



Watertown Jefferson County Area Transportation Council

317 Washington Street, Watertown, New York, 13601; 315-785-2354

Policy Committee (PC) Meeting Summary

Thursday, February 28, 2019, 1:30 PM

9th Floor Conference Room, Dulles State Office Building

Scott A. Docteur

Director, Regional Planning &
Program Management
NYSDOT Region 7
MPO Director

Mayor Joseph M. Butler, Jr.

City of Watertown
Vice Chairman – Policy Committee

Richard M. Finn

City Manager

Robert F. Hagemann III

Jefferson County Administrator

John D. Peck

Jefferson County Board of Legislators
Chairman – Policy Committee

Steven G. Kokkoris

Regional Director
NYSDOT Region 7
Secretary – Policy Committee

Kristopher H. Reff

NYSDOT Region 7
Local Stakeholder Group Representative

Members Present: Scott Docteur, Steven Kokkoris, Robert Hagemann, John Peck, Joseph Butler, Richard Finn, Kristopher Reff

Technical Committee & MPO Central Staff Present: Alan Ricalton & Justin Wood

I. Call to Order: Meeting was called to order by J. Peck.

II. Public Comments: None

III. Prior Meeting Minutes: Draft minutes from the January 17, 2019 meeting were distributed on February 15th. A motion was made by J. Butler to accept the prior meeting minutes, the motion was seconded by S. Kokkoris and passed unanimously.

IV. Study Updates

- **Brownville Bridge** – The Brownville Bridge study is anticipated to be released within a week. There will be an e-mail “blast” announcing its release. A single preferred alternative has been selected (with input from the Highway Technical Committee [HTC]T and NYSDOT). It is anticipated with the preferred alternative selected, that the project will have a seamless transition to NYSDOT for design.
- **Long Range Plan** – A presentation by the consultant was made at the last PC meeting. Work on completing the study continues.
- **Transit Plan-** A presentation by the consultant was made at the last PC meeting. Work on completing the study continues. A brief discussion was held regarding the feasibility of electric transit vehicles.

Policy Committee Meeting Minutes

Thursday, February 29, 2019, 1:30 PM

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V. Resolution #3-2019 Final UPWP: The Draft UPWP was approved to go out to public comment at the last PC meeting. The 30-day comment period has expired and no comments were received. A motion to accept the Final UPWP was made by J. Butler, seconded by R. Hagemann and passed unanimously. See Appendix A for the full text of the resolution.

VI. TIP Update: The HTC is almost finished with its portion of the TIP while the Transit Technical Committee (TTC) has some additional work to do. The goal is to have the draft TIP ready for the next PC Meeting. Projects of particular interest on the draft TIP include the Brownville Bridge in the Village of Brownville, Noble Street over West Creek in the Village of Evans Mills and the Massey/Coffeen/Court Street project in the City of Watertown.

VII. Miscellaneous:

- The Wilna-Champion Transportation - Association has been able to acquire a replacement bus.

VIII. Adjournment: A motion to adjourn was made by J. Butler, it was seconded by R. Finn and passed unanimously.

Appendix A – Resolution #3-2019



Watertown Jefferson County Area Transportation Council
Unified Planning Work Program 2019 – 2020

Resolution# 3-2019

Policy Committee Resolution approving the 2019-2020 WJCTC Unified Planning Work Program

WHEREAS, the Watertown Jefferson County Area Transportation Council (WJCTC) is designated by the Governor of New York State as the Metropolitan Planning Organization (MPO) for the Watertown Urbanized Area in Jefferson County; and

WHEREAS, Federal regulations (23 CFR Chapter 1, Part 450, Subpart C, and 49 CFR Chapter VI, Part 613, Subpart B) require that the urban transportation planning process shall include development of a Unified Planning Work Program (UPWP) which shall annually describe all urban transportation and transportation related planning activities anticipated within the next one or two year period, and will document the work to be performed with technical assistance provided under the Fixing Americas Surface Transportation(FAST), Title VI, Section 5303 Program, and

WHEREAS, the UPWP provides a mutually agreed upon document which identifies, at a minimum, federally-funded transportation planning activities to be undertaken in the MPO Planning area during the program year, regardless of funding source, and

WHEREAS, the UPWP has been developed in accordance with the regulations of the U.S. Department of Transportation which require a discussion of the important transportation issues facing the area and serve as the framework for selecting program tasks, and

WHEREAS, both Technical Advisory Committees (Highway & Transit) to the Council developed a Draft Unified Planning Work Program which includes all transportation planning activities to be undertaken by WJCTC central staff during the period of April 1, 2019 through March 31, 2020, and

WHEREAS, both Technical Advisory Committees recommend that the Council adopt the 2019-2020 UPWP;

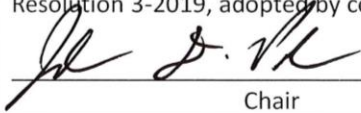
NOW BE IT THEREFORE RESOLVED, that the Watertown Jefferson County Area Transportation Council endorses the 2019-2020 Unified Planning Work Program; and

BE IT FURTHER RESOLVED, that the Watertown Jefferson County Area Transportation Council authorizes the transmittal of this 2019-2020 UPWP to the New York State Department of Transportation for submission to the Federal Highway Administration to secure highway planning funds; and

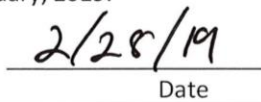
BE IT FURTHER RESOLVED, that the MPO Policy Committee approves the Federal Highway Administration PL Program 2019-20 budget and the FTA Section 5303 Program 2019-20 budget.

CERTIFICATION OF RESOLUTION

I, the undersigned, duly elected chair of the Watertown Jefferson County Area Transportation Council (WJCTC), do hereby certify that the foregoing is a true and correct copy of WJCTC Policy Committee Resolution 3-2019, adopted by consensus this 28th day of February, 2019.



Chair



Date