

FY 2024-2025 LTAP Annual Report SEDA-COG MPO

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SEDA-COG MPO LTAP Annual Report

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Mission Statement

SEDA-COG will partner with PennDOT to identify municipal training needs and expand and promote LTAP services within its 9-county LTAP region.

Program Overview

The LTAP program is a fixture in the SEDA-COG Metropolitan Planning Organization (MPO) region. SEDA-COG focuses on adding value to the training and technology transfer process for municipalities and strives to integrate LTAP with other regional transportation planning activities for maximum effectiveness. Our regular coordination with county and municipal officials on transportation program and project development has benefited from closer relationships and trust forged by LTAP involvement. The feedback received during individual trainings, marketing events, and direct conversations reveals that LTAP is having a positive impact and satisfying needs unmet through other programs, all at no cost to local government. Continuous improvements to LTAP delivery and stronger relationships between all the LTAP partners (PennDOT, MPOs/RPOs, PSATS, instructors, and municipalities) make SEDA-COG's role in the program more successful and rewarding.

Program Accomplishments

Below is a compilation of some significant accomplishments during FY 2024-2025:

1. SEDA-COG effectively marketed LTAP classes to non-typical students, extending the reach of training and diversifying the LTAP registrants. In particular, the Municipal Stormwater, Winter Maintenance, Traffic Signs, Traffic Signals, Traffic Control, and Erosion and Sediment Control classes were targeted to county/municipal planners, managers, engineers, law enforcement, zoning officials, code administrators, and planning commission members. This helped result in the creation of several new LTAP accounts/students. (During FY 24-25, a total of 76 new user accounts were created for individuals from the SEDA-COG LTAP region, indicating continued turnover in municipal employment.) Direct correspondence with county planners encouraged these officials to engage municipalities about the training and target announcements toward communities based on local needs.
2. Organized hands-on Equipment Operator Training workshop, by contracting with Pennsylvania College of Technology, that was held on June 7, 2024. (Summer 2025

training is scheduled for July 25th.) SEDA-COG used its UPWP allocation to offer this class. The 11 participants greatly benefitted from the classroom instruction led by a Penn College faculty member and the actual practice time operating a backhoe, dozer, excavator, road grader, skid steer, and wheel loader.

Staff was in regular contact with students and Penn College employees throughout the spring to facilitate the class logistics. Because of this class's popularity, a waiting list for the anticipated 2026 session is being maintained, including those municipalities that have sent students to prior trainings and wish to get their entire crews through this hands-on instruction – a limit of one attendee per municipality is generally followed. The enthusiasm for this special training continues to grow and it offers key advantages for our region's municipalities that cannot be found elsewhere – all at no charge to them.

SEDA-COG will cooperate with Penn College to offer future equipment operator training. Due to the lasting success of this collaboration, other classes, demonstrations, or showcases that feature demonstrations or hands-on training will also be considered if warranted.





3. Organized hands-on Chainsaw Safety workshops, by contracting with Pennsylvania College of Technology, that were held on August 13, 2024 and June 3, 2025. The MPO used its UPWP allocation to offer this class. The 23 participants greatly benefitted from the classroom instruction led by a Penn College faculty member and the actual practice time receiving classroom instruction on safe chainsaw operations. In the afternoon, the class instructor moved the class to Penn College's woodlot and demonstrated safe practices for felling and limbing trees. Students took an active part in these operations. The 2024 and 2025 training events were a well-appreciated success, and the class is anticipated to be held again in Summer 2026.





4. LTAP Technical Assistance services were promoted by SEDA-COG through newsletters, class time, phone calls, meetings, social media, and networking with local officials. Staff routinely receive inquiries from municipalities regarding traffic studies, publication standards, or transportation funding programs, and inquirers are advised to take advantage of the LTAP technical assistance. During FY 24-25, a total of 44 Tech Assists were completed in the SEDA-COG LTAP region.

5. SEDA-COG was pleased to be able to continue its support of in-person LTAP training classes during FY 24-25. Crucial training needs of experienced and new municipal employees were met throughout FY 24-25. The training continues to have a meaningful impact for municipalities in the region during challenging budget environments. SEDA-COG will continue to sponsor standard classes and respond to emerging training needs by arranging or proposing new courses. Staff regularly recommend new courses, LTAP newsletter article ideas, and Tech Sheet concepts.

SEDA-COG sponsored 7 LTAP maintenance and safety-oriented classes during FY 24-25. The most popular classes were Temporary Traffic Control and Winter Maintenance. Recently revamped courses were promoted and encouraged for scheduling to offer new guidance and information.

