PennDOT Municipal Services & Financial Consultants

ANNUAL REPORT
Dear Customers and Colleagues:

The Pennsylvania Department of Transportation (PennDOT) Municipal Services Representatives and Financial Consultants are pleased to present this Annual Report.

We work hard every day to assist Pennsylvania municipalities with a solutions-oriented approach to our jobs that is consistent with the regulations and laws of the Commonwealth.

While the depth of involvement in each of the subject areas in this report may vary, we serve as a primary source of information and direction for municipalities in applying for or expending funds from various programs.

We know that you value fast, consistent, and helpful customer service that provides accurate information the first time; further, we continually strive to exceed your expectations in each of our interactions. We also understand that each of the 67 counties and 2559 municipalities face a unique set of circumstances. Recognizing these fundamental differences allows us to more equitably serve all areas of the state.

Thank you for this opportunity to affirm our values and to share our successes during 2021.

PennDOT Financial Consultants (FC) and Municipal Services Representatives (MSR)

<table>
<thead>
<tr>
<th>Shawn Agosti, MSR</th>
<th>Brian Haight, MSR</th>
<th>Tony Ryan, MSR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Randy Albert, MSR*</td>
<td>Earl Helbing, FC</td>
<td>James Schepis, MSR*</td>
</tr>
<tr>
<td>Mary Ammann, FC</td>
<td>Steven Kehoe, MSR</td>
<td>Cory Shaffer, MSR</td>
</tr>
<tr>
<td>Michael Bowser, MSR</td>
<td>Matt Kenepp, MSR</td>
<td>Marc Skarbek, MSR</td>
</tr>
<tr>
<td>JP Breghenti, MSR</td>
<td>Scott Lehman, MSR*</td>
<td>Rick Skovensky, MSR*</td>
</tr>
<tr>
<td>Louis Calvanese, MSR*</td>
<td>James Lesher, MSR</td>
<td>George Spinelli, MSR</td>
</tr>
<tr>
<td>Troy Cyphert, MSR</td>
<td>Rick Levan, MSR</td>
<td>Daren Stover, MSR</td>
</tr>
<tr>
<td>John Davis, MSR*</td>
<td>Peter Mancini, MSR</td>
<td>Ed Sumski, MSR</td>
</tr>
<tr>
<td>Brian Dayton, MSR</td>
<td>John Mazur, FC</td>
<td>Tim Tagmyer, MSR</td>
</tr>
<tr>
<td>Barry DeAngelis, MSR*</td>
<td>Josh Montgomery, MSR*</td>
<td>John Weaver, FC</td>
</tr>
<tr>
<td>Greg Dibble, MSR*</td>
<td>Kevin O’Donnell, MSR</td>
<td>Mike Weigel, FC*</td>
</tr>
<tr>
<td>Brandon Firestone, MSR</td>
<td>Charles Paris, MSR</td>
<td>Stephanie Whitlatch, MSR</td>
</tr>
<tr>
<td>Barry Garverick, MSR</td>
<td>Marjorie Parris, MSR</td>
<td>Jon Wilson, MSR</td>
</tr>
<tr>
<td>Chris Goetz, MSR*</td>
<td>John Pecze, MSR*</td>
<td></td>
</tr>
<tr>
<td>Timothy Greco, MSR</td>
<td>Jeff Roback, MSR</td>
<td></td>
</tr>
</tbody>
</table>

*Supervisor
Mission Statement ............................................. 3
Overview ..................................................... 4
Allocations .................................................. 12
Grants and Reimbursements ....................... 16
Loans ......................................................... 18
Local Bridges ............................................... 18
Winter Services Agreements ....................... 19
Agility ......................................................... 19
District 1 Report .......................................... 22
District 2 Report .......................................... 23
District 3 Report .......................................... 24
District 4 Report .......................................... 25
District 5 Report .......................................... 26
District 6 Report .......................................... 27
District 8 Report .......................................... 28
District 9 Report .......................................... 29
District 10 Report ........................................ 30
District 11 Report ........................................ 31-32
District 12 Report ........................................ 33
Financial Consultants Report ...................... 34
Mission Statement

Mission:
Enhance, connect and add value to our communities by providing a sustainable, equitable transportation system and quality services for all.

Vision:
An enhanced quality of life built on transportation excellence.

STRATEGIC THEMES & VALUES

**Safety at All Levels:** We value the safety of our employees, customers and partners in all that we do.

**Innovation:** We pursue and incorporate evolving technologies and innovative practices to improve transportation.

**Mobility and Connectivity:** We enhance quality of life through investments in equitable, efficient and safe movement of people and goods.

**Customer Service:** We are committed to providing a positive customer experience for all.

**Communication that Fosters Relationships and Encourages New Ideas:** We are committed to effective, transparent, timely communication with our employees, customers and stakeholders.

**Recruiting, Retaining and Developing a Diverse and Inclusive Workforce:** We build a strong team by respecting one another, promoting teamwork and seeking to recruit and empower our diverse workforce.

**Effectively Leveraging Available Resources by Modernizing Technology and Assets:** We connect Pennsylvania to the world’s economy through environmentally and fiscally sustainable, resilient transportation systems.
PennDOT Municipal Services Representatives and Financial Consultants serve Pennsylvania’s municipalities. Each municipality and county has a designated Municipal Services Representative and Financial Consultant.

- **2,559** Municipalities
- **67** Counties
- **73,142** Liquid Fuels Mileage Statewide
- **39** Municipal Services Representatives Statewide
- **67** Average Municipalities/Counties per Municipal Services Representative
- **6** Financial Consultants Statewide
- **438** Average Municipalities/Counties per Financial Consultant
- **820** Financial Consultants & Municipal Services Representatives Years of Service
- **18** Financial Consultants & Municipal Services Representatives Average Years of Service
Below are the funds allocated by PennDOT to municipalities since the passage of Act 89.

