



Dover/Kent County Metropolitan Planning Organization

P.O. Box 383, Dover, Delaware 19903

(302) 760-2713 FAX: (302) 739-6340

<http://doverkentmpo.org>

DOVER/KENT MPO COUNCIL MINUTES OF JANUARY 4, 2006

Dover/Kent MPO Council Members and /or Representatives thereof attending:

Anthony DePrima, for Steven Speed, Mayor, City of Dover, Chair
Ralph Reeb for Nathan Hayward III, Secretary, DelDOT, Vice-Chair
Richard Ennis, for David Burris, President, Kent County Levy Court
Stephen Kingsberry, Director, Delaware Transit Corporation
James Plummer, Town of Cheswold, for Kent County Municipalities
Gary Smith, DE Economic Dev. Office for Ruth Ann Minner, Governor, State of Delaware
Paul Lang for Ray McCormick, Federal Hwy Admin. (FHWA)

Members not attending:

Susan E. Borinsky, Reg. III Administrator, Federal Transit Admin. (FTA)

Non-members attending:

Kennard Potts, DE Transit Corporation	Ted Barwinski, Mayor of Magnolia
Tom Antonio, City Cab of Delaware	Annett Hubbard
Stephen Speed, Mayor of Dover	Juanita Wiczoreck, MPO Staff
Kevin Hickman, MPO Staff	Catherine Samardza, MPO Staff

1. Introduction of Members and Guests
2. **ACTION ITEM: Approval of Agenda**

MOTION By Mr. Ennis to approve the agenda as presented. Seconded by Mr. Smith. Motion carried.

3. **ACTION ITEM: Approval of Minutes/November 2, 2005**

MOTION By Mr. Reeb to approve the minutes as presented. Seconded by Mr. Smith. Motion carried.

4. **ACTION ITEM: Salary Comparisons and Additional Insurance Options**
 - 4.1 Salaries

Council members had no objection to the idea of MPO salaries being on par with State, City and County salaries for similar positions. However, Mr. Reeb and Mr. DePrima felt that the State and City positions, process and salaries were not reflected accurately, although they did not feel it necessary for the MPO to adopt those procedures and terms. Mr. Kingsberry felt that any changes should be done consistent with any existing annual time table for salary increases. Mr. DePrima wished to review staff positions, and the performance of MPO personnel filling those positions, at an Executive Session prior to any decisions concerning individual salaries. He also agreed with Mr. Kingsberry concerning timing.

MOTION By Mr. Reeb to adopt the new salary grades and ranges as presented by Ms. Wiczoreck and effective January 1, 2006. Seconded by Mr. Kingsberry. Motion carried.

Ms. Wiczoreck was directed to schedule and notice the Executive Session to coincide with the next Council meeting.



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4.2 Insurance

The consensus of the Council was that more information was needed regarding insurance benefits. Staff was directed to research the benefits offered to City, County and State employees in Delaware, and similar MPOs throughout the region.

5. **ACTION ITEM: Proposed Amendment to the FY 2006 Unified Planning Work Program** **- J. Wieczorek (enclosure)**

Ms. Wiecezreck reviewed the funds available for FY2006. She distributed a chart showing the projects, including the project numbers, that could be added to the Work Program. She reported that the TAC recommended the following projects:

- Develop a commercial concept for DE 8 in Dover;
- Study DE8 as a major access route and truck route and how to improve operational efficiency;
- Develop infrastructure concept plans for important corridors in the growth area;
- Conduct a South Central Kent County Plan to identify future collector roads and develop design standards as recommended in the South State Street Study;
- Complete the North Dover Study.

The PAC made no recommendation at this time, although one member expressed an interest in seeing that the Elderly Mobility Initiative (06-12) move forward. The member reported that he was in touch with an individual that wanted to be on the committee. The PAC asked for further information at the February meeting.

The Council discussed the list of projects, the scope of the projects and funding issues. Mr. Kingsberry said that DTC would support the Elderly Mobility Initiative with staff assistance.

MOTION By Mr. Reeb to adopt the projects in the UPWP amendment with the following changes:
1) Project 06-09 (South Central Kent County Plan) - to be combined with DelDOT's existing project;
2) Projects 06-10 and 06-11 (DE8 Commercial Corridor and DE8 Operations Study) – to be combined and the area limited to DE8 from the Delmarva Secondary Line or Saulsbury Road to Artis Drive;

The UPWP amendment is to be funded with available resources and increased with any unspent funds from other projects. Seconded by Mr. Smith. Motion carried.

Ms. Wiecezreck asked Mr. Lang if Federal regulations would allow her to work with Mr. Reeb to finalize the amendment to the UPWP, including the financial details and scope of work without coming back to the Council for approval. Mr. Lang said that she could proceed in that way.

6. **DISCUSSION ITEM: Report from the Governor's Task Force to Recommend Transportation Funding Options – J. Wiecezreck**

After reviewing the various recommendations, Council asked Ms. Wiecezreck to enlarge the tables and put them up on an easel or projection screen for review. Council will then choose which recommendations they will endorse to the legislators.



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7. Municipalities Report – J. Plummer, A. DePrima

Mr. Plummer and Mayor Barwinski had no reports. Mr. DePrima reported that the City of Dover was taking bids for the Street Paving Program. Mayor Speed reported that the West Dover Connector meeting would take place next week.

8. TAC Report – J. Wieczoreck – NO REPORT

9. PAC Report – J. Wieczoreck

Ms. Wieczoreck reported that the PAC members suggested the following additional options for Transportation Funding;

- 1) Add hotel/motel fees
- 2) Put DelDOT's salaries back into the State's General Fund

10. Executive Director's Report

10.1 UPWP Progress and Financial Reports

10.2 Correspondence & Publications/Reports

Next Meeting /March 1, 2006 – Dover/Kent County MPO Conference Room

Ms. Wieczoreck reminded Council that the March meeting would begin earlier to accommodate the Executive Session.

MOTION By Mr. Reeb to adjourn the meeting at 4:40 PM. Seconded by Mr. Kingsberry. Motion carried.