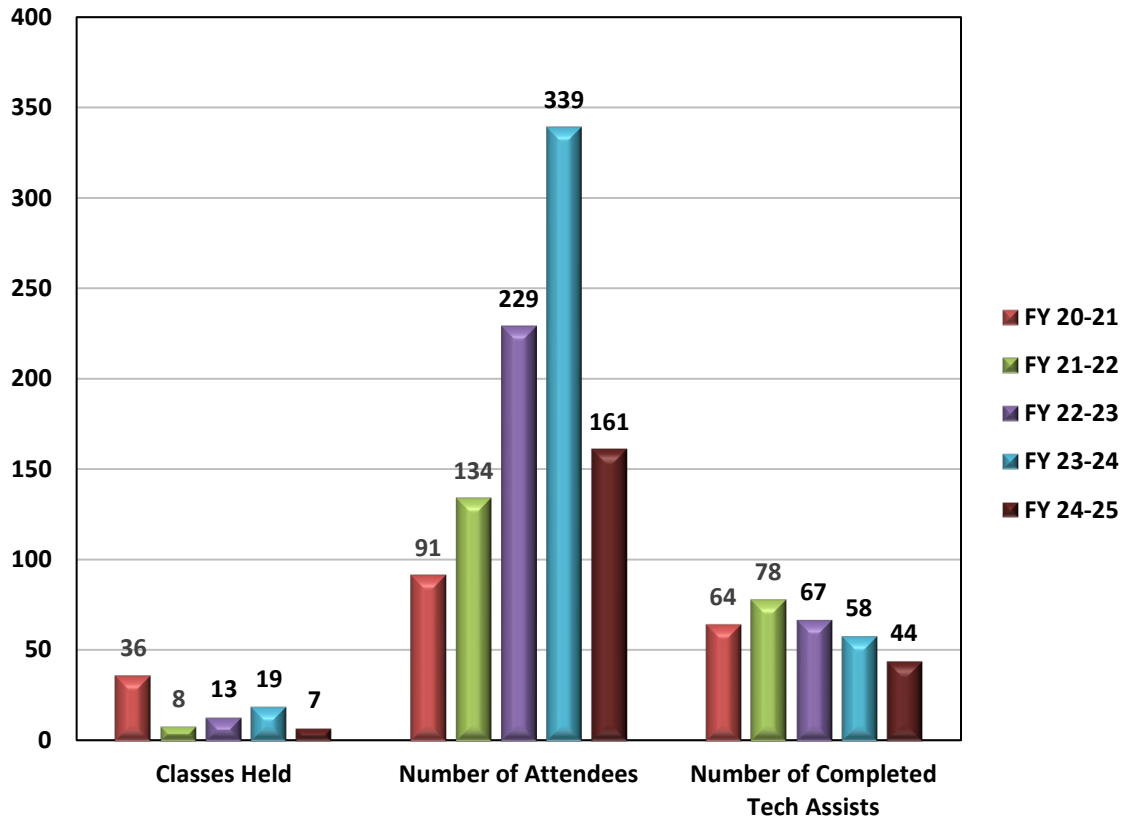
**SEDA-COG MPO LTAP Training Session Participation
Summary for FY 2024-2025**

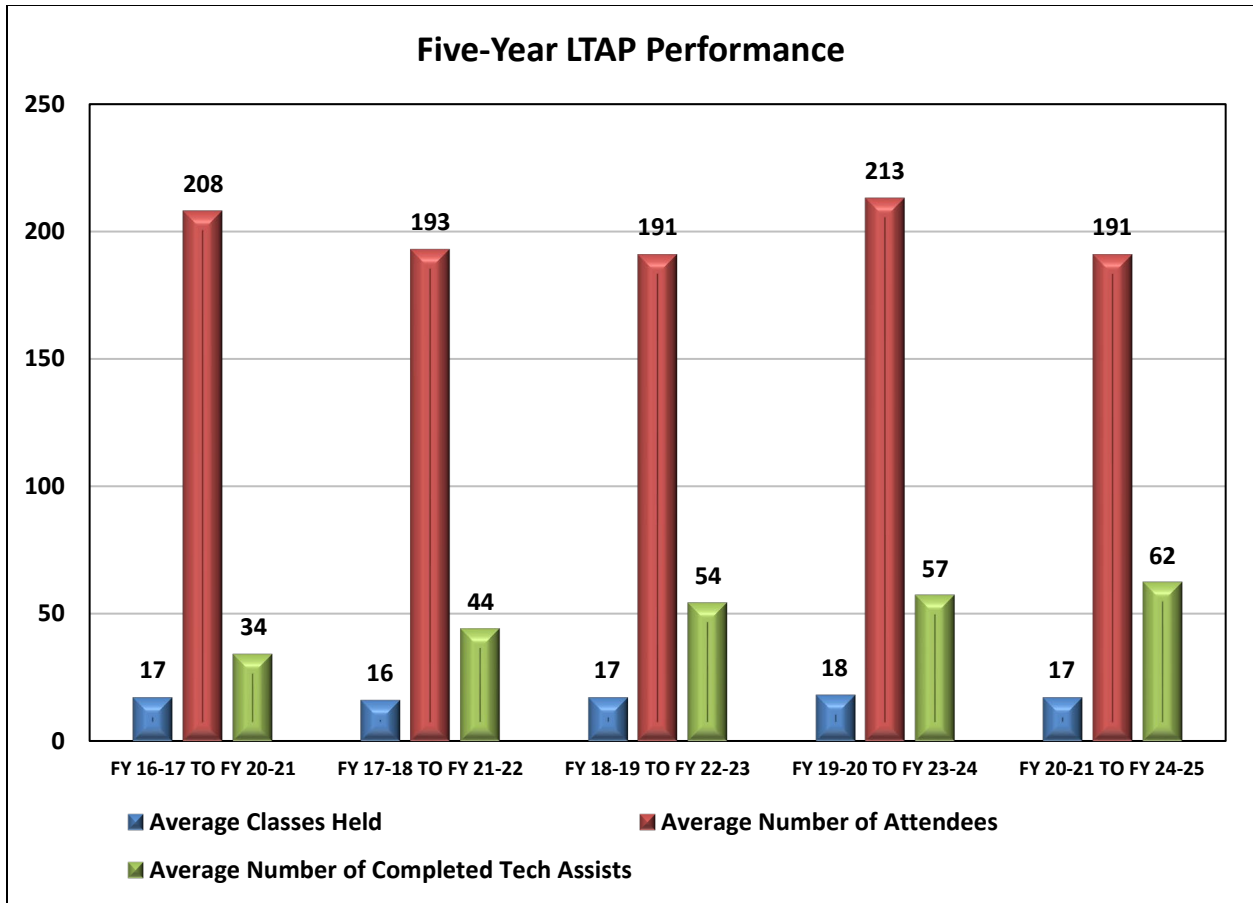
Program Fiscal Year	Number of LTAP Classes Held	Number of Attendees	Average Number of Attendees Per Course
2024-2025	7	161	23

Staff marketed the LTAP virtual classes, webinars, and drop-ins that were available to all municipalities statewide, including four new offerings beginning in 2024. Most of the municipalities from the SEDA-COG region that attended the virtual classes were from larger urban and suburban municipalities. During this period, the main contact list was updated through the Constant Contact software, which is used to generate e-mails about classes and other announcements and disseminate regular LTAP newsletters.