<table>
<thead>
<tr>
<th>Year</th>
<th>Total PennDOT Allocations</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013</td>
<td>$393.3 Million</td>
</tr>
<tr>
<td>2014</td>
<td>$423.6 Million</td>
</tr>
<tr>
<td>2015</td>
<td>$464.2 Million</td>
</tr>
<tr>
<td>2016</td>
<td>$537.3 Million</td>
</tr>
<tr>
<td>2017</td>
<td>$555.1 Million</td>
</tr>
<tr>
<td>2018</td>
<td>$600.1 Million</td>
</tr>
<tr>
<td>2019</td>
<td>$621.4 Million</td>
</tr>
<tr>
<td>2020</td>
<td>$599.6 Million</td>
</tr>
<tr>
<td>2021</td>
<td>$563.4 Million</td>
</tr>
</tbody>
</table>

43% 2013-2021 percent increase in PennDOT allocations
This overview provides a snapshot of the impact of Act 89 of 2013 by comparing expenditures in 2013 and 2021.

- **96%↑** Major Equipment Purchases
- **6%↑** Minor Equipment Purchases
- **9%↑** Computer and Computer Related Training
- **63%↑** Traffic Control Devices
- **56%↑** Storm Sewer and Drains
- **9%↑** Repairs of Tools and Machinery
- **16%↑** Maintenance and Repairs of Road and Bridge Expenditures
- **32%↑** Highway Construction and Building Project Expenditures
The primary role of the Municipal Services Representatives and Financial Consultants is to ensure the proper utilization of funds that PennDOT allocates to municipalities.

Overview - 2021 Municipal Allocations

$451.4 Million → 2021 Municipal Liquid Fuels Funds

$25.6 Million → 2021 County Liquid Fuels Funds

$21.8 Million → 2021 Act 13 Highway Bridge Improvement Funds

$5 Million → 2021 Act 44 County Maintenance Funds

$9.7 Million → 2021 Act 89 Funds

$39.7 Million → 2021 County $5 Fee for Local Use Funds

$19.2 Million → 2021 Highway Transfer Turnback Programs

$572.4 Million → 2021 Total Allocations
Municipalities are eligible to receive grants and reimbursements that are administered by PennDOT.

- **$12 Million** Automated Red Light Enforcement Program
- **$40 Million** Green Light Go
- **$45.9 Million** Multimodal Fund
- **$33 Million** Rail Freight Assistance & Rail Transportation Assistance Programs
- **$55 Million** Transportation Alternatives Set-Aside

**$185.9 Million** Total Grants & Reimbursements
Municipalities are also eligible to receive other funds administered by PennDOT.

- **$73.8 Million** → Local Bridges
- **$30 Million** → Pennsylvania Infrastructure Bank
- **$12.8 Million** → Winter Municipal Agreements
- **$116.6 Million** → Total Other Funds

**2021 TOTAL: $874.9 Million**
Financial Consultants

The Financial Consulting field staff are a resource for local governments for their liquid fuels and other department funded income sources distributed by the Center for Program Development and Management. The Financial Consultants are in contact with the District Municipal Services staff, the Central Office Financial and Contract Services Division, and the Auditor General in order to keep current on applicable expenditures of funds and are prepared to provide information and guidance to local governments regarding allowable uses of funds, completion of reports, audit preparation, and follow-up.

“From my Department of Community and Economic Development (DCED) position, I have discovered that when entering a township that is in transition from a personnel change of a secretary/treasurer the Liquid Fuels funds are not usually affected in any way. Whether it be through education or the fact that a Financial Consultant or Municipal Services Representative visits the municipality. I believe that it may be partially due to audits that randomly occur. It also saves me hours when training. I need to only touch on the Liquid Fuels fund and then call Mary Ammann and she is there to properly train the new employee. We have worked hand in hand with several municipalities with great success.”

– Terri Kunkle, Secretary/Treasurer, Goshen Township, Clearfield County & Peer to Peer Program, DCED Governor’s Center for Local Government
Municipal Service Representatives

Each PennDOT District maintains a Municipal Services Unit staffed with representatives to help municipalities and counties navigate Liquid Fuels Funding and many other programs offered through the Commonwealth. In addition to the Municipal Liquid Fuels Funding program, these units may be involved in the following:

- County Liquid Fuels Funding;
- Highway Turnback Program;
- Automated Red Light Enforcement Program (ARLE);
- Multimodal Transportation Fund (MTF);
- Green Light Go Program (GLG);
- Winter Municipal Agreements;
- Agility;
- Pennsylvania Infrastructure Bank Loans (PIB);
- Local Bridges;
- and other programs as needed.

While the depth of involvement in each program may vary by district, the units serve as a source of information and direction for those municipalities in applying for or expending funds from these programs. They also serve as a resource for navigating the programs and providing contacts of personnel with knowledge about the programs. In addition, they act as a liaison between PennDOT and local government, provide technical assistance, assist with yearly reports, assist with road bonding, and process road additions to the Municipal Liquid Fuel Inventory on which payments are based.

PennDOT District Offices

Maintenance Unit*

Municipal Services

*District 11 Municipal Services is in the Design Unit.
Municipal Liquid Fuels

The Liquid Fuels Tax Act 655 provides all municipalities, which are in compliance with the Department’s guidelines, with annual allocations on March 1st of each year from the state’s Motor License Fund. The Act provides that these funds be used for road and bridge construction, reconstruction, and maintenance projects. 50% of the allocation is based on a municipality’s local road mileage to the total local road mileage in the state, and 50% on the proportion of a municipality’s population to the total population of the state. A municipality’s local road mileage is verified by periodic road surveys conducted by the Municipal Services Unit. Population is based on official decennial United States Census Reports. The Municipal Services Unit assists the municipality in the appropriate use of the funds, (i.e., eligibility to receive funds, deposit of funds, investment of funds, loan and bond issues, receipts and expenditures, and repaying bank loans). The Municipal Services Unit must review and inspect that the project was completed in accordance with the scope of work described on the MS-329 (Project Approval Form) and a MS-999 (Final Completion Report) will be signed and a copy returned to the municipality for future audit purposes by the Department of the Auditor General’s Office.

The Municipal Liquid Fuels payments are made on March 1st of each year. The MS-965 and Report of Elected Officials are due on January 31st of each year. The Survey of Financial Conditions is due on March 15th of each year.

