

VENANGO DIRT, GRAVEL, AND LOW VOLUME ROADS
QUALITY ASSURANCE BOARD MEETING
December 16, 2016

PRESENT

BOARD: Mark Kerr, PAFB Tom Young, OCTU Lance Bowes, VCD
PROGRAM STAFF: Hilary Buchanan, VCD
GUESTS: Dan Rockwell, OCTU Gene Miller, Pinegrove Township
Jim Cochran, Rouseville Borough Steve Deets, Rouseville Borough
Emily Donaldson, Venango County Regional Planning Commission
Josh Montgomery, PennDOT

I. CALL TO ORDER

Lance called the meeting to order at 10:14 am.

II. REVIEW OF January 22, 2016 QAB MEETING MINUTES

Tom made a motion to recommend to the Venango County Board of Directors to approve the 1-22-16 QAB Meeting Minutes. Mark seconded the motion. The motion carried.

III. BUDGET REVIEW

- Review budget status of 14-15 funding.
- Review budget status of 15-16 funding.
- Review budget status of 16-17 funding.
 - For 2016-2017, there is \$111,110.55 available for LVR funding and \$566,304.19 available for D&G funding.

IV. OTHER BUSINESS

DGLVR EQUIPMENT PURCHASE

- The motion passed at the January 22, 2016 meeting to cost share up to 50% of the price of jumping jacks, grader laser levels and turbine leaf blowers was revisited due to the SCC policy which does not allow for funds to be used for equipment purchase.
- Municipalities who have DSA will also need rotating carbide tipped grader blades to properly maintain their project.

Tom made a motion to recommend to recommend to the Venango County Board of Directors to amend the previous motion to allow the District to purchase rotating carbide tipped grader blades, a jumping jack, grader laser level, and turbine leaf blower over a 2 year period to be loaned out to municipalities. Mark seconded the motion. The motion carried.

COMBINING DG&LVR FUNDS WITH LIQUID FUEL FUNDS

- Some projects would benefit by using both DG&LVR funds along with Liquid Fuels funds, such as a road which needs to be resurfaced, but needs to have drainage issues addressed first. This would “stretch” the available funds of both programs if they could be combined.
- The Planning Commission, PennDOT and the District would need to decide which projects would qualify for both DG&LVR and Liquid Fuels funds prior to QAB ranking.

Mark made a motion to recommend to recommend to the Venango County Board of Directors to amend the ranking criteria to add a point value for projects that can be combined with County Liquid Fuels funding. Tom seconded the motion. The motion carried.

INCREASE MULTIPLE YEAR SUBMISSIONS POINT VALUE

- There are increasingly more application submissions which cannot be funded with the allocations we receive. Currently, if a municipality resubmits a project which did not get funded the previous year, they get an additional 20 points. It was recommended that for each additional year a project is resubmitted in subsequent years, it receives an additional 10 points. This would encourage municipalities who did not receive funding during one year to continue to submit their project so that it would eventually get funded.

Tom made a motion to recommend to the Venango County Board of Directors to amend the ranking criteria, adding 10 additional points for each subsequent year a project is resubmitted after the initial additional 20 points for the second year resubmission. Mark seconded the motion. The motion carried.

DSA PROJECT RANKING CRITERIA

- A proposed change to the DG&LVR Administrative Manual would permit a legitimate fill project, which has at least 12” of fill, to use something other than DSA as a surface material.

Mark made a motion to recommend to the Venango County Board of Directors to amend the ranking criteria for fill projects to add 20 points if they choose to use DSA. Tom seconded the motion. The motion carried.

V. 16-17 APPLICATION REVIEW AND RANKING

LOW VOLUME ROADS APPLICATIONS

- Oakland Township, Gresham Road
 - Requesting \$99,993.60
 - Ranking score: 97
- Pinegrove Township, Old 157
 - Requesting \$15,875.00

- Ranking score: 138
- Scrubgrass Township, Say Road
 - Requesting 43,591.18
 - Ranking score: 117

Tom made a motion to recommend to the Venango County Board of Directors to fund the two highest ranking applications: Pinegrove Township and Scrubgrass Township. Mark seconded the motion. The motion carried.

VI. BREAK FOR LUNCH

- The group took a break at 12:15pm for lunch.

