



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 MINUTES

MARCH 1, 2006

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

Anthony DePrima, for Steven Speed, Mayor, City of Dover, Chair
Gary Smith, DE Economic Dev. Office for Ruth Ann Minner, Governor, State of Delaware
Richard Ennis, for David Burris, President, Kent County Levy Court
Stephen Kingsberry, Director, Delaware Transit Corporation
Ralph Reeb for Carolann Wicks, Secretary, DelDOT
Paul Lang for Ray McCormick, Federal Hwy Admin. (FHWA)

Members not attending:

James Plummer, Town of Cheswold, for Kent County Municipalities
Susan E. Borinsky, Reg. III Administrator, Federal Transit Admin. (FTA)

Non-members attending:

Ben Anderson, Dover Post	Annette Hubbard
Joseph Cantalupo, DelDOT Planning	Kevin Hickman, MPO Staff
Juanita Wieczoreck, MPO Staff	Catherine Samardza, MPO Staff

1. Introduction of Members and Guests
2. **ACTION ITEM: Approval of Agenda**

Ms. Wieczoreck asked that 8A, discussion for a Council workshop, be added to the agenda.

MOTION By Mr. Ennis to approve the agenda with the addition of 8A. Seconded by Mr. Smith.
Motion carried.

3. **ACTION ITEM: Approval of Minutes/January 4, 2006**

MOTION By Mr. Ennis to approve the minutes as presented. Seconded by Mr. Smith. Motion carried.

4. **ACTION ITEM: Endorsement of Recommendations from the Governor's Task Force to Recommend Transportation Funding Options**

Two members felt that they should recuse themselves from voting, as their agencies were responsible for the list of recommendations. One member felt that this was a decision best made by individual agencies. Council declined action on this item.

5. **ACTION ITEM: Approval of Project Descriptions and Funding Levels – January 4, 2006 Amendment to the FY 2006 Unified Planning Work Program**

Ms. Wieczoreck presented the cost estimates and funding sources for the projects the MPO Council approved at its January meeting. Mr. Reeb still has concerns about the North Dover Study. He emphasized that the City and County both be involved. Ms. Wieczoreck assured him that they would.

MOTION By Mr. Reeb to approve the project descriptions and funding levels for the January 2006 UPWP amendment. Seconded by Mr. Smith. Motion carried.



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6. **PRESENTATION: Safe Routes to School Program – J. Cantalupo**

Mr. Cantalupo gave a slide presentation outlining the Delaware Safe Routes to School program. He explained that the program is now in the federal budget, but the program has been around for a while, and some states have been implementing it already. The program focuses on health and exercise – getting children to walk or bike to school. Other benefits are Air Quality improvement by eliminating car trips, and the idling issues associated with parents dropping off and picking up their children. He explained that education is important – changing social attitudes so that parents see walking or biking as a viable alternative to cars and teaching children to travel and cross streets safely. It is also important to identify safety hazards at the schools caused by speeds, infrastructure or traffic and eliminating those hazards. The program is available to all schools, although the primary focus is on grade schools, and it is voluntary. Delaware's pilot program began with 6 schools; however, 2 dropped out. Mr. Cantalupo explained that the program is very flexible, and each school creates its own program to fit the unique needs of that school and community. DelDOT staff has discovered that the schools need technical support, and money in the federal budget can be put to that use. It is also important that incentives to try the program be built in to the program – prizes for walking to school a certain number of days awarded to the children are one example. Mr. Cantalupo also emphasized that the program needs both school staff and community support. DelDOT published guidelines for the program on March 1 in the Delaware Register for a 30 day public review and comment period. The guidelines could be finalized by May 1 or June 1. A source book of resources for the schools will also be published, to be available with the guidelines.

7. **ACTION ITEM: Adopt Executive Session Recommendations**

Ms. Wieczoreck reported that Executive Session members recommended adopting the submitted salary changes and supplemental benefits. However, while they recommended implementing the salary changes as of March 1, there would not be any further ("cost of living") increase until July 2007. Ms. Wieczoreck is to review the City of Dover's Pay for Performance guidelines, and have an employee evaluation plan in draft form for presentation at the July meeting. A further recommendation from the Executive Session is to ask Kent County and the City of Dover for cash contributions towards the supplemental benefit costs.

MOTION By Mr. Smith to adopt the new salaries and add supplemental benefits as of March 1, 2006.
Seconded by Mr. Ennis. Motion carried.

MOTION By Mr. Reeb to tie future salary increases to an evaluation policy to be drafted by Ms. Wieczoreck and presented to the Council for review at the July 2006 meeting. Seconded by Mr. Smith.
Motion carried.

8. **ACTION ITEM: Proposed One-page List of the MPO's Highest Priority Projects – J. Wieceoreck**

Ms. Wieceoreck explained that, based on comments received from the public, she had prepared a list of the MPO's two highest priority projects in each appropriate funding category in the DelDOT Capital Transportation Program (CTP). She said that the purpose of this list is to help MPO members inform legislators about the region's highest priorities when they are working on the Bond Bill. Mr. DePrima asked about DelDOT's budget submitted to the Governor's office. Ms. Wieceoreck stated that it was based on the approved FY 2005 CTP. Mr. DePrima asked that when Ms. Wieceoreck distributes the new list that she also send out the DelDOT list.

MOTION By Mr. Ennis to approve the list of the D/KC MPO's high priority projects. Seconded by Mr. Smith. Motion carried.



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8A. Discussion of Workshop

The members of the Council concurred that they would like to have a workshop at which the future activities of the MPO would be discussed. They directed Ms. Wieczoreck to make the arrangements.

9. MUNICIPALITIES REPORT: A. DePrima

Mr. DePrima reported that the City of Dover has hired a City Planner.

10. TAC Report – J. Wieczoreck

Ms. Wieczoreck reported that the TAC would have a presentation on the Congestion Management System at the April meeting.

11. PAC Report – J. Wieczoreck

Ms. Wieczoreck reported that the PAC would like to prioritize the MPO UPWP projects in the same manner as the TIP is prioritized.

12. Executive Director's Report

12.1 UPWP Progress and Financial Reports

12.2 Correspondence & Publications/Reports

Next Meeting /May 3, 2006 – Dover/Kent County MPO Conference Room

MOTION By Mr. Reeb to adjourn the meeting. Seconded by Mr. Smith. Motion carried.