

# PENNDOT SERVICES TO LOCAL GOVERNMENT

LTAP Virtual Drop-in  
February 1, 2024



# ATTENDEE OVERVIEW GUIDE

(a) Mute and unmute yourself: Points to the microphone icon in the top-left toolbar.

(b) Raise your hand: Points to the hand icon in the top-left toolbar.

(c) Download handouts: Points to the 'Handouts' tab in the left sidebar, which lists files like 'Audio-Country-List-2020.pdf' and 'Go-To Webinar Handbook\_GTW\_060420 (T)...'.

(d) Ask questions: Points to the 'Questions' tab in the left sidebar, which shows an 'Audience Question' and an answer: 'Q: How long will this webinar be? A: This webinar will be an hour long.'

Other visible elements include the 'Audio' section with 'Sound Check', 'Computer audio', 'Phone call', and 'No audio' options, a 'MUTED' status, and a 'Who is presenting today?' section at the bottom.

- (a) Mute and unmute yourself
- (b) Raise your hand
- (c) Download handouts
- (d) Ask questions



Waiting to view Liz Davis's screen.

(a) Mute and unmute yourself: Points to the microphone icon in the top-right toolbar.

(b) Raise your hand: Points to the hand icon in the top-right toolbar.

(c) Download handouts: Points to the question mark icon in the top-right toolbar.

(d) Ask questions: Points to the document icon in the top-right toolbar.

Other visible elements include the 'Questions' panel on the right with a question 'Q: How long will this webinar be?' and an answer 'A: This webinar will be an hour long.', and a 'Who is presenting today?' section at the bottom.



# LOCAL TECHNICAL ASSISTANCE PROGRAM

[Home](#)[LTAP Tools](#)[Help](#)[Sign In or Sign Up](#)

## My Training Schedule

Upcoming training, completed training and completion certificates

## My Technical Assistance Requests

Information on your current and past tech assist requests

## My User Data and Roads Scholar Status

Update your user information, view Roads Scholar status, and print certificates



## Register for Training

Classes, Drop-Ins, Webinars and Workshops

## Request Technical Assistance

Have a technical expert evaluate your transportation issue and provide potential solutions

## Resources and Technical Information

Resources to assist with safety and maintenance topics



All services are free to municipalities

## LTAP Programs

[About LTAP](#)[Roads Scholar Program](#)[LTAP Resources](#)[Training Descriptions](#)[Why do I need an Account?](#)

About LTAP

## Upcoming Training

08:00 AM  
24 JAN

ACTIVE  
TRANSPORTATION FOR  
PA COMMUNITIES (RS2-



# PRESENTERS

- Moderator: Patrick Wright, LTAP Traffic Engineer
  - [pwright@pennoni.com](mailto:pwright@pennoni.com)
- Municipal Services Supervisor, District 12-0: Stephanie Whitlatch
  - [swhitlatch@pa.gov](mailto:swhitlatch@pa.gov)
- Municipal Services Supervisor, District 4-0: Chris Goetz
  - [cgoetz@pa.gov](mailto:cgoetz@pa.gov)