In the figures on the following pages (which includes data from Centre County), the SEDA-COG LTAP class and tech assists numbers cover each of the five most recent State Fiscal Years. To better present trend-based information, the second figure shows 5-year running averages since SFY 2016-17. FYs 20-21 and 21-22 are outliers and reflect the fact that we were unable to hold any in-person classes within the region for several months covered by those periods. Some classes were “attended” virtually by municipalities from the region, but there were far fewer total in-person attendees than usual.

LTAP Program Activity





The recent performance reveals some decrease in LTAP activity in the SEDA-COG region, particularly in the number of class attendees. This trend appears to mirror statewide data and might be explained by municipalities catching up on training (especially of the in-person variety) that was not conducted during the COVID pandemic. It is important to regularly examine the LTAP evaluation forms to see how municipalities are applying the training and technical assistance received, and to learn more about their views toward the program’s value. We will continue to actively promote the many LTAP benefits and adapt to the needs of our municipalities.

In scheduling and participating in LTAP training sessions, SEDA-COG staff recommended that public works employees pursue the Roads Scholar certification through LTAP. This helped increase regular registrations, especially as larger boroughs committed to taking several new public works crew members through the Roads Scholar regimen and having its veterans go through refreshers. Now that the Roads Scholar II and Police/Administrative designations are available, staff has promoted these and recognizes that more experienced municipal road workers and law enforcement/managers might be prompted to attend LTAP training. The greater recognition of LTAP training among municipalities, along with strong partnering of staff from SEDA-COG/PennDOT/PSATS, should promise participation successes long into the future.

In addition, SEDA-COG staff also promoted other non-LTAP but PSATS-orchestrated educational sessions applicable for roadway safety and maintenance. These included Flagger

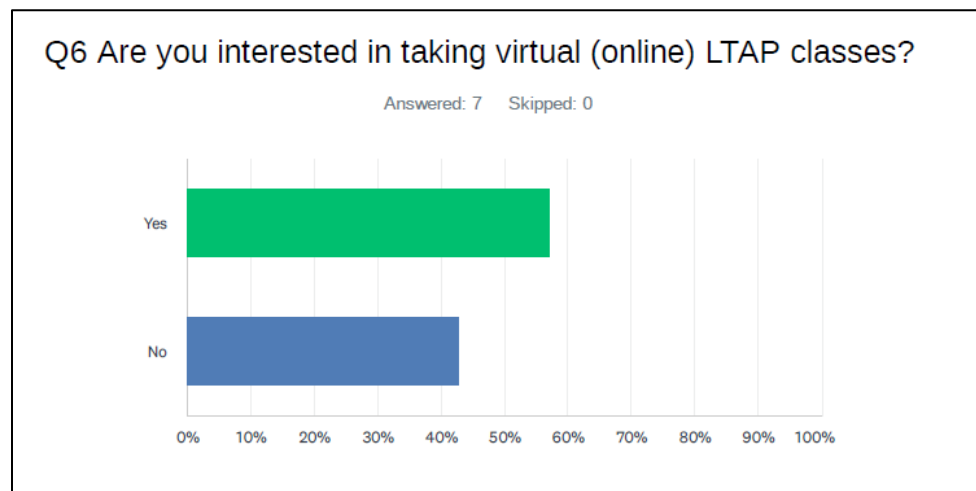
Training certification. Municipalities were encouraged to attend such sessions, and assistance was offered with hosting or registering for these workshops.

Program Highlights

This section provides a summary of the key outreach activities that SEDA-COG staff undertook to better administer LTAP for municipalities. SEDA-COG staff recommended classes as virtual or drop-in (accessible at any time) offerings based on municipal interest and requests and worked to promote other scheduled classes or training. Key outreach efforts during FY 24-25 included:

- **LTAP Surveys**

Direct requests from municipalities for courses occur throughout the year. SEDA-COG staff's attendance at class sessions and marketing events generates requests and identifies municipal training needs. Staff also issued a training needs survey in May 2025 and took copies of this course interest survey to scheduled LTAP classes, county conventions, and equipment shows in the region. This survey contains checkboxes next to currently available courses, blank spaces for recommended courses, SEDA-COG and LTAP contact information, and questions regarding Tech Assists, training topics, road show interest, suggested program improvements, and additional recommendations.



The convenient online surveying process led to easy analysis of results, successful class scheduling, and learning about new training needs or class sites. Staff also include questions to learn about distances that officials are willing to travel for LTAP training and whether municipalities have interest in virtual classes and drop-ins. A PDF of the traditional survey form was also offered up to municipalities to complete and return. If municipalities responded by faxing or mailing in their survey responses, they were entered manually into SurveyMonkey to load the information into the same system and instantaneously identify trends.

- **LTAP Classes**

As noted above, 7 LTAP classes were completed in the SEDA-COG LTAP region during FY 24-25. These classes were conducted in Centre, Columbia, and Union Counties – effectively spreading the classes from one end to the other throughout the expansive 9-county SEDA-COG LTAP region. Other LTAP course highlights from FY 24-25 are included below:

- 184 people registered for classes.
- 161 people (87.5% of registrants) attended classes and received training. Other individuals present at the training (instructors, SEDA-COG staff, and PennDOT municipal services specialists) are often not counted in the attendance.
- On average, there were 23 attendees per class session.
- SEDA-COG staff secured training facilities and handled logistics for most of the classes conducted in the region. Staff attended most classes held in the region and assisted with the registration and preparations for many students. SEDA-COG ensured that refreshments were available for all in-person classes.
- A few municipalities (Patton Township, Ferguson Township, East Buffalo Township, State College Borough, and Berwick Borough) had LTAP Road Shows.

