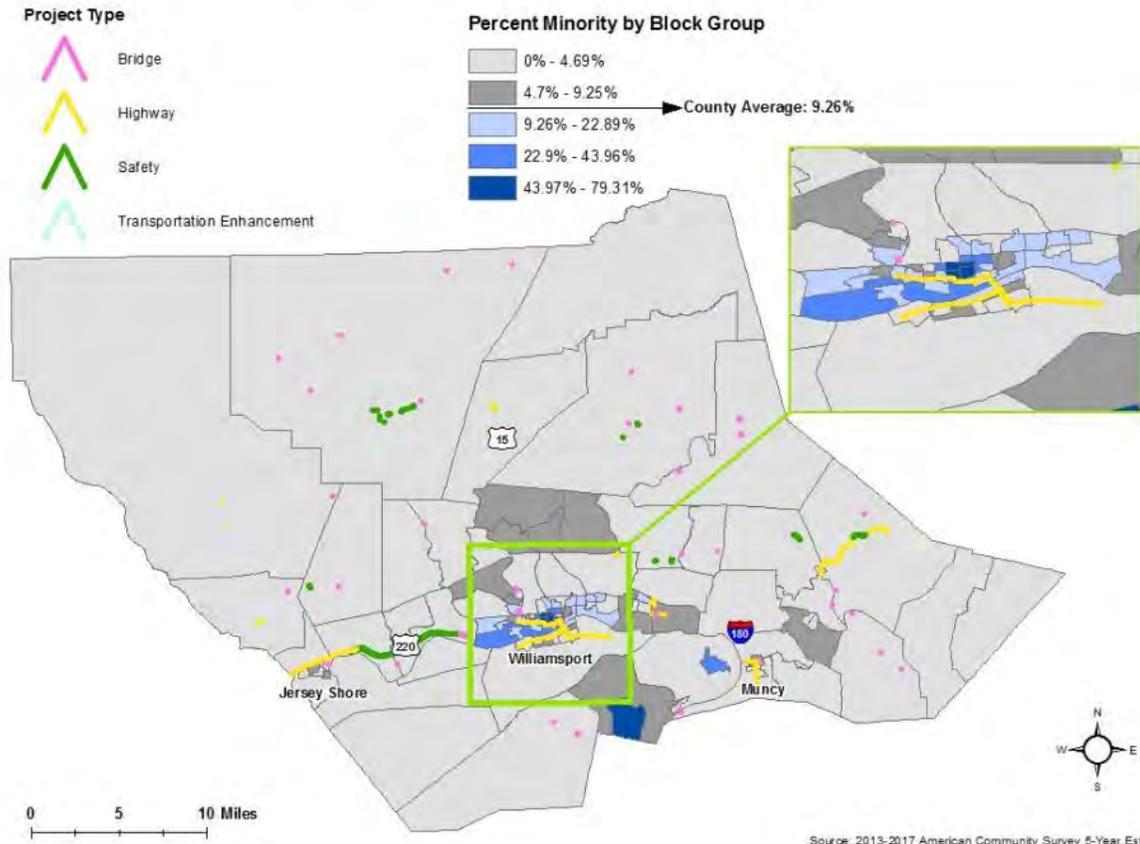
Percent Population Minority - Block Groups		0% - 4.69%	4.7% - 9.25%	9.26% - 22.89%	22.9% - 43.96%	43.97% - 79.31 %
<b>Number of Block Groups</b>		59	22	21	6	5
<b>Transportation System by Interval</b>	State Road Miles	837	125	88	32	5
	Percent of Road Miles	77%	11%	8%	3%	0%
	Bridges	682	61	57	16	1
	Percent of Bridges	83%	7%	7%	2%	0%
	Reportable Crashes (2013-2017)	3,091	751	1,207	327	186
	Percent of Crashes	56%	14%	22%	6%	3%
<b>Population Shares by Interval</b>	Total Population	63,035	20,866	21,794	6,385	3,318
	Regional Share of Total Population	55%	18%	19%	6%	3%
	Minority Population	1,342	1,430	3,691	2,239	1,984
	Regional Share of Minority Population	13%	13%	35%	21%	19%
<b>Roadway Projects</b>	Amount of Funding	\$23,605,586	\$16,983,000	\$10,665,000	\$6,650,000	\$3,850,000
<b>Bridge Projects</b>	Amount of Funding	\$23,040,000	\$4,489,000	\$1,360,000	\$0	\$0
<b>Safety Projects</b>	Amount of Funding	\$10,239,420	\$0	\$0	\$0	\$0

<b>All Projects</b>	Amount Funding	of	\$56,885,006	\$21,472,000	\$12,025,000	\$6,650,000	\$3,850,000
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Projects most likely to impact minority populations based on proximity to census block groups with highest minority population:

<b>PennDOT Project ID</b>	<b>Project Description</b>
<b>114056</b>	Interim resurfacing of SR 2014 (West Fourth Street) from Campbell Street to Basin Street in the City of Williamsport. This project is related to the delayed reconstruction of SR 2014 (West Fourth Street) from Campbell Street to Basin Street in the City of Williamsport
<b>97508</b>	Reconstruction of SR 2014 (Fourth Street) from Campbell Street to US Route 15 in the City of Williamsport
<b>114045</b>	Interim resurfacing of US 15 (Hastings Street) from the Susquehanna River to the US 15 Overlook in South Williamsport Borough and Armstrong Township. This project is related to the delayed reconstruction US Route 15 from Main Street to Southern Avenue in South Williamsport Borough
<b>114057</b>	Mill and Resurface SR 2023 (Market Street) between 3rd Street and the Susquehanna River Bridge in the City of Williamsport
<b>114091</b>	Interim milling and resurfacing SR 2060 (Hepburn St) from Via Bella to SR 2014 (3rd St) in the City of Williamsport. This project is related to the delayed mill and resurfacing of SR 2060 (Hepburn Street) from Via Bella to Third Street in the City of Williamsport.

2021-2024 WATS TIP Project Locations by Type



As shown by the above analysis, the WATS 2021-2024 TIP projects are well distributed throughout the County. Since PennDOT District 3 and the WATS MPO prioritize asset management and safety improvements there are very little occurrences of right-of-way acquisition and practically no capacity expansion projects programmed. The projects that are located in areas with greatest minority population concentration, which may contribute to some short-term impacts during construction, will generally benefit those residents by improving traveling conditions and safety for all users. Highway reconstruction projects impacting these areas that were delayed have been supplemented with interim resurfacing projects to preserve pavements.

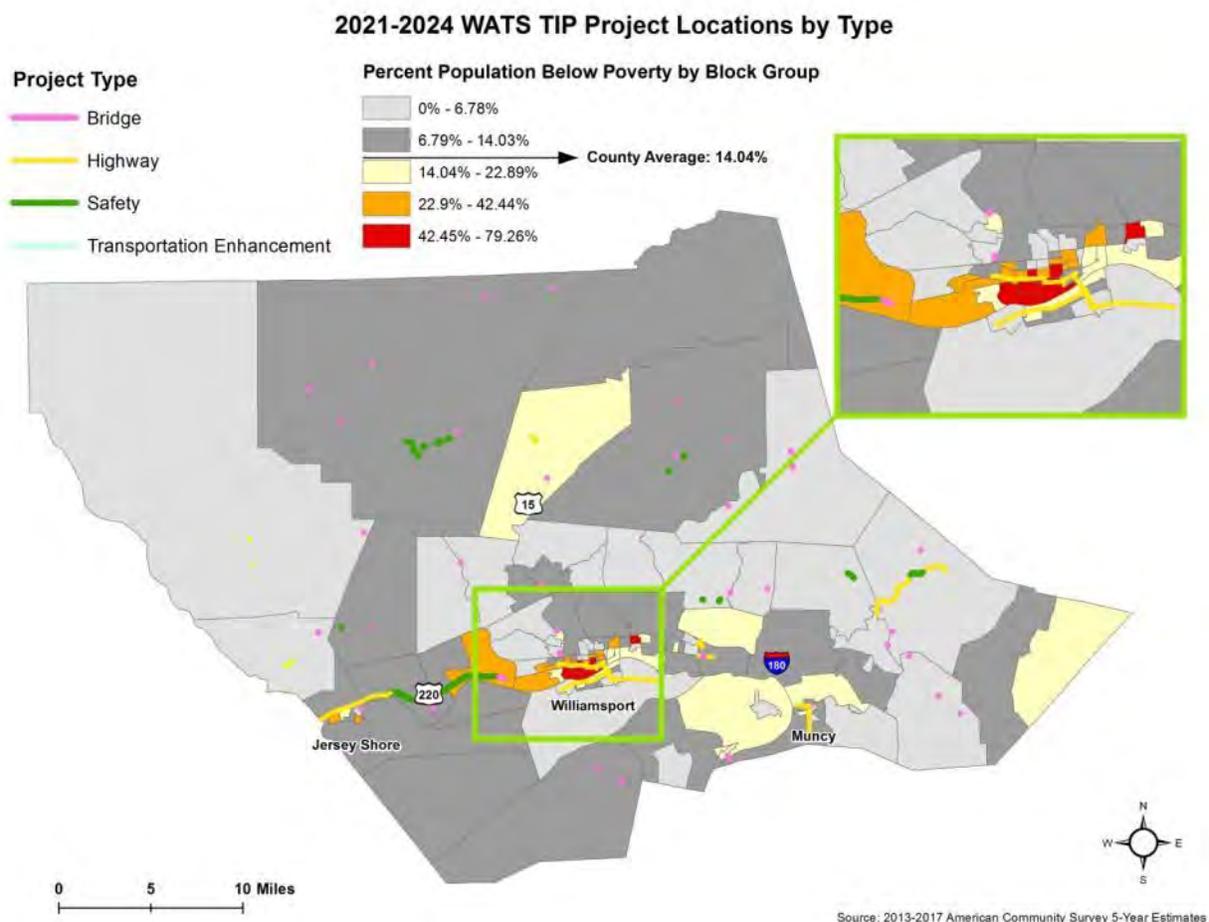
## Low Income Population

<b>Percent Population Low Income - Block Groups</b>		<b>0% - 6.78%</b>	<b>6.79% - 14.03%</b>	<b>14.04% - 22.89%</b>	<b>22.9% - 42.44%</b>	<b>42.5% - 79.26%</b>
<b>Number of Block Groups</b>		38	38	18	12	7
<b>Transportation System by Interval</b>	State Road Miles	391	464	164	45	23
	Percent of Road Miles	36%	43%	15%	4%	2%
	Bridges	295	357	126	26	13
	Percent of Bridges	36%	44%	15%	3%	2%
	Reportable Crashes (2013-2017)	1,417	2,007	1,242	457	439
	Percent of Crashes	25%	36%	22%	8%	8%
<b>Population Shares by Interval</b>	Total Population for whom poverty status is determined	34,774	39,827	16,543	12,178	6,165
	Regional Share of Total Population	32%	36%	15%	11%	6%
	Low Income Population	1,441	3,828	2,943	3,553	3,610
	Regional Share of Low-Income Population	9%	25%	19%	23%	23%
<b>Roadway Projects</b>	Amount of Funding	\$20,265,586	\$19,533,000	\$13,430,000	\$4,175,000	\$6,650,000
<b>Bridge Projects</b>	Amount of Funding	\$8,192,667	\$10,703,250	\$3,260,000	\$8,587,333	\$0
<b>Safety Projects</b>	Amount of Funding	\$847,716	\$9,391,704	\$0	\$7,897,414	\$0
<b>All Projects</b>	Amount of Funding	\$29,305,969	\$39,627,954	\$16,690,000	\$20,659,747	\$6,650,000

Projects most likely to impact low-income populations based on proximity to census block groups with highest low-income population.

PennDOT Project ID	Project Description
97508	Reconstruction of SR 2014 (Fourth Street) from Campbell Street to US Route 15 in the City of Williamsport
114045	Interim resurfacing of US 15 (Hastings Street) from the Susquehanna River to the US 15 Overlook in South Williamsport Borough and Armstrong Township. This project is related to the delayed reconstruction of US Route 15 from Main Street to Southern Avenue in South Williamsport Borough.
114056	Interim resurfacing of SR 2014 (West Fourth Street) from Campbell Street to Basin Street in the City of Williamsport. This project is related to the delayed reconstruction of SR 2014 (West Fourth Street) from Campbell Street to Basin Street in the City of Williamsport.
114057	Mill and Resurface SR 2023 (Market Street) between 3rd Street and the Susquehanna River Bridge in the City of Williamsport

PennDOT Project ID	Project Description
114091	Interim milling and resurfacing SR 2060 (Hepburn St) from Via Bella to SR 2014 (3rd St) in the City of Williamsport. This project is related to the delayed mill and resurfacing of SR 2060 (Hepburn Street) from Via Bella to Third Street in the City of Williamsport.
106124	Bridge improvement on US Route 220 over Ramp A (West Fourth Street), T-331 and the SEDACOG railroad in Woodward Township
93732	Access and intersection improvements on US Route 220 from 4th Street to SR 287 in Woodward and Piatt Townships



As shown by the above analysis, the WATS 2021-2024 TIP projects are well distributed throughout the County. Since PennDOT District 3 and the WATS MPO prioritize asset management and safety improvements there are very little occurrences of right-of-way acquisition and practically no capacity expansion projects programmed. The projects that are located in areas with greatest low-income population concentration, which may contribute to

some short-term impacts during construction, will generally benefit those residents by improving traveling conditions and safety for all users. Highway reconstruction projects impacting these areas that were delayed have been supplemented with interim resurfacing projects to preserve pavements.