VII. CONTINUATION OF 16-17 APPLICATION REVIEW AND RANKING

DIRT AND GRAVEL ROADS APPLICATIONS

- The group reconvened at 12:45pm to continue review and ranking of applications.
- Pinegrove Township, Keister Road
 - This is the first of two phases. The second will be for DSA placement.
 - Requesting \$80,400.00
 - Ranking score: 138
- Cornplanter Township, Cemetery Road
 - Requesting \$29,375.50
 - Ranking score: 65
- Cornplanter Township, McFate Road
 - This is the second successive year this has been applied for.
 - Requesting \$43,611.75
 - Ranking score: 79
- Cornplanter Township, Waitz Road
 - ORA has expressed interest in supplying additional funding to Cornplanter Township because it is part of the bike trail.
 - This is the second of three phases.
 - Requesting \$94,365.08
 - Ranking score: N/A because it was automatically funded as a phased project.

VIII. RANKING CLARIFICATION

To clarify the Project Status ranking criteria in Section VI of the Worksheet, Tom suggested adding "Completed" to the beginning so it reads "Completed Project Status". A motion is not needed for this. All present were in agreement.

IX. CONTINUATION OF 16-17 APPLICATION REVIEW AND RANKING

DIRT AND GRAVEL ROADS APPLICATIONS

- Irwin Township, Sterrett Road

- Requesting \$82,711.14
 - Ranking score: 56
- Canal Township, Stevens Road
 - This is the second successive year this has been applied for.
 - Requesting \$103,195.92
 - Ranking score: 99
- Clinton Township, Dog Hollow Road
 - Requesting \$104,767.50
 - Ranking score: 74
- Clinton Township, Phipps Road
 - Requesting \$67,210.48
 - Ranking score: 75
- Rockland Township, Richie Road
 - This is the first of two phases. The second will be for DSA placement.
 - Requesting \$89,157.00
 - Ranking score: 172
- Oil Creek Township, Holbrook Road
 - This project could be phased between the culvert replacement and other drainage work.
 - Requesting \$327,319.93
 - Ranking score: 72

X. ADDITIONAL BUSINESS

Tom made a motion to recommend to the Venango County Board of Directors to limit LVR applications to one per year per applicant and D&G applications to two per year per applicant. If a municipality is also completing a phased project from a previous year, they will only be permitted to submit one additional D&G application for that funding year. Mark seconded the motion. The motion carried.

XI. CONTINUATION OF 16-17 APPLICATION REVIEW AND RANKING

DIRT AND GRAVEL ROADS APPLICATIONS

- Richland Township, Bell Road
 - This project was funded years ago. This is the second resubmission for DSA.
 - Requesting \$85,050.00
 - Ranking score: 72
- Rouseville Borough, Bankson Road
 - This is the second of two phases.
 - Requesting \$61,444.00
 - Ranking score: N/A because it was automatically funded as a phased project.
- Rouseville Borough, Bankson Road
 - This is the first of two phases. The second will be for DSA placement.
 - Requesting \$59,694.00

- Ranking score: 81
- Venango County Two Mile Run County Park, Site Access off Campground Road
 - The application was broken into three phases, with a final fourth phase of DSA.
 - Requesting \$187,635.00
 - Ranking score: 137

XII. ADDITIONAL BUSINESS

- There was discussion that if too many phased projects are approved, it may deplete available funds for the next grant round, thus preventing funding of new projects.

Mark made a motion to recommend to the Venango Conservation District Board of Directors that the QAB not fund more than three total phased projects in one year. Tom seconded the motion. The motion carried.

Mark made a motion to recommend to the Venango Conservation District Board of Directors to limit phased projects to two years. Tom seconded the motion. The motion carried.

- There was further discussion about the number of phased projects. Going into 2016-2017, there will be one project in the second of three phases and if funded, three projects in their first of two phases, and all four projects finishing during 2017-2018. After this, if no other phased projects are permitted to be funded while the other phased projects are being completed, a staggering will occur where there may be no phased projects.

Tom made a motion to recommend to the Venango Conservation District Board of Directors to amend the previous motion of not funding more than three total phased projects in any one year and to fund *up to* four phased projects in any year to allow for discretion. Mark seconded the motion. The motion carried.

Tom made a motion recommend to the Venango Conservation District Board of Directors to fund the second phases of the Rouseville and Cornplanter projects, and the top four ranked projects. These were the first phase of Rockland Township, the first phase of Pinegrove Township, the first two phases of Two Mile Run County Park, and Canal Township. All phased projects to be completed in 2017-2018. Mark seconded the motion. The motion carried.

XIII. ADJOURNMENT

The meeting adjourned at 2:45pm.