The 7 classes listed below were offered in the SEDA-COG LTAP region during FY 24-25:

<u>Date</u>	<u>Course Name</u>	<u>County</u>	<u>Host Municipality (Location)</u>	<u># of Attendees</u>
09/24/24	Winter Maintenance	Union	East Buffalo Twp.	23
09/25/24	Winter Maintenance	Centre	Ferguson Twp.	16
11/22/24	Geographic Information System (GIS) Basics	Union	East Buffalo Twp.	14
03/19/25	Public Works Safety	Columbia	Berwick Borough	19
04/01/25	Temporary Traffic Control	Centre	Patton Twp.	31
04/03/25	Road Surface Management	Centre	Patton Twp.	21
04/07/25	Temporary Traffic Control	Centre	State College Borough	37

Communication / Marketing

This section summarizes the communication and marketing techniques used by SEDA-COG to promote awareness of LTAP courses. Staff attempt to take advantage of every available opportunity to adequately spread the message about LTAP services and benefits. The marketing events and communication methods are essential for achieving healthy class attendance, and to encourage municipalities to make use of other available LTAP services. Contact information for municipal officials is constantly updated by coordinating with PennDOT Districts, individual municipalities, county township associations, and PSATS to ensure that municipalities are easily accessing LTAP news. SEDA-COG continued to utilize marketing tools in FY 24-25 by

disseminating pens and notepads with the LTAP logo to promote LTAP services at area events. The Constant Contact lists maintained by the MPO include separate listings for the LTAP Newsletter, LTAP classes, and other related aspects of MPO operations, and these are integrated so that edits/additions/deletions are performed in a coordinated manner.

- **County Conventions**

SEDA-COG normally attends one or more County Conventions of Township Officials Associations each fall; however, SEDA-COG does advertise on behalf of the LTAP services in the program booklets for each of the county conventions.

- **LTAP Update Newsletter**

SEDA-COG sent its biannual LTAP Update newsletter to all municipalities in Fall 2024 and Spring 2025. A PDF version was also posted to SEDA-COG’s Web site, and a link to that site was posted on the Facebook, LinkedIn, and X social media platforms. The newsletter covered LTAP topics such as course schedules, course descriptions, LTAP Web site use, technical assistance, library materials, local government competitions, new FHWA/PennDOT publications, safety tools/applications, and important upcoming events (flagger training, drop-in sessions, webinars, roadway management conferences, and PSATS’ conference). The newsletters were prepared and issued as electronic newsletter versions via Constant Contact – this allowed staff to track addressee email openings (which has averaged around 30-35%) and clicks within newsletter links. Staff also included LTAP news articles and class schedules in SEDA-COG’s general agency newsletters, and state legislators often run the SEDA-COG LTAP training notices in their newsletters.



- **Courses**

The primary means of communication with municipalities involved e-newsletter transmittal of the course listings in the LTAP Update newsletters, along with regular e-mailing of the individual course announcement flyers and class reminders to over 300 contacts. The course names, descriptions, intended audience, training dates, and locations were included in this correspondence. The initial class notifications were made approximately one month in advance of the training dates, with reminder notices sent approximately two weeks ahead of class dates, depending on the registration numbers. Staff use Constant Contact to distribute

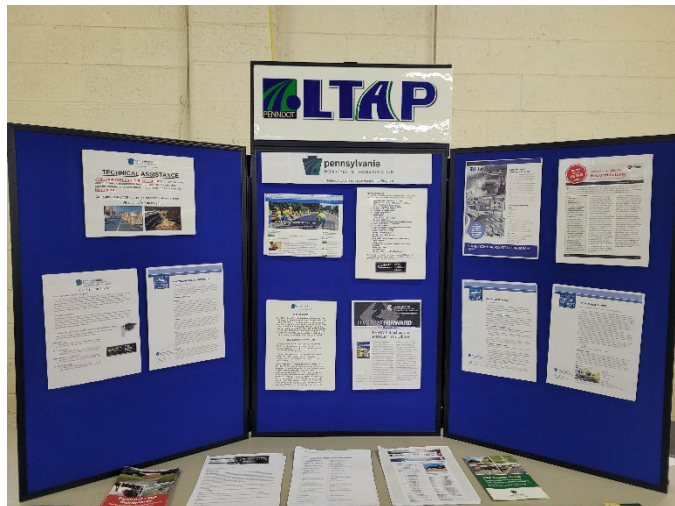


course notification emails to municipalities to make email correspondence more efficient and secure, and to enable tracking of email opens and clicks for links that are shared. Targeted telephone calls were made to certain municipalities based on staff's familiarity with conditions in those municipalities or past interest expressed about specific courses. Staff also relied on postcards and other handouts to spread the word about LTAP classes. In addition, course listings were placed on the SEDA-COG transportation Website, along with other updates or LTAP-related events. Staff worked with the SEDA-COG Communications Coordinator to issue LTAP class news releases and place information on the agency's main Website, Facebook, and X pages. Finally, the Centre County MPO forwarded SEDA-COG emails and placed area LTAP training events on its main Web page and promoted them on its Facebook site.

- **Equipment Shows**

SEDA-COG staff attended the West Branch Council of Governments' Equipment Show held on May 21, 2025, at the Lycoming County Fairgrounds in Hughesville. Several hundred attendees from throughout the SEDA-COG, Lycoming County, and Northern Tier areas participated in this event. SEDA-COG staffed an LTAP table display throughout the entire show, sharing LTAP

information and answering questions that municipal officials had on various transportation issues. The tabletop display's Velcro foam board pieces included recent Tech Sheet cover pages, LTAP newsletter cover pages, Roads Scholar info, LTAP Web site screenshot, and more (staff updated the display boards in 2024). Several items were given away at the booth, including course descriptions, class flyers, survey forms, LTAP Tech Assist brochures, Roads Scholar brochures, Walkable Communities brochures, newsletter articles, recent Tech Sheets, pens, pencils, notepads, SEDA-COG brochures, Local Government Bridge Funding Handbook, grant program solicitations, and more.



- **PennDOT Communication**

SEDA-COG staff communicated with PennDOT Central Office, District 2-0 and 3-0 Municipal Services, PSATS, and other LTAP Advisory Committee members, as needed, to review and discuss key LTAP issues: training, outreach, administration, and expansion of services. Staff regularly interacted with the PennDOT LTAP Program Director via phone and e-mail to provide updates and seek information. Coordination with the District Municipal Services Supervisors and Specialists was used to increase municipalities' exposure to LTAP, increase class registrations, request data, and learn more about local transportation concerns. Staff also requested and reviewed the LTAP Contract Year Evaluation Reports to gauge how well the program meets the needs of participants statewide.

