



# Dover/Kent County Metropolitan Planning Organization

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

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

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## DOVER/KENT COUNTY MPO PUBLIC ADVISORY COMMITTEE MINUTES OF FEBRUARY 21, 2012

### PUBLIC ADVISORY COMMITTEE MEMBERS ATTENDING:

Dwight Meyer, Chair	Dr. Carlton Cannon	Phyllis B. Collins
Horace Cook	James Brown	Arley Cooper, Jr.
David Fry	Dr. Daniel Houghtaling	Kevin Yingling
Edmund Maron		

### MEMBERS NOT ATTENDING:

Michael Gumrot, Vice Chair	James Webster
Rob Book (KC alternate)	Prameela Kaza

### NON-MEMBERS ATTENDING:

Rich Vetter, MPO Executive Director	Kate Layton, MPO Staff
James Galvin, MPO Staff	Catherine Samardza, MPO Staff

#### 1. INTRODUCTION OF MEMBERS & GUESTS

-Welcome to new PAC member(s)

#### 2. PUBLIC COMMENTS

#### 3. ACTION ITEM: Approval of Agenda

MOTION By Dr. Houghtaling to approve the agenda. Seconded by Mr. Brown. Motion carried.

#### 4. ACTION ITEM: Approval of Minutes Dec. 20, 2011

MOTION By Mr. Brown to approve the minutes. Seconded by Mr. Maron. Motion carried.

#### 5. Working Group Report: Bike Trail Studies – Rich Vetter

- Silver Lake to Isaacs Branch Connector

Mr. Vetter reminded the PAC that the concept plan for this project was presented at the December 2011 meeting. He reported that the Working Group met on February 14<sup>th</sup> and selected one of the alternate routes and planned the order of phases for construction. The idea was to choose a trail that can be done relatively easy (no Right-of-Way, relatively low cost) and quickly. The trail and phases were illustrated on the display map. The next steps would include a public workshop and meetings with property owners, for a project hand-off to DelDOT in mid-April.

Mr. Vetter answered questions from PAC members concerning funding, construction timelines, right-of-way and safety issues with the route. Mr. Fry wished to express his displeasure regarding encouraging anyone to ride on US13. He has concerns regarding children riding bicycles on this road. Mr. Vetter explained that the road could not be closed to bicycle traffic; the plan was to make it as safe as possible.



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### **6. Discussion Item: Current Studies - Rich Vetter - Cheswold Town Center**

The Cheswold Planning Commission met last month to discuss the Town Center study. The Planning Commission is new, and will get back to MPO staff when they are ready to move forward.

#### **- Route 10 Bike Trail**

Mr. Vetter gave an update to the December presentation on the Route 10 Bike Trail. There was considerable discussion concerning the route, and problems with crossing the St. Jones River bridge. There are environmental issues as well as costs involved with this project. He reported that Ms. Layton has done informal pedestrian counts in the area. There was also discussion concerning bus service in the area and the amount and speed of traffic in the area. PAC members felt that a formal traffic count would be beneficial. Mr. Vetter agreed that it was a good suggestion and said he would talk to DelDOT.

MOTION By Mr. Cook that staff conduct bike/ped counts for the Route 10 bike trail. Seconded by Mr. Fry. Motion carried.

### **7. Discussion Item: Draft FY2013 UPWP – R. Vetter**

Mr. Vetter reviewed the draft UPWP and the one page summary that was distributed prior to the meeting. Dr. Houghtaling asked about the funding; it is 90% federal, with 10 % cash from the State and in-kind services from other member agencies.

### **8. Discussion Item: Transportation Improvement Program (TIP)**

Mr. Vetter explained that DelDOT is reviewing the Capital Transportation Program (CTP) item by item. Until it is released, the MPO cannot create a new TIP, which must agree with DelDOT's CTP. The current TIP is valid until 2015, so the MPO will be able to amend the current TIP when information is available from DelDOT. Mr. Galvin explained that this will be similar to how the TIP is amended after the Bond Bill is adopted by the General Assembly on June 30<sup>th</sup>.

### **9. Committee Report: Data and Demographics Committee – Jim Galvin**

Mr. Galvin reported that the committee met to review last year's figures and discuss this year's DE Population Consortium (DPC) control totals. The DPC approved draft figures in October; Mr. Ed Ratledge of the University of Delaware is reviewing Hispanic population figures. The committee also reviewed the 2010 Census figures. There was discussion concerning the different types of Traffic Analysis Zones (Traffic modeling vs. Census) and what they are used for. Mr. Galvin hopes to complete this year's work for Council approval in July.

### **10. Committee Report: Priority Process Working Group - Jim Galvin**

Mr. Galvin reported that the working group had not met since last year. DelDOT is still looking at the DecisionLens software and has not yet decided whether or not to purchase it. Although the working group had hoped to "piggy back" on DelDOT's process, it will reconvene and develop its own criteria.

The MPO sent out letters to the municipalities and Kent County asking them to identify problems that needed to be solved. Only Kent County responded. Mr. Galvin expects to have a list of priority problems for the Regional Transportation Plan and the TIP by this summer.



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## **11. Staff Report –**

**11.1 Progress & Financial Reports – Rich Vetter (enclosure)**

**11.2 Other Project Updates/Activities – MPO Staff**

**11.3 Correspondence, Publications/Reports/Outreach – K. Layton**

Mr. Vetter referred to Kent County's correspondence identifying problems and potential projects. MPO staff would review this material with Kent County and determine which projects could be incorporated into the MPO's work program as studies or design projects, and which could be incorporated into the Regional Transportation Program. Mr. Vetter and Mr. Galvin reported that MPO staff would identify and prioritize the projects, and they would then come to the TAC, PAC and Council for discussion and approval.

Dr. Houghtaling asked if the financial report could be sent out as a year-to-date summary; Mr. Vetter agreed.

Ms. Layton reported that, with no new TIP, there would be no TIP Tour this spring.

## **12. ADJOURN (Next meeting April 24, 2012, Location TBD)**