Based on the distribution of current TIP funding and the above [analysis of prior investment based on asset conditions](#), there do not appear to be any disparities in investment linked to concentrations of minority or low-income populations in Lycoming County. Any information to the contrary should be brought to the attention of WATS using the [contact information provided above](#).

## Appendix A: Public Participation Plan

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For Williamsport

Overall Change Amount: \$536,590

Action ID	Commit Date	Action Type	Change Amount
126041	06/22/2022	Administrative Action	\$0

Narrative:

Reduce to meet updated estimate

From: Williamsport/District 3-0						
Project	County	S.R.	Section	Project Title	Phase	Amount
114095	Lycoming	220	237	Pine Creek to SR 287	FD	-\$120,000
To: Williamsport/District 3-0						
Project	County	S.R.	Section	Project Title	Phase	Amount
68713	Lycoming		000	WATS TIP Reserve	CON	\$120,000

Action ID	Commit Date	Action Type	Change Amount
126078	06/27/2022	Administrative Action	\$251,843

Narrative:

68713 CON HSIP Increased by 251,843 in FFY 2022  
93016 CON Safety Decreased by -221,298 in FFY 2021 - DEOB  
93016 CON Safety Decreased by -30,545 in FFY 2021 - DEOB

To: Williamsport/District 3-0						
Project	County	S.R.	Section	Project Title	Phase	Amount
68713	Lycoming		000	WATS TIP Reserve	CON	\$251,843

Action ID	Commit Date	Action Type	Change Amount
126102	06/29/2022	Administrative Action	\$0

Narrative:

68713 CON 185 Decreased by -55,000 in FFY 2023  
99032 UTL 185 Increased by 55,000 in FFY 2023

From: Williamsport/District 3-0						
Project	County	S.R.	Section	Project Title	Phase	Amount
68713	Lycoming		000	WATS TIP Reserve	CON	-\$55,000
To: Williamsport/District 3-0						
Project	County	S.R.	Section	Project Title	Phase	Amount
99032	Lycoming	2004	007	SR 2004 over Trib to Spring Cr	UTL	\$55,000

Action ID	Commit Date	Action Type	Change Amount
126159	07/05/2022	Administrative Action	\$0

Narrative:

106124 CON NHPP Increased by 120,000 in FFY 2022  
106124 CON STP Decreased by -120,000 in FFY 2022  
68713 CON NHPP Decreased by -120,000 in FFY 2022  
68713 CON STP Increased by 120,000 in FFY 2022

From: Williamsport/District 3-0						
Project	County	S.R.	Section	Project Title	Phase	Amount
106124	Lycoming	220	193	US 220 over Ramp A, T-331 & SEDACOG 1	CON	\$0
To: Williamsport/District 3-0						
Project	County	S.R.	Section	Project Title	Phase	Amount
68713	Lycoming		000	WATS TIP Reserve	CON	\$0

Action ID	Commit Date	Action Type	Change Amount
126165	07/06/2022	Administrative Action	\$0

**Narrative:**

68713 CON STP Decreased by -120,000 in FFY 2022  
68713 CON STP Decreased by -40,000 in FFY 2023  
99003 FD STP Increased by 120,000 in FFY 2022  
99003 FD STP Increased by 40,000 in FFY 2023

From: Williamsport/District 3-0						
Project	County	S.R.	Section	Project Title	Phase	Amount
68713	Lycoming		000	WATS TIP Reserve	CON	\$-160,000
To: Williamsport/District 3-0						
Project	County	S.R.	Section	Project Title	Phase	Amount
99003	Lycoming	220	166	Water Street to Steele Lane	FD	\$160,000

Action ID	Commit Date	Action Type	Change Amount
126181	07/07/2022	Administrative Action	\$0

**Narrative:**

68713 CON HSIP Decreased by -165,000 in FFY 2022  
102641 ROW HSIP Add 75,000 in FFY 2022  
102641 UTL HSIP Add 90,000 in FFY 2022

From: Williamsport/District 3-0						
Project	County	S.R.	Section	Project Title	Phase	Amount
68713	Lycoming		000	WATS TIP Reserve	CON	\$-165,000
To: Williamsport/District 3-0						
Project	County	S.R.	Section	Project Title	Phase	Amount
102641	Lycoming	220	181	Tivoli to Glen Mawr Curves	ROW	\$75,000
102641	Lycoming	220	181	Tivoli to Glen Mawr Curves	UTL	\$90,000

Action ID	Commit Date	Action Type	Change Amount
126184	07/07/2022	Administrative Action	\$0

**Narrative:**

68713 CON HSIP Decreased by -25,000 in FFY 2022  
102641 ROW HSIP Increased by 25,000 in FFY 2022

From: Williamsport/District 3-0						
Project	County	S.R.	Section	Project Title	Phase	Amount
68713	Lycoming		000	WATS TIP Reserve	CON	\$-25,000
To: Williamsport/District 3-0						
Project	County	S.R.	Section	Project Title	Phase	Amount
102641	Lycoming	220	181	Tivoli to Glen Mawr Curves	ROW	\$25,000

Action ID	Commit Date	Action Type	Change Amount
126232	07/12/2022	Administrative Action	\$0

**Narrative:**

102641 FD HSIP Decreased by -250,000 in FFY 2022  
68713 CON HSIP Increased by 250,000 in FFY 2022

From: Williamsport/District 3-0						
Project	County	S.R.	Section	Project Title	Phase	Amount
102641	Lycoming	220	181	Tivoli to Glen Mawr Curves	FD	\$-250,000
To: Williamsport/District 3-0						
Project	County	S.R.	Section	Project Title	Phase	Amount
68713	Lycoming		000	WATS TIP Reserve	CON	\$250,000

Action ID	Commit Date	Action Type	Change Amount
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126234 07/12/2022 Administrative Action \$0

**Narrative:**

68713 CON STP Decreased by -49,050 in FFY 2023  
 99003 CON STP Decreased by -31,950 in FFY 2024  
 99003 ROW STP Add 49,050 in FFY 2023  
 99003 ROW STP Add 31,950 in FFY 2024

From: Williamsport/District 3-0						
Project	County	S.R.	Section	Project Title	Phase	Amount
68713	Lycoming		000	WATS TIP Reserve	CON	-\$49,050
99003	Lycoming	220	166	Water Street to Steele Lane	CON	-\$31,950
To: Williamsport/District 3-0						
Project	County	S.R.	Section	Project Title	Phase	Amount
99003	Lycoming	220	166	Water Street to Steele Lane	ROW	\$81,000

Action ID	Commit Date	Action Type	Change Amount
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126380 07/25/2022 Administrative Action \$0

**Narrative:**

106182 CON HSIP Decreased by -425,000 in FFY 2023  
 68713 CON HSIP Increased by 425,000 in FFY 2023

From: Williamsport/District 3-0						
Project	County	S.R.	Section	Project Title	Phase	Amount
106182	Lycoming	864	018	Countywide Cable Guiderail Upgrades	CON	-\$425,000
To: Williamsport/District 3-0						
Project	County	S.R.	Section	Project Title	Phase	Amount
68713	Lycoming		000	WATS TIP Reserve	CON	\$425,000

Action ID	Commit Date	Action Type	Change Amount
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126384 07/26/2022 Administrative Action \$0

**Narrative:**

68713 CON 185 Decreased by -50,000 in FFY 2023  
 117278 PE 185 Add 50,000 in FFY 2023

From: Williamsport/District 3-0						
Project	County	S.R.	Section	Project Title	Phase	Amount
68713	Lycoming		000	WATS TIP Reserve	CON	-\$50,000
To: Williamsport/District 3-0						
Project	County	S.R.	Section	Project Title	Phase	Amount
117278	Lycoming	44	094	Pine Creek Valley Epoxy Overlay Group	PE	\$50,000

Action ID	Commit Date	Action Type	Change Amount
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126456 08/01/2022 Administrative Action \$0

**Narrative:**

68713 CON BOF Decreased by -50,000 in FFY 2023  
 97623 PE BOF Increased by 50,000 in FFY 2023

From: Williamsport/District 3-0						
Project	County	S.R.	Section	Project Title	Phase	Amount
68713	Lycoming		000	WATS TIP Reserve	CON	-\$50,000
To: Williamsport/District 3-0						
Project	County	S.R.	Section	Project Title	Phase	Amount
97623	Lycoming	284	008	PA 284 over Blacks Creek	PE	\$50,000

Action ID	Commit Date	Action Type	Change Amount
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126466 08/01/2022 Administrative Action \$0

**Narrative:**

97623 PE BOF Decreased by -50,000 in FFY 2023  
 68713 CON BOF Increased by 50,000 in FFY 2023

**From: Williamsport/District 3-0**

Project	County	S.R.	Section	Project Title	Phase	Amount
97623	Lycoming	284	008	PA 284 over Blacks Creek	PE	\$-50,000

**To: Williamsport/District 3-0**

Project	County	S.R.	Section	Project Title	Phase	Amount
68713	Lycoming		000	WATS TIP Reserve	CON	\$50,000

Action ID	Commit Date	Action Type	Change Amount
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126515 08/04/2022 Administrative Action \$0

**Narrative:**

68713 CON HSIP Decreased by -571,843 in FFY 2022  
 68713 CON HSIP Decreased by -471,529 in FFY 2023  
 93732 CON HSIP Increased by 571,843 in FFY 2022  
 93732 CON HSIP Increased by 471,529 in FFY 2023

**From: Williamsport/District 3-0**

Project	County	S.R.	Section	Project Title	Phase	Amount
68713	Lycoming		000	WATS TIP Reserve	CON	\$-1,043,372

**To: Williamsport/District 3-0**

Project	County	S.R.	Section	Project Title	Phase	Amount
93732	Lycoming	220	122	PA 287 to West Fourth Street	CON	\$1,043,372

Action ID	Commit Date	Action Type	Change Amount
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126575 08/10/2022 Administrative Action \$284,747

**Narrative:**

112061 CON FFL Add 284,747 in FFY 2022

**To: Williamsport/District 3-0**

Project	County	S.R.	Section	Project Title	Phase	Amount
112061	Lycoming	87	141	SR 87 Slide Flood Repair 2018	CON	\$284,747

Action ID	Commit Date	Action Type	Change Amount
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126629 08/15/2022 Administrative Action \$0

**Narrative:**

114057 CON 581 Decreased by -75,000 in FFY 2022  
 68713 CON 581 Increased by 35,000 in FFY 2022  
 98948 FD 581 Add 20,000 in FFY 2022  
 116597 FD 581 Add 20,000 in FFY 2022

**From: Williamsport/District 3-0**

Project	County	S.R.	Section	Project Title	Phase	Amount
114057	Lycoming	2023	025	Third St to SPUI	CON	\$-75,000

**To: Williamsport/District 3-0**

Project	County	S.R.	Section	Project Title	Phase	Amount
68713	Lycoming		000	WATS TIP Reserve	CON	\$35,000
98948	Lycoming	2029	005	SR 2014 to SR 2024	FD	\$20,000
116597	Lycoming	2014	114	Loyalsock Cr to Ecks Ln	FD	\$20,000

# Connecting People and Places



Williamsport Area Transportation Study  
Metropolitan Planning Organization

Long Range Transportation Plan 2045

Plan Prepared By:  
 Lycoming County Department of Planning and Community Development  
 48 West Third Street  
 Williamsport, PA 17701  
 Phone: (570) 320-2130  
[www.lyco.org](http://www.lyco.org)

For:  
 Williamsport Area Transportation Study  
 Metropolitan Planning Organization

December, 2023

<i>Scott R Williams</i>	<i>Austin Daily</i>	<i>Salvatore Vitko</i>	<i>Mark Murawski</i>
<i>Transportation Planning Supervisor/WATS MPO Secretary</i>	<i>Transportation Planner</i>	<i>Transportation Planner</i>	<i>Assistant Transportation Planner</i>
<a href="mailto:swilliams@lyco.org"><i>swilliams@lyco.org</i></a>	<a href="mailto:adaily@lyco.org"><i>adaily@lyco.org</i></a>	<a href="mailto:svitko@lyco.org"><i>svitko@lyco.org</i></a>	<a href="mailto:mmurawski@lyco.org"><i>mmurawski@lyco.org</i></a>
<i>(570) 320-2138</i>	<i>(570) 320-2141</i>	<i>(570) 320-2140</i>	<i>(570) 320-8117</i>

[www.lyco.org/WATS-MPO](http://www.lyco.org/WATS-MPO)

*The preparation of this report has been financed in part by the U.S. Department of Transportation's Federal Highway Administration and the Pennsylvania Department of Transportation with local assistance from the County of Lycoming.*

*The contents of this report reflect the views of the authors who are responsible for the facts and accuracy of the data presented herein. The contents do not necessarily reflect the official views or policies of either the U.S. Department of Transportation or the Commonwealth of Pennsylvania although these entities have provided data, input and advice throughout the plan preparation process. This report does not constitute a standard, specification or regulation.*







# Chapter One

Introduction

Other Plans

*Lycoming County Hazard Mitigation Plan*

The [Lycoming County Hazard Mitigation Plan](#) was last updated in 2015. It includes extensive consideration of transportation crashes of various modes as a moderate human-made hazard within Lycoming County. The Hazard Mitigation Plan states that crashes will increase with any growth in the natural gas industry, citing a 2013 study by Resources for the Future that found that each new well drilled correlates with a 0.6% increase in fatal motor vehicle crashes.