- **Reaching Non-Responders**

Staff annually prepare region-wide mapping that represents municipal participation in LTAP training and Tech Assists over the most recent 4-year period. This mapping is typically displayed at the fall County Conventions to target outreach efforts with those municipalities that haven't participated over the prior four years. Conversations during County Conventions and elsewhere are used to determine why non-responders haven't utilized LTAP services and trumpet the advantages of getting involved. StoryMaps may be developed in the future to promote LTAP benefits and elicit more interest in the LTAP suite of services.

- **Build a Better Mousetrap Competition**

Staff promoted the 2025 PennDOT LTAP Build a Better Mousetrap Competition (part of a national contest that looks for innovative public works solutions) to area municipalities and added PennDOT LTAP guidelines/entry forms to the SEDA-COG LTAP Web site. No municipalities from the SEDA-COG region submitted entries during 2025, but staff will continue outreach during FY 2025-2026 to encourage innovative gadgets or improved ways to do transportation jobs as submissions from area municipalities. PennDOT staff have recently updated the Build a Better Mousetrap Competition portion of the LTAP Website and made the submittal process easier and more streamlined.

- **Partnerships and Cross-Promotion**

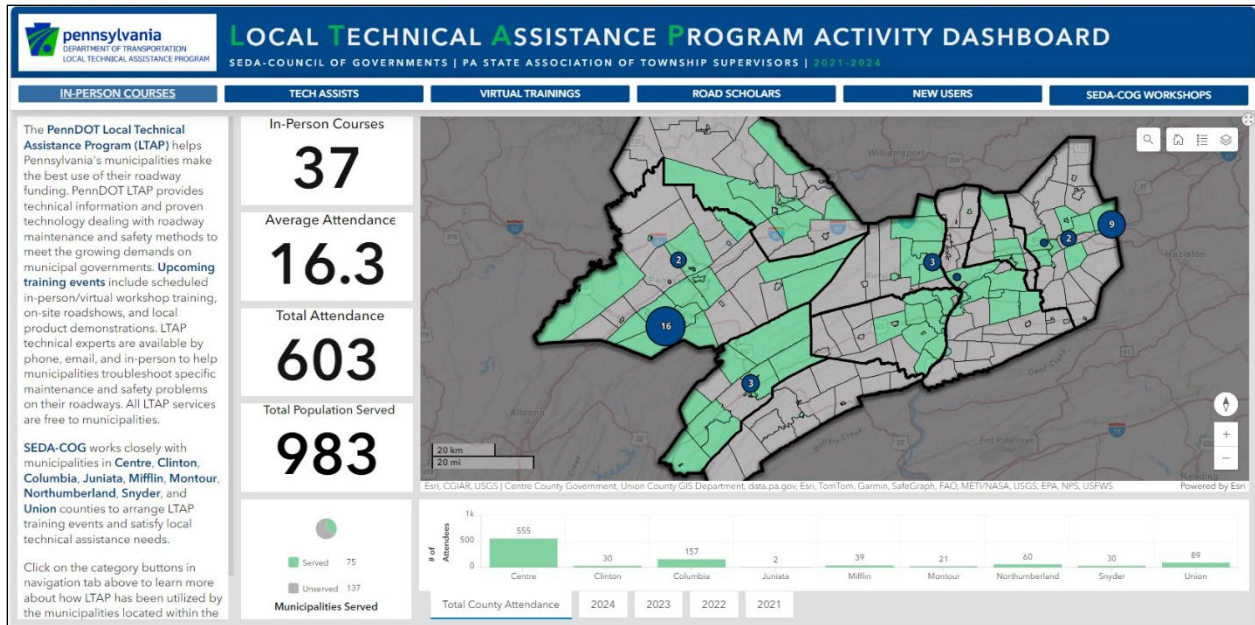
SEDA-COG staff continued and expanded working partnerships with many organizations to more widely promote LTAP during FY 24-25, including:

- PennDOT Central Office
- PennDOT Engineering Districts 2-0 and 3-0
- Pennsylvania State Association of Township Supervisors (PSATS)
- Instructors from Pennoni Associates and other firms
- SEDA-COG Municipalities
- Other MPOs/RPOs: Williamsport, Centre County, Northern Tier, NEPA, etc.
- County Associations of Township Officials
- LTAP Advisory Committee
- County Planning Directors
- Councils of Government
- Pennsylvania Governor's Center for Local Government Services
- Penn State Cooperative Extension Offices
- Pennsylvania Division of the Federal Highway Administration
- Pennsylvania State Transportation Innovation Council (STIC)
- Regional News Media
- National LTAP Association
- National Safety Training Providers
- Equipment Vendors and Consulting Engineers
- Educational Institutions
- County Conservation Districts

- Governor’s Regional Offices
- Pennsylvania Center for Dirt and Gravel Road Studies
- Pennsylvania State Police
- Pennsylvania One Call System

- **Other Events & Activities**

1. PennDOT Planning Partners Meeting – Staff attended the meeting of statewide Planning Partners on September 24-26, 2024. This event provided the attendees with an opportunity to receive a variety of LTAP updates, learn about best practices in other areas, and propose recommendations to improve training and communication. Staff also attended similar bimonthly virtual meetings throughout the year with other PennDOT Planning Partners. These meetings provide an opportunity to also learn about LTAP activities, experiences, and suggestions from other planning regions.
2. PSATS’ Educational Conference & Trade Show – Staff typically attends the annual PSATS Conference held in April at the Hershey Lodge but was unable to do so in 2025.
3. SEDA-COG MPO Meetings – Staff regularly shared LTAP updates during SEDA-COG MPO meetings, which are held 6 times per year. LTAP services are also mentioned during updates at SEDA-COG Board of Directors meetings.
4. LTAP Advisory Committee – Since 2011, the SEDA-COG LTAP Coordinators have been a member of the LTAP Advisory Committee meetings that helps to direct LTAP activities and to relay pertinent information to the other Planning Partners. During FY 24-25, staff attended the October 2, 2024 and April 2, 2025 Advisory Committee meetings. Participation in the Advisory Committee results in key LTAP updates, valuable input from committee members located across the state, and tours of innovative project sites or technology demonstrations. SEDA-COG staff also served on the Build a Better Mousetrap Selection Subcommittee and helped reach consensus on the winners. Through the Advisory Committee, and in conjunction with the NEPA Alliance group, SEDA-COG MPO developed a new ArcGIS Experience Builder GIS-based website to track, display, and analyze LTAP performance data (see graphic below). We plan to update this regularly and hope this may be expanded statewide as a tool that can be utilized by PSATS as well as other Planning Partners.



