

# MEETING MINUTES

**PROJECT:** VAR-STW-Safety Studies No. 2023-4 – Task 02      **JOB NO:** 23003.02  
**LOCATION:** ODOT District 5 Office      **DATE + TIME:** 27 Jun 2023 @ 3:00pm ET  
 9600 Jacksontown Rd., Jacksontown, OH 43030  
**SUBJECT:** Safety Study of SR 16 (Broad St.) and TR 169 (Taylor Road), City of Pataskala, ODOT District 5  
 Scoping Meeting

**ATTENDEES:**

Name	Initials	Organization / Title	Email	Phone
Joshua Otworth, PE	JO	ODOT D5 / Traffic & Safety Engr.	<a href="mailto:joshua.otworth@dot.ohio.gov">joshua.otworth@dot.ohio.gov</a>	(740) 323-5274
Ty Thompson, PE	TT	ODOT D5 / Traffic & Safety Engr.	<a href="mailto:ty.thompson@dot.ohio.gov">ty.thompson@dot.ohio.gov</a>	(740) 323-5194
Alan Haines, PE	*AH	City of Pataskala / Public Service Director	<a href="mailto:ahaines@ci.pataskala.oh.us">ahaines@ci.pataskala.oh.us</a>	(614) 746-5365
Jeremy Thompson, PE		ODOT Highway Safety / ODOT Project Manager	<a href="mailto:jeremy.thompson@dot.ohio.gov">jeremy.thompson@dot.ohio.gov</a>	(614) 466-7045
Andrew Walton, PE	AW	SINGH / Consultant PM	<a href="mailto:awalton@singhinc.com">awalton@singhinc.com</a>	(312) 520-9276
Greg Gedemer, PE, PTOE	GG	SINGH / Consultant Deputy PM	<a href="mailto:ggedemer@singhinc.com">ggedemer@singhinc.com</a>	(312) 617-2793
Scott Knebel, PE	SK	CMT / Subconsultant PM	<a href="mailto:sknebel@cmtengr.com">sknebel@cmtengr.com</a>	(937) 776-1040

\*Virtual attendance via MS Teams

Item No.	Item Description	Action/Response
1.00	<b>Introductions</b>	
1.01	<u>Introduction.</u> All parties provided introductions and discussed their role in this safety study. See attendees list above.	N/A
2.00	<b>Project Overview</b>	
2.01	<u>Background.</u> Josh Otworth (JO) and Alan Haines (AH) provided background discussion for this study. The intersection of SR 16 (Broad Street) and TR 169 (Taylor Road) is ranked #131 on ODOT’s statewide HSIP Priority Locations list and is ranked as the #2 Urban Intersection in District 5. This location has been a top priority intersection for a couple of years running, which has now been formalized into a Local Safety Assistance Program (LSAP) study. This project has been programmed in ODOT’s ‘ELLIS PROJ’ project management system as LIC SR 16 0.20 (PID 119168).	N/A

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<u>Item No.</u>	<u>Item Description</u>	<u>Action/Response</u>
2.02	<u>Jurisdiction.</u> This is a quasi-jurisdictional location, with jurisdictional ownership of the traffic signal by the City of Pataskala and roadway segments within the study limits under the jurisdiction of the City of Pataskala and the City of Reynoldsburg.	N/A
2.03	<u>Prior Studies.</u> Prior studies noted include a 2019 Intersection Capacity and Safety Evaluation study prepared for the City of Pataskala by consultant GPD Group, which focused on Broad Street (SR 16) and Havens Corners Road. This will be further referred to as the '2019 Study'. A 2004 Corridor Study was also noted, but pre-dates the lane usage that exists presently.	AH to provide '2019 Study'. Completed on 6/27/2023.
2.04	<u>Prior Improvements.</u> No significant improvements have been made at this intersection since the prior '2019 Study' was completed. Backplates have been added to the traffic signal heads and the SB left-turn lane on the north leg of TR 169 (Taylor Road) was extended with the construction of the Dairy Queen in the NE quadrant of the intersection. Access to this Dairy Queen is right-in only along WB SR 16 (Broad Street) due to proximity to the intersection. No other major improvements have been made since the lane use changed on EB SR 16 (Broad Street) back around 2008.	N/A
2.05	<u>Geometry.</u> It was noted that the City of Pataskala's Traffic Engineer (GPD Group) identified the geometry on the east leg of the intersection as part of the problem, including the WB lane on the east approach breaking into 2 lanes, and the EB curbside lane on the west approach dropping to a right-turn only lane at the signalized intersection.	AH to provide language for east leg geometry modifications discussed with GPD Group.