The plan recommends a high priority for traffic safety because of the extremely high frequency of crashes and the potential impact on emergency services response times. A specific recommendation of the plan is to focus on improving safety at “dangerous intersections” to mitigate the overall crash rate.

*Lycoming County Comprehensive Recreation, Parks & Open Space/Greenway Plan*

Non-motorized mobility is emphasized within the [Lycoming County Comprehensive Recreation, Parks & Open Space/Greenway Plan](#) because of the considerable overlap between the recreational and transport uses of trails, walkways, and bikeways. The plan identifies the following two “key issues” within Lycoming County open space, trails, and greenways needs that have significant importance for transportation planning:

- [Susquehanna Trail](#). A multi-county interconnected bikeway system along the Susquehanna River will provide an outstanding recreational experience and a non-motorized vehicle transportation alternative to reduce traffic congestion and maintain clean air which will contribute to an overall improvement in the quality of life in Lycoming County. This initiative is now known as the Susquehanna Greenway trail.
- [Community walking and biking trails](#). Safe walking and biking trails in communities that connect schools, parks, and neighborhoods remains the highest priority recreation need for this region.

The recreation plan further emphasizes that development of this infrastructure will provide links between communities and safe routes to schools and parks for youth.

*PennDOT Central Regional Operations Plan*

Transportation Systems Management and Operations (TSMO) is a set of integrated strategies used to increase the reliability and mobility of existing roadway infrastructure without adding capacity. To meet statewide TSMO goals, Pennsylvania is divided into four regions each containing a Regional Traffic Management Center (RTMC). WATS is located within the Central RTMC area. Each RTMC region produces a Regional Operations Plan (ROP) to identify specific projects to improve system reliability.

The Central ROP was fully updated in 2018 with an interim update completed in 2021. The following projects located within Lycoming County are currently identified as priorities within the Central ROP:

Project Location	Description
I-180 Market Street Interchange, Williamsport	Install queue warning system on westbound I-180 approaching the Market Street off-ramp. Add queue preemption to I-180 westbound off-ramp leg of the single-point urban interchange traffic signal and to the westbound off-ramp to Maynard Street. Timing improvements should also be included to improve excessive queue for northbound left turn from Market Street to I-180 westbound on-ramp.
US 15 southbound to I-180, Williamsport	Install Dynamic Curve Warning system on southbound US 15 ramp to eastbound I-180. Curve warning alerts will be broadcast via 1 full-color Type A DMS located upstream on southbound US 15. Side-mounted radar detection will be utilized to determine speeds.

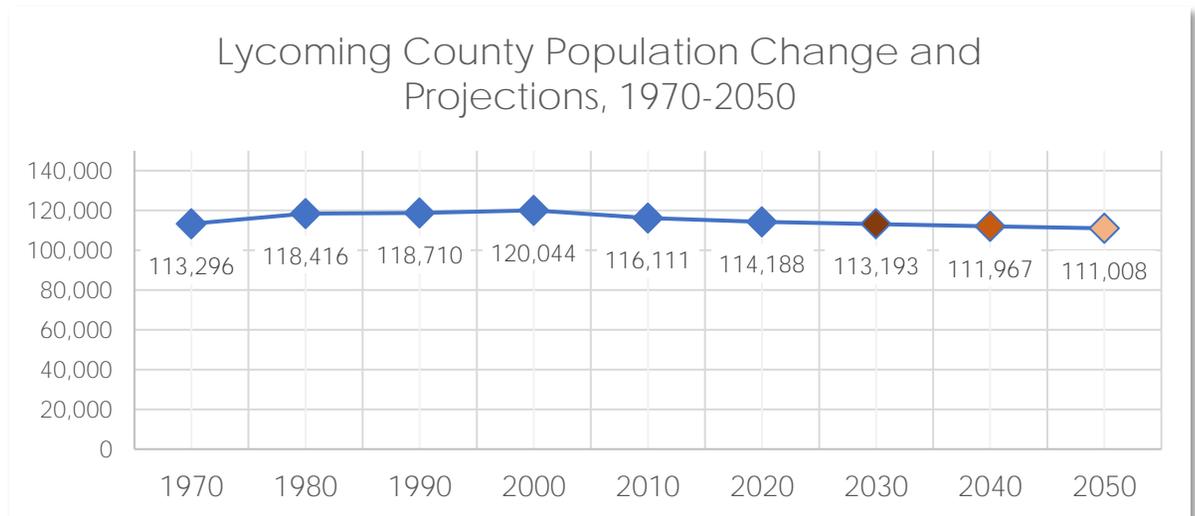
Project Location	Description
US-15 Corridor, Williamsport North to Tioga County	Install CCTV cameras and Dynamic Message Signs at key locations along the US 15 corridor, between US 6 and Williamsport.
SR 2014 (Broad Street), Montoursville	Full traffic signal equipment upgrade at the SR 2014 (Broad Street) intersections with Walnut Avenue and with Willow Street. Add corridor to the Unified Command/Control network.
SR 2014 (East Third Street), Loyalsock Township	Full signal equipment replacement and retiming along SR 2014 (Third St.) in Loyalsock Township. This includes seven intersections spanning from Country Club Road to Northway Road. In addition, also retime signal at Third St. and Shiffler Ave. Consider installation of CCTV cameras at Faxon interchange (I-180 Exit 25) and connection of traffic signals to the Unified Command and Control network via this camera.

## Demographic Profile

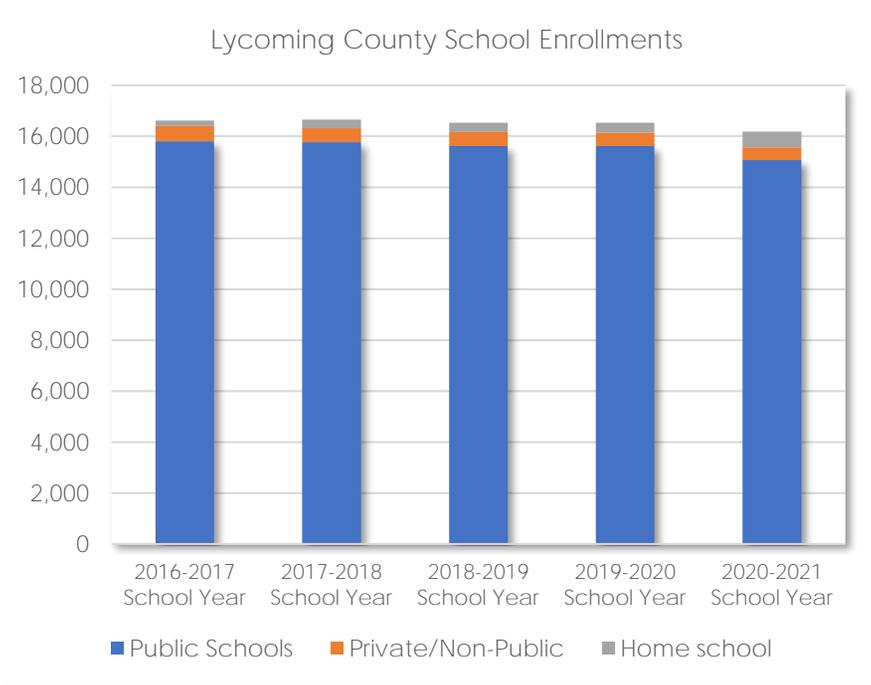
### Population Change

As of the 2020 United State Census, Lycoming County had a population of 114,188. It is notable that the demographic analysis conducted for the 2018 WATS LRTP update forecast a population of 114,166 in 2020. **After reviewing population trends within each of Lycoming County's 52 municipalities,** the most likely scenario for Lycoming County to 2050 will be a modest continued population loss. By 2050, it is projected that Lycoming County will have around 111,000 persons. This scenario will be considered the “neutral” scenario for the purposes of this plan. In addition, future transportation system needs for the county will consider two additional scenarios of more rapid population decrease and a modest increase in population.

While Lycoming County decreased in population overall by 1,923 persons between 2010 and 2020, it must be noted that the decrease was not uniform. Of the 52 municipalities in Lycoming County 19 municipalities increased in population (by 1,485 persons), 32 decreased in population (by 3,408 persons), and one municipality (Jackson Township) saw no change.



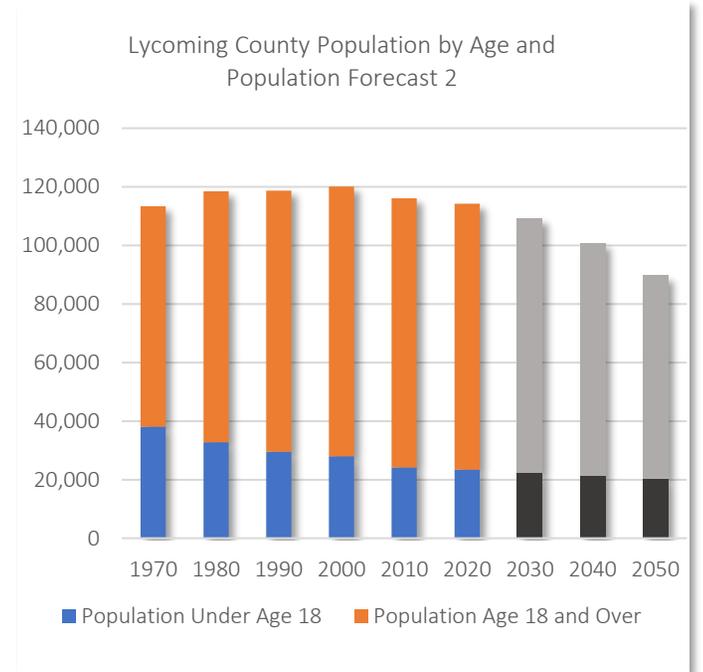
For the past 20 years, population growth within Lycoming County has centered on the I-180 corridor east of Williamsport to Muncy. This includes the townships of Loyalsock, Fairfield, Muncy, Muncy Creek, Wolf, and Moreland and the boroughs of Montoursville and Hughesville.



One of the most striking demographic trends in Lycoming County has been the aging of the population and the loss of youth population. From 1970 to 2020 the proportion of the population under the age of 18 has decreased from 34% to just 20%. This is also reflected in Pennsylvania Department of Education Data showing a steady decline in students in Lycoming County (the total of public school enrollments, private/nonpublic school enrollments, and homeschooling) from 2015-2019. Over the last 10 years, there has been a steady decline in the birth rate in Lycoming County along with an increase in mortality as the population ages. Taken together, these factors provide a second scenario for future population change in Lycoming County where there is 22% overall decrease in population from 2020 to 2050.