5. Roadway Management Conference – Staff attended this meeting sponsored by PennDOT and held at Rehoboth Beach, DE, from October 23-25, 2024. Several sessions were presented by PennDOT, PSATS, and affiliates on LTAP class topics and developments, including advance presentations on new class content.



Program Success Stories

Municipal officials are predominantly aware of LTAP services and continue to take advantage of LTAP training in sizable numbers. They look to SEDA-COG staff for assistance in meeting their roadway maintenance and safety needs. SEDA-COG involvement with LTAP activities produced acceptable attendance figures and transferred sound maintenance and safety practices to area municipalities. SEDA-COG was successful in recruiting non-responding municipalities by offering LTAP courses in convenient locations, using new venues across the region, and promoting related workshops or webinars to accommodate clients in efficient ways. We had great success in keeping other officials coming back to classes, drawing interest in newly available courses, and attracting non-typical LTAP students (e.g., those from the planning profession, law enforcement, municipal administration, and academia). SEDA-COG effectively responded to municipal training needs by arranging requested courses in a timely manner.

The Tech Assists totals decreased compared to the prior Fiscal Year. Many of the completed Tech Assists were, however, more complex and time-intensive than mere phone assists or sharing of library resources and involved site visits. These included:

- Pavement/right-of-way distances analysis for development of potential “No Parking” ordinance, Loganton Borough, Clinton County.
- Analyzed potential placement of a fountain on town square for sight distance issues, Bellefonte Borough, Centre County.
- Analyzed flagpole size on state-owned bridge, Bellefonte Borough, Centre County.
- Reviewed an intersection sight distance study and multiway stop evaluation, State College Borough, Centre County.
- Training on how to conduct and document an engineering and traffic study for the purpose of establishing a safe and legally enforceable speed limit, Chapman Township, Clinton County.
- Performed an intersection roadway study for Philipsburg Borough/Rush Township, Centre County.
- Provided guidance about MUTCD-compliant signage for 3-way stop at an intersection, State College Borough, Centre County.
- Field review of candidate street crash data and roadway documentation to see if conversion to a one-way street was feasible, Loganton Borough, Clinton County.
- Performed research and responded with potential funding recommendations for signalizing intersections, Bellefonte Borough, Centre County.
- Field review of candidate street safety and land use to determine whether parking could only be permitted on one side of the street, Loganton Borough, Clinton County.
- Performed research and responded with potential funding recommendations for signalizing an intersection, Bellefonte Borough, Centre County.
- Provided guidance on potential funding sources/resources for a transit development plan, Bellefonte Borough, Centre County.
- Performed field review and made recommendations for an intersection safety study, State College Borough, Centre County.
- Provided analysis and recommendations related to addressing safety issues in an alleyway loading/unloading zone, State College Borough, Centre County.
- Performed traffic study to change an intersection to a 4-way stop, Catawissa Township, Columbia County.
- Performed field review and provided recommendations at an intersection to post a No Turn On Red restriction next to railroad tracks, Rush Township, Centre County.
- Study for posting speed limit on several roads, East Cameron Township, Northumberland County.
- Performed two traffic counts to determine eligibility for funding grant projects through the Dirt and Gravel Roads program.
- Speed documentation study and evaluation of regulations designating a portion of roadway as a “fines doubled corridor”, Mahoning Township, Montour County.
- Evaluation of criteria and recommendations for establishing a 4-way stop at an intersection, Lewisburg Borough, Union County.
- Evaluation of guidance related to establishing parking restrictions in an alleyway, Northumberland Borough, Northumberland County.
- Performed peer review of trail crossing evaluation on a road in Ferguson Township, Centre County.

- Provided guidance and references for performing an ADA Transition Plan, Bellefonte Borough, Centre County.
- Speed study and ordinance and sign posting recommendations for Noyes Township, Clinton County.
- Study for evaluating truck traffic and potential posting of weight restrictions for multiple roads and intersections, West Hemlock Township, Montour County.
- Provision of guidance and documentation related to sign retroreflectivity, Flemington Borough, Clinton County.
- Review and recommendations for posting and bonding of roadways, West Keating Township, Clinton County.
- Evaluation and recommendations for repairing a gabion retaining wall, Oliver Township, Mifflin County.
- Review and discussion of annual road plans and recommendations, Cleveland Township, Columbia County.
- Discussion of project planning options for a potential road reconstruction/realignment in Susquehanna Township, Juniata County.
- Assessment of feasibility and cost of extending a road, Jackson Township, Snyder County.
- Recommendations for developing an engineering study and procuring funding for a road that has drainage issues, Benton Township, Columbia County.
- Review of culvert replacements along two roads in Cleveland Township, Columbia County.
- Evaluation of drainage issues involving a cross pipe and recommendations to alleviate situation, Lewisburg Borough, Union County.
- Review and discussion of annual road plans and recommendations, Catawissa Township, Columbia County.
- Discussion of options to procure funding for repair of roadway, Susquehanna Township, Juniata County.

Beyond the marketing of Tech Assist services, staff played an important role in several visits or assistance, helping officials to log requests or having LTAP experts enter them and respond to the inquirers.