County Liquid Fuels

The County Liquid Fuels Tax Act of 1931 provides all counties, which are in compliance with the Department’s guidelines, with semi-annual allocations in June and December of each year. The Department allocates one-half cent of the tax collected on each gallon of liquid fuels to a special fund known as the Liquid Fuels Tax Fund for distribution to counties. The Act provides that these funds be used for road and bridge construction, reconstruction, and maintenance projects, or may be allocated to their political subdivisions for these same purposes. The Act also provides that payments may be made from this fund for property damages that result from road or bridge construction, certain equipment, and bonds becoming due within the current calendar year. In order to receive their Liquid Fuels Tax Fund, each county must submit an annual report showing the receipt, expenditure, and encumbrances for the preceding 12 months. The Municipal Services Unit assists the county in the appropriate use of the funds, (i.e., investments, transfer of funds, loans, bond issues, receipts, expenditures, and reporting). All funds are audited annually by the Department of the Auditor General’s Office in accordance with the Fiscal Code.

The County Liquid Fuels payments are made on June 1st and December 1st of each year. The MS-991 Report is due each year on January 31st.
Act 13 Highway Improvement

Act 13 of 2012 establishes a Marcellus Legacy Fund that allocates a portion of the Marcellus Shale Impact Fee to the Highway Bridge Improvement Restricted Account in the Motor License Fund. These funds are distributed to counties (proportionately based on population) and are to be used to fund the replacement or repair of locally owned (county; municipal), at-risk, deteriorated bridges.

The Act 13 Highway Bridge Improvement payments are made to counties on August 15th of each year.

Act 44 County Maintenance

Act 44 provides for an annual allocation to all counties that own public bridges. These allocations are made on December 1st of each year as provided in 75 Pa. C.S. § 8915.6(b)(2). The Commonwealth allocates the funds available through Act 44 to counties based on the ratio of the square footage of deck area of a county’s county-owned bridges to the total square footage of deck area of county-owned bridges throughout this Commonwealth. The amount of square footage used shall be that reported as part of the National Bridge Inspection Standards Program. The use of the funds must be in compliance with the Act (PennDOT PUB 9, 4.6 Appropriate Use of Funds). Funds are available to counties who submit an Act 44 Report by January 31st.

Additionally, there is a series of related Forms showing the receipt and expenditure of funds for the preceding twelve (12) months that need to be completed in coordination with the District Municipal Services Representatives.

The Forms include:

- MS-44 County Act 44 Funds
- MS-329 Project Approval Form
- MS-999 Completion Report.
Alloca
tions

Act 89 (Formerly Act 26)

This allocation replaces the funding formerly provided to distressed counties allocated under Act 26. It amounts to one percent of the Oil Company Franchise Tax for Highway Maintenance and Construction. All counties in the Commonwealth of Pennsylvania which own public bridges are eligible to receive the funding.

The Commonwealth will allocate available funds to counties based on the ratio of the square footage of deck area of a county’s county-owned bridges to the total square footage of county-owned bridges throughout the Commonwealth. The amount of square footage used shall be that reported as part of the National Bridge Inspections Standards Program.

The use of the funds must be in compliance with the Act (PennDOT PUB 9, 6.6 Appropriate Use of Funds). Funds are available to counties who submit an Act 89 Report by January 31st.

Additionally, there is a series of related Forms showing the receipt and expenditure of funds for the preceding twelve (12) months that need to be completed in coordination with the District Municipal Services Representatives.

The Forms include:

- MS-89 Report of County Act 89 Funds
- MS-329 Project Approval Form
- MS-999 Completion Report.
County $5 Fee for Local Use

Act 89, which became law on November 25, 2013, established a special fund within the state treasury called “Local Use Fund.” Beginning January 1, 2015, a county may pass an ordinance to implement an annual fee of $5 for each vehicle registered to an address located in that county. The $5 county fee is collected by PennDOT at the time a vehicle is registered or renewed. These funds will be used by the county for transportation purposes or be allocated by the county in accordance with Section 9010 (c) of the Pennsylvania Vehicle Code. The $5 county fee is in addition to the registration fee.

The use of the funds must be in compliance with the Act (PennDOT PUB 9, 5.8 Allowable Uses of Fee for Local Use Funds). The $5 Fee for Local Use payment is made on June 1st and December 1st of each year.

Additionally, there is a series of related Forms showing the receipt and expenditure for the preceding twelve (12) months that need to be completed in coordination with the District Municipal Services Representatives.

The Forms include:

- Fee for Local Use Funds Report
- MS-329 Project Approval Form
- MS-999 Completion Report.

Highway Transfer Turnback Program

The Highway Transfer “Turnback” Program allows the transfer of functionally-local state-owned roads, serving a local traffic purpose, from state government to local government ownership. Roads that are candidates for transfer are those that have low average daily traffic, or would benefit the municipality both socially and economically.

After the road is turned back to the municipality, PennDOT provides money to the municipality each year to cover the costs associated with maintaining the roadway at a rate of $4,000 per mile. PennDOT releases annual maintenance payments on March 1st, two years after the year of transfer.
Automated Red Light Enforcement

The Automated Red Light Enforcement Transportation Enhancements Grant Program (ARLE Funding Program) was established in 2010 as a PennDOT-administered competitive grant program in accordance with Vehicle Code (75 Pa.C.S.) §3116(l)(2), §3117(m)(2), and §3370(m)(2) §3117(m)(2). Funding for the program is generated from the net revenue of fines collected through Automated Red Light Enforcement Systems and Automated Speed Enforcement Systems. Grant applications are accepted annually during the month of June.

The primary purpose of ARLE Systems in Pennsylvania is to improve safety at signalized intersections by providing automated enforcement at locations where red light running has been an issue. ARLE is a tool to help improve safety at intersections by delivering an automated enforcement activity that would otherwise be done by a police officer, if enough resources were available. By implementing ARLE, it allows police departments to focus their resources on serious crimes while the ARLE system provides 24/7 automated enforcement at dangerous red light running intersections.