# PRESENTATION OUTLINE

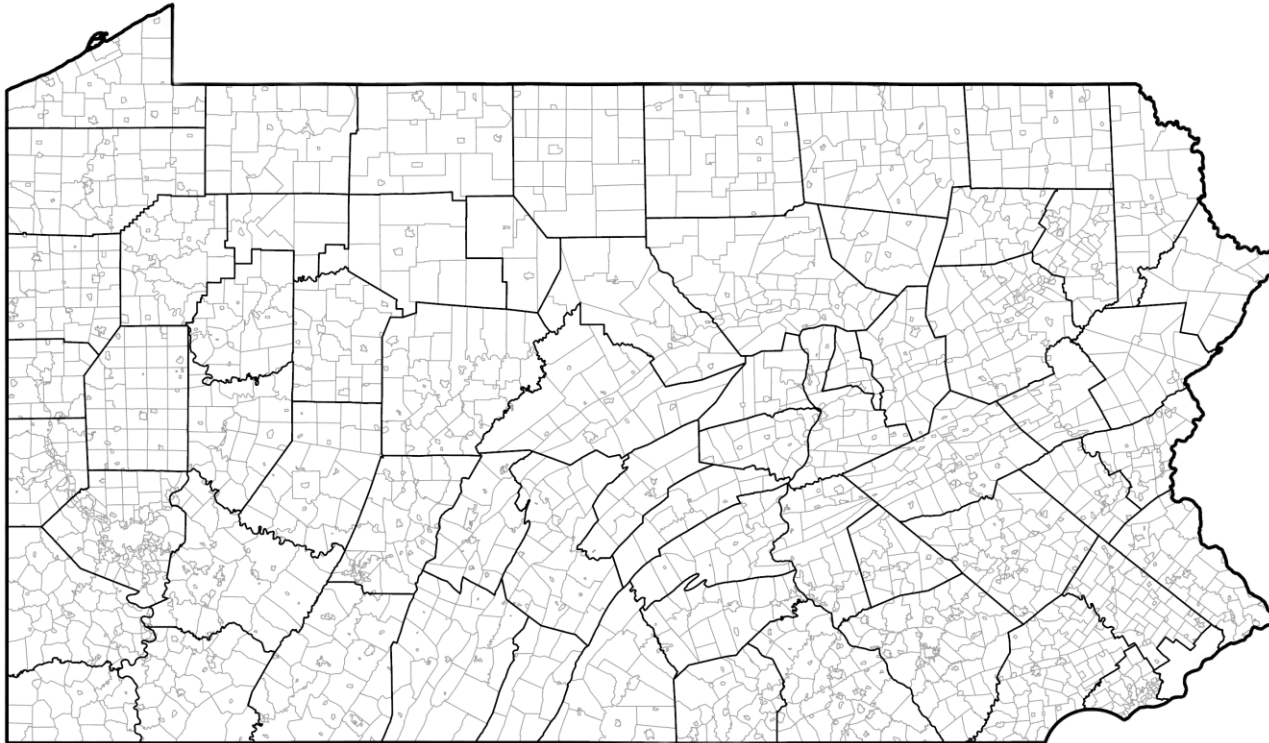
- Facts Municipal Officials Should Know
- PennDOT's Support for Local Governments
- MSR Roles
- MSS Contact Information



# **FACTS MUNICIPAL OFFICIALS SHOULD KNOW**

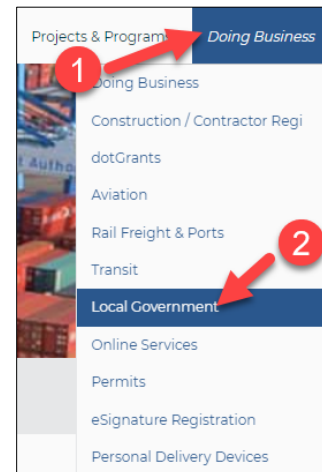
# THREE BASIC FACTS

- Each of Pennsylvania's 2560 municipalities is located within a PennDOT Engineering District
- Every PennDOT District has a Municipal Services Unit
- Every municipality has a Municipal Services Representative (MSR) and a Financial Consultant (FC) assigned to them



# ALSO...

- PennDOT has an entire webpage dedicated to resources for Local Governments
- <https://www.penndot.pa.gov/Doing-Business/LocalGovernment/Pages/default.aspx>
- How to Access
  - Go to <http://www.penndot.pa.gov/>
  - Click on Doing Business
  - Click on Local Government



DOT > [Doing Business](#) > Local Government

## Local Government

Agility Program	Highway Transfer Turnback Program	Liquid Fuels
Municipal Services Representatives	Storm Water Management	Local Project Delivery
New Products Evaluation for Local Roads	State Police Fines Allocation	Local Project Delivery Video Gallery

### Local Government Resources

- [Pub 903 - Municipal Services and Financial Consultants Annual Report \(PDF\)](#)
- [Municipal Services Representatives](#)
- [Local Technical Assistance Program \(LTAP\)](#)
- [Traffic Signal Portal](#)
- [Dirt and Gravel Roads Program](#)
- [\\$5 Fee for Local Use Guideline \(PDF\)](#)
- [Fee for Local Use Funds Report \(XLS\)](#)
- [Local Scour Critical Bridge Information](#)
- [PA Infrastructure Bank and Handbook](#)



