**BOARD MEMBERS:** Ms. Jeannette Quirus, Ms. Janet Cunningham; Mr. Jeffrey Guzy; Mr. John Kennedy; Mr. Tom Kohler; Ms. Allison Slizofski; Mr. John Wichner

**BOARD MEMBERS ABSENT:** Mr. Scott Brown; Ms. Laura Frein

**GUESTS ATTENDING:** Matt Kulpa (AECOM); Susan Nimon (Keystone Acquisition Services)

**STAFF ATTENDING:** Mr. Matthew Edmond; Mr. Matt Popek; Mr. Tom Landauer; Mr. Brian Phillips; Ms. Crystal Gilchrist, Ms. Ann Marie Meehan

I. **Call to Order**

   The Montgomery County Transportation Authority (MCTA) meeting was called to order by Ms. Jeannette Quirus, Vice-Chair.

II. **Election of 2020 Officers**

   Ms. Quirus noted that at the last meeting the MCTA Nominating Committee put forth the names of Mr. Scott Brown for Chairman, Ms. Quirus for Vice-Chair, and Mr. John Wichner for Secretary/Treasurer, to serve once again in their current positions for 2020. She requested that the board take a vote on the three nominations.

   *Motion: Mr. Kohler motioned and Mr. Guzy seconded to approve the nomination of Mr. Brown as Board Chair. The motion was approved by all present.*

   *Motion: Mr. Kennedy motioned and Ms. Slizofski seconded to approve the nomination of Ms. Quirus as Vice Chair. The motion was approved by all present.*

   *Motion: Mr. Kohler motioned and Ms. Slizofski seconded to approve the nomination of Mr. Wichner as Secretary/Treasurer. The motion was approved by all present.*

III. **Public Comment**

   There was no public comment.

IV. **Approval of December 19, 2019 Minutes**

   The minutes from the December 19, 2019 MCTA Meeting were approved by the Board.

   *Motion: Mr. Wichner motioned and Mr. Kennedy seconded to approve the December 19, 2019 Authority Meeting minutes. The minutes were approved by all present.*
V. **Finance Director Report**

*One handout was presented to the Authority: MCTA check register (Transaction Detail) December 20, 2019 – January 9, 2020.*

Mr. Tom Landauer provided an update of the MCTA’s finances. He reviewed the check register with the Board, including the beginning balance of $149,074.89, 11 expenditures, 1 deposit in the amount of $3,486.07, and interest in the amount of $40.20. Total cash balance as of January 9, 2020 was $116,302.67.

VI. **Ridge Pike Improvement Project- Crescent Avenue to Philadelphia (Section D)**

A. **Authorization for Property Acquisition—Anthony May and Sarah Murphy May (Section D-Parcel 8)**

Matt Popek provided an update of claims relating to Section D of the Ridge Pike Project. Mr. Popek explained that an amicable settlement had been reached regarding the purchase of a portion of the land at Ridge and Church Roads, at 3001 Church Road (Parcel 8) in Whitemarsh Township with property owners Anthony May and Sarah Murphy May. The waiver of valuation was completed in September and it was determined that 150 square feet of fee simple was needed. The appraised value was $2,000 and the total acquisition cost was $2,793.50 (consisting of $1,500 for fee simple area land, $500 lump sum for landscaping, $30 for property taxes, and $763.50 for settlement costs).

*Motion: Mr. Guzy motioned and Ms. Cunningham seconded to approve MCTA Resolution 20.1.1 authorizing the MCTA to acquire a portion of 3001 Church Road for furthering of the Ridge Pike Improvement Project in Whitemarsh Township. The resolution was approved by all present.*

VII. **Chester Valley Trail Extension**

A. **Authorization to Approve Residential Rental Supplement & Move Payment Package—Dan McGettigan (Parcel 60-64)**

Mr. Edmond said Keystone Acquisition Services has been working to relocate the remaining four residential tenants and one commercial tenant at 106 DeKalb Street in Bridgeport. Mr. Edmond said that MCTA has taken control of the property. The County has filed for and received a writ of possession from the courts.

Mr. Popek said that after the last board meeting, MCTA submitted to FHWA by the December 31, 2019 deadline for conditional right of way clearance and received it, and that full clearance will now be sought. This filing was necessary to keep the federal funding for this project.
Mr. Edmond noted that construction bids cannot be opened if there are tenants still on the premises.