The Department will post yearly revenues available for the ARLE Funding Program into the Pennsylvania Bulletin each spring prior to the submission of applications. No matching funds are required for eligibility in the ARLE Grant Program but cost sharing is encouraged. The intent of this program is to fund worthwhile, relatively low-cost projects that improve the safety and mobility of the traveling public. The types of eligible projects vary widely, from improvements to traffic signals, to roadway improvements at signalized intersections, to school zones, guiderail, and roadside safety. Improvements recommended by LTAP programs such as the Local Safe Roads Communities and Walkable Communities are also eligible.

Green Light Go!

Pennsylvania’s Municipal Signal Partnership (Green Light-Go) Program is designed to improve safety and mobility by reducing congestion and improving efficiency of existing traffic signals on state and local highways. The Program was recently updated [Act 101 of 2016 (Enhancing Pennsylvania’s Green Light-Go Program)] and is a competitive application and reimbursement grant program requiring a 20% match for municipalities, counties, or planning organizations requesting financial assistance for existing traffic signal maintenance and operations activities.
Grants & Reimbursements

**Multimodal Transportation Fund**

Act 89 established a dedicated Multimodal Transportation Fund that stabilizes funding for ports and rail freight, increases aviation investments, establishes dedicated funding for bicycle and pedestrian improvements, and allows targeted funding for priority investments in any mode. The program is intended to provide financial assistance to municipalities, councils of governments, businesses, economic development organizations, public transportation agencies, rail/freight, and ports in order to improve transportation assets and enhance communities, pedestrian safety and transit revitalization. Local funding in an amount not less than 30% of the amount awarded is required.

**Rail Freight Assistance Program**

The Rail Freight Assistance Program (RFAP) provides financial assistance for investment in rail freight infrastructure. The intent of the Program is to (1) preserve essential rail freight service where economically feasible, and (2) preserve or stimulate economic development through the generation of new or expanded rail freight service. The maximum state funding for a RFAP project is 70% of the total project costs, not to exceed $700,000.

**Rail Transportation Assistance Program**

The Rail Transportation Assistance Program (RTAP), otherwise known as Capital Budget, is available to those having a line item in the current Capital Budget Bill. For those who do not have a line item, please contact your local representative or senator to secure a line item. The project can be funded up to 70% of the total project costs, not to exceed the amount of the line item.

**Transportation Alternatives (TA) Set-Aside**

The Fixing America’s Surface Transportation (FAST) Act replaced the Transportation Alternatives Program (TAP) with a set-aside of Surface Transportation Block Grant (STBG) Program funding for transportation alternatives (TA). These set-aside funds include all projects and activities that were previously eligible under TAP, encompassing a variety of smaller-scale transportation projects such as pedestrian and bicycle facilities, recreational trails, safe routes to school projects, community improvements such as historic preservation and vegetation management, and environmental mitigation related to stormwater and habitat connectivity. Eligible applicants include counties, municipalities and educational institutions, such as schools, colleges and universities. This program has been renewed in the new Infrastructure Investment and Jobs Act (also known as the Bipartisan Infrastructure Law) signed late in 2021. Pennsylvania will received around $45 million per year in funds to be competitively awarded in the state.
Pennsylvania Infrastructure Bank

The Pennsylvania Infrastructure Bank (PIB) is a revolving loan fund administered by PennDOT that offers flexible financing opportunities for eligible transportation improvement projects throughout the Commonwealth. The PIB provides direct, low-interest loans that are repaid over time to help fund transportation projects. Repayments are recycled into new project loans, creating new financing opportunities. The goal of the PIB is to leverage state and federal funds, accelerate priority transportation projects, spur economic development, and assist local governments with their transportation needs.

Local Bridges

Local Bridges

This federal program provides funding to enable States to improve the condition of their highway bridges through replacement, rehabilitation, and systematic maintenance. These federal funds are applied to bridges off the Federal-aid highway system. The federal share is 80%. The 20% match is often met by using 15% from state funds and 5% from local funds. Bridge improvements using these funds must increase the bridge’s sufficiency rating to 80 or greater, and the bridge projects must be added to the regional Transportation Improvement Program (TIP).
Winter Services Agreements

A Winter Traffic Standard Agreement allows PennDOT to pay municipalities an upfront annual lump sum to remove snow and ice from state roads from October 15th to April 30th. The agreements can have terms of up to five years. PennDOT may then pay a winter severity adjustment at the end of the season; the amount depends on how the winter relates to PennDOT’s five-year average historic cost.

To determine if this agreement rate, which varies from county to county, will cover expenses, municipalities should look at the costs of purchasing salt, anti-skid materials, and other supplies and providing equipment maintenance, labor, and overhead. Municipalities that want to establish a winter road service agreement should notify their PennDOT district maintenance office. Municipalities may also choose to use the Agility Program or an Actual Cost Reimbursement option.

Agility

Agility is a program introduced by PennDOT, which makes it possible to work with our customers to provide additional services to all residents of Pennsylvania.

This means that we share our work plans and schedules with all the cities, townships, municipalities, and other entities within the county.

This gives them input into our future plans for state roadways within their municipality, and enables them to plan work on their roads utilizing services that we can provide.

This also permits us to make agreements with our partners to share services, equipment, commodities, and human resources.
Pennsylvania's Local Government

Total Counties: 67
Rural Counties: 48
Urban Counties: 19

Total Municipalities: 2559
Rural Municipalities: 1590
Urban Municipalities: 969

County & Municipal Officials: 54,998
Appointed: 34,621
Elected: 20,377

Municipalities by Type:
- 1st Class Cities: 1
- 2nd Class Cities: 1
- 2nd Class A Cities: 1
- 3rd Class Cities: 53
- Boroughs: 957
- 1st Class Townships: 93
- 2nd Class Townships: 1452
- Towns: 1

Municipalities by Population:
- <1000: 767
- 1000-2499: 734
- 2500-4999: 485
- 5000-9999: 321
- 10,000-14,999: 104
- 15,000-19,999: 61
- >19,999: 87
PennDOT Services for Local Government

Disbursement Dates

March 1st: Municipal Liquid Fuels, Highway Transfer Turnback

June 1st: County Liquid Fuels, Act 89, County $5 Fee for Local Use

August 15th: Act 13 Highway, Bridge Improvements

December 1st: County Liquid Fuels, Act 44 County Maintenance, Act 89, County $5 Fee for Local Use
Erie County allocated $200,387 of their $5 Fee for Local Use Funds to the City of Erie for the demolition of the Kahkwa Avenue Bridge. This bridge will be replaced with a conventional bridge also using $5 Fee for Local Use Funds under a separate project.