Another important element of

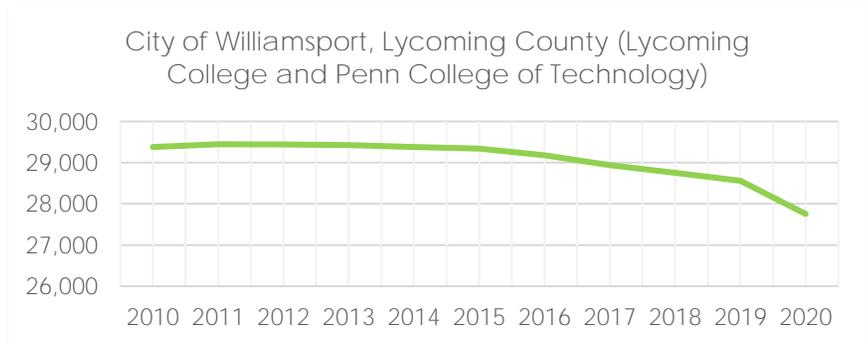
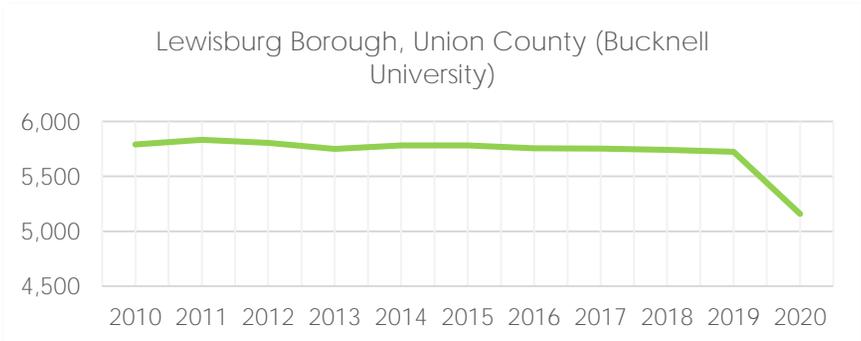
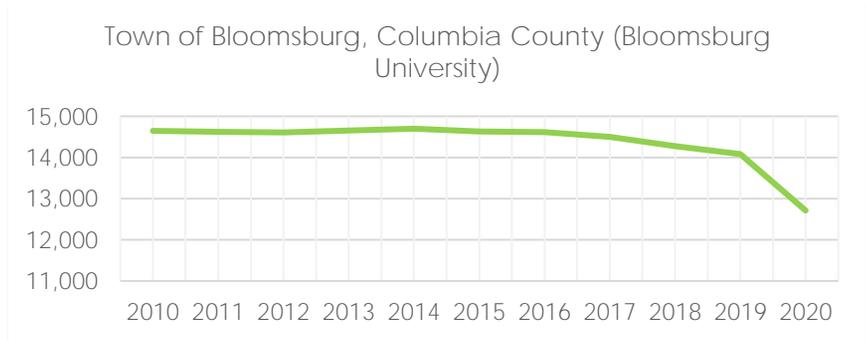
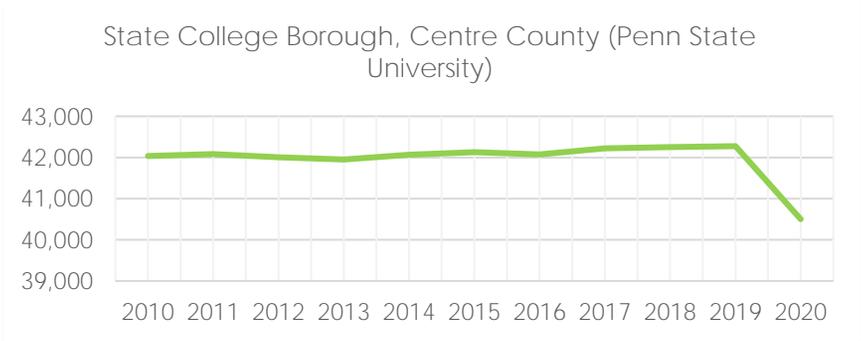
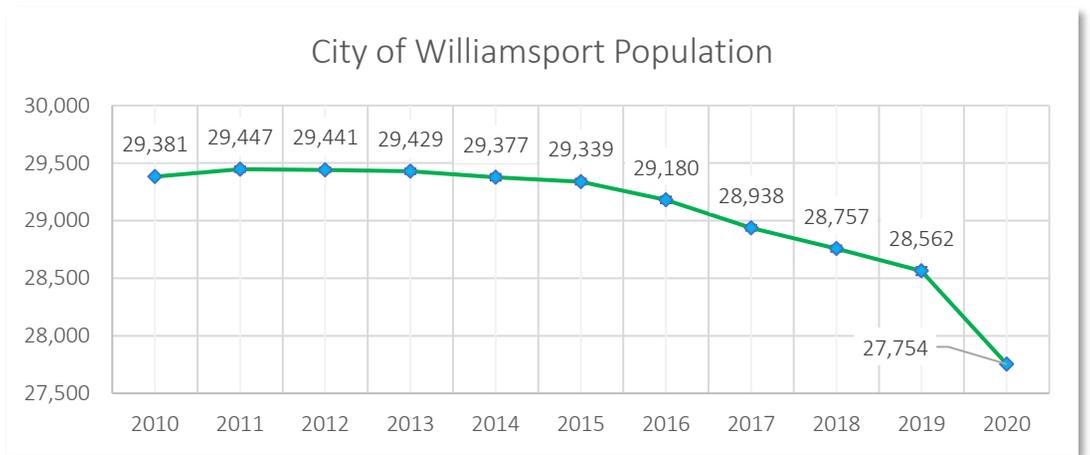
understanding and attempting to forecast population change in Lycoming County is population trends in the City of Williamsport. Williamsport currently accounts for 24% of the total population of Lycoming County. As previously illustrated, Lycoming County population had a net decrease of 1,923 persons from 2010 to 2020. Breaking this down to the municipal level, 19 municipalities gained a total 1,485 persons and 32 municipalities lost a total 3,408 persons. 48% of the loss of population was in the City of Williamsport which lost 1,627 persons between the 2010 census and 2020 census. However, looking at the population trend for Williamsport between the decennial census counts reveals an anomaly that should be addressed.



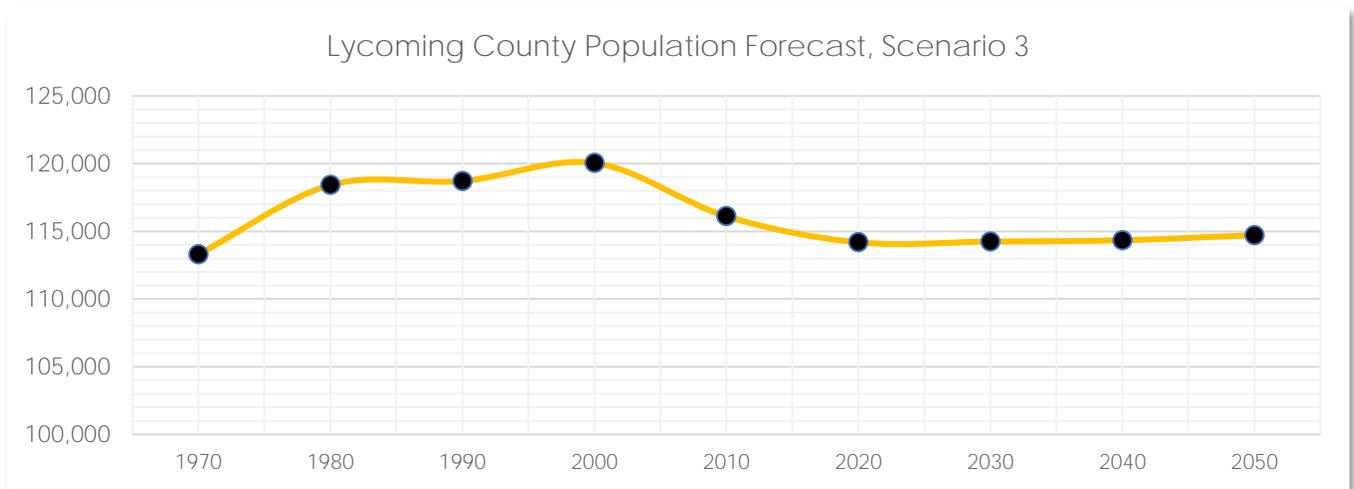
American Community Survey population estimates for Williamsport are typically very accurate with an error range of about +/- 25 persons. Using these annually updated numbers reveals a staggering drop-off in population for the City of Williamsport occurring in a single year from 2019 to 2020. In fact, almost half of the 1,627 person population decrease between the 2010 and 2020 Census appears to have happened in a single year.

There is strong evidence to believe that this large single decrease is not a permanent population loss. The City of Williamsport hosts two college campuses: Lycoming College and the Pennsylvania College of Technology. When the 2020 census was conducted, many colleges had started moving to remote instruction due to COVID-19. Therefore, it seems reasonable to conclude that

many of the 808 persons who "left" Williamsport between 2019 and 2020 were in fact college students who otherwise would have been counted. A sample of nearby communities also hosting colleges of various sizes show a very similar sudden drop in population between 2019 and 2020.



To try and account for this feature of 2020 census data, a third population projection scenario will be used for examining potential future transportation system needs in Lycoming County that is identical to the “neutral scenario” except for the key difference that it assumes a flat population for the City of Williamsport. Making this single change to the model produces a modest population increase of 527 persons from 2020 to 2050.



The three population change scenarios previously identified will be referenced again in Chapter 4 (Implementation) of this plan as we pull together system condition, planning context, and demographics to determine the likely future multimodal transportation needs of Lycoming County.

### Racial and Ethnic Composition

The racial and ethnic composition of Lycoming County in the 2020 Census are provided on the following tables:

	2020 Population	Percent of Population
<i>Population of one race:</i>	108,454	95.0%
<i>White alone</i>	100,428	87.9%
<i>Black or African American alone</i>	5,835	5.1%
<i>American Indian and Alaska Native alone</i>	221	0.2%
<i>Asian alone</i>	933	0.8%
<i>Native Hawaiian and Other Pacific Islander alone</i>	31	0.0%
<i>Some Other Race alone</i>	1,006	0.9%
<i>Population of two or more races:</i>	5,734	5.0%

Lycoming County's racial composition is predominantly white. The 12.1% of the population identified as non-white is substantially lower than the 25% statewide nonwhite population figure. However, this proportion of the population has nearly doubled from 7.4% since 2010.

	2020 Population	Percent of Population
Hispanic or Latino	2,374	2.1%
Not Hispanic or Latino	111,814	97.9%

Persons of Hispanic or Latino minority ethnicity comprised 2.1% of Lycoming County's population according to the 2020 Census which is considerably lower than the Pennsylvania statewide 8.1% Hispanic or Latino minority population figure. However, this represents a significant increase since the 2010 census when Hispanic or Latino persons were 1.3% of Lycoming County's population.

### 2016-2020 American Community Survey (ACS) Estimates for Other Demographics

American Community Survey (ACS) is a demographics data collection program managed by the US Census Bureau. ACS collects information annually from a sample of the population to produce estimates of various community characteristics. It is considered the best available authoritative source for community data. It is important to note that ACS measures are estimates and not counts.

#### Limited English Proficiency

According to ACS 2016-2020 5-year estimates, there were 107,838 persons in Lycoming County aged five years and older. Lycoming County has significantly lower proportions of the population speaking languages other than English at home or speaking English less than "very well" than the statewide and national estimates.

	Total Population 5 Years and Over	Speaks a Language Other Than English At Home	Percentage	Speak English Less Than "Very Well"	Percentage
Lycoming County	107,838	3,823	3.5%	1,070	1.0%
Pennsylvania	12,092,654	1,393,559	11.5%	529,640	4.4%
United States	306,919,116	66,093,076	21.5%	25,312,024	8.2%

#### Disability

In terms of the total Civilian Non-institutionalized population of Lycoming County, there are 110,518 persons residing in the County, where 17,568 persons (15.9%) have a physical or mental disability. The 65 years and over age group of this population grouping is estimated at 19,120 persons with 34% having a physical or mental disability. Lycoming County population disability percentages are slightly higher than the state-wide disability estimates of 14% of the population with a disability and 33.3% over age 65 with disability. The estimated proportion of the population of Lycoming County living with a disability is significantly higher than the estimated proportion nationwide at 12.7%.

<i>Total civilian noninstitutionalized population of Lycoming County</i>	110,518	
<i>With a disability</i>	17,568	15.90%
<i>With a hearing difficulty</i>	5,595	5.10%
<i>With a vision difficulty</i>	3,232	2.90%
<i>With a cognitive difficulty</i>	6,316	6.10%
<i>With an ambulatory difficulty</i>	8,420	8.10%

### Poverty

There are an estimated 107,234 persons in Lycoming County for whom poverty status is determined. Of this number, 14,574 persons (13.6%) were determined to be falling below the poverty level which is slightly higher than the Pennsylvania 12% poverty level estimate and lower than the national estimate of 12.8%.

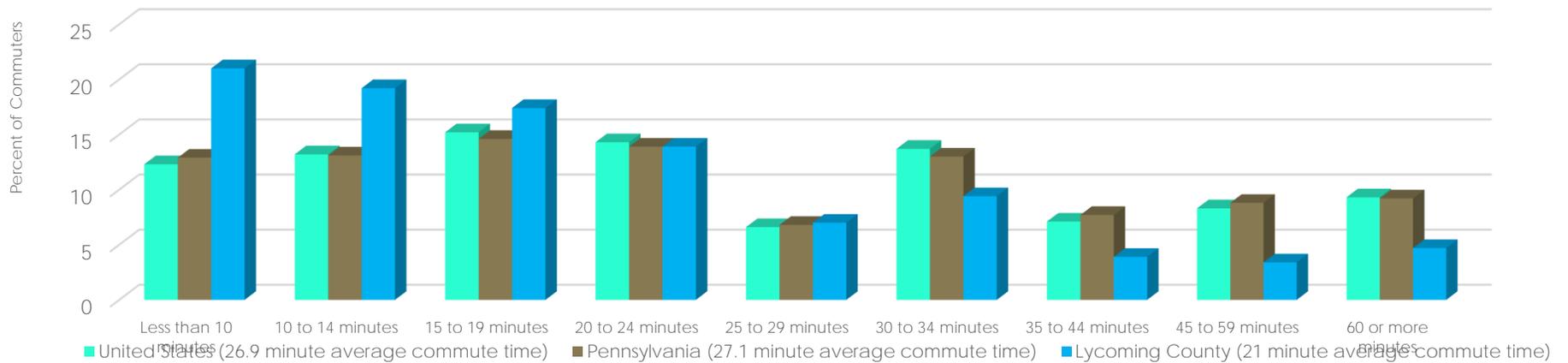
### Households

There are an estimated 46,160 households and 30,030 families in Lycoming County. The average household size is 2.33 persons. The average family size is 2.82 persons.

