



Palouse Regional Transportation Planning Organization

Serving Asotin, Columbia, Garfield, and Whitman Counties

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TAC Meeting of the Palouse RTPO Zoom Meeting

Tuesday, August 27, 2024

10:00 AM – 11:00 AM

MINUTES – meeting held via ZOOM

1. **Welcome – Call to Order/Introductions.** Mark Storey (Whitman County), Tom Handy (Whitman County), Matt Hammer (City of Colfax), Sean Wells (City of Pullman), Russ Pelleberg (Asotin County), Teri Chang (WSDOT), Phil Nugent (WSDOT), Greg Figg (WSDOT), Rebecca Couch (Palouse RTPO).
2. **Approval of meeting minutes from May 28, 2024.** Sean moved to approve. Phil seconded the motion. Motion carried.
3. **2407 AMENDED Palouse RTPO RTIP 2024-2029.** Matt moved to adopt the 2407 Amended RTIP. Sean seconded the motion. Motion carried.

The Palouse RTIP has been updated with the following May, June, and July STIP Amendments. TAC is asked to review and recommend for adoption by Policy Board.

- Garfield County:
 - update to WA-03664 Kirby Mayview Road MP 25.2 to 30.4
 - update to WA-08805 Kirby-Mayview MP 21.3 to 25.2
- Columbia County:
 - update to WA-03333 Starbuck Bridge Replacement
- City of Dayton:
 - addition of WA-04532 South 4th Street Overlay

4. **DRAFT RFQ for Freight Alternatives Study.**

Review and comment on draft RFQ for City of Pullman/Whitman County Freight Alternatives Study. TAC is asked to review and recommend RFQ for publishing to Policy Board.

Rebecca informed there was a Technical Advisory Group (TAG) meeting for this project that met on August 14. Two questions surfaced at that meeting: 1) do we have to follow the LAG Manual? And 2) can “big data” account for varying types of vehicles and be pulled from historical data to account for varying traffic levels/peaks throughout the year (not just during the timeframe of this project). Rebecca learned from WSDOT that we do need to follow the LAG Manual and so has made edits to the draft since the TAG meeting to meet LAG Manual requirements. Greg mentioned concerns about data, that the counts will not identify agricultural vehicles, but only other freight vehicles such as UPS, and the like. Discussion followed of the need for this project to be extended beyond June 2025 so that counters could be placed to collect farm truck data in August/September. Greg said to talk with Anna at Headquarters about extension of the funds or pre-payment to RTPO for use beyond June. Suggestion was made that the consultant could interview farmers/agriculture companies to collect data. Mark said there are still multiple references to RFP instead of RFQ, Rebecca will fix. Mark also

said that TAG needs to be defined especially in relation to the RTPO TAC within the RFQ. Mark proposed that the TAC approves proceeding with the RFQ (with edits discussed) and interview consultants that respond to see what they can do with us in terms of the data needed and the project timeline. Sean motioned to approve the RFQ with edits/minor amendments discussed. Matt seconded the motion. Rebecca will share the final RFQ with edits made with the TAG. Motion carried.

Teri shared in the zoom comments that William Wonch with WSDOT would be a good contact for LAG Manual adherence, suggested he review the RFQ.

5. RTPO Director Updates/Comments

- a. **Palouse RTPO/LCVMPO Agreement for Services.** Rebecca shared that LCVMPO approved the Agreement for Services with Palouse RTPO to administer the MPO, effective October 1, 2024. Agreement will come before the Palouse RTPO Policy Board on September 10.
- b. **Washington State Transportation Plan.** Rebecca informed that she is staying involved with meetings on the WA Transportation Plan update as well as serving on the Lower Snake River Dam (LSRD) Technical Advisory Committee. Dean Cornelison from Whitman County is also on the Technical Advisory Committee.
- c. **Lower Snake River Dam Technical Advisory Committee**
- d. **RTPO Challenges/Opportunities Analysis** Rebecca briefly explained an upcoming opportunity to take advantage of UW Research effort to collect data/summary of challenges facing rural transportation planning/service provision within the RTPO region. This will come before the RTPO Policy Board in September. Policy Board members and TAC members are invited to participate in this effort by taking a series of 3 surveys, the data will be compiled and analyzed for the RTPO by the UW Research team. Mark asked Rebecca to send out a summary of the research project to the TAC.

6. Member comments relative to the RTPO

- a. **Project Updates from Member Agencies (STBG Set-Aside Funds)**
 - i. **Asotin County: Heights Elementary/Lincoln Middle School ADA Ramp and Sidewalk Improvements Project, Phase II.** Russ said the project is under review by WSDOT now, MPO added funds, plan is to update and publish for bid once again.
 - ii. **City of Pullman/WSU: Orchard Drive/Valley Road Grade-Separated Shared Use Paved Path and Intersection Improvements Project.** Sean didn't have an update but will get one. Rebecca informed that the bid results exceeded budget and the project will be receiving redistributed OA funds this fall.
 - iii. **City of Colfax: Pedestrian Safety Improvement Project.** Matt said the project is moving forward, working with WSDOT.
- b. **General Comments for the Good of the Order.** Greg shared that Mark Allen, Eastern Region Local Programs Engineer would also be a good LAG Manual contact, possible he'd review the RFQ as well. Grant said he is also serving on the LSRD Technical Advisory Committee and Citizens Advisory Committee.

Phil commented that the RFQ looks good from a local program's perspective. He questioned the DBE determination and suggested that Rebecca confirm that having no DBE goal was correct before publishing.

Greg asked if anyone knew anything about the City of Palouse having bike/ped projects being completed by the EPA. No one was familiar.

Mark informed that Sand Road paving would begin on Tuesday of next week. The

project consists of 7 miles of overlay, and should be finished September, early October.

- 7. Adjourn – next meeting scheduled for November 26, 2024. Would like to move this meeting to November 19, 2024, to avoid the holiday week.** County Engineers are tied up week of November 19. Will do a doodle poll when closer to confirm availability.

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