City of Erie, Erie County

Municipal Services Unit

Josh Montgomery, Supervisor       Email: joshmontgo@pa.gov       Phone: 814.678.7142
Jon Wilson       Email: jonwilson@pa.gov       Phone: 814.678.7094
Troy Cyphert       Email: tcyphert@pa.gov       Phone: 814.678.5038

Counties: Crawford, Erie, Forest, Mercer, Venango, Warren

Municipalities: 204  Liquid Fuels Mileage: 5,832  Total Disbursements: $36.4 Million

District 1 Municipal Services Report

Project Approvals: 137 projects were approved by District 1 Municipal Services totaling $13.6 million for work on local roads and bridges.

County Aid Projects: Erie, Forest, Venango and Warren Counties distributed a total of $3.4 million to local municipalities.

Cooperative Bidding: Municipal Services assisted with the administration of four joint municipal seal coat contracts that included 44 municipalities totaling approximately $1.4 million.

$5 Fee for Local Use: Erie County has allocated $4.4 million to municipalities to assist with repair/replacement of local bridges.

Highway Transfer (Turnback) Program: Municipal Services executed the transfer of two state roads totaling 1.15 miles to three municipalities with an approximate construction cost of $3.1 million.

Agility Program: District 1 currently has 70 agility agreements with municipalities. The Department exchanged 7200 tons of bituminous millings for boom mowing in 2021. The bituminous millings were generated from various construction projects within close proximity to the municipality. Municipalities have found innovative ways to use bituminous millings to improve local roads.
District 2 Municipal Services continues to make an impact on posted and closed local bridges through their “Local Bridge Program”. 2021 saw the completion of 6 local bridges. Engineering and permitting started on 4 more for future construction.

The unit leverages grants, funding programs and other sources to enable municipalities to complete projects while limiting the financial impact. Solutions range from full replacements to aluminum and concrete box culverts as well as superstructure replacements on eligible projects.

Since 2005, the District 2 Municipal Services Unit has been involved with over 60 local bridge projects, improving stream crossings with common sense and economical solutions.

**District 2 Municipal Services Report**

**Project Approvals:** 216 municipal project approvals valued at nearly $13.5 million.

**Project Management Activities:**

- Continued municipal support by managing Local Bridge, Turnback, Multimodal and ARLE grant programs.
- Assisting with grant applications, agreement preparation, project bidding, construction oversight, project completion, and reimbursements.
- Leveraging multiple funding sources including grants, $5 Fee for Local Use, Act 89 & 44, and County Act 13 funding enabling economically challenged municipalities to complete projects important to their community.

**GRS-IBS Bridges:** Continued statewide support for the GRS-IBS bridge initiative through work on updating the specification so the process can be utilized on higher ADT roadways.
Municipal Services specialists work closely with our local government officials in developing cost-effective roadway maintenance projects with the best service life expectancy. This roadway was part of a local Council of Government roadway maintenance contract that utilized precoated aggregate in lieu of the standard seal coat. There was a 5% cost savings, improved roadway surface, and improved life expectancy.

Northumberland County

Municipal Services Unit

Greg Dibble, Supervisor  
Email: grdibble@pa.gov  
Phone: 570.368.4239

Barry Garverick  
Email: bgarverick@pa.gov  
Phone: 570.368.4240

Brian Haight  
Email: bhaight@pa.gov  
Phone: 570.368.4241

Steven Kehoe  
Email: skehoe@pa.gov  
Phone: 570.368.4242

Counties: Bradford, Columbia, Lycoming, Montour, Northumberland, Snyder, Sullivan, Tioga, Union

Municipalities: 270  Liquid Fuels Mileage: 6335  Total Disbursements: $35.1 Million

District 3 Municipal Services Report


County Aid Projects: Approved 75 local construction and maintenance county aid projects that utilize county funding within Lycoming and Snyder Counties totaling $185,900.00.

2021 Local Government Flooding Post Damage Assessments (PDA) (FEMA/PEMA): Performed PDA for multiple roadways in 30 separate municipalities. Municipal PDA totaled over $7.9 million. Municipal Services also assisted in the PDA for numerous state roadways.

Highway Transfer (Turnback) Program: Coordinated with municipalities in 2021 to transfer two state owned roadways. The total proposed turnback mileage is 4.527 with a combined cost of over $6.1 million.

Dirt and Gravel and Low Volume Road Program: Assisted the County Conservation Districts and municipalities in generating dirt and gravel and low volume road project estimates and contracts according to the Conservation Districts’ guidelines. In 2021, estimates and contracts were generated for 21 separate municipalities totaling more than $1.3 million.

Agility Program: Assisted county maintenance Departments with the coordination of agility program projects by identifying roadway and bridge maintenance needs. This enables the sharing of services with local government agencies and money savings for both the Department and municipal governments.

PennDOT Connects: Assisted the local projects coordinators and the Planning and Programming unit by participating in the PennDOT Connects field meetings, as needed, to identify project needs relating to the community.
Taylor Borough in Lackawanna County

District 4 Municipal Services was involved with this project from beginning to end, including preparing specifications and putting the contract together to go out to bid. The borough engineer performed the ADA design and inspection.

This project utilized $530,000 in Liquid Fuels funds to repave 1.6 miles of borough streets and install 25 ADA ramps on this project.