### Commuters

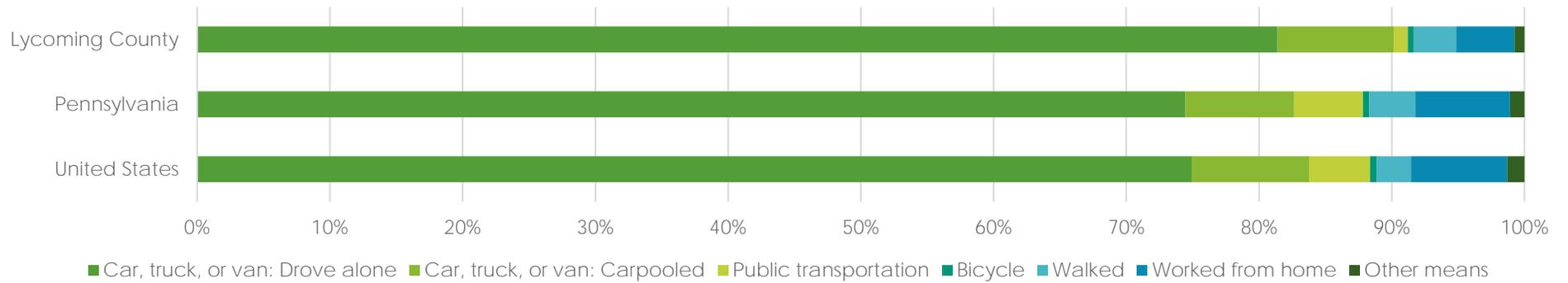
Commuters in Lycoming County overwhelmingly rely on motor vehicles driven alone for commuting to work. An estimated 4% of workers age 16 and over have no vehicle available in their household. Commute times in Lycoming County are extremely short compared to state and national averages and over half of commuters in Lycoming County have commutes shorter than 20 minutes.

Commute Times



## CONNECTING PEOPLE AND PLACES

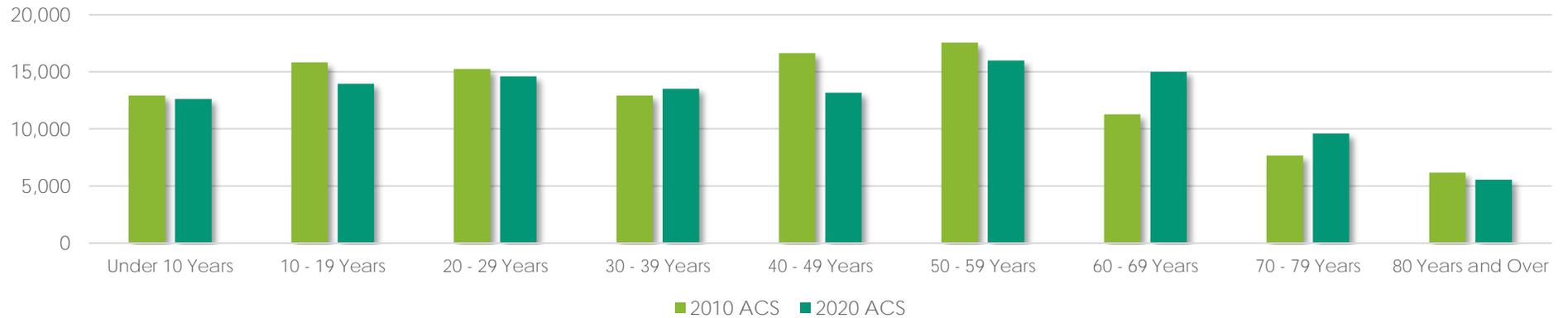
Commuter Mode Share

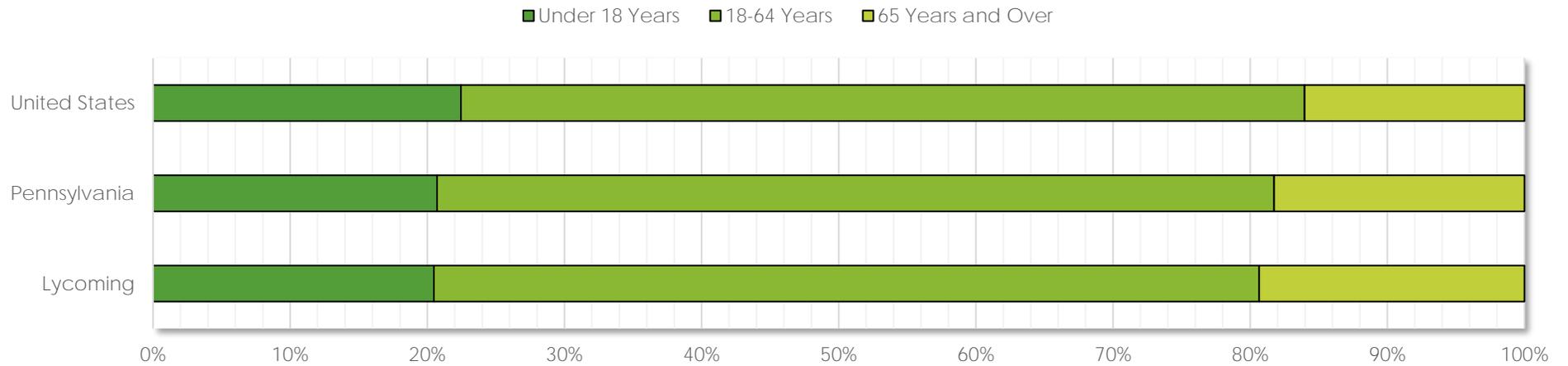


### Age Structure

Lycoming County's population has aged significantly in just 10 years and all indications are that this pattern could continue (see page 10). Lycoming County has a lower proportion of the population that is youth and a larger proportion of the population that is senior than Pennsylvania or the United States as a whole.

Change in Age Structure



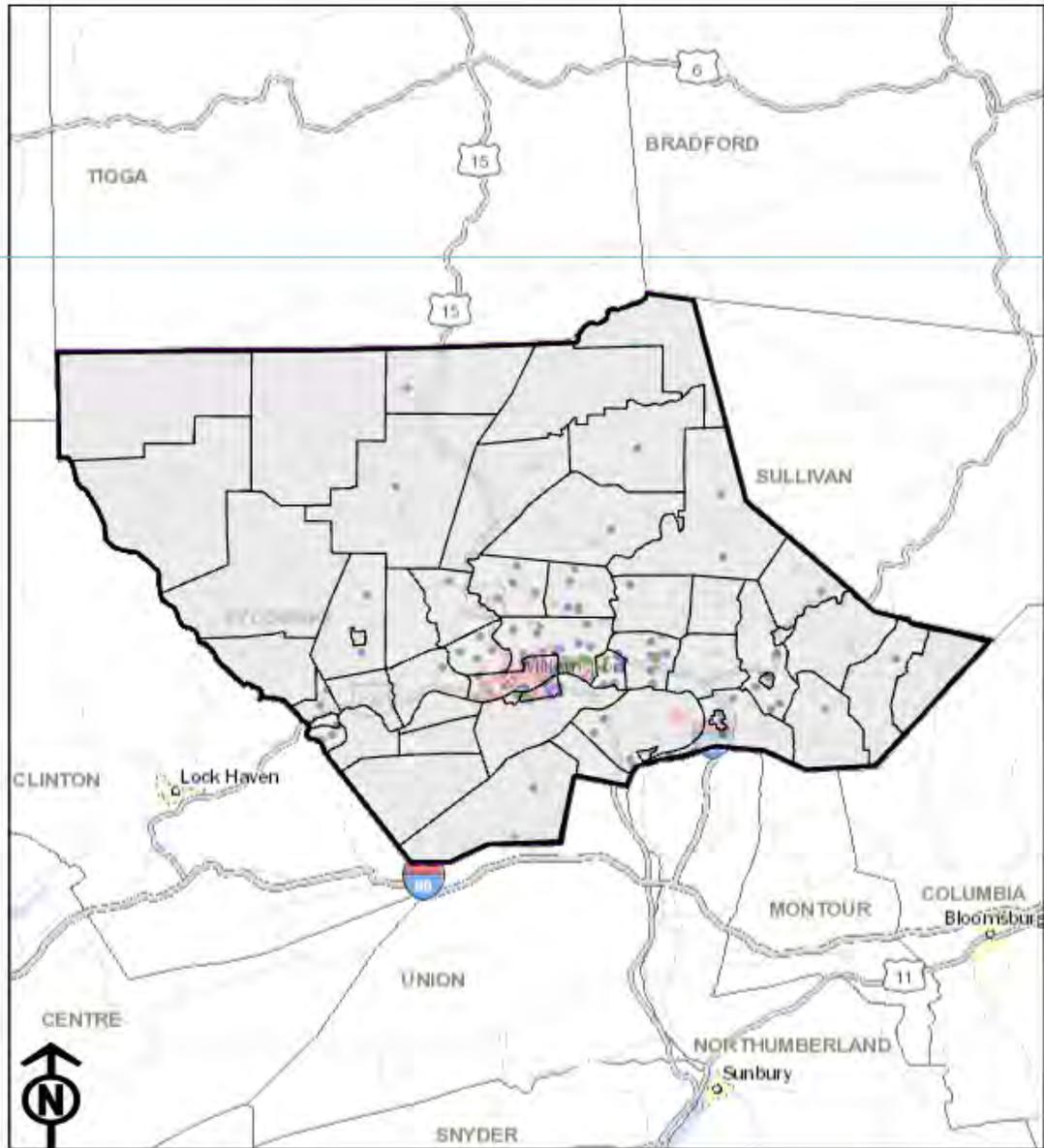


### Environmental Justice

Presidential Executive Order 12898 specifies that minority and low-income populations must be considered in Environmental Justice analysis and these populations were identified using data from the 2020 Decennial Census and 2019 data releases from the American Community Survey, (ACS). The following definitions are used for the purposes of this analysis:

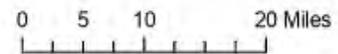
Minority: Any individual or group that self-identifies as a member(s) of the racial categories of Black/African American, Asian American, American Indian/Alaskan Native, Native Hawaiian/other Pacific Islander and the ethnic category Hispanic/Latino.

Low-income: Households at or below the federal poverty level.



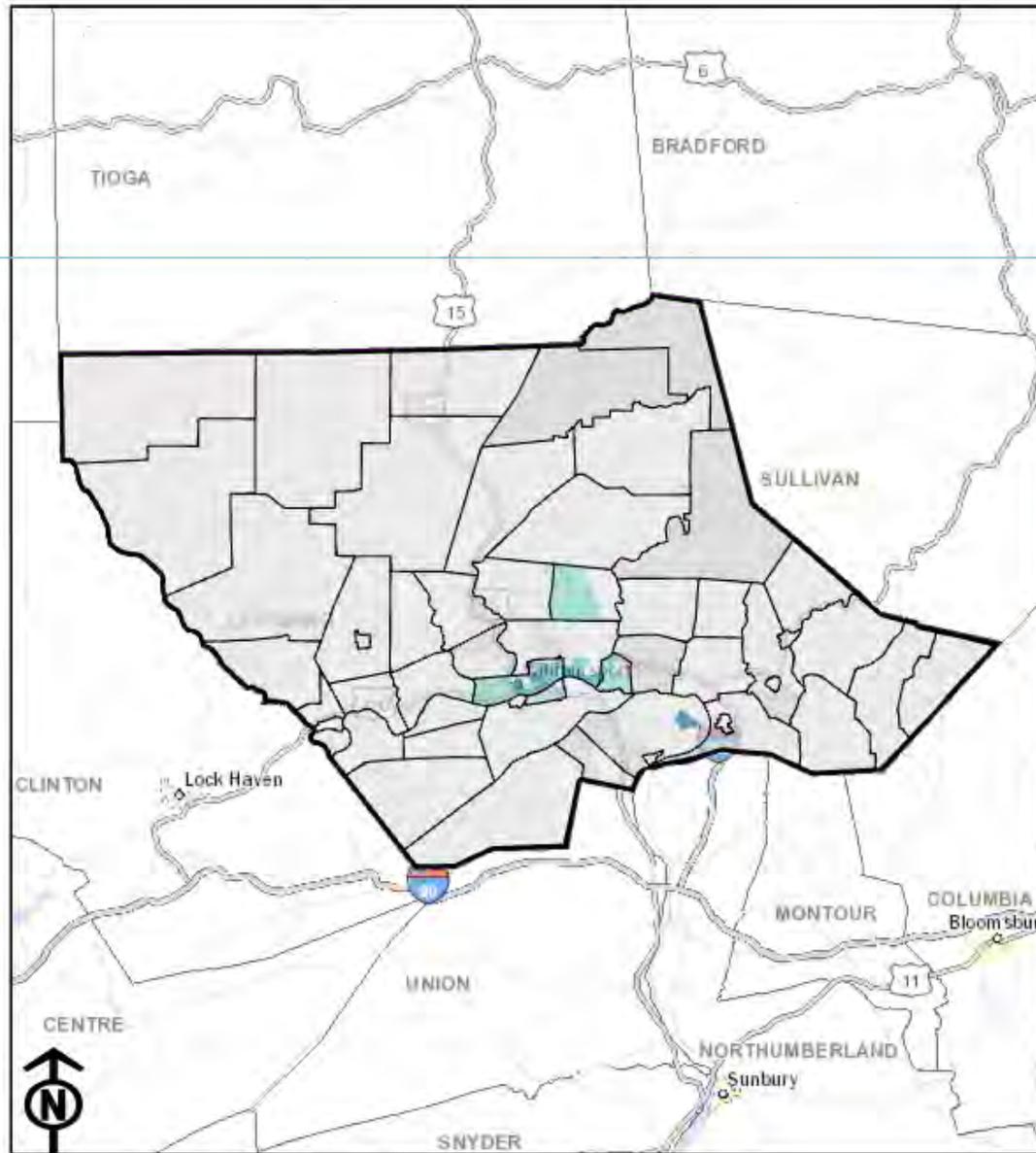
Williamsport Minority Populations

- Pennsylvania Counties
- Pennsylvania Municipalities
- Pennsylvania Census Block Groups, 2019
- 1 Dot = 20 People
- Black or African-American, Not Hispanic or Latino
- American Indian or Alaskan Native, Not Hispanic or Latino
- Asian, Not Hispanic or Latino
- Native Hawaiian or Pacific Islander, Not Hispanic or Latino
- Other Race, Not Hispanic or Latino
- Two or More Races, Not Hispanic or Latino
- Hispanic or Latino