Mr. Popek said that one business tenant and 4 residential tenants still occupy the building; two business tenants and one residential tenant have already relocated. Mr. McGettigan was a tenant in 108B; he is relocating out and moving into an apartment in King of Prussia. Keystone Acquisition Services calculated the rental supplement payment for his move to the apartment in King of Prussia to be $3,528.00; the amount is based on the difference in payment between what he’s paying now and the rent of his new apartment. Additionally, it was determined that Mr. McGettigan would be eligible for $1,000 in self-moving expenses. The total relocation cost for Mr. McGettigan is $4,528.00.

Motion: Mr. Wichner motioned and Mr. Kennedy seconded to approve MCTA Resolution 20.1.2 authorizing the approval for relocation of residential tenant Dan McGettigan, 106 DeKalb Street, to further the Chester Valley Trail Extension Project in the Borough of Bridgeport.

B. Authorization to Approve Residential Relocation Payment Package—Tim Houseman & Brandon Houseman (Parcel 60-64)

Mr. Popek said that the Housemans, who are residential tenants at 106 DeKalb, have purchased a home in the Lansdale area and are entitled to a down payment relocation assistance payment of $7,200, which is the maximum allowed. As well, the tenants will self-move; Keystone Acquisition Services has determined that the cost of the self-move is valued at $1,000. Total cost of this residential relocation payment package is $8,200.

Motion: Ms. Slizofski motioned and Mr. Kohler seconded to approve MCTA Resolution 20.1.3 to approve a residential relocation payment package to Mr. Tim Houseman and Mr. Brandon Houseman, tenants of 106 DeKalb Street, to further the Chester Valley Trail Extension Project in the Borough of Bridgeport. The motion was approved by all present.

VIII. County Bridge Projects

A. Authorization to Reimburse Professional Service Fees—Mark G. Davis (Camp Wawa Road, Parcel 4)

Mr. Popek explained the MCTA filed eminent domain on Parcel 4 in June, 2019 due to a mortgage release issue. Resolution 20.1.5 relates to $575 in attorney’s invoices incurred by Mr. Davis to assist with withdrawing funds from the prothonotary’s office; this should be the last payment relating to this property.

Mr. Edmond added that as the claimant hasn’t paid the attorney invoices yet, this payment will be directed to the attorney for payment, not the claimant.

Motion: Mr. Kennedy motioned and Ms. Cunningham seconded to approve MCTA Resolution 20.1.5 to compensate the attorneys for Mark G. Davis, owner of 636 Camp Wawa Road for
professional service fees for furthering of the County Bridge 150 Replacement Project in Lower Salford Township. The motion was approved by all present.

B. Authorization for Property Acquisition– Montgomery Township (Stump Road, Parcel 1)

Mr. Popek described the geography of Parcel 1, Stump Road, and explained the need for 10,390 square feet of fee simple area for this acquisition. The appraisal, conducted in September 2019, valued the acquisition at $16,300 for fee simple and $769 for settlement costs for a total acquisition cost of $17,069.

Motion: Mr. Wichner motioned and Mr. Kohler seconded to approve MCTA Resolution 20.1.6 to acquire a portion of 1001 Stump Road for the furthering of the County Bridge 162 Replacement Project in the Township of Montgomery. The motion was approved by all present.

IX. Authorization for Payment of Checks and Invoices

Mr. Popek said that the first 9 checks are related to agenda items that the board just took action on; the others are invoices for appraisals and right-of-way negotiations.

Motion: Ms. Quirus motioned and Ms. Cunningham seconded to approve the authorization for payments of checks and invoices. The motion was approved by all present.

X. County Roads, Bridges and Trail Projects Update

Mr. Popek gave a status update of the following:

Cross-County Trail (Erdenheim)
- 5 of 7 properties finished
- Meeting held with Erdenheim Farm representatives on 12/13; concluding final design issues

Chester Valley Trail
- Conditionally cleared, working to relocate tenants

County Bridge 150 – Camp Wawa Road, Lower Salford
- County preparing to settle with Township and estate on property

County Bridge 27 – Fetters Mill Road, Lower Moreland/Bryn Athyn
- Negotiations ongoing via ARROW

County Bridge 162 – Stump Road, Montgomery
- One settlement approved today, negotiations ongoing via Keystone