Municipal Services Unit

Chris Goetz, Supervisor                   Email: cgoetz@pa.gov                         Phone: 570.963.4117
Jeff Roback                                         Email: jroback@pa.gov                        Phone: 570.963.4053
Ed Sumski                                          Email: esumski@pa.gov                       Phone: 570.963.4052

Counties: Lackawanna, Luzerne, Pike, Susquehanna, Wayne, Wyoming
Municipalities: 220  Liquid Fuels Mileage: 4775  Total Disbursements: $34.1 Million

District 4 Municipal Services Report

Liquid Fuels Construction Projects: 91 projects totaling nearly $8.25 million on local roads and bridges in District 4.

County Aid: $75,000 was awarded to 23 municipalities for local projects.

Act 89: Leveraged Act 89 funds for bridge repair totaling $551,000.

Act 44: Leveraged Act 44 funds to do bridge repair/replacement totaling $284,000.

Engineering Services: District 4 also assists and provides basic engineering services to municipal governments to help lower engineering costs to save taxpayer money.

Municipal Training: The Municipal Services Unit meets with new secretaries, elected supervisors, public works directors, roadmasters, and county officials to provide training on the use of liquid fuels, assisting them with completing required documents, and promoting other services, including winter maintenance, agility, Turnbacks, PIB Loans, Costars, and PennDOT Connects.
Joe Zerbey Airport Road Project: The project calls for the complete reconstruction of a county owned road that leads to the Schuylkill County Joe Zerbey Airport. This 1.2 mile long project calls for reclamation of the 24’ cartway, regrading of shoulders, guiderail upgrades and drainage improvements. At a total project cost of $1,120,000, the project will be funded by a Multimodal Transportation Fund award for $674,720, with the balance coming from Schuylkill County Act 32 Liquid Fuels Funds. The use of this road and the airport has seen growth due to the rapid expansion of a number of area industrial parks.

Municipal Services Unit

John Davis, Supervisor  
Email: johndavis@pa.gov  
Phone: 610.871.4151

Charles Paris  
Email: chparis@pa.gov  
Phone: 610.871.4152

Kevin O’Donnell  
Email: keviodonne@pa.gov  
Phone: 610.871.4150

Counties: Berks, Carbon, Lehigh, Monroe, Northampton, Schuylkill

Municipalities: 244  
Liquid Fuels Mileage: 7737  
Total Disbursements: $60.1 Million

District 5 Municipal Services Report


Municipal Maintenance and Other Contract Reviews: 41 Contracts totaling $6.1 Million

County Bridge and Road Projects Project Approvals: 39 Project Approvals totaling $41.2 Million

Liquid Fuels Mileage Additions: In 2021, District 5 added 1.28 miles of roadways to their liquid fuels inventory.

Highway Transfer (Turnback) Program in the District: In 2021, District 5 did not complete any Turnbacks; however, the District staff was involved in turnback discussions with four municipalities. The only turnback currently being pursued is for 0.863 miles of state roadways with a project cost of $2,000,000 with $1,400,000 being requested from the Turnback Account and $600,000 being provided by the municipality.

Pennsylvania Infrastructure Bank (PIB) and Other Municipal Bank Loans Oversight: District 5 Municipal Services has oversight of $10.4 Million in municipal bank loans to be re-paid with Liquid Fuels Funds.

PennDOT Connects: District 5 Municipal Services assisted the Design and Maintenance Units with contacting local municipalities for the PennDOT Connects field meetings and calling municipalities as needed to ensure municipal attendance at the field meetings.
“I always appreciate how you and your department go above and beyond with your assistance and knowledge whenever we ask for assistance. Plus, there are times when I don’t even have to ask and you and your department points things out to me to help me and the Borough through a project, before, during and post.”
- Randy Behmke, Director of Public Works, East Bradford Township, Chester County

Municipal Services Unit
Lou Calvanese Jr., Supervisor  Email: loucalvan@pa.gov  Phone: 610.205.6541
Brian Dayton  Email: bdayton@pa.gov  Phone: 610.205.6542
Marjorie Parris  Email: mparris@pa.gov  Phone: 610.205.6540
Timothy Greco  Email: tgreco@pa.gov  Phone: 610.205.6537
Peter Mancini  Email: pemancini@pa.gov  Phone: 610.205.6538

Counties: Bucks, Chester, Delaware, Montgomery, Philadelphia
Municipalities: 238  Liquid Fuels Mileage: 11,250  Total Disbursements: $136.1 Million

District 6 Municipal Services Report:
Project Approvals: 196 projects approvals totaling $70.2 million for work on local roads and bridges in District 6.
Project Assistance: The Municipal Services Unit assists with measuring project lengths, preparing cost estimates, assisting with preparation of bid packages, and advertisements.
PennDOT Connects: The Municipal Services Specialists leveraged their District contacts and existing relationships with municipal officials to continue to assist in the PennDOT Connects initiative. During 2021, specialists were able to direct municipal officials and commonwealth customers to correct contacts to resolve their concerns.
Mileage Additions: 7.31 miles of roadway were added to the liquid fuels inventory.
2021 Local Government Flooding Ida Damage Assessments (FEMA/PEMA): Performed verification and damage assessments for multiple roadways throughout the five (5) county area.
Pennsylvania Infrastructure Bank (PIB) and Municipal Bank Loans Oversight: District 6 Municipal Services has oversight of $39.4 million in municipal bank loans to be re-paid with liquid fuels funding.
District 8 Report

District 8 participated in an experimental seal coat using a double seal coat and washed #8 aggregate on the first lift followed by a ¼” washed aggregate (also known as “rice”) on the second lift. The seal coat was placed on several local roads in Lancaster County. This is being done in coordination with the New Products Evaluation Program.

Salisbury Township, Lancaster County

Municipal Services Unit
Scott Lehman, Supervisor Email: sclehman@pa.gov Phone: 717.787.4839
Jim Lesher Email: jalesher@pa.gov Phone: 717.787.4381
Rick Levan Email: rlevan@pa.gov Phone: 717.787.4378

Counties: Adams, Cumberland, Dauphin, Franklin, Lancaster, Lebanon, Perry, York
Municipalities: 316 Liquid Fuels Mileage: 10,949 Total Disbursements: $81.8 Million

District 8 Municipal Services Report

Project Approvals: 360 projects approvals totaling $92.3 million for work on local roads and bridges in District 8.

