

COUNTRY ROADS & CITY STREETS

VOL. 35 NO. 2 WEST VIRGINIA UNIVERSITY® BENJAMIN M. STATLER COLLEGE OF ENGINEERING AND MINERAL RESOURCES SUMMER 2020

NEW WV LTAP WEBSITE LAUNCHED

The WV LTAP staff is happy to announce we have a brand-new website! This is one of the projects that has kept us busy this spring and summer. We last overhauled our website five years ago; since then, the software we used to manage the page is being phased out. The new website platform gives us more flexibility and allows our staff to make changes from anywhere. From the user side of things, we hope you find the new website easier to navigate and enjoy the new features. Below is a short overview to help guide you through our site.

Home Page

The home page includes upcoming training opportunities, both in-person and virtual; a direct link to our latest newsletter; WV LTAP Facebook posts; and other relevant announcements.

About Us

Here you will find historical information regarding our center, staff contact information and biographies, and a list of current advisory board members. You can also download or read online the 2017-2018 comprehensive needs assessment, which is located on the Program page.



WV Local Technical Assistance Program

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WV Local Technical Assistance Program

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Services

Our Services tab includes information on the following: Equipment Loan Program, Sign Comparison Panel Kits, Work Zone Sign Package Program, and Technical Assistance. We encourage you to spend a little time on this tab to learn more about the services we offer in addition to our training.

Resources

The Resources tab is a treasure trove of information. This is where you can access current and archived copies of this newsletter, *Country Roads & City Streets*; our e-newsletter, *Road & Street Speak*; our Road Facts and Road Sleuth series, which are formatted so your agency can add your contact information; Safety Tailgate Talks; Training Videos; and our Document Library.

- Approximately 90 Tailgate talks are currently available for individual learning or to use during team safety meetings. We will continue to add more talks.
- Over 100 videos covering a wide-range of transportation, engineering, and maintenance topics are available for immediate viewing.
- Over 125 publications that can be read on-line or printed.

Training

The Training tab is where our events calendar is housed along with information for our conferences, workshops, specialty training, and Roads Scholar I and II classes. This is where we also recognize those individuals who are Roads Scholar graduates.

One of the new features that we are very excited about can be found under this tab; it is our Self-Paced Online Training Library! We have included virtual training from many different organizations and associations and other LTAP Centers. Links are provided for each class that will take you to the host's site to access the training.

The events calendar also includes live webinars from other LTAP Centers, trade associations, and other entities that are making their training available.

Innovation

The Innovation tab provides information on new tools and processes that may reduce costs, enhance efficiency, and improve operations in your agency. This is the tab to visit to learn more about the Federal Highway Administration's (FHWA) Every Day Counts (EDC) initiatives. Clicking on each of the innovation titles will get you direct access to resources related specifically to each innovation. For instance, if you select the Safe Transportation for Every Pedestrian (STEP) link, you will be brought to a page that has an overview of the initiative, FHWA contacts, and numerous resources such as fact sheets, videos, and webinars.

The other item you will see under the Innovation tab is our Build a Better Mousetrap Program, which highlights innovative solutions to everyday challenges. You can see previous winners from the WV competition, as well as entries from the national competition.

Forum

More details will be coming this fall regarding this communication tool.

wvltap.org

We would love to hear what you think about the new website. If you see something that is not working correctly, or if you have a suggestion for resources we should add, please let us know! You can provide your feedback and suggestions by visiting our [website](#) or by emailing Andrew.Morgan@mail.wvu.edu.

EVENT UPDATE



Roadway Management Conference

Virtual Format - October 26 & 27, 2020 • 8:00 AM to Noon



The RMC planning committee recognizes that many of our local and state roadway agencies are facing travel restrictions and tightening budgets as a result of the COVID-19 virus. With this in mind, the 2020 RMC will be held in a virtual format, with an abbreviated agenda, instead of the on-site conference originally planned to be held in Charlottesville, VA.

This event is being offered **free-of-charge**. However, pre-registration is required. The RMC Planning Committee also asks that if you register but are unable to attend, please email and let us know! If we have a wait-list, this will allow us to accommodate other attendees, and also, it's just the professional thing to do.

A few of the topics on the agenda include: Fundamentals of Pavement Preservation, Quality Construction Practices of Micro-Surfacing and Chip Seals, Using Drones, and Winter Maintenance. Please visit the conference website for the complete agenda and more information.