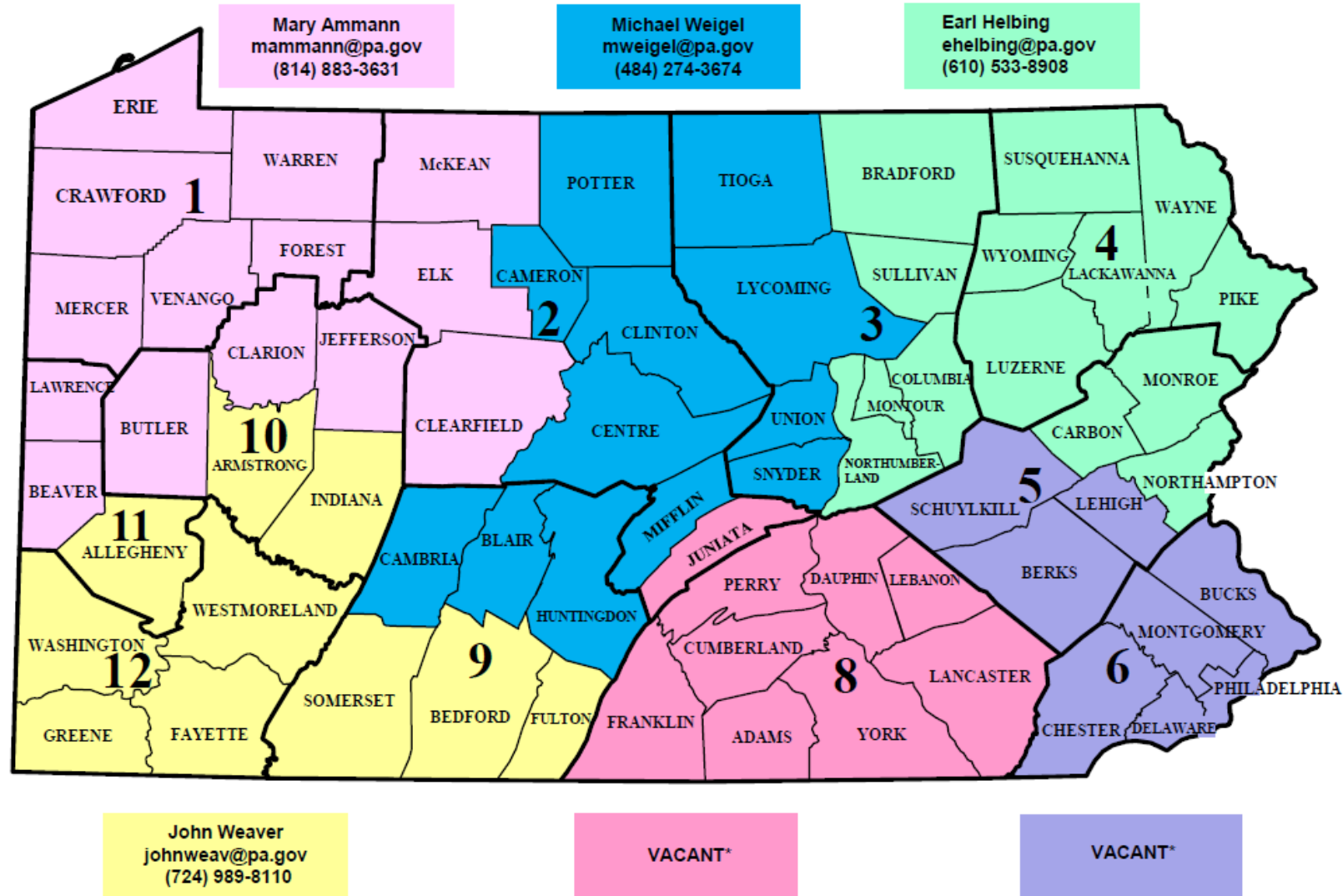


# PENNDOT'S SUPPORT FOR LOCAL GOVERNMENT

