



Dover/Kent County Metropolitan Planning Organization

P.O. Box 383, Dover, Delaware 19903
http://www.doverkentmpo.org

(302) 387-6030 FAX: (302) 387-6032

DOVER/KENT COUNTY MPO PUBLIC ADVISORY COMMITTEE MINUTES OF FEBRUARY 16, 2010

PUBLIC ADVISORY COMMITTEE MEMBERS & ALTERNATES ATTENDING:

Horace Cook, Chair	Dwight Meyer, Vice Chair	Prameela Kaza
Michael Gumrot	Arley Cooper, Jr.	James Brown

MEMBERS NOT ATTENDING:

James Webster	William Saunders	Bridget Lane
Dr. Daniel Houghtaling	Dr. Carlton Cannon, Alt. at large	

NON-MEMBERS ATTENDING:

Ron Zink, Sierra Club	Juanita Wieczoreck, MPO Staff	Jim Galvin, MPO Staff
Kate Layton, MPO Staff	Catherine Samardza, MPO Staff	

Although the meeting was scheduled to be held at the Clayton Town Hall @ 7:00 PM, the building was not available for use. The meeting was called to order at the Smyrna Diner at approximately 7:30 PM.

1. INTRODUCTION OF MEMBERS & GUESTS

2. PUBLIC COMMENTS

3. ACTION ITEM: Approval of Agenda

MOTION By Mr. Gumrot to approve the agenda. Seconded by Mr. Brown. Motion Carried.

4. ACTION ITEM: Approval of Minutes/Dec. 15, 2009

MOTION By Mr. Meyer to approve the minutes. Seconded by Ms. Kaza. Motion carried.

It was decided to skip to Item #7 while staff set up a computer and projector for a presentation.

5 (7). PRESENTATION AND DISCUSSION: MPO Regional Bike Plan – J. Wieczoreck

Ms. Wieczoreck reported that the Regional Bike Plan Committee met in January. The consultant will write the plan after the committee and MPO staff collect information. In addition to agency members, the committee has a very active civilian member from the Dover area. Ms. Wieczoreck and Ms. Layton reviewed the events that the MPO will participate in to publicize the RBP. Events will be in the spring, as the Plan is scheduled to be completed by June 30, 2010. Staff will also develop a survey that can be handed out at events and also be completed online at the MPO website. The MPO will also work with local governments to help them in addressing bicycle issues. Ms. Wieczoreck noted that there would be a number of Saturday events, and Ms. Layton would be asking for help.

6 (5). ACTION ITEM: Proposed FY 2011-2014 Transportation Improvement Program, preparation and adoption schedule - J. Galvin

Mr. Galvin reviewed the information in the memo he distributed. The memo provided an analysis of the projects listed in the TIP, explaining changes in funding and in project years. He noted that at the TAC meeting, the City of Dover complained because the Loockerman Street/Forrest Street project was removed from the TIP. It was removed from the TIP list because DelDOT removed it from the Capital Transportation Program due to funding issues. DelDOT and the City of Dover came to a compromise, leaving the project in the out years of the TIP but not removing it completely.

There was general discussion concerning the TIP, as well as stimulus funds. Ms. Layton announced that the TIP bus tour would be on March 27th. A representative from DelDOT would be on hand to answer questions about the projects. The committee was asked to contact staff with any specific site requests.



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Ms. Wieczoreck reviewed the public comment period and adoption time frame. No action was taken at this time.

7 (6). PRESENTATION AND DISCUSSION: Community VIZ software program – J. Galvin

Mr. Galvin gave a PowerPoint presentation on Community VIZ. The program is an overlay to mapping Software. Items such as roads, wildlife habitats, and wellheads can be added on to a map. It allows the user to set priorities for different attributes. All elements in a parcel can be assessed for suitability for development. MPO staff is in discussions with the County to use CV for developing proposals for Transportation Improvement Districts. Sussex County used 100-acre grids in their CV; this is the average farm size. Kent County is using a grid of approximately 25 acres. This allows for a finer analysis of parcels. Mr. Galvin noted that it is not necessary to use the same size grid as Sussex County unless a statewide comparison is being done. Ms. Wieczoreck reported that although the grids do not determine land use, CV is a tool to help develop land use policies and encourage density where appropriate. Mr. Galvin noted that CV is ideal for many planners.

8. DISCUSSION: FY 2011 UPWP – J. Wieczoreck

Ms. Wieczoreck reviewed the 2011 UPWP summary. She asked the committee if there were any questions, suggestions or requests concerning the 2011 program. She reported that the draft UPWP would be on the agenda for the April meeting and a copy would be in the meeting materials.

Mr. Gumrot asked for five copies of the data book.

Mr. Cooper asked about railroad crossings and which entity is responsible for upkeep. He reported that the Bison Road crossing was in need of repair. Ms. Wieczoreck reported that Norfolk Southern owns the rail crossings, but DelDOT was responsible for some construction and repair issues. It would depend on what kind of repair was needed. She informed the committee members that she would contact NS and DelDOT about this issue.

9. DISCUSSION: 2010 TIP Tour and other upcoming events – K. Layton

The TIP Tour was discussed as part of Item 6. Ms. Layton reported that the MPO would be attending the 55+ Expo, the Delmarva Chicken Festival, and Earth Day at Killens Pond. Mr. Gumrot asked that Ms. Layton e-mail the members with a list of dates to determine which events they might be able to attend.

10. DISCUSSION: PAC membership and meeting attendance – K. Layton

Ms. Layton announced that Mr. Ornauer's plaque is now on display in the MPO office. Those who agreed to contribute should reimburse Ms. Wieczoreck for the cost of the plaque.

She also reminded the Committee that it is important that everyone attend meetings to meet the quorum.

Ms. Layton reported that Rexene Ornauer has expressed an interest in becoming a PAC member. The County is considering her application. Mr. Saunders will be retiring, and it is expected that Dr. Cannon will move into his place.

11. Staff Report –

- 11.1 FY 10 UPWP Progress & Financial Reports – J. Wieczoreck**
- 11.2 Other Project Updates/Activities – J. Wieczoreck**
- 11.3 Correspondence & Publications/Reports – K. Layton**
- 11.4 Public Outreach – K. Layton**

NEXT MEETING: April 27, 2010, Harrington/Milford area, TBD

MOTION By Mr. Cooper to adjourn the meeting. Seconded by Ms. Kaza. Motion carried.