This is a wonderful opportunity for you or your staff to attend the RMC! It doesn't get much better than relevant topics for road and street departments, offered free-of-charge, with no out-of-state travel, and the opportunity to interact with your peers from other states. So, come check out the virtual RMC.

Visit the Conference website for more information:
<https://roadwaymanagementc.wixsite.com/home>



Target Audience

Practitioners who manage, design, construct, and maintain state, county, and municipal roads and streets. The RMC is designed to help these practitioners prepare for and successfully address public works transportation challenges using proven and innovative methods.

2020 RMC Hosted by the Mid-Atlantic Region LTAPs

Delaware T2/LTAP Center • Maryland Transportation T2 Center • Pennsylvania Local Technical Assistance Program
UVA Transportation Training Academy (VA LTAP) • West Virginia Local Technical Assistance Program

EVENT UPDATE

2020 SNOW & ICE CONTROL WORKSHOP GOING VIRTUAL

September 29, 2020 • 8:00 AM to Noon



This year marks the 29th Snow & Ice Control Workshop hosted by the WV LTAP. It also marks the first time in the history of this event that we will not be meeting in-person. This was a difficult decision to make, but with current travel restrictions, social distancing requirements, and tightening budgets, we know it's the right call.

We will be hosting this live event using our Zoom platform. So, while we are sad we won't see everyone in person, we are glad we can still meet. The date for the event is staying the same - Tuesday, September 29 from 8:00 AM until noon. **This event is being offered free-of-charge; however, pre-registration is required.**

We are working on the final agenda and plan to have a variety of presenters and topics. As we will not be sending out a printed agenda or program, please visit our webpage, wvltap.org, for updated information and to register. If internet access is an issue for you or your agency, please contact Kim at kim.carr@mail.wvu.edu or via phone at 304-293-9924.

FALL TRAINING HIGHLIGHTS

September 22-23	Preventing Runovers and Backovers	9:00 AM to 11:00 AM (Both Days)
September 29	Snow & Ice Control Workshop	8:00 AM to Noon
October 6-7	Fall Protection	9:00 AM to 11:00 AM (Both Days)
October 13	OSHA Update/COVID	9:00 AM to Noon
October 26-27	Roadway Management Conference	8:00 AM to Noon (Both Days)
November 4-5	ADA in Work Zones	AM Session Time TBD
November 17-19	Confined Space	9:00 AM to 11:00 AM (All Three Days)
<i>December 15-17</i>	<i>Pedestrians & Bicyclists: Designing for All Users</i>	<i>AM Session Time TBD</i>

Classes in bold count for the Roads Scholar I Program.
Classes in orange italic count for the Roads Scholar II Program.

wvltap.org/calendar

SAFETY BRIEF

Repel and Kill Pesky Mosquitos and Ticks

Alec Kuskey, Student Employee, WV LTAP



As we are into summer and outside more, whether it be for work or recreation, mosquitos, ticks, and other insects are more prevalent. While skin irritation from bites is inconvenient, more importantly, mosquitos and ticks can spread harmful disease. Lyme disease from ticks is particularly common in the northeast. According to the CDC, cases of Lyme disease have held steady at around 30,000 new cases each year (<https://www.cdc.gov/lyme/stats/tables.html>).

DEET-Based Insect Repellent - A Common Method of Protection

DEET is a proven substance that is the active ingredient in most insect repellents. To use insect repellent properly it should be applied to skin that is not covered by clothing.

DEET repels mosquitos and ticks from anywhere that is covered with the repellent. Therefore, **it is important to sufficiently cover exposed skin.**

Checking for Ticks and Other Bugs: Even when using insect repellent, it is important to check for visible bugs once your activities are finished. Thoroughly checking yourself for insects, and immediately removing the culprit, is a simple yet effective way to help protect yourself from insect transmitted illnesses. Pay close attention to your hair and scalp and check yourself from head to toe. Checking for ticks and other bugs should especially be done after being in tall grass or foliage or on wooded trails.

Permethrin - A Newer Method of Protection

While DEET-based repellent has been in use since the 1940s, Permethrin was introduced in 1979 and was registered in 1990 by the military to use as a repellent on clothing. In the early 2000s, Permethrin was approved by the EPA for civilian use (www.epa.gov/insect-repellents).

How is Permethrin different from DEET-based repellents?