County Bridge 163 – Lutheran Road, New Hanover
- Appraisals submitted for review by Phil Swartz

County Bridge 296 – Rostkowski Rd, Upper Salford
- APAs underway by Phil Swartz


County Bridge 217 – Hedrick Road, Towamencin
• Negotiations ongoing via Stantec

County Bridge 177 – Sterigere Street, Norristown
• Waiver of valuation & negotiations awarded to AECOM

XI. Lafayette Street Extension Project Update

Mr. Edmond and Ms. Gilchrist attended a construction status meeting this morning for section managers. Mr. Edmond said that the water main will need to be replaced between Barbadoes and DeKalb Streets, and then the storm sewer will be worked on. Mr. Edmond said that a public meeting will probably be held in April for the Turnpike interchange and he will keep the Board informed on this in upcoming board meetings.

XII. Ridge Pike Improvement Project Update – Plymouth Township (Section B)

Ms. Gilchrist said that Section B engineering is almost complete except for the County 252 area bridge. Some minor revisions to the plans are being worked on by staff, based on the County’s and PennDOT’s reviews. Progress has been made in finding a path forward on the McGrath/Verbrugghe driveway parcel, around the corner from the jug-handle; Stantec provided legal language found in the PennDOT Right of Way Manual, so this will move forward in the next month or so.

XIII. Ridge Pike Improvement Project Update – Whitemarsh and Springfield Townships

A. Crescent Avenue to Philadelphia Line - Section D

Ms. Gilchrist reported that Section D engineering is almost complete, The right of way process has begun; some are complete and a few are forthcoming

B. Butler Pike to Crescent Avenue Status - Section C

Ms. Gilchrist said that Section C is in preliminary design; she anticipates a public meeting for this section will be held in June. As well, talks are ongoing with representatives of the two shopping centers at Butler and Ridge Pikes who have expressed their willingness to work with staff.

XIV. Complete Streets Policy Briefing

Mr. Edmond gave a presentation outlining the County’s Complete Streets Policy that was originally presented to the county commissioners in September 2019 when the policy was formally announced. The Complete Streets Policy was the product of a $5,000 grant used to create an inclusive, principled policy to insure that all people using streets have safe means and facilities when utilizing them. Mr. Edmond said that a Health in All Policies was also drawn up, alongside the
Complete Streets Policy; the Health in All Policies is an aspirational document that outlines factors that affect public health.

XV. Other Business

A. Appointments to 2020 Montgomery County Transportation Program Selection Committee

Ms. Quirus reminded the Board that appointments of MCTA members to the Transportation Selection Committee are due. She explained that in the 3 prior years, this was done on a rotating basis, and thusly she proposed that Mr. Kennedy, Ms. Cunningham, and Ms. Frein serve this year as they have not yet served on the committee.

Mr. Edmond proposed that this be done as a formal action by vote to appoint. He said that in March, the Planning Commission will release a guidebook for the coming round of applications in the spring for the Transportation Program to award grants for roadway-related projects in the county’s municipalities. Application deadline is at the end of June. Two meetings are held; one to distribute the applications to the committee members, and a 2nd meeting is held later to review, discuss and determine which municipalities are awarded the funds. The funds are drawn from the $5 registration fee paid by drivers, and must go towards roadway-related projects.

A motion was made by Mr. Wichner and seconded by Mr. Guzy to appoint Mr. Kennedy, Ms. Cunningham and Ms. Frein as MCTA representatives to the Transportation Selection Committee. The motion was approved by all present.

B. Issuance of Notice to Proceed letter for 2019 Financial Audit by Maillie, LLC

Mr. Popek explained that Mr. Tom Landauer gave his approval to execute the 3rd of the 3 1-year options to Maillie for auditing services. Mr. Popek provided Mr. Landauer with all the information they need to proceed with the audit; it will be completed by April 3rd, 2020 or possibly sooner.

C. Directors & Officers Insurance

Mr. Popek said the MCTA’s insurance broker requests the receipt of a completed application by next week. A resolution will be forthcoming to approve the new year of directors and officers insurance. Cost has not yet been determined.

XIII. Adjournment

A motion was made by Mr. Kennedy and seconded by Mr. Wichner to adjourn the regular meeting. The motion was approved by all present.

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The next MCTA Board meeting will be held on February 13, 2020 at 1:00 pm.