Project Assistance: The Municipal Services Unit assists with measuring project lengths, preparing cost estimates, assisting with preparation of bid packages, and advertisements.

County Aid Projects: 30 projects totaling $200,000 were approved using county funding.

Green Light Go: 7 projects were approved.

Mileage Additions: 17.15 miles of roadway were added to the liquid fuels inventory.

Pennsylvania Infrastructure Bank (PIB) and Municipal Bank Loans Oversight: District 8 Municipal Services has oversight of $78.5 in municipal bank loans to be re-paid with liquid fuels funding.

Municipal Training: The Municipal Services Unit meets with new secretaries, elected supervisors, public works directors, roadmasters, and county officials to provide training on the use of liquid fuels, assisting them with completing required documents, and promoting other services including winter maintenance, agility, Turnbacks, PIB Loans, Costars, and PennDOT Connects.

Municipal Outreach: Annually, we are committed to conducting outreach and training where municipal officials gather at statewide conferences, county conventions, and other local venues.
“We strive to help municipalities give the taxpayer a low-cost project without jeopardizing safety or quality.”

- John Pecze, District 9 Municipal Services Supervisor

Lake Road Bridge Stream Mitigation, Cambria County

Municipal Services Unit

John Pecze, Supervisor                   Email: jpecze@pa.gov                          Phone: 814.696.7221
Mike Bowser                                     Email: mibowser@pa.gov                   Phone: 814.696.7220
George Spinelli                                  Email: gspinelli@pa.gov                      Phone: 814.696.7222

Counties: Bedford, Blair, Cambria, Fulton, Huntingdon, Somerset

Municipalities: 236  Liquid Fuels Mileage: 4639  Total Disbursements: $27.5 Million

District 9 Municipal Services Report

Project Approvals: 202 municipal project approvals valued at over $13.2 million.

Project Management: District 9 oversees the local municipal governments’ Act 655 Liquid Fuels and Turnback monies received on a yearly basis.

Engineering Services: District 9 also assists and provides basic engineering services to municipal governments to help lower engineering costs to save taxpayer money.

Grant Programs: District 9 oversees Act 89 PennDOT Multimodal, DCED Multimodal, Automatic Red Light Enforcement (ARLE), Green Light Go, and Transportation Alternatives Program (TAP) funding.

Dirt and Gravel Roads Program: District 9 assists the Conservation Districts by setting up the advertising and bid packages for those municipalities who are awarded grants.

Community Development Block Grant (CDBG): District 9 assists with the cost estimates for the Counties’ CDBG applications.

PennDOT Connects: District 9 attends local government meetings monthly, uses the PennDOT Connects process to engage municipalities on all projects, and provides an Annual Outreach Meeting in the spring of every year to help keep local government and taxpayers informed of PennDOT projects, which helps make planning a smoother process.

Conferences and Seminars: District 9 attends local government conferences and seminars and presents any new information regarding the use of liquid fuels, upcoming projects, technical information, and other general updates.

Boards and Councils of Government (COGs): District 9 is on the University of Pittsburgh at Johnstown’s Engineering Industrial Board and helps them get their Engineering Certification every 5 years. District 9 is also a member of the Forest Hills Alliance (consisting of 7 Cambria County municipalities), a member of the Huntingdon County COG, member of the City of Johnstown’s Vision 2025 work group, a member of the Cambria County Chamber of Commerce, and also a legislative liaison between PennDOT and local legislators.
“On behalf of the Board of Supervisors, and the residents of East Mahoning Township, we would like to extend our sincere thanks and gratitude for your help in securing our DCED Multimodal Transportation Fund grant. Without your assistance the project would not have been possible. We appreciate all your help and look forward to working together soon.”

– Bertha Ackerson, East Mahoning Township Secretary

East Mahoning Township, Indiana County

Municipal Services Unit
James Schepis, Supervisor Email: jschepis@pa.gov Phone: 724.422.1118
Cory Shaffer Email: corshaffer@pa.gov Phone: 724.422.1116

Counties: Butler and Western Armstrong
Marc Skarbek Email: mskarbek@pa.gov Phone: 724.422.1115

Counties: Clarion and Jefferson
James Brehenti Email: jbreghenti@pa.gov Phone: 724.422.1117

Counties: Indiana and Eastern Armstrong

Municipalities: 208 Liquid Fuels Mileage: 5181 Total Disbursements: $29.4 Million

District 10 Municipal Services Report

Construction and Maintenance Projects: Completed 123 construction and maintenance projects representing a total of over $12.1 million.

County Aid Projects: Assisted 21 municipalities with submitting county aid projects which totaled $800,000.

PennDOT and DCED Multimodal Transportation Fund Assistance: Coordinated 20 applications requesting over $6.7 million in grant funding. District 10 continues to work with municipalities in implementing projects that received funding totaling nearly $2 million.

Dirt and Gravel and Low Volume Roads: Participated in the development of numerous projects for local governments valued at approximately $200,000.

Retroactive Reimbursable Local Bridge Project: Coordinating a reimbursable local bridge project for Jefferson County for $265,000.

Highway Transfer (Turnback) Program: Completed the turnback of SR 3007 in Valencia Borough and Adams Township, Butler County. Turned back 5.44 miles with a rehab cost of approximately $5 million.
Beaver County declared an emergency project. By utilizing the eligible County $5 Fee for Local Use, they were able to complete the roadway embankment failure remediation on Arboretum Trail Road in a timely manner with minimal impact on the traveling public.