Permethrin is different from DEET in two key ways. Permethrin is intended to be applied to clothing and equipment instead of skin, and Permethrin not only repels mosquitos and ticks, it also kills them when they come into contact with treated clothing. A repellent keeps bugs away; a pesticide kills them on contact.

How to use Permethrin

Permethrin is relatively simple to use. Most Permethrin brands come in a hand-operated spray bottle. Spray the Permethrin liberally on the exterior of any clothing or equipment you wish to have treated. Suggested equipment to treat would be shoes, boots, backpacks, and other large items kept on or near you. After the Permethrin is applied, it is formulated to be effective for up to six weeks or six washes, whichever comes first. Permethrin-treated clothing should be washed separately from non-treated clothing.

The following combination proves effective for mosquito and tick protection: treating clothing with Permethrin, applying a DEET-based repellent on exposed skin, and checking for insects after outdoor activity. While there is no way to guarantee 100% insect protection, these three methods used together are currently the best way to prevent against unwanted insects.

Article Resources

<https://www.epa.gov/insect-repellents/repellent-treated-clothing#>

<https://wwwnc.cdc.gov/travel/yellowbook/2020/noninfectious-health-risks/mosquitoes-ticks-and-other-arthropods>

<https://www.consumerreports.org/insect-repellent/how-to-use-permethrin-on-clothing-safely/>

THE WORK ZONE SIGN PACKAGE PROGRAM IS BACK!



This is a photo of the items awarded in each of the 2015 packages. This year's package will be similar, but it will differ slightly.

The WV LTAP is pleased to announce we are accepting applications for our Work Zone Sign Package Program that includes the following: portable work zone signs, sign stands, barricades, drums, cones, reflective "Stop/Slow" paddles, ANSI Class III full-coverage safety vests, and whistles with lanyards. The total value of this package is around \$3,000.

This program is available for municipal public works departments in West Virginia. **To apply for this package, visit our website at wvltap.org or contact Kim at kim.carr@mail.wvu.edu or call 304-293-9924 to have an application packet mailed to you. The application deadline is Friday, October 16, 2020.**

One of the requirements for any local agency that is chosen is to attend or host a half-day work zone safety training course for their employees who will be using the equipment. This workshop is provided free-of-charge by the WV LTAP.

work zone traffic control and, ultimately, improve traffic safety in the state. Since 1996, we have awarded work zone sign packages to 91 West Virginia municipalities.

The goal of this program is to help municipalities improve the quality of their

ELECTRONIC LTAP PUBLICATIONS



Currently, the WV LTAP staff does not know whether or not we will be able to offer in-person training this fall, and if we do, we know the class sizes will be much smaller. However, we know how important training is, and it is vital that we share online training opportunities that benefit our WV LTAP audience.



The other fifty LTAP Centers, as well as various trade associations, have been wonderful in sharing online training they have available, and in some instances, the classes they are offering are ones we can accept as substitutes for our Roads Scholar Programs. We want to make sure those of you in our Roads Scholar Programs have access to quality virtual classes and are able to continue moving toward the required number of classes.

We will continue to use our special COVID-19 notification *Updates* series and our *Road &*

Street Speak e-marketing tools to advertise these opportunities. These publications, as well as upcoming training opportunities, will also be available on our website. We don't want you to miss any of these training announcements, especially if you are completing your Roads Scholar I or II Program, or need training hours for your engineering or technician certifications.

LTAP DIRECTOR CHANGES

A familiar face retires as another returns.

Kim Carr, Program Coordinator, WV LTAP



WVU Photo by Paige Nesbit

John Zaniewski

Earlier this summer, the WV LTAP experienced a change in our center director position when Dr. John Zaniewski retired from the WVU Wadsworth Department of Civil and Environmental Engineering faculty and as the WV LTAP director.

John assumed the role of WV LTAP director in the summer of 2008. His knowledge and guidance – as well as his specialty in pavements, asphalt, and materials – were beneficial to our program and our clientele. In addition to serving as director, John taught several pavement-related classes on behalf of our program, and he provided technical assistance to local communities. Even though he has retired, the WV LTAP staff plan to work with John to schedule future trainings. (We told him he couldn't get rid of us that easily!) While COVID-19 put a slight damper in his after-retirement travel plans, John is enjoying retirement and getting some well-deserved rest and relaxation. All of us at the WV LTAP sincerely appreciate his leadership and we wish him the best.