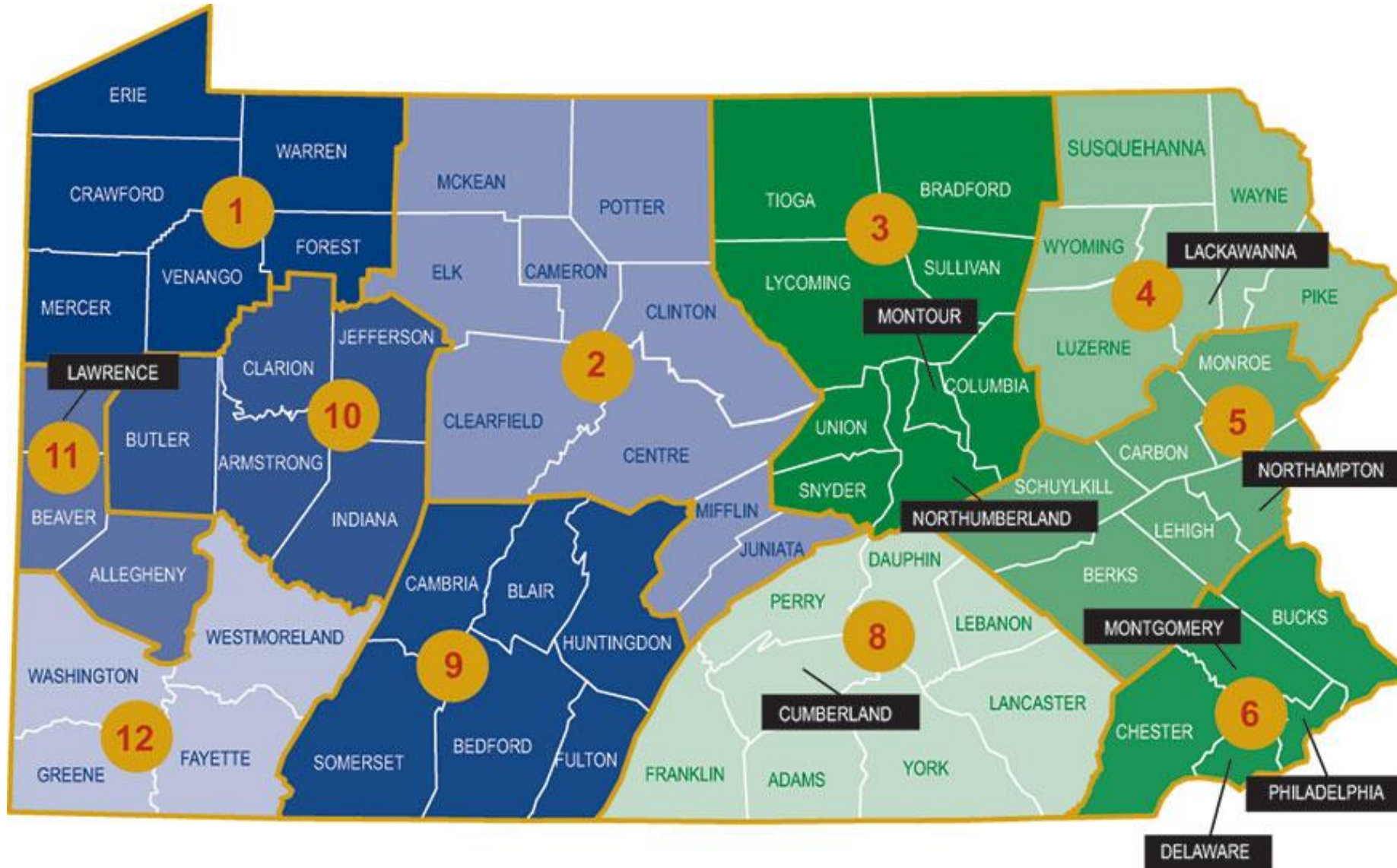
- Financial Consultants (FCs)
- Municipal Services Representatives (MSRs)