Staff continued to recommend that municipal officials consider requesting LTAP Tech Assists to aid potential applications for various transportation grant programs. For instance, municipalities were encouraged to get LTAP expert advice and safety recommendations for problems being considered for ARLE Transportation Enhancements Grant funding. In particular, the ranking criteria benefit and list of low-cost improvement options to draw upon from Local Safe Road/Walkable Communities Program assessments were highlighted. Likewise, municipalities were notified that LTAP Tech Assists could benefit applications for Transportation Alternatives, Multimodal Transportation Fund, Green Light-Go Program, and Dirt, Gravel, Low Volume Road Program funding rounds.

Related to other technical assistance and resources, staff continued promoting LTAP's role in educating municipal officials via online videos and webinars, forwarding announcements and flyers to municipalities in the region, making in-person announcements of upcoming events at

on-site classes, and including such offerings in our bi-annual LTAP Newsletters. Municipalities were encouraged to consider how they might take advantage of these webinars and a variety of other PennDOT/FHWA resources throughout FY 24-25. Scheduled virtual and drop-in webinar sessions publicized included:

- PennDOT LTAP Trucks on Local Roads: Issues and Solutions webinar
- PennDOT LTAP Drones: Municipal Transportation Uses webinar
- PennDOT LTAP Geographic Information Systems (GIS) Basics webinar
- PennDOT LTAP Traffic Signals Basics webinar
- PennDOT LTAP School Transportation Management webinar
- PennDOT LTAP Active Transportation for PA Communities webinar
- PennDOT LTAP Curves on Local Roads webinar
- PennDOT Connects Virtual Drop-in on Stormwater Planning ABCs for Municipal Officials
- PennDOT LTAP ADA Transition Plans and Self Evaluations
- PennDOT LTAP Winter Maintenance Planning webinar
- PennDOT LTAP Introduction to Traffic Studies webinar
- PennDOT Connects Virtual Drop-in on Active Transportation
- PennDOT LTAP Stop Signs & Intersection Control webinar
- PennDOT LTAP Temporary Traffic Control webinar
- PennDOT LTAP Americans with Disabilities Act (ADA) webinar
- PennDOT LTAP Winter Maintenance webinar
- PennDOT LTAP Virtual Drop-in on Streamlined Approach to Stormwater Management
- PennDOT LTAP Pedestrian and Crosswalks webinar
- PennDOT LTAP Virtual Drop-in on AASHTO Bike Guide
- PennDOT LTAP Pavement Markings webinar
- PennDOT LTAP Virtual Drop-in on Cost Saving Pavement Preservation Techniques
- PennDOT LTAP Virtual Drop-in on Traffic Calming Guidelines Update
- PennDOT Connects Virtual Drop-in on Road Safety Audits: A Proactive Safety Tool
- PennDOT LTAP Asphalt Road Maintenance webinar
- PennDOT LTAP Virtual Drop-in on Difficult Conversations in Municipal Workplaces
- PennDOT LTAP Roadside Safety Features webinar
- PennDOT LTAP Pipe-Culvert Installation and Replacement

Opportunities for FY 2025-2026 and beyond

The SEDA-COG MPO covers an extensive area with many diverse municipalities, and it is difficult to hold classes close to every county. The biggest challenge is getting the non-responding municipalities in the region to attend classes. New venues and training needs will be investigated to increase participation by the non-responders. For those with travel limitations in getting to routinely used LTAP class sites, the road show and virtual/on-demand option will continue to be promoted.

If road shows cannot secure enough attendees, staff will consider working to facilitate multi-municipal Tech Assists or more personalized training sessions. Staff will also strive to avoid months when municipalities seem to be more constrained for training time allowance (especially in Summer). Because many municipal employees are frequent users of LTAP training, SEDA-COG will work to encourage these individuals to pursue Roads Scholar certification. Since many road crew employees are nearing retirement or otherwise turning over, SEDA-COG staff will continue to focus on creating new LTAP user accounts.



Another area of opportunity is technical assistance. SEDA-COG staff will continue to periodically monitor Tech Assist requests via the LTAP Website. Where feasible, we will strive to participate in the Tech Assist field visits and add value to the process. Likewise, some of the Tech Assists might reveal issues that we should be aware of due to our regional transportation planning and programming role. Our participation in, or review of, the Tech Assist recommendations could improve our coordination with local officials, spur implementation, provide funding assistance, or identify training needs to be met through LTAP or other transportation programs. Staff will continue to extensively promote the technical assistance available through LTAP at upcoming county conventions and in future municipal mailings. We will also encourage municipalities to request field visit technical assistance services during the days that instructors are teaching, where feasible, to maximize the time of all parties involved.

Some disengaged municipalities will be hard to reach or attract to LTAP services, but fresh ideas should be pursued and incorporated into the program. Examples may include recognizing local officials that use LTAP services in marketing pieces and newsletters, identifying time and cost savings realized through LTAP participation, developing core curriculum for educating new municipal secretaries on a range of issues, etc. With more focus on time and travel savings, the trend of online government training modules and videos deserves continued attention. Short demonstration videos could be downloaded by municipalities and reviewed at their leisure, with Tech Assists still provided for clarity and more comprehensive attention than is practical for online videos.

To supplement the normal LTAP class offerings, SEDA-COG will continue to coordinate **Equipment Operator Training** and **Chainsaw Safety Training** in future years. It is anticipated that both classes would again be hosted at Pennsylvania College of Technology's River Property Training Site in FY 2025-2026. Staff will work closely with the Penn College faculty to design future courses and consider recommendations from students that attended the sessions held in July 2024 and June 2025. Although the hands-on Equipment Operator Training can only accommodate a limited number of individuals (generally 10 people), the benefits for new and less experienced employees are significant.



Since local governments continue to contact staff about flagger training options, SEDA-COG will comprehensively market the PSATS classroom flagger training and web-based flagger training modules developed by PennDOT, along with flagger training available through other vendors. In addition, SEDA-COG would like to continue widening the reach of LTAP training by attracting nontraditional users (i.e., planners, law enforcement, managers, and engineers). SEDA-COG is always interested in new LTAP and related class offerings to help engage new LTAP students and bring back students that have already taken the majority of existing LTAP maintenance & safety classes.

