



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 MEETING

MINUTES OF JANUARY 6, 2010

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

Robert Mooney, Mayor, Town of Camden, for Kent County Municipalities, Chairman
Carleton E. Carey, Sr., Mayor, City of Dover, Vice-Chairman
Kennard Potts for Stephen Kingsberry, Director, Delaware Transit Corporation
Mike Strange for Ralph Reeb for Carolann Wicks, Secretary, DelDOT

Members not attending:

Brad Eaby, for Brooks Banta, President, Kent County Levy Court
Elizabeth Olsen, DE Dept. of Safety & Homeland Security, for Governor Markell, State of Delaware
Letitia A. Thompson, Regional Administrator, Region III, Federal Transit Admin. (FTA)
Hassan Raza, Division Administrator, Federal Highway Admin. (FHWA)

Non-members attending:

Bill Osborne, TMA DE, TAC	Mayor Donald Tinari, Town of Cheswold, TAC
Thomas Bones, Harvest Years Sr. Ctr.	Karen Emory Brittingham, DelDOT
Mary K. Eggers, Barclay Farms	Richard E. Maly, Harvest Yrs. Sr. Ctr., Barclay Farms
Juanita Wiczoreck, MPO Staff	Jim Galvin, MPO Staff
Kate Layton, MPO Staff	Catherine Samardza, MPO Staff

1. Introduction of Members & Guests

2. Public Comments

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

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

4. **ACTION ITEM: Approval of Minutes/November 4, 2009**

MOTION By Mayor Carey to approve the November 2009 minutes. Seconded by Mr. Potts. Motion carried.

5. **ACTION ITEM: Proposed Changes to the Public Participation Plan - K. Layton**

Ms. Layton reported that changes were made to the Public Participation Plan after the November Council meeting. It was felt that the changes in phrasing and verbiage were not thorough enough. She reviewed the language changes by page. She also reported that the PAC recommended Council approve the changes and publish the document for a 45-day public comment period. This would bring the document back in March for final approval.

MOTION By Mayor Carey to approve the changes and publish the document for the public comment period.
Seconded
By Mr. Potts. Motion carried.

6. **ACTION ITEM: Proposed Amendments to the FY 2010-2013 Transportation Improvement Program – DelDOT**

The proposed amendments were reviewed. The first was a TIGGER grant to DTC for solar panels; one of those projects would be the Dover facility. The other project was a Pavement and Rehab project; due to bids coming in



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lower than expected, ARRA money is still available for these additional, shovel ready priority-listed projects. Both the TAC and PAC recommend approving the amendments.

MOTION By Mayor Carey to approve the amendments. Seconded by Mr. Strange. Motion carried.

Ms. Wieczoreck noted that the Air Quality and adoption resolutions for these amendments would be forthcoming.

7. ACTION ITEM: Request for Letter of Support for Harvest Years 5310 Application – T. Bones, Harvest Years Senior Center

Ms. Wieczoreck reviewed a request for a letter of support from Harvest Years Senior Center. The Center was applying for a 5310 grant to get a bus to supply transportation from the Barclay Farms senior community to the Center. Harvest Years is the only senior center in Kent County without a 5310 vehicle. Thomas Bones and Richard E. Maly of Harvest Years and Mary K. Eggers of Barclay Farms were present to answer questions. DART fixed route service does not stop at Barclay Farms, citing not enough ridership. In addition, the streets in Barclay Farms are private and not to State standards and cannot handle the heavier buses. Letters of support are being provided by Senator Bushweller, Representative Blakey, KC Levy Court commissioner Sweeney, and the Town of Camden. DeIDOT has asked them to find funding; Senator Bushweller and Representative Blakey are exploring potential funding. There was discussion concerning a number of issues, including insurance.

MOTION By Mayor Carey to accept the staff recommendation to provide a letter of endorsement for Harvest Years' application to the 5310 program. Seconded by Mr. Potts. Motion carried with one abstention; Mr. Strange abstained due to a conflict as DeIDOT's representative.