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3.05	<p><u>Concept Alternatives.</u> Concept alternatives were discussed, with a suggested shortlist of long-term countermeasure concept alternatives to be developed to allow District 5 and/or City of Pataskala select 2-3 alternatives to move forward with.</p> <p>Long-term countermeasures are considered those that have large right-of-way (R.O.W.) and/or utility impacts, modify existing access, or add new pavement.</p> <p>It was noted that a roundabout will NOT be considered as one of the alternatives at this location. Concept alternatives that will be considered include modifying the geometry on the east leg of the intersection and potentially modifying access points on SR 16 (Broad Street) and/or TR 169 (Taylor Road) to the Circle K gas station. Pedestrian accommodations will be included in all concept alternatives.</p>	N/A
3.06	<p><u>ECAT Analysis.</u> The level of ECAT analysis that should be performed was discussed, with the agreement that ECAT analysis should be performed on the 2-3 long-term concept alternatives selected.</p> <p>The Economic Crash Analysis Tool (ECAT) calculates predicted crash frequencies, completes empirical bayes calculations, predicts crash frequencies for proposed conditions, conducts alternatives analyses, and completes a benefit-cost analysis.</p> <p>Future projected traffic volumes will be used for ECAT analysis.</p>	N/A
3.07	<p><u>ICE / CAP-X Analysis.</u> The question of whether Intersection Control Evaluation (ICE) or Capacity Analysis for Planning of Junctions (CAP-X) should be performed and included in the project scope. All parties agreed this analysis is not applicable and will not be performed.</p>	N/A

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3.08	<u>Traffic Signal Coordination.</u> The traffic signal at this intersection is not coordinated with the City of Columbus traffic signals to the west; it is a standalone traffic signal under jurisdiction of the City of Pataskala. It was noted that this is a 'Gateway Intersection' to the City of Pataskala, as it's the first signalized intersection at the west City limit.	SINGH requests existing traffic signal timing from the City of Pataskala.
3.09	<u>Pedestrian Facilities.</u> Consideration of pedestrian accommodations was discussed. AH noted the City of Pataskala's 'Safe Travels' plan and the intent to put crosswalks on the north leg of TR 169 (Taylor Road) and the east leg of SR 16 (Broad Street). There is an existing crosswalk on the south leg of TR 169 (Taylor Road).	N/A
3.10	<u>Other Planned Projects.</u> SR 16 (Broad Street) is scheduled to be resurfaced in FY2024. This future paving project is noted in ODOT's 'ELLIS PROJ' project management system as LIC SR 16 00.00 (PID 97996). Per project info milestones schedule, Stage 3 Plans are scheduled to be complete 12/01/2023. Final Tracings 12/15/2023.	N/A
3.11	<u>Authorized vs. If-Authorized Scope Tasks.</u> SINGH was directed to place all scope tasks under the 'Authorized' section of the fee/scope proposal, including the HSIP Formal Safety Application package.	N/A
3.12	<u>Cost Estimates.</u> Development of cost estimates was discussed. SINGH will prepare preliminary cost estimates for construction, right-of-way (R.O.W.), and utilities. Estimates will include general cost categories such as earthwork, pavement, lighting/electrical, drainage, traffic control, and other ancillary items.  R.O.W. impact areas should be quantified for each long-term concept alternative, with property acquisition estimates prepared using R.O.W. unit costs provided by ODOT and/or the City of Pataskala.	N/A
3.13	<u>Deliverables.</u> Project deliverables were discussed, with both a Draft Report and Final Report being considered as the deliverables for this project. The HSIP Formal Safety Application submittal will also be included in the fee/scope proposal as deliverable.  All deliverables will be submitted in PDF format.	N/A

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4.00	<b>Project Schedule</b>	
4.01	<p><u>Project Milestones.</u> The project schedule was discussed, with the following key milestone dates noted:</p> <p>08/01/2023 – Authorize Design Consultant to Proceed (ATP)            11/01/2023 – Draft Feasibility Study submittal (Draft Report)            02/01/2024 – Final Feasibility Study submittal (Final Report)            03/29/2024 – HSIP Formal Safety Application submittal</p>	N/A
5.00	<b>Open Discussion</b>	
5.01	<p><u>LSAP Contract.</u> JO noted that since this project is administered under ODOT’s Local Safety Assistance Program (LSAP), all project inquiries/questions should be directed to City of Pataskala Public Service Director, AH. ODOT D5 Traffic and Safety Engineer, JO, will serve in an advisory role for this project.</p>	N/A
5.02	<p><u>Project Correspondence.</u> AW noted that all parties listed will be copied on all project correspondence, whether directed to ODOT or City of Pataskala.</p>	N/A
6.00	<b>Action Items</b>	
6.01	<p><u>Draft Fee/Scope Proposal.</u> SINGH PM (AW) to email draft fee/scope proposal to ODOT (JT &amp; JO) and City of Pataskala (AH) for review.</p>	AW to send by 7/14/2023.
6.02	<p><u>‘2019 Study.’</u> AH to send ‘2019 Study’ PDF file to all team members.</p>	AH completed on 6/27/2023.
6.03	<p><u>‘East Leg Geometry.’</u> AH to send written description or concept layout of east leg geometry modifications previously discussed with GPD Group.</p>	AH to send via email or coordinate following consultant Authorization to Proceed (ATP).

The foregoing constitutes our understanding of the matters discussed and the conclusions reached. If there are any questions, corrections, omissions, or additional comments, please advise the author within five (5) working days after receipt of these minutes.

CC: Attendees