# FINANCIAL CONSULTANTS

## FINANCIAL CONSULTANT COVERAGE AREAS

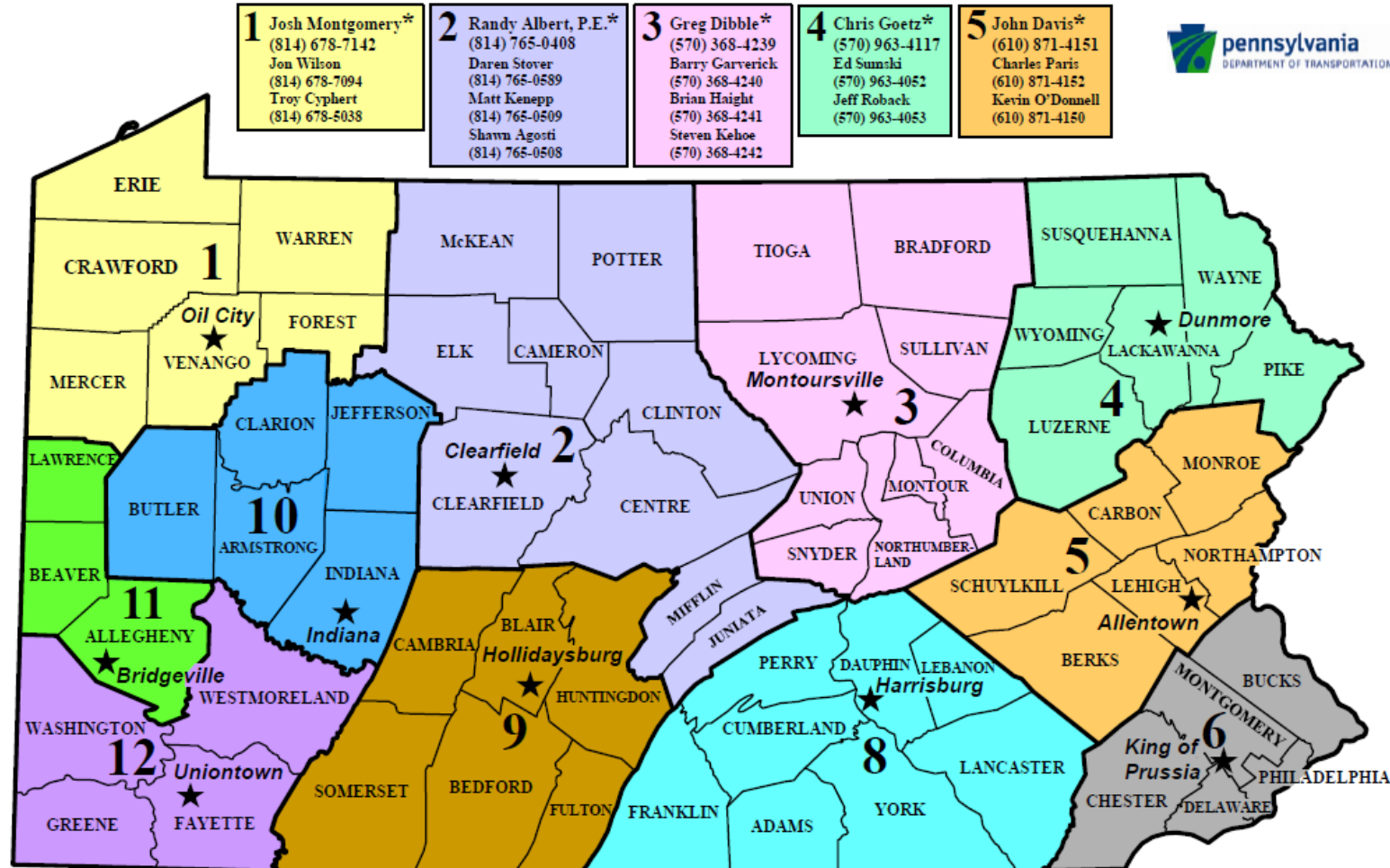


# PENNDOT ENGINEERING DISTRICTS



# DISTRICT MUNICIPAL SERVICES REPS

## PennDOT DISTRICT MUNICIPAL SERVICES REPRESENTATIVES



**1** Josh Montgomery\*  
(814) 678-7142  
Jon Wilson  
(814) 678-7094  
Troy Cyphert  
(814) 678-5038

**2** Randy Albert, P.E.\*  
(814) 765-0408  
Daren Stover  
(814) 765-0589  
Matt Kenepf  
(814) 765-0509  
Shawn Agosti  
(814) 765-0508

**3** Greg Dibble\*  
(570) 368-4239  
Barry Garverick  
(570) 368-4240  
Brian Haight  
(570) 368-4241  
Steven Kehoe  
(570) 368-4242

**4** Chris Goetz\*  
(570) 963-4117  
Ed Sumski  
(570) 963-4052  
Jeff Roback  
(570) 963-4053

**5** John Davis\*  
(610) 871-4151  
Charles Paris  
(610) 871-4152  
Kevin O'Donnell  
(610) 871-4150

**10** James Schepis\*  
(724) 422-1118  
Marc Scarbek  
(724) 422-1115  
Cory Shaffer  
(724) 422-1116  
JP Bregenti  
(724) 422-1117

**11** Barry DeAngelis\*  
(412) 429-4813  
Tony Ryan  
(412) 429-4812  
Tim Taganyer  
(412) 429-4809

**12** Stephanie Whitlatch\*  
(724) 415-3528  
Brandon Firestone  
(724) 439-7273  
Jonna Knapik  
(724) 439-7136

**9** Michael Bowser\*  
(814) 696-7220  
Benjamin Dishong  
(814) 696-7222  
Jesse Theys  
(814) 696-7221

**8** James Leshar\*  
(717) 772-2171  
Rick Levan  
(717) 787-4378  
Marcus Lepperd  
(717) 257-6209

**6** Vacant\*  
Marjorie Parris  
(610) 205-6540  
Ed Mullock  
(610) 205-6539  
Timothy Greco  
(610) 205-6537  
Brian Dayton  
(610) 205-6542  
Peter Mancini  
(610) 205-6538

\* District Municipal Supervisors  
9 - Engineering District  
★ - District Office



# **MUNICIPAL SERVICES REPRESENTATIVES (MSR) ROLES**



# MSR ROLES – AN OVERVIEW

## Roles:

- Liquid Fuels
- Provide Technical Assistance
- Assist with Funding Programs
- Local Government Liaison

We'll explore  
these roles in  
more depth on  
the following  
slides



# MSR ROLE: LIQUID FUELS

- MSRs are responsible for oversight and approval of Liquid Fuels funding
- Allocations set by legislation
  - Counties: County Liquid Fuels Tax Act of 1931
  - Municipalities: Legislative Act 655 of 1956
- **2023 MLF Distribution: \$470,202,682**
  - 50% Mileage: \$3,211.1431/mile
  - 50% Population: \$18.0810/Capita
- **2024 MLF Estimated Allocation: \$462,420,000**
  - 50% Mileage: \$3,157.9931/mile
  - 50% Population: \$17.7817/Capita