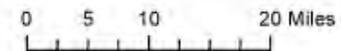
Source: US Census Bureau, 2010-2019 American Community Survey 5-Year Estimates

Map prepared by Scott R. Williams, Williamsport MPO



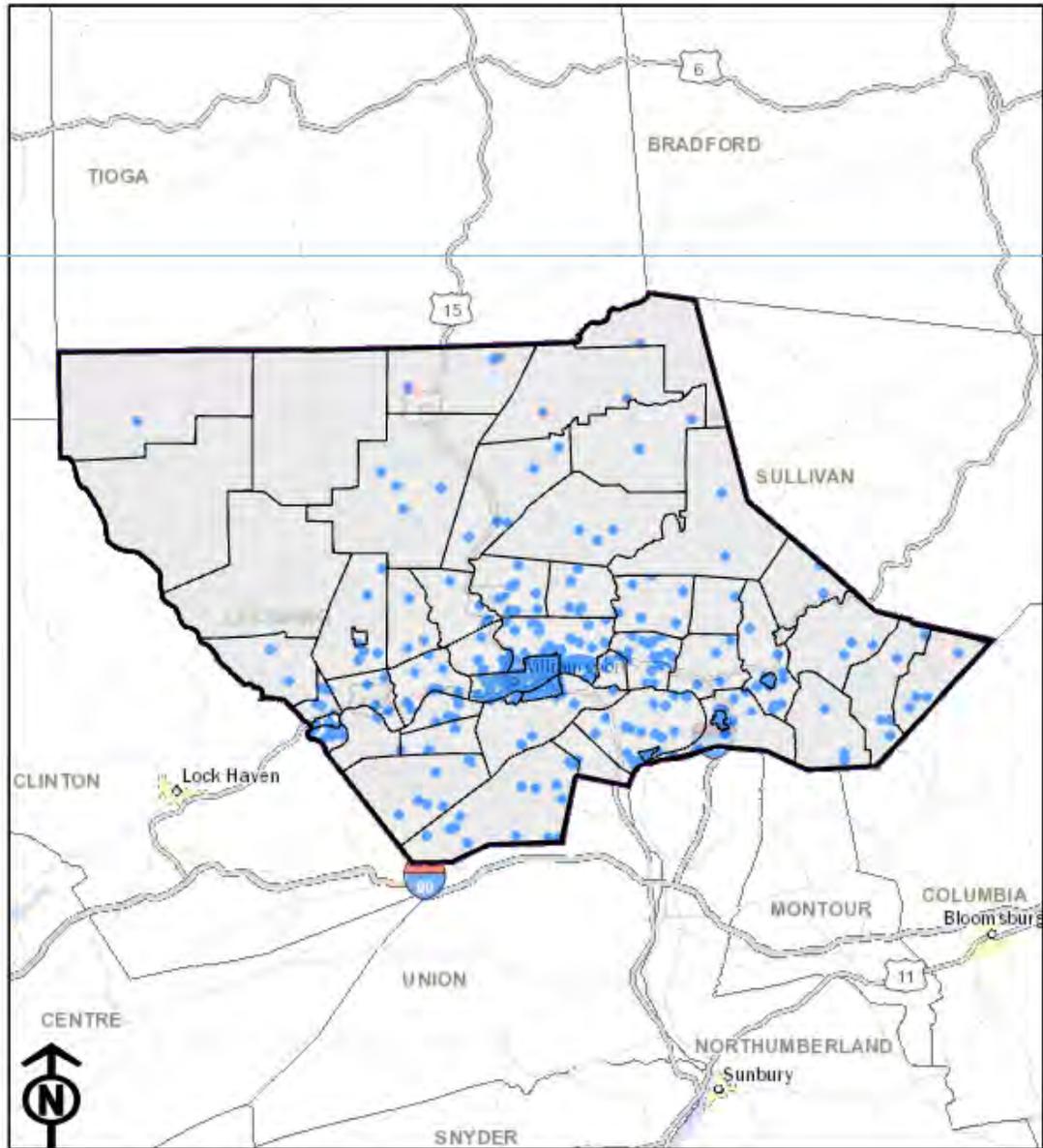
Williamsport Minority Populations

- Pennsylvania Counties
- Pennsylvania Municipalities
- Pennsylvania Census Block Groups, 2019
- Ratio of Minority Population Percentage in Census Block Group to Planning Partner Minority Population Percentage
  - Less than or equal to half Planning Partner Minority Population Percentage
  - Greater than half and less than or equal to Planning Partner Minority Population Percentage
  - Greater than County Minority Population Percentage and less than or equal to twice the Planning Partner Minority Population Percentage
  - Greater than twice and less than or equal to four times the Planning Partner Minority Population Percentage
  - Greater than four times the Planning Partner Minority Population Percentage



Source: US Census Bureau, 2105-2019 American Community Survey 5-Year Estimates

Map prepared by Scott R. Williams, Williamsport MPO

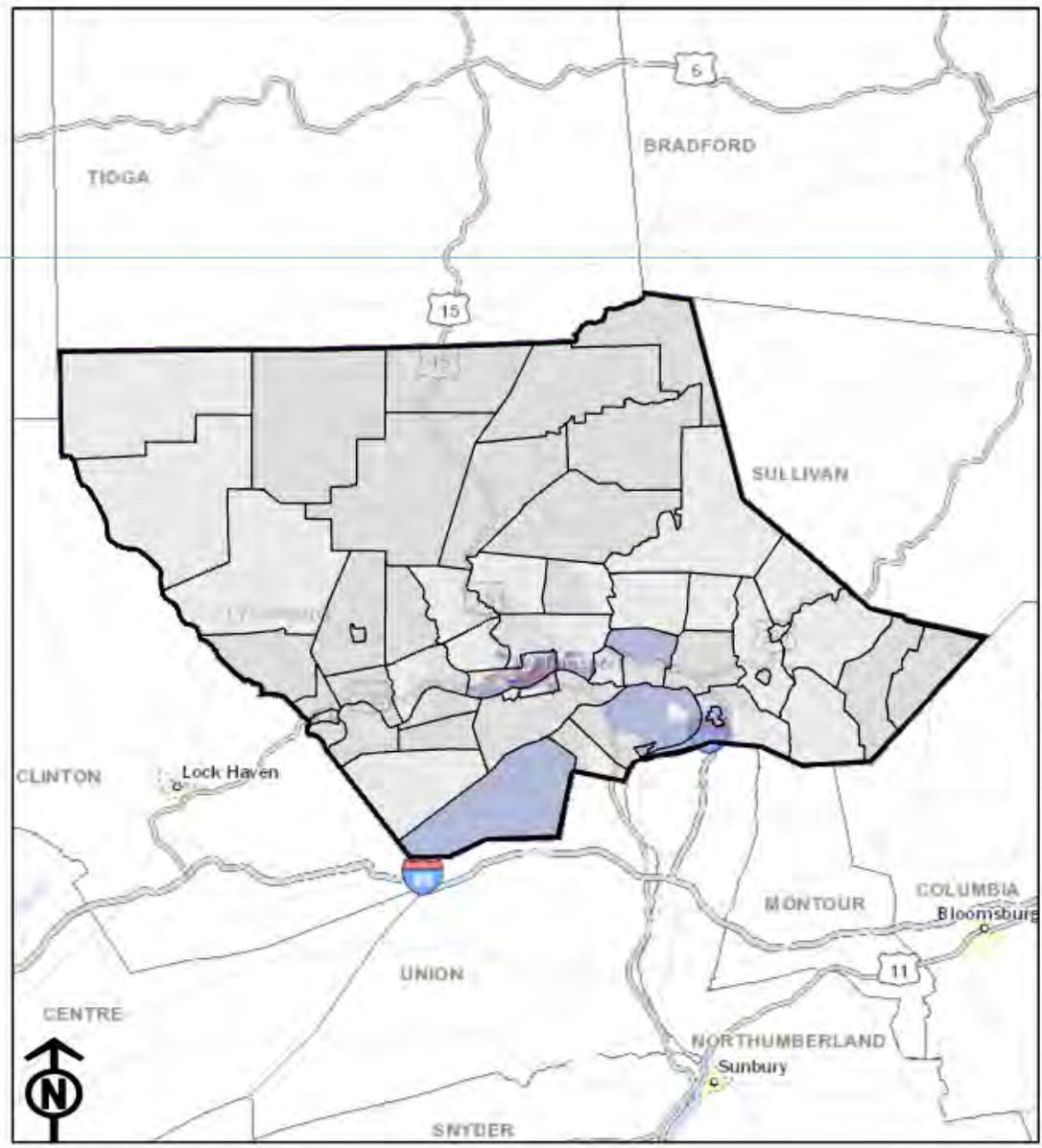


Williamsport Low Income Populations

- Pennsylvania Counties
- Pennsylvania Municipalities
- Pennsylvania Census Block Groups, 2019
- 1 Dot = 20 People
- Low Income Population

0 5 10 20 Miles

Source: US Census Bureau, 2010-2019 American Community Survey 5-Year Estimates  
Map prepared by Scott R. Williams, Williamsport MPO



Williamsport Low Income Population Concentration

- Pennsylvania Counties
- Pennsylvania Municipalities
- Pennsylvania Census Block Groups, 2019
- Ratio of Low Income Population Percentage in Census Block Group to County Low Income Population Percentage
- Less than or equal to half Planning Partner Low Income Population Percentage
- Greater than half and less than or equal to Planning Partner Low Income Population Percentage
- Greater than County Low Income Population Percentage and less than or equal to twice the Planning Partner Low Income Population Percentage
- Greater than twice and less than or equal to four times the Planning Partner Low Income Population Percentage
- Greater than four times the Planning Partner Low Income Population Percentage

0 5 10 20 Miles

Source: US Census Bureau, 2105-2019 American Community Survey 5-Year Estimates

Map prepared by Scott R. Williams, Williamsport MPO

# Land Use

As indicated earlier in this chapter, Lycoming County comprehensive planning efforts include six multi-municipal growth area plans along with a countywide plan encompassing the non-growth area covering the remaining geographic portion of the County. The portion of the county outside of the growth areas is referred to as the special resource protection area. Part of the development of the comprehensive plans and the review has been development of Future Land Use maps. These maps were all updated in late 2016-early 2017 to reflect current conditions and the evolving community vision for future land use patterns. Future Land Use categories are defined as the general type of community character desired for areas within the planning area. These categories are used to guide growth and future development. The land use categories are split into those used to characterize lands for desirable and suitable growth (growth areas) from lands to be used for rural use applications (rural resource areas). The primary determining factor for whether or not an area is designated a “growth” area or a “rural resource” area is the existing or planned presence of necessary infrastructure to support development. This includes public water, public sewer, other utilities, and especially transportation infrastructure. Other considerations include specific property occupancy types and density of development.

The following table lists and defines the land use categories used during the most recent comprehensive plan:

Future Land Use Category	Purpose	
Growth Areas	Business/Industry	To function as centers of commerce supported by industrial activity, and accompanied by institutional facilities and infrastructure
	Downtown	To serve as the diverse community center of mixed uses including commercial activity, civic and institutional facilities, cultural amenities, and affordable housing opportunities
	Neighborhood	To accommodate residential neighborhoods interspersed with public and private services
Rural Resource Areas	Rural	To support traditional agriculture, forestry, and other natural resource production/extraction uses and to accommodate supporting activities
	Rural Center	To concentrate a variety of residential uses and small-scale retail and service activities that support rural communities
	Village	To preserve concentrated residential uses as rural neighborhoods

In addition to these six future land use designations, there are three land use special overlays to provide special protection or development guidance for specific resources or locations. The overlays are:

Overlay	Purpose
Gateway	To provide special land use and development guidance at the major (and historic) entry points to communities
Scenic Area	To protect significant natural resources, including stream corridors, high quality watersheds, woodlands, wetlands, groundwater recharge areas, steep slopes (>25%), prime agricultural soils, and scenic areas through special land use and development guidance.
Floodplain	To conserve lands areas naturally affected by flood events

Periodically, zoning district boundaries are compared to the future land use areas and the overlays. Comparing the desired uses from the future land use categories and overlays, as shown in the previous tables, to existing land use and current zoning illustrates where zoning ordinance revisions will need to be implemented to enable the future land use pattern to happen.