At this point you might be asking who has assumed the WV LTAP director role. Well, it's a familiar face and name.

We are pleased to announce that Dr. Ron Eck has returned to the director role. Some of you might recall that Ron was the WV LTAP director from 1991 through May 2008. Even after his retirement from WVU and the WV LTAP director position, Ron remained active with our program as an advisor and instructor – teaching workshops, providing technical assistance, attending board meetings, and presenting at regional and national conferences. We are thrilled that Ron enjoys working with our LTAP clients and is still passionate about the work we do. His knowledge of the LTAP program on the national, regional, and local levels is hard to match.

So please join the WV LTAP staff as we say a huge thank you to John for guiding our program for the past 12 years and to Ron for re-assuming his director role, especially as we navigate the challenges associated with offering a training and outreach program in this current pandemic environment.

**THANK YOU BOTH
FOR YOUR SERVICE
TO THE WV LTAP.**



WVU Photo by Greg Ellis

Ron Eck

MEET OUR NEWEST ADVISORY BOARD MEMBERS

The WV LTAP Advisory Board is an important component of the WV LTAP's operations. The members represent local, state, federal, and private agencies that the WV LTAP serves. While not a governing board, the WV LTAP staff relies on members' advice, guidance, and expertise on LTAP-related functions; board members serve as a link to various stakeholders and are crucial in helping the WV LTAP achieve its mission. Let's learn a little more about our newest members.



Jerry Arnold
City of Buckhannon, WV

As the City of Buckhannon's Public Works Director, what are your main responsibilities?

My primary responsibility is planning, development, and overseeing all public works projects in the City of Buckhannon, as well as coordinating departmental resources.

Why did you decide to accept the invitation to join the WV LTAP Advisory Board?

WV LTAP has always provided training and technical assistance to the City of Buckhannon and me. When Kim asked if I would serve on the board, I thought this would be an opportunity to give back in a small way.

What skills and knowledge do you bring with you?

I have worked in every facet of municipal public works for Buckhannon over the past 27 years. I feel this experience has given me a lot of insight into the needs and problems that small towns are faced with here in West Virginia.

What are some of your hobbies or interests?

When not working I enjoy farming, hunting, fishing, spending time with my grandchild, and classic cars.



Matt Daly
FHWA-WV Division

As an FHWA Area Engineer, what are your main responsibilities?

My main responsibilities as an Area Engineer are to provide risk-based stewardship and oversight to the WVDOH Federal-Aid Highway Program, specifically for Districts 3, 4, and 6. I also serve as the Division Office's Pavements and Materials Engineer providing similar stewardship and oversight for the State's pavements, materials, and quality assurance programs.

Why did you decide to accept the invitation to join the WV LTAP Advisory Board?

One of the most rewarding parts of my job is working closely with WVDOH personnel, both at the management level on program and policy issues and out in the districts and in the field where the work is performed. The WV LTAP Advisory Board brings together an incredible multi-disciplinary team throughout the state to further our common goals for safe and efficient infrastructure. I was particularly excited for the opportunity to work more closely with the diverse stakeholders involved in WV LTAP from other agencies, academia, and the representatives at the county and local level that I don't typically interact with on a regular basis.

What skills and knowledge do you bring with you?

My educational and professional background is focused primarily in highway construction, project management, and contract administration. However, over the past four years I have been with FHWA, I have had the opportunity to broaden my knowledge of other aspects involved in the highway program, such as the environmental NEPA review process, asset management, maintenance, safety, pedestrian and bicyclist accommodations, and grant administration.

What are some of your hobbies or interests?

My hobbies away from work include a love of music, architecture, history, and everyone's favorite: politics.



Perry Keller
WVDOT/DOH

As the WVDOT's Research Section Head, what are your main responsibilities?

My main duty is to oversee the Research program and ensure the WVDOH is receiving valuable information that will help us better serve the people of West Virginia and the traveling public at large. I am also the WVDOH's Bicycle/Pedestrian Coordinator.

Why did you decide to accept the invitation to join the WV LTAP Advisory Board?

As the Section Head of Research, I need to make sure that I keep abreast of not only what LTAP is doing, but also ensure resources are available to LTAP for their work throughout West Virginia.

What skills and knowledge do you bring with you?

I have been in the transportation industry for over 30 years with experience in both the public and private sectors, mostly in the transportation planning arena. I also have a business degree as well as an MBA that will help to manage all the different areas of research.