# MSR ROLE: LIQUID FUELS

FUNDING TYPE	FUNDING BENEFICIARIES		PAYMENT	REQUIRED REPORT(S)	ADDITIONAL INFORMATION
NAME	MUNICIPAL	COUNTY	DATES	DUE	LINKS
County Liquid Fuels			June 1 and December 1	<a href="#">MS-991</a> January 31	<a href="#">PennDOT PUB 9</a>
Municipal Liquid Fuels			March 1	<a href="#">MS-965</a> January 31 <a href="#">Report of Elected Officials</a> January 31 <a href="#">Survey of Financial Conditions</a> March 15	<a href="#">PennDOT PUB 9</a>

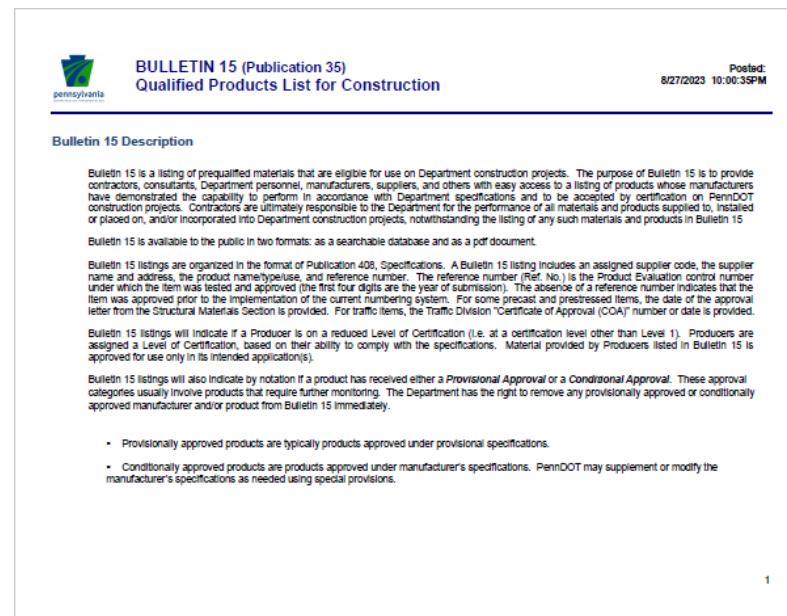
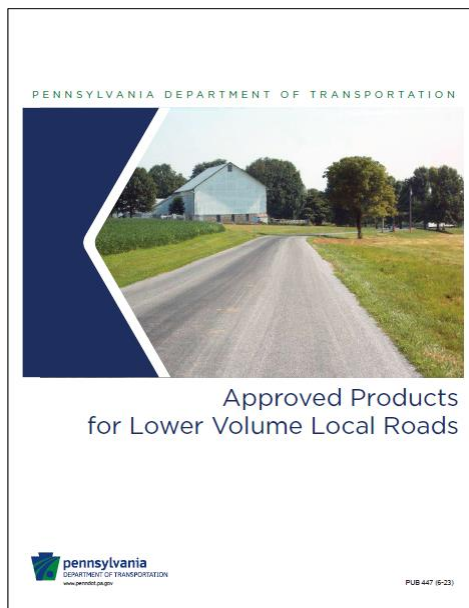
MSRs can help  
with these  
reports

Online filing available via dotGrants:  
<https://www.dotgrants.penndot.gov/>



# MSR ROLE: LIQUID FUELS

- **General Rule of Thumb – *Permissible Activities*:** Construction, reconstruction, maintenance, and repair of public roads, streets or bridges for which the county or municipality is legally responsible
- **Note:** All materials, standards, and specifications must be PennDOT approved to utilize Liquid Fuels funds.



# MSR ROLE: LIQUID FUELS

- Z- Blocks ←
- Audit Findings ←
- Be aware of
  - Auditor General/Monitoring Review Findings
  - Treasurer Bonding
- Reporting
  - Actual Use of State Funds (PennDOT MS-965)
  - Report of Elected Officials (DCED)
  - Survey of Financial Conditions (DCED)

Avoid these



MSRs and FCs can help and provide advice





# MSR ROLE: PROVIDE TECHNICAL ASSISTANCE

- Local Road Maintenance/Safety Troubleshooting
- Liquid Fuels Project Set-up
- Resolution of Audit Issues
- Mediation of State Route Maintenance Concerns
- Code Interpretation
- Training Coordination
  - One-on-One Training
  - Group Training
    - LTAP
    - Local Government Training Partnership
    - PennDOT Connects