Williamsport Area Transportation Study  
Metropolitan Planning Organization

WILLIAMSPORT AREA  
TRANSPORTATION STUDY MPO

2021-2022 LOCAL TECHNICAL  
ASSISTANCE PROGRAM ANNUAL  
REPORT

## Table of Contents

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Table of Contents .....	2
<b>Williamsport MPO 2021-2022 LTAP Annual Report</b> .....	<b>3</b>
MISSION STATEMENT .....	3
PROGRAM OVERVIEW .....	3
PROGRAM ACCOMPLISHMENTS .....	4
FY 2021-2022 PROGRAM HIGHLIGHTS .....	5
LTAP MUNICIPAL TRAINING NEEDS SURVEY .....	6
LTAP COURSE OFFERINGS.....	6
COMMUNICATION / MARKETING .....	6
BUDGET EXPENDITURES .....	8
<i>Quarterly Budget Expenditures for LTAP Task (5-A)</i> .....	8
PROGRAM SUCCESS STORIES .....	10
Diversity of Course Offerings.....	10
High Participation across Municipalities .....	10
MAJOR MARKETING OPPORTUNITIES 2022 & BEYOND.....	11
Achieve Full LTAP Participation by Lycoming Co. Municipalities & Neighboring RPO's .....	11
Technical Assistance .....	11
ATTACHMENT A LTAP COURSES MUNICIPAL EMAIL .....	14

## Williamsport MPO 2021-2022 LTAP Annual Report

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### MISSION STATEMENT

The Lycoming County Department of Planning & Community Development (PCD) proposes to collaborate with PennDOT during 2021-2022 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 group of elected and appointed officials representing local, state, and federal governments along with other agencies, that have an interest or responsibility in local transportation systems. The MPO is responsible for creating a Long-Range Transportation Plan (LRTP) [lyco.org/WATS-MPO/LRTP](http://lyco.org/WATS-MPO/LRTP), a Transportation Improvement Program (TIP) [lyco.org/WATS-MPO/TIP](http://lyco.org/WATS-MPO/TIP), and a Unified Planning Work Program (UPWP) [lyco.org/WATS-MPO/UPWP](http://lyco.org/WATS-MPO/UPWP). The Williamsport Area Transportation Study (WATS) is the 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. It also will promote economic development, protect the environment, and preserve Lycoming County's quality of life.

The Lycoming County Department of Planning & Community Development agreed to become involved in the LTAP Program, since we have established strong relationships with our municipal officials. MPO's are tasked with development of a LRTP and the TIP. We work closely with municipalities for identification and prioritization of transportation improvement projects needed, within Lycoming County.

This is the 17<sup>th</sup> year the Williamsport MPO has teamed up 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 and have verified that municipal officials are aware of LTAP services and benefits. We 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 controlled as per federal requirements, it is important that preventative maintenance measures be employed to extend the life of roads and bridges. This allows us to avoid the high capital expenditures on larger scale projects, that could become unaffordable for our MPO to program. The LTAP Program provides municipal officials with a wealth of educational materials targeted at preventative maintenance. This allows the ability 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. We have worked with municipalities and other stakeholder organizations to develop the FFY 2023-2026 Transportation Improvement Program (TIP), which was adopted by the MPO on June 5, 2022. 99 highway and bridge transportation projects valued at an estimated \$106 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. This has provided guidance, education and technical assistance regarding sound system preservation practices, which also is a high priority for PennDOT. Now that PA Act 89 is in place, it will provide 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. In 2017, the Lycoming County Commissioners adopted an ordinance to authorize PennDOT to collect an additional \$5 vehicle registration fee. As this was 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

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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 educated on the services offered through LTAP. This 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. 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. Federal inspections are not required on these structures. With follow-up NBIS level inspections, completed by Lycoming County, has identified 104 such structures.

In 2021, Lycoming County utilized Liquid Fuels funds to restart the Small Bridge Inspection program, based in large part, on the success of the Small Bridge Inventory pilot program. To date the Small Bridge Inspection program has discovered seven (7) under 20 feet long, locally owned bridges that required closure due to safety concerns. This only highlights the critical role the Small Bridge Inspection program plays in informing Lycoming County municipalities of their locally owned bridge infrastructure, and the need for preventative maintenance.

3. 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 began in June 2021 with Bundle 1 construction completed in late 2021. Construction on Bundle 2 and Bundle 3 began in spring 2022 with construction estimated to be completed by October 2022. Bridge Bundle 2 includes five (5) bridges located in Gamble, Mifflin, Penn, and Wolf Townships, and Montgomery Borough. Bundle 3 includes five (5) bridges located in Franklin, Loyalsock, Moreland, and Susquehanna Townships and Jersey Shore Borough.

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.

4. 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.
5. 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	All courses	Held	Virtual	Only
2021-2022	7	47	37	5
<b>17 Year Total</b>	<b>109</b>	<b>2,166</b>	<b>1,710</b>	<b>15.94</b>

The PCD staff worked with PennDOT to offer online courses, webinars, and other remote training opportunities.

## FY 2021-2022 PROGRAM HIGHLIGHTS

This provides a summary of 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.

## LTAP MUNICIPAL TRAINING NEEDS SURVEY

For the 2021-2022 LTAP program year, PCD Staff continued issuance of a two-page simplified course survey in October 2021. The MPO staff works with PSATS to schedule courses based on the municipal requests from the survey.

## LTAP COURSE OFFERINGS

This section of the report provides summary information regarding the 2021-2022 LTAP courses that were offered and held within Lycoming County. PCD staff promoted the scheduled in-person courses as well as all virtual courses, Drop-In sessions, and webinar 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 MPO uses the Old Lycoming Twp. Volunteer Fire Dept. Social Hall as the host facility. This location is centrally located and easily accessible to most municipalities and houses ideal training facilities at a reasonable cost.

Course Name	Date Held	Attendees
Pavement Markings: Applications & Maintenance (Virtual)	January 6, 2021	6
Erosion & Sediment Control (Virtual)	March 12, 2021	0
Bridge & Culvert Inspection for Municipalities	August 10, 2021	9
Seal Coat (Virtual)	October 18, 2021	0
Winter Maintenance 101	October 18, 2021	10
Asphalt Roads Common Maintenance Problems (Virtual)	October 19, 2021	0
Pavement Preventative Maintenance	November 9, 2021	10

## 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](#)). 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 registration website. The PCD staff made follow-up reminder telephone calls and emails to municipalities as needed, and assisted with registering participants.

The Lycoming County Planning Commission staff partnered with SEDA-COG MPO by jointly staffing a display booth and provided marketing materials at the West Branch Council of Governments Equipment Show held on May 18, 2022. Additionally, WAT MPO coordinated with PSATS to hold two LTAP courses at the Equipment Show;

- Local Safe Road Plan
- Pavement Markings

We were able to connect with approximately 375-400 municipal attendees throughout the region at this single day event. This forum provided an excellent opportunity to promote LTAP and network with municipal officials and area-wide design firms and highway equipment vendors.

The Lycoming County Department of Planning & Community Development continued working partnerships with many organizations to market the LTAP Program in 2021-2022 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 2021, PCD continued the incentive program. 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 2022. In the hopes that this will further incentivize municipalities to send representatives to LTAP course offerings. This following graphic was emailed to municipalities, emailed to municipal officials, and incorporated into the LTAP section of the [WATS MPO website](#).

**LYCOMING COUNTY 2021 LTAP BENEFITS**

Register for the Class + Attend and learn = Your municipality gets \$50 added to their Liquid Fuels Funding (for each person!) (Lycoming County municipalities only)

Do more stuff with more funding

**LTAP** KINDA NEW

To register visit  
<https://www.dot.state.pa.us/LTAP/> or call (570) 320-2130

All classes at the Old Lycoming Township Volunteer Fire Company Social Hall,  
 1600 Dewey Avenue, Williamsport PA 17701  
 IF IN-PERSON CLASSES ARE PROHIBITED THEY WILL BE AVAILABLE VIRTUALLY

While the 2021-2022 LTAP attendance does show promise the incentive program is working, further LTAP programs are needed to determine if this incentive program will become successful. Below are the 2022 liquid fuel allotment bonuses based on this new incentive program.

Municipality	2021 TOTAL LTAP COURSE ATTENDEES	Total Benefit Earned
City of Williamsport	1	\$50
Clinton Twp.	10	\$500
Duboistown Borough	1	\$50
Jackson Twp.	2	\$100
Lewis Twp.	3	\$150
Limestone Twp.	1	\$50
Montoursville Borough	6	\$300
Muncy Borough	10	\$500
Watson Twp.	1	\$50
<b>2021-2022 Totals</b>	<b>35</b>	<b>\$1,750</b>

The total amount of additional liquid fuels funds received by Lycoming County municipalities participating in the incentive program in 2021-2022 was \$1,750.00.

## 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, 2021-September 30, 2021) \$5,492.38*

- Conducted numerous LTAP administrative actions including promotion of all LTAP virtual courses, Virtual Drop-In Sessions, fall 2021 LTAP in-person courses, and webinars.
- Held the LTAP Bridge & Culvert Maintenance for Municipalities course on August 10, 2021 at the Old Lycoming Twp. Volunteer Fire Hall.
- Coordinated and attended a Technical Assistance visit in Lewis Twp. on July 15, 2021 for a proposed new municipal salt storage shed. LTAP Engineer, Lewis Twp. supervisors, MPO and Planning Department staff attended.
- Coordinated and attended a Technical Assistance visit in Picture Rocks Borough on July 16, 2021 for a proposed road repair/bank stabilization project. LTAP Engineer, Picture Rocks Borough manager, MPO and Planning Department staff attended.
- Coordinated and attended a Technical Assistance visit in Clinton Twp. on September 1, 2021 for a proposed bridge removal project. LTAP Engineer, Clinton Twp. supervisors, MPO and Planning Department staff attended.
- Attended the LTAP Planning Partners virtual meeting on September 23, 2021.
- Coordinated with Old Lycoming Volunteer Fire Department to hold the fall 2021 in-person courses.

*Task 5-A Second Quarter Expenditures (October 1, 2021 - December 31, 2021) \$3,520.44*

- Conducted numerous LTAP administrative actions throughout the billing period, including promotion of all LTAP virtual courses, Virtual Drop-In Sessions, fall 2021 LTAP in-person courses, and webinars.
- Held the LTAP Winter Maintenance 101 course on October 18, 2021 at the Old Lycoming Twp. Volunteer Fire Hall.
- Held the LTAP Pavement Preventative Maintenance course on November 9, 2021 at the Old Lycoming Twp. Volunteer Fire Hall.
- Coordinated and attended a Technical Assistance visit in Watson Twp. for a proposed multi-phased bank stabilization project on West Side Road. LTAP Engineer, Watson Twp. supervisor/road master, MPO and Planning Department staff attended.
- Coordinated and attended a Technical Assistance visit in Old Lycoming Township on November 17, 2021 for a proposed road repair/bank stabilization project on Huling Road. LTAP Engineer, Old Lycoming Twp. streets department staff, MPO and Planning Department staff attended.
- Prepared and submitted the 1<sup>st</sup> Quarter FY 2021-2022 LTAP report to PennDOT.
- Coordinated with PSATS to begin scoping/scheduling the spring 2022 LTAP courses.

*Task 5-A Third Quarter Expenditures (January 1, 2022- March 31, 2022) \$2,659.26*

- Conducted numerous LTAP administrative actions throughout the billing period, including promotion of all LTAP virtual courses, Virtual Drop-In Sessions, spring 2022 LTAP in-person courses, and webinars.
- Held the LTAP Drainage Key to Roads that Last course on March 22, 2022 at the Old Lycoming Twp. Volunteer Fire Hall.
- Coordinated and attended a Technical Assistance visit in Old Lycoming Township on January 25, 2022 for a proposed road repair/bank stabilization project on Huling Road. LTAP Engineer, Old Lycoming Twp. streets department staff, MPO and Planning Department staff attended.
- Coordinated and attended a Technical Assistance visit in Lewis Twp. on February 18, 2022 for a proposed bridge project on Upper Poweys Road. LTAP Engineer, Lewis Twp. supervisor/road master, MPO and Planning Department staff attended.
- Prepared and submitted the 2<sup>nd</sup> Quarter FY 2021-2022 LTAP quarterly report to PennDOT.
- LCPC Staff coordinated with PSATS to begin scoping/scheduling the fall 2022 LTAP courses.

*Task 5-A Fourth Quarter Expenditures (April 1, 2022 – June 30, 2022) \$3,310.27*

- LCPC Staff performed numerous LTAP administrative actions throughout the billing period, including promotion of all LTAP virtual courses, Virtual Drop-In Sessions, spring 2022 LTAP in-person courses, and webinars.
- LCPC Staff held the LTAP Asphalt Roads Common Maintenance Problems course on April 5, 2022 at the Old Lycoming Twp. Volunteer Fire Hall.
- LCPC Staff held the LTAP Equipment and Worker Safety course on May 24, 2022 at the Old Lycoming Twp. Volunteer Fire Hall.
- LCPC Staff coordinated and attended a Technical Assistance visit in Old Lycoming Township on May 24, 2022 for a proposed road repair/bank stabilization project on Huling Road. LTAP Engineer, Old Lycoming Twp. streets department staff, MPO and Planning Department staff PennDOT District 3-0 Municipal Services staff, and DEP staff attended.

- LCPC Staff attended the 2022 West Branch COG show and coordinated with PSATS to host two LTAP courses, Local Safe Road Plan and Pavement Markings during the event.
- LCPC Staff received approval to purchase LTAP promotional items to be distributed to LTAP course attendees in the upcoming fall/winter 2022 LTAP courses. LCPC coordinated with the vendor for the creation and purchase of the LTAP promotional items.
- LCPC Staff prepared and submitted the 3<sup>rd</sup> Quarter FY 2021-2022 LTAP quarterly report to PennDOT.
- LCPC Staff coordinated with PSATS to schedule the fall 2022 LTAP courses.