What are some of your hobbies or interests?

I enjoy singing with the Kanawha Kordsmen (the local chapter of the International Barbershop Society) as well as playing guitar. I also enjoy working with my lovely wife on projects around the house. Golfing, hiking, and biking when I can.



Jody Sigmon
Kentucky, Ohio, West Virginia
Interstate Planning Commission
(KYOVA)

As a Transportation Planner for the KYOVA Interstate Planning Commission, what are your main responsibilities?

As a Transportation Planner for KYOVA, my main responsibilities are regional performance-based planning activities. Some of my other responsibilities include:

Developing project design, methodology, scheduling, and recommendation for planning projects; performing traffic counts and other data collection to support program activities and planning projects; and preparing databases, documents, and maps in the development of the Long Range Transportation Plan, Transportation Improvement Program, and other products using GIS and TransCAD.

Why did you decide to accept the invitation to join the WV LTAP Advisory Board?

As a Transportation Planner, I have many hats to wear and many agencies to work alongside. Being a planner - cooperation, transparency and coordination are vital aspects in my daily career. Being a part of the WV LTAP Advisory Board gives me the honor and privilege to work among the locals in West Virginia that make the transportation world revolve. I am honored to accept the invitation to be amongst the WV LTAP advisory board members.

What skills and knowledge do you bring with you?

I have 20 years of experience in regional transportation planning. I can bring to the table valuable experience in public involvement, needs assessment, design, and scheduling for planning of projects. I also have a strong technical background with computers and transportation system performance measures.

What are some of your hobbies or interests?

My hobbies/interests include hiking, riding my motorcycle, frisbee golf, watching ice hockey and college football. I have a wonderful wife and a 10-year-old-son. We like to go to the park, ride bikes, fish, and travel to new places.

RURAL TRANSPORTATION PROJECT FUNDING R.O.U.T.E.S.

Rural Opportunities to Use Transportation for Economic Success

Information for this article comes directly from the U.S. Department of Transportation website for R.O.U.T.E.S.



Pixabay Image by Rene Rauschenberger

The Critical Role of Rural Communities in the U.S. Transportation System

Rural [areas] are a core component of the American economy, [hosting] ... American industries such as agriculture, mining, forestry, and manufacturing. Over 69% of America's road miles are located in rural areas, totaling over 6 million miles. Yet rural America faces significant challenges regarding the quality and maintenance of its transportation infrastructure. In addition, demand for regionally-focused and connected public transit solutions is rising, as 20% of rural residents did not have access to intercity bus transportation and 59% did not have access to intercity rail transportation as of 2018.

Investments in transportation can facilitate public safety, efficiency of the transportation network as a whole, and movement of goods and services. In alignment with the Department's safety mission, road safety is a top concern for communities across the country.

In addition to safety, rural transportation infrastructure is important for the movement of goods and connectivity to

commercial markets. Today's economy has led to an increased demand to move large volumes of products across the country and support the increased size and weight of the modern vehicles and equipment. Furthermore, strong transportation infrastructure can enhance quality of life, particularly in rural areas, by improving connectivity, mobility, and access to services like education and healthcare.

Rural Opportunities to Use Transportation for Economic Success

The Rural Opportunities to Use Transportation for Economic Success (R.O.U.T.E.S.) is an initiative to address disparities in rural transportation infrastructure. Specifically, rural transportation infrastructure's unique challenges need to be considered in order to meet our Nation's priority transportation goals of safety and economic competitiveness.

The ROUTES Initiative is needed for the Nation's economy.

Rural transportation networks are critically important for

domestic production and export of agriculture, mining, and energy commodities, as well as the quality of life for all Americans.

Two-thirds of rail freight originates in rural areas, and nearly half of all truck vehicle-miles-traveled (VMT) occur on rural roads. These industries require heavy trucks that create significantly more wear-and-tear on roadways.

Ninety percent of posted (limited weight) bridges are in rural areas and heavy trucks cannot cross posted bridges – to find a safe bridge, heavy trucks hauling in rural areas must traverse three-times the distance as in metro areas.

The ROUTES Initiative is needed for safety.

A disproportionate number of roadway fatalities occur in rural areas. While only one-fifth of the nation's population lives in rural areas, 46% of the nation's highway fatalities occur on rural roads, 39% of all highway-rail crossing fatalities occur in rural areas, and the highway fatality rate is more than twice that in urban areas.