# MSR ROLE: ASSIST WITH FUNDING PROGRAMS

- State Allocations
  - Directly provided to municipalities
  - Some reporting required

FUNDING TYPE	FUNDING BENEFICIARIES		PAYMENT	REQUIRED REPORT	ADDITIONAL INFORMATION
NAME	MUNICIPAL	COUNTY	DATES	DUE	LINKS
Act 13 Highway Bridge Improvement			August 15	N/A	<a href="#">Act 13 Guidance</a>
Act 44 County Maintenance			December 1	<a href="#">Act 44 Report</a> January 31	<a href="#">PennDOT PUB 9</a>
Act 89 (Formerly Act 26)			June 1 and December 1	<a href="#">Act 89 Report</a> January 31	<a href="#">PennDOT PUB 9</a>
County \$5 Fee For Local Use			June 1 and December 1	<a href="#">County \$5 Fee for Local Use Report</a> January 31	<a href="#">PennDOT PUB 9</a>
Highway Transfer Turnback Program			March 1	N/A	<a href="#">PennDOT PUB 310</a>
State Police Fines Allocation			June 1 and December 1	N/A	<a href="#">State Police Fines Allocation</a>



# MSR ROLE: ASSIST WITH FUNDING PROGRAMS

- Various discretionary funding programs
  - Automatic Red Light Enforcement Program (ARLE)
  - Multimodal Transportation Fund (MTF) Program
  - TA Set-Aside (TASA)
  - Green Light Go Program (GLG)
  - Other State/Federal Programs
- Other
  - Pennsylvania Infrastructure Bank (PIB) Loans
  - dotGrants
  - Agility




# MSR ROLE: LOCAL GOVERNMENT LIAISON

- Intergovernmental Agencies (DCED, DEP, Labor and Industry, etc.)
- PennDOT Offices, Districts, Units
- Contractors
- Consultants
- Peers
- Local Government Officials
- Local Government Organizations
  - PSATS
  - PSAB
  - PML
  - CCAP
- Regional Planning Organizations
  - MPOs
  - RPOs



# PENNDOT MAINTENANCE

- Each District has a Maintenance Unit
  - Coordinates work on State Routes (SRs)
  - Does an annual survey of all routes to plan improvements
- Follows the Maintenance Business Model
  - Recurring Cycles
    - Cyclical **Network Preservation**
      - Completed at the same predetermined locations over a period of years
      - *Examples:* Sealcoat, Crack Seal, Shoulder Cutting, Drainage, etc.
      - Often done sectionally to increase efficiency and decrease mobilization
    - Cyclical **Condition Maintenance**
      - Completed annually at the same predetermined locations
      - *Examples:* Mowing, Bridge Cleaning, Roadway Sweeping, etc.
  - On-Demand
    - Completed as needed based on condition or need
    - *Examples:* Pothole Patching, Litter/Debris Removal, etc.



PennDOT Maintenance Business Model

Commonly known as “oil and chip” or “sealcoat”, this operation is a preservation strategy used to maintain mainly low-traffic-volume roads for a 5 to 7-year period. It is also used on high-volume roads to extend pavement life between resurfacings.

This activity is performed when temps are greater than 60 degrees, generally from April through September. Surface treatment requires a sweeper, oil distributors, a stone chipper, rollers, dump trucks and a crew comprise of approximately 21 crew members.

The operation begins with the roadway being swept clean of debris. Then, emulsion oil is applied with a layer of stone immediately placed on top. It is rolled into place and any loose aggregate is swept from the roadway once cured.

Generally, it takes about two days for the stones to fully bond in the hardened asphalt. Motorists should reduce their speed on these roads until the stone and the asphalt fully adhere.

This maintenance treatment seals the road surface to keep water out, restores the friction of the surface to enhance traction and is very cost effective.

**SURFACE TREATMENT**





# PENNDOT MAINTENANCE

- Other Key Maintenance Activities:

- Winter Operations
- Line Painting
- Sign Replacements/Upgrades

- For More Information:

- Maintenance Activities:

<https://www.penndot.pa.gov/about-us/MaintenanceActivities/Pages/default.aspx>

- District Office pages

<https://www.penndot.pa.gov/RegionalOffices/Pages/default.aspx>

- Maintenance and Traffic Bulletins
- Select “All Contacts” on the right side of the page for your county contact information

Maintenance Schedule for the week of December 4, 2023.

