



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

NOVEMBER 2, 2005

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

Anthony DePrima, for Steven Speed, Mayor, City of Dover, Chair
Richard Ennis, for David Burris, President, Kent County Levy Court
Stephen Kingsberry, Director, Delaware Transit Corporation
Ralph Reeb for Nathan Hayward III, Secretary, DelDOT
James Plummer, Town of Cheswold, for Kent County Municipalities
Paul Lang for Ray McCormick, Federal Hwy Admin. (FHWA)

Members not attending:

Susan E. Borinsky, Reg. III Administrator, Federal Transit Admin. (FTA)
Gary Smith, DE Economic Dev. Office for Ruth Ann Minner, Governor, State of Delaware

Non-members attending:

Carmen Yousefi, Howard Johnson
Catherine Samardza, MPO Staff
Catherin Dennis, DTC
Juanita Wieczoreck, MPO Staff

The meeting was called to order without a quorum. Mr. Ennis began the meeting by reporting on Kent County Levy Court's appointment of a new PAC member, Ms. Joanne Masten, and an at-large alternate, Mr. Jim Malloy. Mr. DePrima announced that the Clarence Street Project was about to start. Ms. Wieczoreck asked Mr. Reeb about the status of certain Kent County projects now that the CTP and TIP have been amended due to lack of funding..

Mr. Reeb reported that some projects on hold were not actually being held up. For example, the Dover Signal System required equipment that had to be ordered with a very long lead time; DelDOT will be looking at CMAQ money to phase in the installation work on the signal system when the equipment is ready. Some projects are being re-evaluated and survey and design work is being done in-house rather than by consultants. The SR8/15 intersection project has been designed in-house. Right-of-Way funding is expected in 2006. Safety funds may be able to be used for this project. SR1/9, Thompsonville Road, SR1/12, SR8/Pearson's Corner Road, DuPont Manor, and the West Dover Connector projects are all moving ahead through work in-house. The SR1/Little Heaven intersection, Duck Creek Parkway, Harrington Truck Route, and the Forrest Avenue enhancements are all on hold; Isaacs Branch enhancements are on hold waiting for local match money. Mr. Reeb stated that DelDOT is using federal money as much as possible for project phasing, and looking to developers as well.

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

MOTION By Mr. Ennis to approve the agenda as changed. Seconded by Mr. Plummer. Motion carried.

3. *ACTION ITEM:* Approval of Minutes/September 7, 2005

MOTION By Mr. Ennis to approve the September 7th minutes. Seconded by Mr. Plummer. Motion carried.



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4. **ACTION ITEM: Annual Meeting**

4.1 **Election of Officers / Nominating Committee**

The nominating committee of Mr. Plummer and Ms. Dennis (representing Mr. Kingsberry at the July 2005 meeting) reported that they were nominating Mr. DePrima, the current chair, to serve again and Mr. Reeb to serve as vice-chair..

MOTION By Mr. Plummer to close the nominations. Seconded by Mr. Kingsberry. Motion carried. Mr. DePrima and Mr. Reeb were elected by acclamation.

4.2 **UPWP Final Report – J. Wieczoreck**

There were no substantive questions concerning this report.

5. **ACTION ITEM: Proposed Travel Policy – J. Wieczoreck**

Ms. Wieczoreck reported that she had updated the MPO Travel Policy, reviewing the DelDOT Travel Policy and Federal/IRS allowances. The Council members agreed that the IRS mileage rate should be used. The 2005 mileage rate is 37.5 cents. There was further discussion over a minor language change in Section III (from “approved” to “adopted”).

MOTION By Mr. Reeb to approve the Travel Policy with the discussed language change. Seconded by Mr. Kingsberry. Motion carried.

6. **DISCUSSION ITEM: MPO Role During Funding Shortfall – J. Wieczoreck**

Ms. Wieczoreck reported that there are two projects that the MPO intends to work on in-house during the funding shortfall period: A study for the South State Street/South and Central Kent County subarea to evaluate the inter-connectivity between developments and possible collector roads needed; and support for a joint-development transit center at the George and Lynch site. Mr. Reeb was concerned that the first project will be duplicating work already done in three previous studies; he felt that the new study should be added to the current study. The consensus of the

Council was that the current study should be refined to include this interconnectivity information and identify developers. Mr. Reeb also reported that DelDOT was addressing the transit center and that doing any work on this without discussing it with Secretary Hayward was counter-productive. He also felt that choosing a developer for the

site should be competitive. Mr. Kingsberry agreed, but he felt that with only 4.4 acres, DTC should be designing the

project. There was further discussion, with Mr. DePrima reporting that there was a great deal of interest in the project in Dover. Mr. Reeb reiterated that Secretary Hayward should be approached about this first; Mr. DePrima asked if anyone had sat down with the appropriate agencies or municipalities about these projects; Ms. Wieczoreck reported that MPO staff was looking at the plan for projects. Mr. DePrima felt that mapping future collector roads was important. Mr. Reeb stated that DelDOT is working on this with New Castle County and the University of Delaware. He felt that it could be modeled for Kent County and added to the current South State Street project. He also stated that the Secretary and Mayor Speed should sit down to discuss the transit center. Mr. DePrima felt that it

should be the transit committee and the Mayor with Secretary Hayward.

Council members agreed to review all projects not currently being done at the next meeting.



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7. Municipalities Report – J. Plummer, A. DePrima - NONE

8. TAC Report – NONE

9. PAC Report

Ms. Wieczoreck reported that the PAC did not meet in October due to lack of agenda items.

10. Executive Director's Report

10.1 UPWP Progress and Financial Reports

10.2 Correspondence & Publications/Reports

Ms. Wieczoreck reported that she contacted the National Travel Survey as directed at the last Council meeting. The survey would cost \$175,000, and NTS would do all the work. Mr. Reeb directed Ms. Wieczoreck to talk to Ed Ratledge about this survey and whether or not it would be useful.

Ms. Wieczoreck also reported that Mike DuRoss of DelDOT Planning would be at the next TAC meeting to discuss the changes to the transportation model that have been implemented.

Ms. Wieczoreck also reported that at the last Central Delaware Economic Development Council meeting Bob McCleod asked everyone to call their legislators concerning the DelDOT financial problems and Kent County funding.

Next Meeting /January 4, 2006 - Dover/Kent County MPO Conference Room

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