In fact, 44% of personal vehicle miles traveled on rural roadways are actually urban residents traveling to destinations outside their home metro areas, so rural roadway safety matters for our entire country.

“Nearly 70% of all U.S. roads are in rural areas, linking small towns to large cities, moving goods to market, and connecting families to economic opportunity. Keeping rural roads—and the communities they serve safe is critical to strengthening the U.S. economy.”

-Nicole R. Nason, FHWA Administrator

Applicant Toolkit for Competitive Funding Programs at USDOT

The United States Department of Transportation (USDOT) has developed this Applicant Toolkit to provide guidance as part of the Rural Opportunities to Use Transportation for Economic Success (R.O.U.T.E.S.) Initiative to support potential applicants in identifying and navigating USDOT discretionary grant funding opportunities for rural transportation projects. In support of the initiative's goals, this toolkit provides user-friendly information and resources to support rural applicants' understanding of USDOT discretionary grant programs and the funding process.

The Applicant Toolkit is designed for all levels of grant applicant experience, aiming to enhance access to USDOT resources for rural transportation projects. Specifically, this toolkit illustrates key applicant activities when participating in the USDOT discretionary grants process, catalogues USDOT discretionary grant programs by applicant type and eligible project activities in a USDOT Discretionary Grant Funding Matrix, and provides resources for applicants to maximize the potential for award success.

For more information on the resources included in this toolkit and the R.O.U.T.E.S. Initiative, please visit www.transportation.gov/rural or email rural@dot.gov.

U.S. DEPARTMENT OF TRANSPORTATION

R.O.U.T.E.S.
RURAL OPPORTUNITIES TO USE TRANSPORTATION FOR ECONOMIC SUCCESS

APPLICANT TOOLKIT FOR
COMPETITIVE FUNDING
PROGRAMS AT USDOT

JULY 27, 2020

Discretionary Grant Funding Programs

Discretionary grant programs award funding to support projects addressing specific program purposes. Discretionary grants are often distributed through a competitive selection process targeted to interested and eligible applicants, including State and local governments, transit providers, universities, research institutions, law enforcement agencies, non-profit organizations, and others.

Advantages of grant funding:

Grant agreements are generally non-repayable once awarded, and project sponsors thus avoid incurring debt or interest expenses if completed successfully

In some cases, grants may be a lower-risk means of obtaining needed investment compared to loan financing, without potentially impacting credit ratings and assets.

COUNTRY ROADS & CITY STREETS

A newsletter of the WV LTAP



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 wvltap.org

The West Virginia LTAP is part of the National Local Technical Assistance Program, which is funded by the Federal Highway Administration (FHWA). The West Virginia LTAP also receives funding from the West Virginia Department of Transportation (WVDOT).

Country Roads & City Streets is published three to four times per year. The purpose of this newsletter is to provide information that is beneficial to decision makers, elected officials, and roadway construction, maintenance, and management personnel.

The material and opinions included in this newsletter are those of the West Virginia LTAP and do not necessarily reflect the views of FHWA or the WVDOT. Every effort has been made to ensure the integrity and accuracy of both original and borrowed material. However, the West Virginia LTAP does not assume responsibility for any information that is found to be incorrect.

THE MISSION

The mission of the West Virginia LTAP is to foster a safe and efficient transportation system which enhances the economic development of West Virginia by improving skills and increasing knowledge of the transportation workforce and decision makers.

To help achieve this mission, training, demonstrations, technical assistance, and resource materials are provided.

HELP US STAY IN TOUCH



Recently, the WV LTAP has been sending out more electronic communications than ever before. We increased the frequency of our e-newsletter and updates, and the spring edition of this newsletter was sent out entirely on-line because of closures related to Covid-19. Please know our intent moving forward is to keep publishing and mailing the print version of this newsletter. However, we know we may again encounter circumstances we cannot control.

We want to make sure that every person who is interested in our services receives

our information in a timely manner. **Please note, our e-newsletter, *Road & Street Speak*, and our Update series are distributed solely via email and are housed on our website.** To make sure you continue to receive our newsletters, training updates, grant opportunities, etc, please take a minute and update your contact information. It is especially important that if you have an email address, to please provide it by going to our [website form](#), or by emailing Ashley at acolli15@mail.wvu.edu. If you would prefer to update your information over the phone, please call Kim at 304-293-9924.