



Kristopher H. Reff
Director, Regional Planning &
Program Management
NYSDOT Region 7
MPO Director

Mayor Sarah V.C. Pierce
City of Watertown
Vice Chairperson - Policy Committee

Eric Wagenaar
City of Watertown
City Manager

Ryan Piche
Jefferson County Administrator

John D. Peck
Jefferson County Board of Legislators
Chairman – Policy Committee

Robert Haynes
Regional Director
NYSDOT Region 7
Secretary – Policy Committee

Jarrold M. Radley
NYSDOT Region 7
Local Stakeholder Group Representative

Watertown Jefferson County Area Transportation Council

317 Washington Street, Watertown, New York, 13601; 315-785-2354

Policy Committee (PC) Meeting Summary

Thursday May 15, 2025, 1:30 PM

9th Floor Conference Room, Dulles State Office Building

Members Present: Robert Haynes, Kristopher Reff, John Peck, Eric Wagenaar, Jarrod Radley, Sarah V.C. Pierce

Technical Committee & MPO Central Staff Present: Barbara Cadwell, James Lawrence

Other Attendees: Geoff Urda (City of Watertown), Brandi Smith (VTC), Jennifer Docteur (NYSDOT), Andy Makuch (Jefferson County)

I. Call to Order: Meeting was called to order by John Peck at 1:30PM.

II. Prior Meeting Minutes: The draft minutes from the last PC meeting were circulated. A motion was made by Eric Wagenaar to accept the prior (02/27/25) meeting minutes. The motion was seconded by Kristopher Reff and passed unanimously.

III. Draft TIP/Air Conformity Determination Approval: Both Technical Committees approved the 2026-2030 TIP/Air Conformity Determination to be released for the 30-day public review period. Approval from the Policy Committee was given also.

IV. Resolution #8-2025 Approving TIP Amendment: A motion was made by Kristopher Reff to approve Resolution #8-2025.

- Increase Funding for PIN 7SUP02 – Jefferson County Bridge Bundle.

A motion was seconded by Robert Haynes and passed unanimously. The full text of Resolution #8-2025 may be found attached in Appendix A.

V. PSA Study Updates: Kris gave a brief discussion/update on the three Task Assignments:

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- Safe Routes to School Study: The Consultant is working to establish the highest priority 15 sites. A Highway Technical Committee Meeting is scheduled for May 20th. The next steps will then be to update the prioritization database as necessary from recommendations by the HTC and begin their site investigations in person to confirm the selections.
- Resiliency Study: The Consultant is working with WSP to finalize an overall draft of the Resiliency Study report. The next step is to provide this to the Highway Technical Committee for review.
- Electric Vehicle Study: The consultant is organizing the stakeholder's database and outreach plan. The next step is to schedule a meeting with the Highway Technical Committee to review this.

VI. Local Stakeholder Group: Jarrod Radley reported that he sent a quarterly e-mail update to the group on 5/8/2025.

VII. Miscellaneous Items:

- The new WJCTC Website went live on 5/1/2025. Members suggestions were noted, and the Website was updated accordingly. There was a question brought up about the ADA Compliance. This will be brought up to Coughlin.
- It was mentioned that tentatively spring 2026 the County will kick off their County Wide Transit. New buses will be delivered between November 2025 and January 2026.

VIII. Old Business:

- PSA Contract Limit and Duration: The MPO has started discussions with our Main Office Contract Management Group for extending the current contract for one year and adding additional money. Also, discussions for getting the new contract in place are also getting underway. This will need to go out for RFP.
- Update on the Black River Trail Eastern Extension: Contact with Parks and Rec. will be made to see if there is a path forward.

IX. New Business: None

X. Reminder: The next Policy Committee Meeting is tentatively scheduled for June 26th.

XI. Adjournment: A motion to adjourn was made by Kristopher Reff. It was seconded by Eric Wagenaar and passed unanimously at 2:01 PM.

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Appendix A – Resolution #08-2025



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Resolution 8-2025

Policy Committee Resolution approving an administrative modification and amendment to the FFY 2023 - 2027 Transportation Improvement Plan

WHEREAS, the Watertown Jefferson County Area Transportation Council (WJCTC) is designated by the Governor of New York State as the Metropolitan Planning Organization (MPO) for the Watertown Urbanized Area in Jefferson County; and

WHEREAS, the WJCTC FFY 2023-2027 Transportation Improvement Program (TIP) needs to be amended to include the changes in the table below to various projects; and

WHEREAS, the Highway Technical Committee recommends that the Policy Committee approve this amendment/modification to the 2023-2027 TIP;

NOW BE IT THEREFORE RESOLVED, that the Watertown Jefferson County Area Transportation Council Policy Committee hereby approves the revision of the 2023–2027 TIP to incorporate the changes shown in the table below which is part of this resolution, and

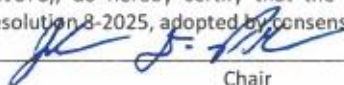
BE IT FURTHER RESOLVED, that these TIP revisions be forwarded to the WJCTC Staff for addition to the 2023–2027 TIP.

PIN	TIP #	Project Description	Cost (Fed) M	Comments
7SUP02	7SUP02	Jefferson County Bridge Bundle	\$2.007*	Main Office – Bridge Formula Main Funds were added to this project.

*Note: This Bridge is one of seven Bridges that are part of the Jefferson County Bridge Bundle Project. This bridge is the only bridge located in the MPO Area. The Federal Amount for the whole project is \$15.300 M.

CERTIFICATION OF RESOLUTION

I, the undersigned, duly elected chair of the Watertown Jefferson County Area Transportation Council (WJCTC), do hereby certify that the foregoing is a true and correct copy of WJCTC Policy Committee Resolution 8-2025, adopted by consensus this 15th day of May 2025.


Chair


Date