



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 JULY 11, 2012

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

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

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

Cathy Smith for Lauren Skiver, Executive Director, Delaware Transit Corporation

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

Members not attending:

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

Marc Dixon for Gregory Murrill, Acting Division Administrator, Federal Highway Admin. (FHWA)

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

Don Tinari, Mayor, Town of Cheswold, for Kent County Municipalities

Non-members attending:

Bill Geronimo, DelDOT Finance

James Galvin, MPO Staff

Catherine Samardza, MPO Staff

Rich Vetter, MPO Staff

Kate Layton, MPO Staff

Chris Kirby, MPO Staff

1. Introduction of Members & Guests

2. Public Comments

3. ACTION ITEM: Approval of Agenda

Council requested that Item #10 be removed at this time.

MOTION By Mr. Pepper to approve the agenda as amended. Seconded by Mr. Eaby. Motion carried.

4. ACTION ITEM: Approval of Minutes/ May 9, 2012

MOTION By Mr. Pepper to approve the minutes of May 9th. Seconded by Ms. Smith. Motion carried.

5. ACTION ITEM: Data & Demographics projections – J. Galvin

Mr. Galvin reviewed the methodology and work that led to the final projections. He reported that both the TAC and PAC recommended approval of the projections.

MOTION By Mr. Eaby to approve and adopt the projections. Seconded by Mr. Pepper. Motion carried.

6. ACTION ITEM: FY2012-2015 TIP Amendments – R. Vetter

Mr. Vetter reviewed the three amendments: Bus stops throughout the State; increased funding for pavement rehabilitation; and new funding for bicycle and pedestrian trails. He reported that both the TAC and PAC recommended approval of the amendments.

MOTION By Mr. Eaby to approve all three amendments to the FY2012-2015 TIP. Seconded by Mr. Pepper. Motion carried.



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7. DISCUSSION ITEM: Draft FY2013-2018 Capital Transportation Program – Bill Geronimo, DelDOT Finance

Mr. Geronimo distributed materials summarizing the CTP. This summary is not all-inclusive or final. He also explained that Secretary Bhatt was trying to reduce DelDOT's debt, using "3 Rs" – A robust program that was realistic and responsible. To that end, there will be no bond to fund the program this year. This should result in zero debt by FY2031. The program is smaller, but realistic and financially responsible. The Hazletville Road connector has been moved further out; it is felt that a better plan needs to be developed. Mr. Vetter noted that a meeting on this project will be held next week with DelDOT and the City of Dover. Mr. Geronimo added that the CTP is based on what has actually been spent in the past; the program is not really being cut back financially, it is just based on a more realistic set of goals.

8. DISCUSSION ITEM: Current Studies – R. Vetter **8.1 DTC Survey**

Mr. Vetter reported that to date 1400 responses have been received.

8.2 Harrington Sidewalk/Curb Inventory

The sidewalk and curb inventory for Harrington is completed. The City will create a priority list, and allocate funding in their yearly budget for these projects.

8.3 Route 10 Bike Trail

The Route 10 Bike Trail is moving forward. This was helped by the letter Council sent to DelDOT. The concept over the St. Jones River bridge has been approved for design, and Century Engineering is the design engineer. Secretary Bhatt has indicated that he wants to extend the trail to Camden and the park at the Hunn property. Design will be this year, and construction scheduled for 2013/14.

8.4 Dover Bike Trail

The project has also been funded for design, with Century Engineering. The project will include "gateway" landscaping. Design will be this year, and construction next spring. There will be a meeting to discuss the historic district.

9. DISCUSSION ITEM: US Route 13 Master Plan, Town of Smyrna – R. Vetter

This project encompasses about three and a half miles on US13. It includes urban, suburban and undeveloped areas. The charrette process will take place from August 20-24, soliciting input from stakeholders in the area. MPO staff is handling the charrette process with help from an outside consultant providing rendering expertise. Ms. Smith suggested he talk to Marco Boyce at DelDOT, because he is a landscape architect.

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

11. DISCUSSION ITEM: MPO Draft Public Participation Plan – K. Layton

Ms. Layton reviewed changes recommended to the document. She reported that she worked with Marc Dixon of FHWA to update the federal language and citations. The PAC members also recommended changing meetings to one central location, and would like to review the entire Plan every 2 years rather than the partial review now called for in odd years. Language will also be amended in the public events section, to allow for not having a TIP Bus Tour when there is no new TIP. There will be one more review of the document before it is released for public comments. Council consensus was that all the changes were acceptable; it was also suggested that, rather than just the bus tour, another option be added, such as a video for a "virtual" tour. It was recommended that Ms. Layton contact Polytech High School for assistance in creating a video.



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12. MUNICIPALITIES REPORTS: Mayor Carey

Mayor Carey reported on a number of Dover issues, including:

- The City budget was passed.
- Kraft will add 29 jobs in the Koolaid division after January 1. They were given a \$456,000 grant to bring the operation here.
- 33 West has reopened.
- An analysis of the electric service has reduced rates.
- 4 positions were approved for the library, which will be dedicated in September.
- DelDOT has completed a study that shows a traffic light at the east end of the new high school on Route 8 is not needed; the City still wants the light, and asks whether or not the study projected future traffic.
- The City's computer section received a \$50,000 disaster recovery grant.

13. TAC Report – R. Vetter

Mr. Vetter reported that the TAC agenda, similar to the Council's, also led to discussion concerning the Hazletville/Route 8 Connector.

14. PAC Report – K. Layton

Ms. Layton reported that the PAC held its annual workshop on June 26 at Dover Downs. She reported on the new federal bill using information supplied by Marc Dixon of FHWA. She also reported that two members of the PAC, Horace Cook and Arly Cooper, resigned. They have not yet sent their resignations in writing. Mr. Cooper was a Kent County appointee; Mr. Cook was appointed by the Governor's Office. Phyllis Collins, the other Governor's appointee, has expressed interest in continuing as a PAC member. At this time, there are no candidates to replace Mr. Cooper and Mr. Cook; Ms. Layton said that she needs their written resignations before recruiting new candidates.

15. Staff Report –

15.1 Outreach Activities – K. Layton

Ms. Layton reported that the public comment period on the Scenic Byways amendment to the TIP has begun. She also noted that the PAC would like more information on TIP amendments in the future.

Other activities the MPO will be involved with include Safe Summer Day, the Bike Summit, and the Amish Bike Tour.

She also noted that Terry Brixen of DNREC is the lead for the Air Quality Partnership. Ms. Brixen is on leave, and the members of the group need to talk to DNREC to discuss the future of the Partnership.

15.2 UPWP Progress & Financial Reports – R. Vetter

Next Meeting: September 5, 2012 – Camden Town Council Chambers

MOTION By Mr. Peppert to adjourn the meeting. Seconded by Mr. Eaby. Motion carried.