To draw out more students and fill some local government training voids, SEDA-COG proposes that the following be considered for future PennDOT LTAP or MOU class offerings:

- Posting & Bonding of Local Roads (inactive class at present)
- Grant Opportunities
- Housekeeping Rules for Supervisors / Elected Officials
- General Laborer Assignments / Duties

In terms of ideas for new PennDOT LTAP Tech Sheets to address local government road safety and maintenance education needs, SEDA-COG proposes the following:

- Performing Manual Traffic Counts
- Capital Plans for Roads & Bridges
- Joint Equipment Purchasing
- Effects of Heat on Workers
- Other PennDOT Systems and Applications of Interest

Staff continue to receive municipal interest in PA One Call training and cooperates with the PA One Call System, Inc., to schedule and market the Locator and Excavator workshops. As PA One Call information is only briefly touched on in LTAP training, staff will continue to coordinate with the PA One Call System to request holding future Excavator/Locator training sessions at appropriate venues in the SEDA-COG region. Staff are also interested in seeing PennDOT/PSATS/STIC analyze possibilities for future culvert installation workshops through LTAP or other means. Training and actual hands-on installation of culverts might be organized, whereby adjacent municipal officials are recruited as free labor and trained for installing their own structures. The municipal participants could, for example, bolt together CMP arch culverts, which may require a couple of days and numerous helping hands. This concept could elicit savings for municipalities similar to what PennDOT realizes through Department Force culvert work. SEDA-COG is interested in seeing this type of training/demo come together in our region and would be willing to discuss it with PennDOT/PSATS/instructors. It might also be something for the State Transportation Innovation Council to consider for future Local Government Innovation Days.

Staff will continue to monitor developments with new technologies including electric vehicles (EVs), automated vehicles, personal delivery devices, micromobility devices, and other issues confronting the region's municipalities to offer training and solutions before major problems occur. Staff will further coordinate with local officials on posting & bonding classes, sample ordinances or agreements, revised publications and training modules, and new Websites. Staff may also reach out to municipalities about pursuing consolidated (multi-municipal) administration of posting and bonding procedures to lessen burdens for municipalities with limited capacities to perform these duties.



As Federal legislation continues to emphasize performance measures and cost-benefit analysis for transportation programs, SEDA-COG is very interested in the steps that PennDOT/PSATS are taking to evaluate the effectiveness of LTAP services. Staff would like to regularly receive the LTAP Quarterly or Contract Year Evaluation Reports. This will allow staff to better grasp how municipalities are applying training class principles, and to determine what positive changes have resulted from their participation in training or Tech Assists. Receiving the evaluation reports will enable staff to assess the benefits from training/tech assists, monitor regional LTAP performance measures, and consider changes for strategies in SEDA-COG's Long-Range Transportation Plan.

Having the evaluation details will also support efforts to better communicate the value of LTAP, especially to new local elected officials and employees. In spreading this message, municipalities will be encouraged to develop their own local asset management systems or local road safety improvement plans. Staff are interested in receiving photographs from LTAP Tech Assist site visits to supplement a photo library and use these visuals in future regional marketing materials that highlight the benefits of using these services.

SEDA-COG sees an opportunity to advance the implementation of transportation system technology and multi-modal planning in the municipal arena. Management systems are critical for understanding assets, preserving information during high employee turnover, meeting legislative goals, and justifying funding requests. Staff have partnered with PennDOT to collect local bridge and roadway data. Staff look forward to cooperating with the municipalities and generating valuable data that they will be able to access through Internet applications or freeware. Other transportation inventory or assessment templates could possibly be generated through LTAP and made available for free to municipalities. Perhaps PennDOT LTAP could also acquire additional equipment for loaning out to local governments and training them in proper usage: more automated traffic recorders, retroreflectometers, ball-bank indicators, safety edge plates, etc. As an extra resource, SEDA-COG purchased a radar traffic recorder in 2024 and is initially utilizing it for collecting traffic data to support local bridge prioritization efforts and upon request from MPO members or municipalities.

As mentioned earlier, adoption of electric vehicles and establishment of charging stations in Pennsylvania has increased rapidly, and this could be a fertile area for new LTAP class development. The SEDA-COG MPO has recently completed an Electric Vehicles Charging

Stations Study and Implementation Plan that could be valuable in efforts to develop an EV-related course. PennDOT and the MPO continue efforts to support deployment of EV charging stations in priority corridors and communities, especially for “Community Charging Program” sites.

Staff will also work to further promote the Geosynthetic Reinforced Soil-Integrated Bridge System option to local governments. Other innovations such as timber slab span bridges, dust palliatives, and trenchless pipe rehabilitation will be marketed, as appropriate. Staff encourages PennDOT LTAP to consider offering webinars or video tech sheets for new innovations that are added to PennDOT Pub 447 – Approved Products for Lower Volume Local Roads.

Finally, SEDA-COG will continue to partner with PennDOT and other affiliates on pedestrian and bicycling audits, as feasible. SEDA-COG, like PennDOT, regularly hears from area residents about bicycling and pedestrian facility needs, so staff will encourage consideration of Walkable Communities Program audits or other Tech Assists through LTAP to identify issues and recommend improvements. SEDA-COG supports using highway safety program set aside funds for physical improvements recommended in completed Walkable Communities/Local Safe Roads Program reports.

Staff will seek ways to have more municipalities get involved to better address safety for pedestrians and bicyclists living in or traveling through the region, plus benefit public, economic, and environmental well-being. SEDA-COG has deployed recently purchased bike/ped counter units and has been providing count data and charts to area municipalities and trail managers for use with their planning and programming activities. Similarly, staff will participate in PennDOT Connects meetings, training, and technical assistance to integrate municipal concerns related to bike/ped, safety, stormwater and other issues. These concerns will be routed through the TIP project development process to enhance local engagement and improve transportation-project planning, design, and delivery. Finally, staff will work with the Middle Susquehanna Active Transportation Committee to advance regional bike/ped priorities and to promote appropriate LTAP training on bike/ped topics.

