



Dover/Kent County Metropolitan Planning Organization

P.O. Box 383, Dover, Delaware 19903

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

<http://doverkentmpo.org>

DOVER/KENT MPO COUNCIL MINUTES OF MARCH 7, 2012

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

Carleton E. Carey, Sr., Mayor, City of Dover, Chairman

Don Tinari, Town of Cheswold, for Kent County Municipalities

Brad Eaby, for Brooks Banta, President, Kent County Levy Court

Kennard Potts, Delaware Transit Corporation

Terry Pepper for Eliz. Olsen, Dep. Dir., Safety & Homeland Security, for Governor Jack Markell, State of Delaware

Brett Taylor, for Shailen Bhatt, Secretary, Delaware Dept. of Transportation

Members not attending:

Brigid Hynes-Cherin, Acting Regional Administrator, Region III, Federal Transit Admin. (FTA)

Hassan Raza, Division Administrator, Federal Highway Admin. (FHWA)

Non-members attending:

Rich Vetter, Executive Director, MPO

James Galvin, MPO Staff

Chris Kirby, MPO Staff

Tricia Faust, DAFB

Kate Layton, MPO Staff

Catherine Samardza, MPO Staff

1. Introduction of Members & Guests

2. Public Comments

3. ACTION ITEM: Approval of Agenda

MOTION By Mr. Potts to approve the agenda. Seconded by Mr. Taylor. Motion carried.

4. ACTION ITEM: Approval of Minutes/ January 4, 2012

MOTION By Mr. Potts to approve the minutes. Seconded by Mr. Taylor. Motion carried.

5. WORKING GROUP REPORT: Bike Trail Studies – Silver Lake to Isaacs Branch Connector - Rich Vetter

Mr. Vetter noted that information on this trail was presented at the January meeting. The Working Group met again in February. He reviewed the map and the recommended routes and phases. He reported that the plan is expected to go to the public in April or May, and will then be handed off to DelDOT. The estimated cost is \$1.5 Million, with design scheduled for FY2013.

6. DISCUSSION ITEM: Current Studies – Rich Vetter

6.1 Cheswold Town Center

Mr. Vetter reported that he met with Cheswold's new Planning Commission in January to discuss developing a Town Center Plan including transportation and land use options and pedestrian amenities. The members were interested, but not ready to act right now. Mr. Tinari reported that there would be a meeting on March 8, and he expected things to pick up after that.

6.2 Route 10 Bike Trail

This trail is listed as #4 in the MPO Regional Bicycle Plan, and #2 by Kent County. The biggest problem is the bridge over the St. Jones River. Design is constrained by the fact that there is only a shoulder on one side, and building or adding a pedestrian bridge structure is cost-prohibitive. The suggested solution without a new structure would require 3 design exceptions to be approved by DelDOT. The next step is to submit the conceptual alternatives to DelDOT for review, but Mr. Vetter reported that approval of the design exceptions would be challenging.

New Study: Mr. Vetter added here that the MPO received a request from the town of Harrington to help with a sidewalk inventory in preparation for their Comprehensive Plan update.

7. DISCUSSION ITEM: Draft FY2013 UPWP – R. Vetter

Mr. Vetter reviewed the projects in the UPWP and reported that the UPWP would go to the TAC, PAC and the public in April and to



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the Council in May for approval. The MPO expects the budget to be about \$613,000 which includes Federal and State funds and in-kind matching services, but that figure has not been confirmed to date.

8. DISCUSSION ITEM: Transportation Improvement Program (TIP) – R. Vetter

Mr. Vetter reported that DelDOT has reviewed the Capital Transportation Program internally, and the draft was approved by the Council on Transportation last month. The MPO TIP, which is valid until 2015, will be amended after the CTP is approved by the legislature in June. There are no new projects anticipated, and the MPO will not hold a TIP bus tour this year.

9. COMMITTEE REPORTS:

Data and Demographics Committee Report – J. Galvin

Mr. Galvin reported that the subcommittee was working on matching the Census and model TAZs. He explained the differences between the Model TAZs and the Census TAZs, their different purposes and how they are being reconciled. The subcommittee would then work on the employment figures and hoped to present the projections to the TAC and PAC in April, for approval by the Council in May.

Priority Process Working Group – J. Galvin

Mr. Galvin reported that the working group has not met in a couple of months, while waiting for DelDOT to review Decision Lens. He also reported that, although the MPO solicited projects/problems from all the municipalities and Kent County, only the County responded. Those projects submitted by the County will be evaluated and prioritized. If DelDOT decides not to purchase Decision Lens, the working group will develop a process similar to Decision Lens for criteria. These projects will be ranked for inclusion in the Regional Transportation Plan (RTP).

10. DISCUSSION ITEM: MPO Bylaws & Agreements – B. Eaby & MPO staff

MPO staff reviewed the sections that require direction from the Council. Staff will research whether or not the municipal representative maximum listed in the TAC agreement is a federal requirement or not.

11. MUNICIPALITIES REPORTS: Mayor Carey, Don Tinari

Mr. Tinari reported that Cheswold will hold elections on March 27, 2012. There are six candidates for 3 council spots.

Mayor Carey reported that two City of Dover council seats are being contested. The election will take place on April 17th. Mr. Pepper congratulated Mayor Carey on his re-election; he ran uncontested. The Mayor also reported that the City has allocated \$3 Million for work on North Street. The Verizon lines will be buried and brick sidewalks and new lighting will be installed. It will no longer look like a “back” street. The City is also working on an agreement with the owners of the seven parking lots on North Street; the parking lots will be graded and connected, which will result in 36 additional parking spots.

There was further discussion concerning the Downtown Dover Partnership and the work on their building, and the new building going up where the Bayard Hotel was. The Mayor also reported that the new library will be finished by the end of the summer.

12. TAC Report – R. Vetter

Mr. Vetter reported that the February TAC agenda was the same as the Council’s March agenda. The TAC was in agreement with the concepts for the Bike Trails, and had no changes to the UPWP.

13. PAC Report – K. Layton

Ms. Layton reported that the February PAC meeting was held in Smyrna at the DE State University Outreach Center. The PAC discussed the Route 10 Bike Trail, and was very concerned regarding safety issues for pedestrians and bicycle riders. She also reported that Pameela Kaza, a long-time PAC member appointed by the City of Dover, contacted the MPO to let us know she would be sending a letter of resignation.

There was further discussion concerning pedestrians crossing the St. Jones bridge and the possible solutions.



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14. Staff Report –

14.1 Outreach Activities – K. Layton

14.2 UPWP Progress & Financial Reports – R. Vetter

14.3 Correspondence & Publications/Reports – R. Vetter

Next Meeting: May 9, 2012 – Camden Town Council Chambers

MOTION By Mr. Taylor to adjourn the meeting. Seconded by Mr. Pepper. Motion carried.