



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 JULY 2, 2008

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

Brad Eaby, for Brooks Banta, President, Kent County Levy Court, Chairman
Anthony DePrima, for Carleton Carey, Mayor, City of Dover,
Kennard Potts for Stephen Kingsberry, Director, Delaware Transit Corporation,
Elizabeth Olsen, DE Dept. of Safety & Homeland Security, for Governor Minner, State of Delaware
Roberta Geier for Ralph Reeb for Carolann Wicks, Secretary, DelDOT

Members not attending:

Robert Mooney, Town of Camden, for Kent County Municipalities, Vice-Chairman
Letitia A. Thompson, Regional Administrator, Region III, Federal Transit Admin. (FTA)
Hassan Raza, Division Administrator, Federal Highway Admin. (FHWA)

Non-members attending:

Mayor Donald Tinari, Cheswold	Richard Ornauer, PAC
Juanita Wieczoreck, MPO Staff	Joshua Waltz, MPO Staff
Catherine Samardza, MPO Staff	

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

Ms. Wieczoreck asked if the Council wished to add DelDOT's letter concerning CMAQ funding to the agenda. Discussion established that the TAC and PAC had not yet reviewed the letter and Council approval could wait until the September meeting.

MOTION By Ms. Geier to approve the agenda as presented. Seconded by Mr. DePrima. Motion carried.

4. ***ACTION ITEM: Approval of Minutes of May 7, 2008***

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

5. ***ACTION ITEM: Proposed Amendment to the FY2009 Unified Planning Work Program***
J. Wieczoreck

Ms. Wieczoreck reviewed the amendment, which increases funding in the North Dover Study, training for new employees, and moves money forward for the Regional Transportation Plan.

MOTION By Mr. DePrima to amend the UPWP as proposed by staff for a total change of \$81,349.00. Seconded by Mr. Potts. Motion carried.

6. ***ACTION ITEM: Proposed Project List for the Draft Regional Transportation Plan Update – J. Wieczoreck***

Ms. Wieczoreck noted that the consultant was working on a priority process for the Plan project list that would be presented to the TAC, PAC and Council at their next meetings. There were questions concerning the project list



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and
prioritization; Ms. Wieczoreck informed the Council that the prioritization list the consultant was working on was
for
the Plan, not the TIP. She felt this was necessary due to the State's financial constraints. She also said this would
be
the first Plan where it could not be assumed all projects would be funded. She also noted that the Plan does not
include every project that might occur in the next twenty years, and that certain projects, such as safety and bridges,
are not prioritized by the MPO. Council discussed the proposed list. Mr. DePrima asked if improvements to the
Civil Air Terminal (CAT) could be included in this list. It was noted that a study of the CAT was proposed, and he
asked if the study, or paving the CAT, could be included in the list. Ms. Geier mentioned that FAA money could
be
available to complete the study; Ms. Wieczoreck informed Council that FAA money does not fall within MPO
guidelines of surface transportation. It was suggested that the feasibility study be mentioned under "other"
recommendations. Mr. DePrima believed that there was some planning for the CAT that included expansion of the
aprons at the runway. Ms. Wieczoreck suggested the following language for the Plan: "implement
recommendations of studies to expand use of the Civil Air Terminal" and Mr. DePrima agreed. Mr. Eaby asked
about the location of the traffic circle listed on page one; he believed the Route 8 Study had recommended not
having a traffic circle; Ms. Wieczoreck identified the location as Loockerman Street near the Duncan Center, not
Route 8. Ms. Geier reported that Mr. Reeb would like "traffic circle" to be changed to "roundabout." She also
asked that SR1 projects listed as "grade separated interchange" be listed as "grade separated intersections." It was
discovered that the Barratt's Chapel Road project for a grade separated intersection was missing from the list.

MOTION By Mr. DePrima to endorse the proposed list with the changes and corrections noted. Seconded by
Ms. Geier. Motion carried.

Ms. Wieczoreck also reported that while she hoped to have the plan before Council in September she did not
believe
it would be ready. She also reported that she is working with Comcast for a public outreach campaign.

7. ACTION ITEM: 2007 Information Book

Council reviewed the 2007 Information Book. Ms. Geier asked that under Level of Service (LOS) the language be
changed under Levels E & F. It was also noted that Henderson Airport was no longer a public airport and should
be
removed from the list of airports.

MOTION By Ms. Geier to approve the 2007 Information Book for publication with the above changes.
Seconded by Mr. Potts. Motion carried.

8. DISCUSSION ITEM: Draft FY2009-2012 Transportation Improvement Program – J. Waltz

Mr. Waltz reviewed the material distributed to the Council. The information noted funding changes in the 2009-
2012 TIP, and then separated the changes out by year (09 & 10) and increase and decrease in funding. Funding is
not yet established for FY11 & 12.

Mr. DePrima asked that this item be revisited in September for further discussion.

9. Municipalities Report – A. DePrima

Mr. DePrima reported that the official groundbreaking for the Governors Avenue project would take place on July
8th. The Dover signalization project was completed. He also reported that Dover is updating the Comprehensive
Plan and public outreach would take place in August. The City is now using a Verizon public access government



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channel (Channel 20) to post information on a 24/7 basis. Mr. Ornauer asked if City Council meetings would be covered; Mr. DePrima responded that a Council meeting had already been broadcast.

Mayor Tinari reported that a developer wishes to build next to the DE Airpark. Cheswold is working on developing an ordinance and aviation policy to limit density around airports. The first draft is patterned on Prince George's County, Maryland. There was some discussion concerning this issue. Ms. Geier noted that Kent County and the City of Dover had identical regulations for the area around the air force base.

Mr. Eaby reported that the Kent County Comprehensive Plan was approved by Levy Court after changes in the land use and growth zone portion. It now moves to the Office of State Planning for the PLUS process.

10. TAC Report – J. Wieczoreck

Ms. Wieczoreck reported that the TAC will review the prioritization process for the Regional Transportation Plan at their next TAC meeting.

11. PAC Report – J. Wieczoreck

It was reported that the AARP gave a presentation at the PAC workshop in June. Ms. Wieczoreck announced that Mr. Michael Gumrot is the newest PAC member, appointed by DeIDOT. She also reported that Dr. Carlton Cannon, Jr., is an applicant for an alternate position for the City of Dover.

12. Project Update:

12.1 North Dover Study

Ms. Wieczoreck noted that the next meeting with business owners will take place on July 28th, and the next public workshop on August 7th. She noted that DeIDOT was requesting some additional planning, but that there is no further money for the project. She expects that the study will come before Council for adoption in September.

13. Executive Director's Report

13.1 UPWP and Financial Reports

13.2 Federal Funding Eligibility Update

13.3 Correspondence

Ms. Wieczoreck reported that the FY09 UPWP was approved by DeIDOT, but that FHWA made a conditional approval pending issues with in-kind match and certain expenditures. Those issues would be resolved by the end of August.

She also reported that by Federal regulation the MPO is not allowed to make contributions, so would not be able to contribute to the educational fund for Daniel McNulty's daughters. The MPO opened a separate account to hold the members' contributions for the fund.

Ms. Wieczoreck reported that Kate Layton was hired for the public liaison position and would be starting on July 18th. An offer was made for the GIS position, but as the applicant had not yet informed his current employer, she declined to name him. Mr. Waltz would be leaving mid August.

Next Meeting / September 3, 2008 – Dover/Kent County MPO Conference Room