FREE Road Maintenance and Safety Training for Pennsylvania Municipal Employees

Spring 2014 LTAP Courses

3 Sheraton Drive
Altoona, PA 16601

SOUTHERN ALLEGHENIES PLANNING & DEVELOPMENT COMMISSION

SAP&DC

pennsylvania
DEPARTMENT OF TRANSPORTATION

PennDOT Local Technical Assistance Program
**Course Descriptions**

participants in project design for planning purposes. The operational sequence of performing this activity will be presented.

**Intended Audience:** Local government officials responsible for asset management, project planning, and inspection of roadway improvement projects. This includes Public Works Directors, Supervisors, Road Masters and Foremen.

**Posting and Bonding of Local Roads**

Many rural roads and urban streets were not built to carry today’s heavy loads. This course reviews laws governing posting and bonding, requirements for developing and implementing a posting and bonding program, and ways to monitor a program. Participants examine a sample bonding agreement.

**Intended Audience:** Individuals responsible for posting weight limits on municipal roadways and issuing permits to haul in excess of those weight limits including: elected officials, municipal secretaries, roadmasters, and street superintendents. Others who would benefit from this course include: law enforcement personnel, engineers, and municipal managers.

**Liquid Bituminous Seal Coat**

Individuals attending this course will be presented with the information necessary for the proper planning and execution of a seal coat operation. This pavement preservation technique is often used by local government agencies to extend the useful life of their roadways. The various types of seal coat operations will be included. The participants will be able to identify typical roadway distress that can be addressed by the use of a liquid bituminous seal coat. The latest materials, equipment, and techniques available for performing this operation will be presented. The process to ensure the correct aggregate and liquid bituminous material selection is achieved will be reviewed. Equipment calibration requirements and the operational sequence will be presented to assist the participants in ensuring a quality product is obtained.

**Intended Audience:** This course is intended for local government officials responsible for asset management, project planning, and inspection of seal coat projects, as well as the crews performing this work. This includes Public Works Directors, Supervisors, Road Masters, Foremen and Equipment Operators.

**Stormwater Facility Operation and Maintenance**

This course covers a variety of topics associated with the management and control of storm runoff as it relates to the establishment of local policies and ordinances, and the operation and maintenance of stormwater management facilities. The course provides an overview of the storm runoff process; a discussion of current regulatory requirements for new development as well as municipal storm sewer systems (MS4’s); identifies elements of sustainable stormwater management systems and how existing

**Spring 2014 Training Courses**

**Equipment and Worker Safety**
March 12th - 8:00 AM to 11:30 AM
Southern Alleghenies Planning and Development Commission
3 Sheraton Drive, Altoona PA 16601

**Engineering and Traffic Studies**
March 14th - 8:00 AM to 3:00 PM
PA CareerLink Cambria County
445 Schoolhouse Road, Johnstown, PA 15904

**Drainage: The Key to Roads That Last**
March 19th - 8:00 AM to 2:00 PM
Bedford County Technical Center
195 Pennknoll Road, Everett, PA 15537

**Traffic Signs**
March 20th - 8:00 AM to 3:00 PM
Huntingdon County Career and Technology Center
11893 Technology Drive, Mill Creek, PA 17060

**Warm Mix Asphalt**
April 2nd - 8:00 AM to 12:00 PM
Southern Alleghenies Planning and Development Commission
3 Sheraton Drive, Altoona PA 16601

**Full Depth Reclamation**
April 30th - 8:00 AM to 12:00 PM
Bedford County Courthouse
200 South Juliana Street, Bedford, PA 15522

**Posting and Bonding of Local Roads**
May 7th - 8:00 AM to 12:00 PM
Penn Highlands Community College
881 Hills Plaza Drive, Suite 450, Ebensburg, PA 15931

**Liquid Bituminous Seal Coat**
May 8th - 8:00 AM to 12:00 PM
Southern Alleghenies Planning and Development Commission
3 Sheraton Drive, Altoona PA 16601

**Stormwater Facility Operation and Maintenance**
May 13th - 8:00 AM to 12:00 PM
Somerset Borough Public Safety Building
340 West Union Street, Somerset, PA 15505
**Course Descriptions**

**Equipment and Worker Safety**

This course provides a basic understanding of common safety factors and practices associated with public works road maintenance operations. Specific operations discussed include trench excavation, crack sealing with hot asphalt, mowing and chain saw use, as well as winter maintenance. It provides and overview of why accidents happen and how to protect personnel through the use of personal protective equipment. Work place awareness is stressed with emphasis on chemical safety, environmental hazards and vehicle and equipment safety issues. The importance of having a formal safety program in place and how to establish an effective program is discussed.

**Intended Audience:** Individuals who are performing maintenance, construction, or traffic control on municipal roadways including: roadmasters, crew foremen, equipment operators and laborers. Others who would benefit from this course include: municipal managers and elected officials to understand the importance and for budgeting purposes.

**Engineering and Traffic Studies**

How do you legally establish speed limits on municipal roads? How do you properly place Stop signs? What are the problems associated with improper use of multiway Stop signs? This course answers these questions and more, by demonstrating how to conduct basic engineering and traffic studies for establishment of regulatory signs on municipal roads. It reviews applicable laws, ordinances, regulations and required study procedures for establishing, revising and removing traffic restrictions, as presented in PennDOT Publication 212, Official Traffic Control Devices. Participants also complete exercises in which they perform common engineering and traffic studies using real data.