Arboretum Trail Road, Beaver County

Municipal Services Unit
Barry DeAngelis, Supervisor Email: badeangeli@pa.gov Phone: 412.429.4813
Tony Ryan Email: antryan@pa.gov Phone: 412.429.4812
Tim Tagmyer Email: ttagmyer@pa.gov Phone: 412.429.4809

Counties: Allegheny, Beaver, Lawrence

Municipalities: 208 Liquid Fuels Mileage: 5979 Total Disbursements: $61 Million

District 11 Municipal Services Report

Construction Items: Administrative oversight of 53 approved construction projects totaling $13.5 million and 65.78 total miles paved. Allegheny County utilized the $5 Fee for Local Use and County Liquid Fuels (CLF) funding to complete in-house paving project for a total of $3,198,240. Beaver County Bridge Maintenance completed $671,625 worth of repairs at multiple sites utilizing CLF and Act 44 funds. Lawrence County (County Aid Projects) included administrative oversight of 19 projects approved totaling $575,753.

Maintenance Items: Surface treatment, seal coatings, and mechanical patching type operations totaling $8.5 million for a total of 84 miles sealed, treated, and stabilized. Provided guidance and audit trail paperwork for a variety of equipment purchases for multiple municipalities totaling $844,690.00.

Mileage Additions and Deletions: There were 16.40 miles added to the local transportation system. Processed 7.26 miles of road Turnbacks to local governments. Worked cohesively with local government, PennDOT Central Office, and District officials to execute all phases of District recommended abandonments, vacations, adoptions and turnback agreements.

PennDOT Connects: Unit personnel have been participating in PennDOT Connects steering committee webinars and community outreach meetings.

Continued on next page
Technical Support: District 11 Municipal Services Unit serves as the local government point of contact concerning issues with state and local roadways, including jurisdictional or maintenance responsibility questions, troubleshooting of roadway hazard issues, or applicable interpretation of Department standards and specifications.

Municipality Assistance: Reviewed all District communities and counties for allocation certification, including end of year actual use of liquid fuels compliance, submission of all required Department forms, remediation of community Commonwealth contractor responsibility obligations, and assisted with required DCED form submission and dotGrants training.

Programs Support: Local government liaison for Department Services Programs, including frequently asked questions, process navigation, and program administration contact information.
District 12 Municipal Services Report

Project Approvals (439 Funds): 75 project approvals totaling $21.2 million for work on local roads and bridges in District 12.

Maintenance (438 Funds): $12.1 million from liquid fuels were utilized to maintain local roads. This includes activities such as pothole patching, seal coating, microsurfacing and fiber mat.

Mileage Additions: 7.60 miles of roadway were added to the liquid fuels inventory.

Highway Transfer (Turnback) Program: Since 2019, District 12 turned back 2.26 miles of road and 2 bridges.

Pennsylvania Infrastructure Bank (PIB) and Other Municipal Bank Loans Oversight: District 12 Municipal Services has oversight of $975,000 in municipal bank loans that are currently being repaid.

Incident Command Center: The Municipal Services Unit supports the District by manning the Incident Command Center during declared incidents. Duties included collecting information from the counties and relaying that information to the Area Command Center statewide to improve situational awareness.

District Municipal Liaison: Assisted County Maintenance units with drainage issues on state and local roads in Townships, Boroughs and Cities by investigating problems, determining maintenance responsibilities, and realizing viable solutions.

ISO 9001 Project Delivery Certification: Municipal Services personnel supported the Districts ISO 9001 Certification by auditing assigned processes for completeness and effectiveness in a timely manner.

PennDOT Connects: The District 12 Municipal Services Representatives leveraged their contacts and existing relationships with municipal officials to assist in the implementation of the PennDOT Connects initiative. Municipal Services personal contacted local officials to stress the importance of their participation in the Scoping Field Views and attended the meetings to support the local governments.

"PennDOT Municipal Services has benefited Derry Borough in many ways. Our Municipal Services representative has improved communications, educated us with standards and guidelines, and assisted us with making sure our municipality has the knowledge needed to be successful with improving our transportation infrastructure. They provide support with planning, construction phases, and processing expenditures with accurate reporting ensuring that Liquid Fuels Tax Dollars are being well and accurately spent. Municipal Services is an excellent resource for Pennsylvania local government entities and in our personal experience they supported Derry Borough’s goals and objectives by providing us excellent technical assistance."

– Lori L. Latta, Secretary/Treasurer, Derry Borough, Westmoreland County
Financial Consultants Report

Financial Consultants Coverage Areas

Financial Consultants Unit

Michael Weigel, Supervisor
Email: mweigel@pa.gov
Region: North Central
Phone: 484.274.3674

Mary Ammann
Email: mammann@pa.gov
Region: Northwest
Phone: 814.883.3631

Earl Helbing
Email: ehelbing@pa.gov
Region: Southeast
Phone: 610.533.8908

John Mazur
Email: johnmazur@pa.gov
Region: Northeast
Phone: 570.267.8454

John Weaver
Email: johnweav@pa.gov
Region: Southwest
Phone: 724.989.8110

Vacant
Region: South Central

Financial Consultants Coverage Areas

Northwest: 14 Counties; 492 Municipalities
Northeast: 12 Counties; 378 Municipalities
Southeast: 8 Counties; 401 Municipalities
South Central: 9 Counties; 333 Municipalities
Southwest: 10 Counties; 511 Municipalities

“As the Secretary/Treasurer for a rural, local government, my job would be a nightmare if it weren’t for the expertise of Mike Weigel. Mike is truly a phone call away day/night and walks you through whatever question/issue you may have in ‘layman’s’ terms and does not talk above you. As times have changed over the years and many were scared to use DOT grants, Mike was there and the MS965 is not the terrifying end of the year report as once was.”

– Kathy Varner, Secretary/Treasurer, Shirley Township and Borough, Huntingdon County

“Mike Weigel is very helpful every year helping with my yearly reporting. He also calls periodically throughout the year to check to see if we need help with anything and offers to stop at the office if anything would happen to come up.”

– Paula J. Fox, Secretary/Treasurer, Duncansville Borough, Blair County

Financial Consultants Report

Monitoring Reviews
411 Liquid Fuel Tax Funds analysis to ensure compliance with regulations and laws.

Financial Consultations
720 technical assistance on any financial matter impacting Pennsylvania municipalities.

dotGrants Training
119 face to face training on accessing dotGrants and submitting online version of required reports.

Additional Contacts
4,853 other types of general assistance to local governments and PennDOT based on their experience and institutional knowledge.