8. ACTION ITEM: Central Delaware Chamber of Commerce Transportation Priorities – J. Wieczoreck

Ms. Wieczoreck reviewed information from the Chamber concerning their transportation priorities. Since the Chamber has not submitted complete information yet, this is not an action item. She reported that the Chamber has also sent this list to DeIDOT. Mr. Strange believed that the list of priorities would not be acted on until 2012. The information provided includes funding recommendations. The Chamber included a recommendation concerning the Indian River Bridge; Mr. Strange noted that the MPO was not a stakeholder in a Sussex County project and could not make or endorse recommendations concerning such projects.

9. ACTION ITEM: 2010 Meeting Calendar – J. Wieczoreck

Ms. Wieczoreck noted that the Calendar now includes requested changes from the TAC and PAC. Staff requested changes to two Council meeting dates.

MOTION By Mr. Potts to approve the 2010 schedule with changes as requested by staff. Seconded by Mayor Carey. Motion carried.

10. ACTION ITEM: Request for TSPN Funding: North Dover Study – Phase 1a – J. Galvin

Mr. Galvin reviewed the history of this transportation study leading to the funding request. The MPO has requested funding to look at a connection from the service road recommended in the North Dover Study to the Garrison Tract. Ms. Wieczoreck, Mr. Reeb and Ms. Townshend have met to discuss this study. The TSPN "review crew" has been contacted via e-mail; one voted "yes;" one voted "no;" and one did not respond. The concept is to add this study on to the North Dover study worked on by RK&K. There was discussion of various issues before voting.

MOTION By Mayor Carey to approve the full amount of funding for this phase of the North Dover Study. Seconded by Mr. Potts. Motion carried.



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11. Municipalities Report – R. Mooney, Others – NO REPORTS

12. TAC Report – J. Wieczoreck

Ms. Wieczoreck reported three agency members – Milford, DAFB and DEDO – have been “no-shows” for a considerable period of time. She noted that the MPO Council can add or remove TAC members as needed with a unanimous vote. It was suggested that Council Chair write to the agencies involved offering them the opportunity to leave the TAC. Mr. Strange had questions concerning the administrative structure and the number of meetings a member is required to attend. He was assured that these agencies have not attended ANY meetings in a very long time. Mayor Mooney also suggested public notice of removal from the committee. Council directed staff to prepare letters for the TAC agencies in question.

13. PAC Report – K. Layton

Ms. Layton reported on PAC members who have not been attending; the PAC has a standing rule that missing 3 consecutive meetings requires staff or the PAC chair to contact said members and ask if they wish to continue as members. She has contacted all three members via e-mail. Currently, there are three vacancies in the PAC: 2 County and 1 State. The MPO is looking for candidates, and will notify the appointing authority as well as the Council delegate when interested parties are identified.

Ms. Layton also reported that Mr. Guy Veach would be leaving the PAC due to family concerns, and that Mrs. Rexene Ornauer was present at the December PAC meeting to accept the plaque that would be displayed in the MPO office in honor of her husband, Richard.

14. Project Update:

14.1 Public Outreach – K. Layton

Ms. Layton reported on the numerous activities being planned, in particular with regard to the Regional Bike Plan. She also reported that the TIP Bus Tour would take place on Saturday, March 27th.

14.2 Public Education – K. Layton

14.3 Transportation Studies – J. Galvin

14.4 Regional Bicycle Plan – J. Wieczoreck

Ms. Wieczoreck reported that the contractor’s contract, including scope and proposal, has been sent to DelDOT for Review. She also noted that the North Dover Study scope and proposal from RK&K has been forwarded to Mr. Ralph Reeb for his review.

15. Executive Director’s Report

15.1 UPWP and Financial Reports

15.2 Correspondence

Ms. Wieczoreck reported that the MPO received a letter noting an administrative modification to the 2010-13 STIP for a pavement project. A new location, US113 and SR14, an HSIP project, has been added. This project is tied to a location already in the STIP. It is a railroad crossing in Milford. She informed Council that no action was necessary unless they had concerns about the project.

Next Meeting: March 3, 2010 – Camden Town Council Chambers

MOTION By Mr. Potts to adjourn the meeting. Seconded by Mr. Strange. Motion carried.