**Intended Audience:** Individuals conducting engineering and traffic studies and those responsible for identifying safety problems and potential solutions including: law enforcement personnel, roadmasters, and street superintendents. Others who would benefit from this course include: elected officials, public works employees. Engineers are welcome to attend, but the focus is on the non-engineer.

**Drainage: The Key to Roads That Last**

This course covers the affect water has on roadways. Emphasis is on problems caused by poor drainage with discussion on various ways to handle these problems. Basic roadway drainage systems and their usage are reviewed. Industry standard procedures for replacing cross pipes are presented in detail. Regulatory agency policies and permit requirements are presented. The importance of performing routine inspection of drainage system assets is discussed with emphasis on the relationship to planning and Federal Aid reimbursement in the case of a disaster.

**Intended Audience:** Individuals who are involved in the planning and execution of maintenance work on asphalt pavements, including: street superintendents, roadmasters, public works directors, crew foremen, and select crew members.

**Traffic Signs**

This course reviews the basic regulations and guidelines for properly establishing and posting regulatory, warning and guide signs. It presents examples of improper signing so participants can better understand the basic concepts and principles associated with sign selection and placement. It also discusses the installation and maintenance of signs and supports, along with sign management techniques. (Note: The course does not cover work zone or temporary traffic control signing.)

**Intended Audience:** Individuals who are making decisions regarding what signs to install and where, and those actually installing the signs, including: public works employees, roadmasters, street superintendents, and law enforcement personnel. Others who would benefit from this course include: municipal managers and elected officials (to understand the importance and for budgeting purposes). Engineers are welcome to attend, but the focus is on the non-engineer.

**Warm Mix Asphalt**

This course provides relevant information to individuals who use plant mixed asphalt in their public works operations and projects. The course introduces the participants to the new technology that is being used to produce plant mixed asphalt at a lower temperature. This technology is currently being used by the asphalt industry nationwide. PennDOT entertain substitution of this material for the traditional Hot Mix Asphalt if certain requirements are met. Industry production trends necessitate its use by local government agencies. This course will provide individuals with the specifications PennDOT utilizes for this material to assist them in their bidding projects and ordering maintenance material. In addition, the participants will be provided with the temperature requirements for material delivery acceptance and compaction of Warm Mix Asphalt.

**Intended Audience:** Local government officials responsible for planning paving projects or specifying and ordering asphalt material, personnel involved in the inspecting of paving projects, employees who utilize asphalt material to maintain streets and roadways. This includes Public Works Directors, Supervisors, Road Masters, Foremen and Equipment Operators.

**Full Depth Reclamation**

This course provides formal training in this operation to supplement the specifications that were incorporated into the PennDOT Publication 447, Approved Products for Lower Volume Local Roads. Full Depth Reclamation provides local government agencies with another operation to consider when planning road and street projects. This process recycles existing pavement materials saving energy and valuable resources. The participants will be able to identify typical roadway distress that can be addressed by Full Depth Reclamation. The various types of the Full Depth Reclamation process will be described. The latest techniques, material and equipment will be reviewed to assist the
The PennDOT Local Technical Assistance Program (LTAP) is designed to help Pennsylvania’s municipalities, which maintain over 77,000 miles of roadways, make the best use of their maintenance dollars. LTAP provides technical information about proven technologies for maintenance and safety methods to meet the growing demands on municipal governments.

Training Courses
PennDOT, the Southern Alleghenies Planning and Development Commission (SAP&DC), and the Blair and Cambria County Planning Commissions partner every year to bring LTAP training courses to the area. Courses are taught by LTAP’s technology transfer specialists, who are well versed in the latest developments and technologies, and have extensive experience in municipal engineering and road and street maintenance and safety. SAP&DC attempts to schedule courses in locations convenient for all municipalities within the region, and suggestions are always welcome.

Attending these courses costs nothing but your time!

Technical Assistance
In addition to Training Courses, Technical Assistance experts are available by phone, email, and in-person to help municipalities troubleshoot specific maintenance and safety problems. This service is provided at no cost to municipalities! For more information call 1-800-FOR-LTAP.

Newsletter & Technical Information Sheets
The PennDOT LTAP newsletter is distributed twice a year to at least one contact in each Pennsylvania municipality and covers new programs, practices, technologies, legislation, and money-saving tips applicable to maintenance and safety. These newsletters and additional technical information sheets are available on the LTAP website.

Lending Library
PennDOT LTAP maintains a library of publications, videos, and CD-ROMS on maintenance and safety topics. You can search the collection and make requests via the LTAP website.

LTAP Website
www.ltap.state.pa.us

About LTAP

Course Descriptions

municipal regulations may create barriers to responsible stormwater management; and discusses operation and maintenance of stormwater facilities.

Intended Audience: Individuals who are involved in establishing local stormwater policies, reviewing development plans, inspecting construction of stormwater facilities, and operation and maintenance of stormwater facilities, including: elected officials, planners, public works directors, engineers, and operations and maintenance personnel.

Registration

PennDOT, SAP&DC, and the Blair and Cambria County Planning Commissions are pleased to offer these FREE training courses to municipal officials and employees in Bedford, Blair, Cambria, Fulton, Huntingdon, and Somerset Counties through the Local Technical Assistance Program.

To register for any of these courses, visit www.ltap.state.pa.us or you may also call or email your course preference(s), name(s), municipality, and contact information to:

Janice Streightiff
(814) 949-6523
streightiff@sapdc.org

All registrations must be received at least one week prior to training. Seating for these courses is limited and will be reserved on a first-come, first-served basis. Please note that lunch is not provided for any course, but there will be a lunch break during the full day courses.

Visit the SAP&DC website for maps of all course locations:
www.sapdc.org