



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 OF MAY 5, 2010

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

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

Kenneth Fuchs, Vice-Mayor for Richard Maly, Mayor, Town of Camden, for Kent County Municipalities

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

Kennard Potts for Stephen Kingsberry, Director, Delaware Transit Corporation

Ralph Reeb for Carolann Wicks, Secretary, DelDOT

Members not attending:

Letitia A. Thompson, Regional Administrator, Region III, Federal Transit Admin. (FTA)

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

Elizabeth Olsen, DE Dept. of Safety & Homeland Security, for Governor Markell, State of Delaware

Non-Members attending:

Richard Maly, Mayor, Town of Camden

Tricia Faust, DAFB

James Galvin, MPO Staff

Terry Reilly, TMA DE

Juanita Wiczoreck, MPO Staff

Catherine Samardza, MPO Staff

1. Introduction of Members & Guests
2. Public Comments
3. **ACTION ITEM: Approval of Agenda**

MOTION By Mr. Reeb to approve the agenda. Seconded by Vice-Mayor Fuchs. Motion carried.

4. **ACTION ITEM: Approval of Minutes/ March 3, 2010**

MOTION By Mr. Eaby to approve the minutes. Seconded by Mr. Reeb. Motion carried.

5. **ACTION ITEM: Proposed FY 2011-2014 Transportation Improvement Program – J. Galvin**

Mr. Galvin reviewed the proposed changes to the TIP, including completed projects being removed, changes in funding, and/or changes in start years. It was explained that this list is essentially the same as reviewed in March 2010, and that changes are minor. Both TAC and PAC reviewed the TIP and recommended that Council approve it as presented.

MOTION By Mr. Eaby to approve the 2011-2014 TIP with the amendments as reviewed. Seconded by Mr. Reeb. Motion carried.

The committee then reviewed and voted on the resolutions relating to the TIP.

MOTION By Mr. Reeb to approve the resolution adopting the TIP. Seconded by Mr. Potts. Motion carried.

MOTION By Mr. Potts to approve the Air Quality resolution relating to the FY 2011-2014 TIP. Seconded by Mr. Eaby. Motion carried.

MOTION By Mr. Reeb to approve the resolution certifying the planning process with the provision that staff check the clarification of federal citations. Seconded by Vice Mayor Fuchs. Motion carried.



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6. ACTION ITEM: Proposed FY 2011 Unified Planning Work Program (UPWP) – J. Wieczorek

Ms. Wieczorek reviewed the projects and funding for the FY2011 UPWP. She explained that until the MPO receives the final figures from DelDOT on unused prior year funds, she will not have a final figure for FY2011 funding. The proposed UPWP is fiscally constrained; any changes can be done as amendment to the UPWP.

MOTION By Mr. Reeb to adopt the FY2011 UPWP. Seconded by Vice Mayor Fuchs. Motion carried.

Ms. Wieczorek noted that the resolution for the UPWP did not require any separate action, just signature.

7. ACTION ITEM: Review project priority process: projects to go into project development J. Wieczorek

7.1 TAC Recommendation

7.2 PAC Recommendation

Ms. Wieczorek reported that both TAC and PAC would be reviewing the process at their next meetings. There was general discussion concerning the list of projects and the elements of the ranking process.

MOTION By Mr. Reeb to table this item and have staff re-group the projects with those of similar type and to remove projects that have already been funded. Seconded by Mr. Eaby. Motion carried.

8. ACTION ITEM: Election of a new Vice-Chairperson

Ms. Wieczorek reported that, according to the Council bylaws, election of a new vice-chair could wait until the annual meeting in September, or a new vice-chair could be elected now and again in September. Mayor Carey suggested that a new vice-chair should be elected now and opened the nominations.

MOTION By Mr. Reeb nominating Mr. Eaby as vice-chair. Seconded by Mr. Potts. Motion carried.

MOTION By Vice Mayor Fuchs to close the nominations. Seconded by Mr. Reeb. Motion carried.

Mr. Eaby was elected vice-chair by acclamation.

9. ACTION ITEM: Request for Economic Development Assistance Application Endorsement – Kent Economic Partnership

Ms. Wieczorek presented an overview of the Kent Economic Partnership's request for an endorsement to their application for an Economic Development Assistance grant. The project that would be funded is the expansion of facilities at the Civil Air Terminal to accommodate cargo aircraft. She reviewed the draft letter endorsing the application. Ms. Wieczorek explained that the MPO is a surface transportation agency and does not deal with aviation; however, the aviation interfaces with surface transportation and the MPO supports the issue. There was further discussion concerning funding, passenger service and coordination with the Air Base.

MOTION By Mr. Reeb to approve the letter endorsing the Partnership's grant application. Seconded by Vice-Mayor Fuchs. Motion carried.

10. Municipalities Report – R. Maly, Others

Mayor Maly reported that Harvest Years Senior Center and Barclay Farms were granted 5310 funds. They are waiting for bus specifications from the dealer. Mayor Maly also announced that Vice-Mayor Fuchs would serve in his place as the municipal representative to the Council.

11. TAC Report – J. Wieczorek

Ms. Wieczorek reported that the TAC will be reviewing the priority process at their next meeting.

12. PAC Report – K. Layton



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Ms. Layton reported that Mr. David Fry was appointed to the PAC on April 27, 2010 by Kent County Levy Court. One more County appointee is needed. She also reported the Ms. Rexene Ornauer is no longer interested in being a PAC member. Mr. William Saunders, a City of Dover appointee, has resigned. His alternate, Dr. Carleton Cannon, would like to be appointed in his place. The June 22 Annual Workshop would take place at Dover Downs Festival Buffet. It was also noted that Mr. Ron Zink, of the Sierra Club, spoke to the PAC promoting the Cool Cities program and would like the MPO to be involved in their September event. Ms. Wiczoreck expressed concern because the Sierra Club is a special interest group that lobbies. Mr. Galvin explained that Cool Cities promotes urban design that reduces emission through walk-and bike-ability, architectural elements, energy-efficient design and materials. Mr. Reeb said that the idea was good, and asked how many people would be involved; Ms. Layton said that she would investigate. Mr. Reeb further noted that sponsoring would not be possible, but helping coordinate the event would be acceptable. He felt that Cool Cities was a good idea. Mayor Carey reported that Dover adopted the Cool Cities project last month.

13. Project Update:

13.1 Public Outreach – K. Layton

13.2 Public Education – K. Layton

Ms. Layton gave an overview of the public education and outreach activities that she was involved in on the MPO's behalf.

13.3 Transportation Studies – J. Galvin

Mr. Galvin reported that staff is looking for space for the public meetings for the transit center charette. Mr. Reeb suggested the Eden Hill 3rd Floor conference room.

13.4 Regional Bicycle Plan – J. Wiczoreck

Ms. Wiczoreck reported that the MPO is working on an analysis of bike facilities. A presentation will be made at the Delaware/Maryland APA meeting in May. She also reported that she was invited to be part of the Safe Routes to School process. She noted that there is not a lot of money in the program, and that the focus is on pedestrian traffic, not bicycles. The schools don't want bike racks in front of the buildings; they believe it is unsightly.

14. Executive Director's Report

14.1 UPWP and Financial Reports

14.2 Correspondence

Next Meeting: July 7, 2010 – Camden Town Council Chambers

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