

**Indiana County Dirt Gravel Low Volume Road Program
Quality Assurance Board Meeting
ICCD Office 435 Hamill Road Indiana PA 15701
July 28, 2022 9:00 AM**

Agenda

1. Introduction of QAB members and guests
2. Public Comment
3. Status of Program - Discussion

FY20 Grants open

East Mahoning Township, Steele Road

Nearly complete, deadline July 31, 2022

FY21 Grants open (contracts ending 12/31/2022)

(LV) East Mahoning Township, Decker's Point Road

Slated for September

(LV) East Mahoning Township, Pollock Road

Construction complete, working on reimbursement

(LV) Banks Township, Spotts Road

80% complete

(LV) Center Township, Johnson Road

Started 7/21/22

(LV) Green Township, Raspberry Road

Slated for September

Buffington Township, Red Mill Road

Secured engineering, not yet secured landowner off right of way permission

Grant Township, Lentz Road

Contractor selected, slated for August

Grant Township, Magnolia Road

Contractor selected, slated for August

Green Township, Pear Road

Engineering 80% complete. Will need extension into 2023

Rayne Township, Chambersville Hill Road

Completed

West Mahoning Township, North Point Park Road

Not yet started, requested reduced scope of work

Washington Township, Craig Road

Not yet started

FY22 Grants (contracts ending 12/31/2023) – Contracts to be sent in August

4. Stream Crossing Policy – Discussion
SCC approved a new policy, standard, and technical manual for Stream crossings at their May 2022 meeting.
5. New QAB policy and/or Ranking Criteria Changes – Action

Cancellation Policy

Due to recent contract cancellations, the staff brainstormed options to discourage future cancellations. At the last QAB meeting (3/30/22) several members were in favor of municipalities becoming ineligible for a period of time after cancelling a contract. Example of a Cancellation Policy – “Any grant recipient

that cancels a contract without exhausting efforts to complete the contract may be ineligible for funding for subsequent DGLVR grant rounds for 2 years, at the discretion of the QAB.” An alternative is adjusting the weight of “Grant History” in the ranking criteria discussed below.

Phasing Policy

Another item that has been discussed at QAB meetings is the need to prioritize subsequent phases of projects. As it is set up currently, there is no priority given to finish later phases of a project because the highest-ranking components are typically addressed in the first phase. After reaching out to other Conservation Districts, they typically handle phases these ways:

1. Rank the whole project once, keeping in mind all phases, fund a feasible portion of the project (based on cost/amount of construction/capacity) and automatically fund a phase each year until the project is completed,
2. Rank the whole project once, keeping in mind all phases, and use that first score through all funding rounds,
3. Add a component to the ranking criteria that gives a significant bump to later phases of a project.
 - a. Clarion 10 PTS/275 PTS Total (4% weight)
 - b. Huntington 30 PTS/215 PTS Total (14% weight)
 - c. Warren 50 PTS/325 PTS Total (15% weight)

New ranking criteria changes

Since our last update in 2018 we have received comments on ways to improve our ranking system:

of People Trained: Recommend a maximum score of 5 for up to 5 officials ESM-trained. This was pointed out by a Borough who does not have any fulltime employees and struggles to get 1 person ESM-certified. Whereas larger municipalities have had up to 10 individuals trained at one time. To be more equitable, recommend setting a maximum.

Phase of Project: Recommend adding this component to the ranking criteria to prioritize continuation of projects funded within the past 2 years on the same/adjacent sections of roadway. This would give subsequent phases up to a 15 point boost (out of 125 points = 12% weight) to better chances of funding.

Grant History: Recommend increasing the weight of Grant history from 10 to 20 points. This will allow for better ranking based on items such as participation – which could include poor reimbursements, poor communication, or cancelled contracts.

Through these changes, the new maximum score would be 125 points.

- **Recommend a combination of Policy and Ranking Criteria changes upon QAB discussion.**

6. Utilization of Fiscal Year 2022-2023 LV Funds (FY22) – Action

FY22 (2022-2023) Proposed LVR Budget

FY22 Allocation	\$166,138.00
(Less) Admin 10%	(\$16,613.80)
(Less) Education 10%	(\$16,613.80)
Plus FY21 Education Funds (actual)	\$8,474.87
Plus FY20 Education Funds (actual)	\$3,191.35
Plus FY21 unallocated project funds (estimated)	\$60,814.80
Available for Projects	\$205,391.42

- **Recommend approving proposed FY22 LVR budget.**

7. Select Projects for Funding

- *See project ranking sheets*

8. Next Meeting: TBD

9. Adjourn