



Richland Township Active Transportation Plan

Meeting Minutes

Steering Committee Meeting #1

June 14, 2023, 5 pm, Richland Township Municipal Building

In Attendance:

Ray Kendrick, Supervisor
Donna Snyder, Supervisor
Natalie Thiess, Assistant Manager
Melissa Williams, Parks and Recreation Coordinator
Diane Pontoriero
Charlie Brethauer
Ro Poole
Heather Cuyler, Pashek + MTR
John Buerkle, Pashek + MTR

Absent:

Lisa Shaffer
Tim Gaichas

Discussion Items

- 1.1 John welcomed everyone and members introduced themselves.
- 1.2 John provided a brief overview of the meeting agenda as follows:
 1. Brief review of project scope of work
 2. Discuss your thoughts on Active Transportation vision and goals for Richland Township
 3. Identify key stakeholders.
 4. Review draft of mapping
 - a. Destinations and Generators
 - b. Pedestrian and Bicycle Barriers
 5. Discuss and receive feedback on draft Active Transportation Survey
 6. Homework
 - a. Identify/confirm pedestrian and bicyclists' generators and destinations.
 7. Identify/confirm existing & perceived barriers to walking, and biking.
 8. Next Meeting
- 1.3 John reviewed the project scope of work and schedule, attached. He indicated the work will take about 7 months to complete. He said their goal is to complete the plan before the holidays.

1.4 John and Heather asked attendees who the key stakeholders are in the Township that we need to speak with, responses included:

- Pine-Richland School District
- Pine-Richland Youth Center
- Pittsburgh North Golf Course
- Richland Township Volunteer Fire Department
- Northern Regional Police Department
- Richland Township Library
- Walkers and bicyclists who use the park.
- Bike Group – Melissa to get name and contact information
- for group.
- Young professionals who live in Township neighborhoods
- Traditions of America
- Proposed Calcio Woods housing development
- St. Barnabas Retirement Community
- Chatham University
- Utility Companies – gas and electric rights-of-way

1.5 Heather asked attendees to identify one to three people that they think we should be speaking to, and to provide names and contact information to her by the end of June.

1.6 John handed out and reviewed a draft of the on-line active transportation questionnaire, attached. Attendees provided comments and feedback on the questionnaire, John will revise the questionnaire and provide another draft to the committee for review. Please return your comments on the revised draft questionnaire to Heather by the end of June.

1.7 Ray asked how the survey will be advertised. Heather and John said that it should be posted on the Township website, and on the website of others who would be willing to link to it, Library, etc. Further, it should be advertised through social media. Melissa said the Township does not have a social media presence.

Heather suggested utilizing other groups in the Township to spread the word through social media, i.e., Library, sports organizations, community groups and clubs, churches, etc. Heather also said Pashek will provide Melissa with flyers that can be posted in the park, library, post office and other key locations in the Township.

Pashek+MTR will also provide posters, maps, and other information to Melissa to display at the Township Community Day. Poster will include a QR code with a link to the questionnaire. Ro suggested handing out business cards at Community Day with information on how to access the questionnaire. Pashek will provide Melissa with business cards to hand out at community day.

1.8 John reviewed the draft maps. These maps are as follows and include the corresponding information:

a. Destinations and Generators

Existing Sidewalks	Parks
Local Roads	Schools
County Roads	Park & Ride
State Roads	Bus stop
Streams	Bus Routes
Existing Trails	House of Worship
Proposed Trails	Restaurant/Bar
Building Footprints	Key Generators
Parcels	Key Destinations

John asked attendees to assist Pashek+MTR in ground truthing this map by confirming and marking up the locations of the destinations shown on the map. He also asked attendees to identify large neighborhoods and population centers that would want to connect to the destinations.

b. Transportation Infrastructure

Existing Sidewalks	Parks
Local Roads	Schools
County Roads	Park & Ride
State Roads	Bus stop
Streams	Bus Routes
Existing Trails	Average Daily Traffic Counts
Proposed Trails	Speed Limits
Building Footprints	Traffic Lights
Parcels	PennDOT Crash Data

Ray asked if Pashek can show locations of gas and electric rights-of-way_0 throughout the Township as they may be potential corridors to consider. John will coordinate with George to get this data and place it on the maps.

c. Pedestrian and Bicycle Barriers

Existing Sidewalks	Parks
Local Roads	Schools
County Roads	Park & Ride
State Roads	Slopes – 10% or greater
Streams	Barrier Street/Road
Existing Trails	– Avg Daily Traffic >10,000
Proposed Trails	Potential Barrier Street/Road
Building Footprints	– Avg Daily Traffic 7,000 to 10,000
Parcels	

John asked attendees to mark-up the maps with areas of safety concerns.

Ro asked if the maps could be shared in a digital format. John indicated he'll email the maps to committee members tomorrow.

John asked committee members to mark up each of the maps by June 30th. PDF mark-ups should be emailed to John and Heather. Pashek also left the hard copy maps in the Township Activities Room. For those that prefer to mark up the hard copy they can do so and Pashek will collect the maps at the end of this month.

1.10 John handed out a map titled Overall Strategic Recreation Plan, attached, from the 2010 Recreation Plan. John indicated that it showed, at a high level, the Township's desire for connectivity throughout the Township. John provided it as food for thought, and we will discuss it further at the next meeting.

1.11 John and Heather discussed the next steps in the planning process.

- a. On-Line Questionnaire goes live July 15th.
- b. Pashek+MTR to provide Melissa materials for Community Day
- c. ***Next Active Transportation Committee Meeting: 5 pm, August 9th at the Municipal Building***
- d. Community Day – August 12th
- e. On-Line Questionnaire closes August 31st.

Prepared by: John Buerkle

Date Prepared: June 15, 2023

Distributed to: Steering Committee

George Anderson, Township Land Use Administrator