State Routes	Local Road Names	Municipalities	Activity
554	Sulpher Springs Road	Washington Twp.	Shoulder Cutting
SR 1005	Hoppestown Road	Plunketts Creek Twp.	Pothole repair
SR 4001	Little Pine	Cummings	Brushing
SR 2014	Lycoming Mall Dr.	Fairfield Twp.	Ditch Cleaning
SR 654	654	South Wmspt	Patching
SR 1013	Ellenton Mountain Road	McNett Twp.	Washout Repairs
SR3014		Woodward Twp.	Crack Sealing

## Contact Information

**PennDOT Engineering**

**District 8**

2140 Herr Street  
Harrisburg PA 17103-1699

**Phone:** 717-787-6653

**Fax:** 717-787-6662

**Business Hours:** 8:00 a.m.–  
4:30 p.m. Monday - Friday

[All Contacts](#)



# DISTRICT MUNICIPAL SERVICES SUPERVISORS

PennDOT District	Counties Served	Municipal Services Supervisor
<b>PennDOT District 1-0</b> , P.O. Box 398 255 Elm Street Oil city, PA 16301	Crawford, Erie, Forest, Mercer, Venango, Warren	Josh Montgomery <a href="mailto:joshmontgo@pa.gov">joshmontgo@pa.gov</a> 814-678-7142
<b>PennDOT District 2-0</b> , P.O. Box 342 70 PennDOT Drive Clearfield, PA 16830	Cameron, Centre, Clearfield, Clinton, Elk, Juniata, McKean, Mifflin, Potter	Randy Albert, P.E. <a href="mailto:galbert@pa.gov">galbert@pa.gov</a> 814-765-0408
<b>PennDOT District 3-0</b> , P.O. Box 218 715 Jordan Avenue Montoursville, PA 17754-0218	Bradford, Columbia, Lycoming, Northumberland, Montour, Snyder, Sullivan, Tioga, Union	Greg Dibble <a href="mailto:grdibble@pa.gov">grdibble@pa.gov</a> 570-368-4239
<b>PennDOT District 4-0</b> 55 Keystone Industrial Park Dunmore, PA 18512	Lackawanna, Luzerne, Pike, Susquehanna, Wayne, Wyoming	Chris Goetz <a href="mailto:cgoetz@pa.gov">cgoetz@pa.gov</a> 570-963-4117
<b>PennDOT District 5-0</b> 1002 Hamilton Street Allentown, PA 18101	Berks, Carbon, Lehigh, Monroe, Northampton, Schuylkill	John Davis <a href="mailto:johndavis@pa.gov">johndavis@pa.gov</a> 610-871-4151
<b>PennDOT District 6-0</b> 7000 Geerdes Boulevard King of Prussia, PA 19406-1525	Bucks, Chester, Delaware, Montgomery, Philadelphia	Louis Calvanese <a href="mailto:louicalvan@pa.gov">louicalvan@pa.gov</a> 610-205-6541
<b>PennDOT District 8-0</b> 2140 Herr Street Harrisburg, PA 17103-1699	Adams, Cumberland, Dauphin, Franklin, Lancaster, Lebanon, Perry, York	Jim Leshar <a href="mailto:jalesher@pa.gov">jalesher@pa.gov</a> 717-772-2171
<b>PennDOT District 9-0</b> 1620 North Juniata Street Hollidaysburg, PA 16648	Bedford, Blair, Cambria, Fulton, Huntingdon, Somerset	Mike Bowser <a href="mailto:mibowser@pa.gov">mibowser@pa.gov</a> 814-696-7220
<b>PennDOT District 10-0, P.O. Box 429</b> 2550 Oakland Avenue Indiana, PA 15701	Armstrong, Butler, Clarion, Indiana, Jefferson	James Schepis <a href="mailto:jschepis@pa.gov">jschepis@pa.gov</a> 724-422-1118
<b>PennDOT District 11-0</b> 45 Thoms Run Road Bridgeville, PA 15017	Allegheny, Beaver, Lawrence	Barry DeAngelis <a href="mailto:badeangeli@pa.gov">badeangeli@pa.gov</a> 412-429-4813
<b>PennDOT District 12-0</b> P.O. Box 459 North Gallatin Avenue Uniontown, PA 15401-2105	Fayette, Green, Washington, Westmoreland	Stephanie Whitlatch <a href="mailto:swhitlatch@pa.gov">swhitlatch@pa.gov</a> 724-415-3528



# THANK YOU!

- Moderator: Patrick Wright, LTAP Traffic Engineer
  - [pwright@pennoni.com](mailto:pwright@pennoni.com)
- Municipal Services Supervisor, District 12-0: Stephanie Whitlatch
  - [swhitlatch@pa.gov](mailto:swhitlatch@pa.gov)
- Municipal Services Supervisor, District 4-0: Chris Goetz
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