**FY 2021-2022 WATS MPO LTAP Task Budget Summary**

<b>Total FY 2021-2022 Task 5-A Expenditures</b>	<b>\$14,982.35</b>
<b>Total FY 2021-2022 UPWP Task 5-A Budget</b>	<b>\$15,000.00</b>
<b>Budget Savings FY 2021-2022</b>	<b>\$17.65</b>
<b>Program Cost Per LTAP Course Attendee, FY 2021-2022</b>	<b>\$428.06</b>

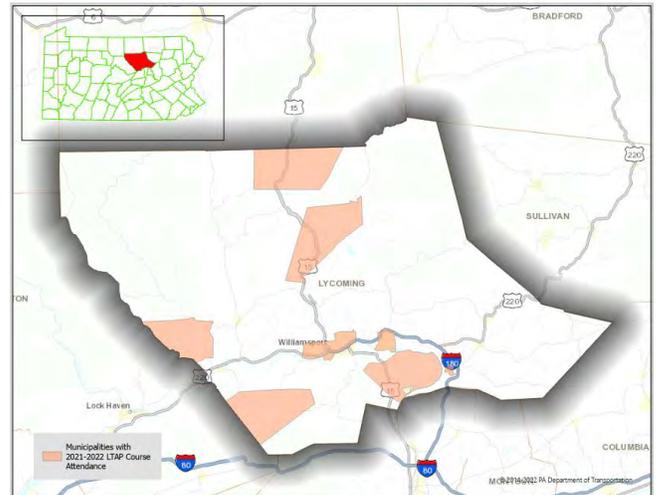
**PROGRAM SUCCESS STORIES**

Diversity of Course Offerings

Since the PCD began its partnership with PennDOT in 2005 to market LTAP courses in Lycoming County, we have offered 109 courses with 1710 municipal officials in attendance. These courses yielded an average of 15.94 attendees per course. (Numbers do not reflect the virtual course offered 2020-2021) 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 these numbers are strong.

High Participation across Municipalities

51 of the 52 Lycoming County municipalities (98%) have attended LTAP courses or have used LTAP services since 2005. About 17.3% or 9 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.



## MAJOR MARKETING OPPORTUNITIES 2022 & BEYOND

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At their November 8, 2021 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 2022-2024 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 will retain the host facility location for the 2021-2022 LTAP program, at the Old Lycoming Township Volunteer Fire Department Social Hall, since in-person LTAP courses have resumed. This location is easily accessible to most municipalities (quick access to Route 15), houses ideal training facilities, and is reasonably priced. 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

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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

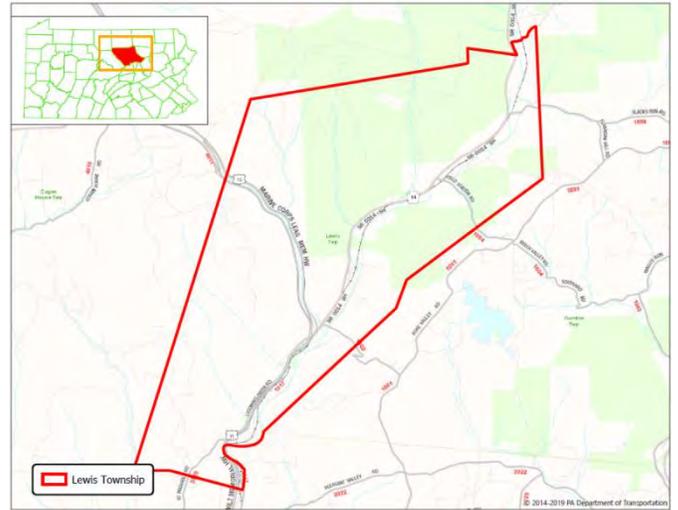
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Another focus of future opportunities is the LTAP Technical Assistance visits. Municipal requests for technical assistance in Lycoming County are generally low. This is primarily due to the fine efforts of PennDOT District 3-0's ongoing routine municipal outreach activities and numerous county sponsored programs. These programs 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 2021-2022 LTAP year.

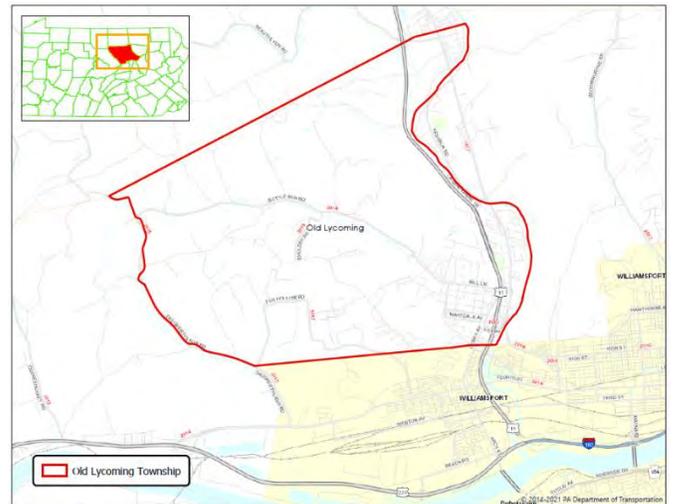
### Lewis Township:

*Lewis Twp. Salt Shed Technical Assistance*, PCD staff coordinated a LTAP Technical Assistance visit in February 2022 with Lewis Township. PCD staff and a LTAP engineer met with the Lewis Twp. Supervisors and Township streets staff to review the proposed purchasing of a PennDOT “uneconomic remnant” to be used as the location for a new Township salt shed and vehicle storage area. The LTAP engineer coordinated with PennDOT District 3-0 and Lewis Township on the next steps for the process. While at the Technical Assistance visit the Township supervisors also asked for guidance on a proposed bridge repair project on Upper Poweys Rd.



### Old Lycoming Township:

*Huling Road Technical Assistance*, PCD staff coordinated a LTAP Technical Assistance visit in Old Lycoming Township in May 2022 to address erosion and drainage issues on Daugherty’s Run Rd. PCD staff and a LTAP engineer met with the Old Lycoming Township Streets Department staff to review issues with Huling Road, specifically bank erosion along Daugherty Run. The LTAP engineer is finalizing the Technical Assistance Memo for Old Lycoming Township with suggested bank stabilization repairs.



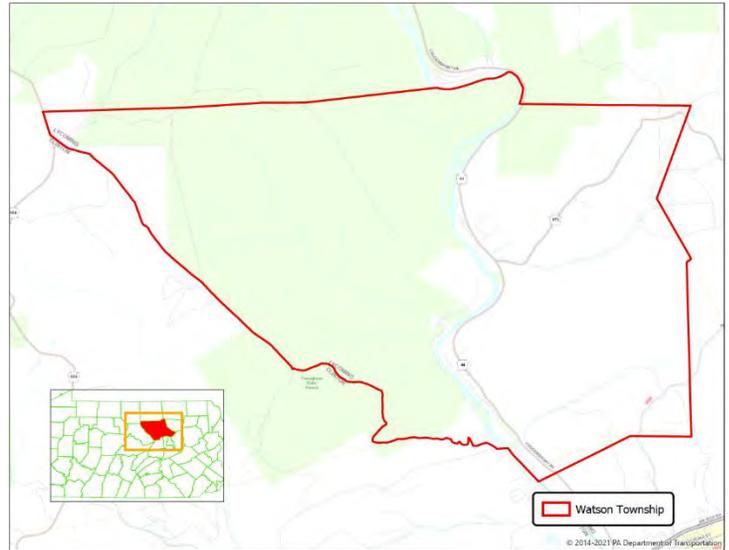
### Picture Rocks Borough:

*Water Street Technical Assistance*, PCD staff coordinated a LTAP Technical Assistance visit in July 2021 with Picture Rocks Borough. PCD staff and a LTAP engineer met with the Picture Rocks Borough Manager and Borough Council member to review issues with Water Street, specifically bank along Muncy Creek. The LTAP engineer provided Picture Rocks Borough with a Technical Assistance Memo with suggested bank stabilization repairs. Picture Rocks Borough is pursuing funding opportunities to begin work on the project.



### Watson Township:

*West Side Road Technical Assistance*, PCD staff coordinated a LTAP Technical Assistance visit in November 2021 with Watson Township. PCD staff and a LTAP engineer met with the Watson Township Supervisor and Road Master to review slide issues with West Side Road. The LTAP engineer provided Watson Township with a Technical Assistance Memo with suggested bank stabilization repairs. Watson Township is pursuing funding opportunities to begin work on the project.



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.



**pennsylvania**  
DEPARTMENT OF TRANSPORTATION  
LOCAL TECHNICAL ASSISTANCE PROGRAM

## 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 classes, LTAP Drop-In Sessions, or want to schedule with registration, 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 <a href="http://www.pa.gov">www.pa.gov</a> website.	
There are still a couple of seats available for the Pennsylvania College of Technology <b>Equipment Operator Training</b> course on <b>Tuesday, October 20, 2020</b> . 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: <b>Group Participation in LTAP Virtual Class</b> . 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. <b>Please have everyone register on the website that is planning on attending and completing the quiz.</b>	
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 increased costs to host the conference and the strained training budgets due to COVID-19, Registration is <b>open and free</b> for this year. Details, including the agenda and registration are on the <a href="http://www.pamvc.org">RMC website</a> . to save <b>October 26 and 27, 2020</b> in your calendars.	
<b>Road Safety Audit (New 2018)</b>	<b>Tuesday, October 13, 2020 8:00 a.m. – Noon – Register Here</b>
Municipal officials who want to improve the overall safety of their roads will find the Road Safety Audit (RSA) a good start 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.	
<b>Traffic Calming</b>	<b>Thursday, October 15, 2020, 8:00 a.m. – Noon – Register Here</b>
This course introduces an engineering tool whose purpose is to address excessive traffic speed and/or cut through traffic in 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 583, 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.	
<b>Managing Utility Cuts</b>	<b>Friday, October 16, 2020, 8:00 a.m. – Noon – Register Here</b>
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.	
<b>Seal Coat (New 2020)</b>	<b>Tuesday, October 20, 2020, 8:00 a.m. – Noon – Register Here</b>
Individuals attending this course will be presented with the information necessary for the proper planning and execution of a seal coat operation. The 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.	
<b>Active Transportation (New 2019)</b>	<b>Thursday, October 22, 2020, 8:00 a.m. – Noon – Register Here</b>
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.	
<b>Pedestrians and Crosswalks</b>	<b>Tuesday, October 27, 2020, 8:00 a.m. – Noon – Register Here</b>
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.	
<b>Conducting Sign Retro-reflectivity</b>	<b>Friday, October 30, 2020, 8:00 a.m. – Noon – Register Here</b>
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 retro-reflectivity. Further, the course will present the concepts of lustrance and retro-reflectivity, providing a foundation for understanding the value of certain testing and measuring methods.	
<b>Stormwater Facilities Operations and Maintenance</b>	<b>Tuesday, November 3, 2020, 8:00 a.m. – Noon – Register Here</b>
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); identifies elements of sustainable stormwater management systems and how existing municipal regulations may create barriers to responsible stormwater management; and discuss operation and maintenance of stormwater facilities.	
<b>Curves on Local Roads: Issues and Safety Tools</b>	<b>Friday, November 6, 2020, 8:00 a.m. – Noon – Register Here</b>
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, super-elevation, shoulder edge drop-off, slow zones, and fixed object hazards.	
<b>Asset Management (new course)</b>	<b>Tuesday, November 10, 2020, 8:00 a.m. – Noon – Register Here</b>
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, public art, drainage facilities, and others. Review examples of asset management systems from other municipalities, including the use of the latest technologies.	
<b>Unpaved Gravel Roads Common Maintenance Practices</b>	<b>Friday, November 13, 2020, 8:00 a.m. – Noon – Register Here</b>
Topics include the importance of good drainage, surface aggregate and dust control materials, and operational techniques. These techniques include blading, reshaping, re-grinding 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.	

WATS Coordinating Committee Members  
Lycoming County Board of Commissioners  
Lycoming County Borough Representative  
SEDA-COG Joint Rail Authority  
Mayor, City of Williamsport  
River Valley Transit  
Williamsport City Council  
Williamsport Regional Airport  
PennDOT Engineering District 3-0  
Lycoming County Association of Township Officials  
PennDOT Center for Program Development & Management



WATS Technical Committee Members  
Lycoming County Planning & Community Development  
PennDOT Engineering District 3-0  
City of Williamsport  
River Valley Transit  
Williamsport Regional Airport  
Lycoming County Planning Commission  
PennDOT Center for Program Development & Management  
The WATS MPO is staffed by the Lycoming County  
Department of Planning & Community Development  
48 W. Third St, Williamsport PA 17701 • (570) 320-2130



# WILLIAMSPORT AREA TRANSPORTATION STUDY COORDINATING COMMITTEE

## 2023 PUBLIC MEETING DATE SCHEDULE

DATE	TIME
<b>February 13, 2023</b>	<b>1:00 PM</b>
<b>May 8, 2023</b>	<b>1:00 PM</b>
<b>September 11, 2023</b>	<b>1:00 PM</b>
<b>December 4, 2023</b>	<b>1:00 PM</b>

### MEETING LOCATION ADDRESS (if in-person meeting will be held):

Third Street Plaza Building, 6<sup>th</sup> Floor  
33 West Third Street  
Williamsport, PA 17701

In the event that an in-person meeting is not feasible, the WATS MPO will provide detailed information on a virtual meeting option.

Dates and locations are subject to change with advance advertised public notice. All meetings are open to the public.