



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 NOVEMBER 3, 2008

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

Brad Eaby, for Brooks Banta, President, Kent County Levy Court, Chairman
Don Mulrine for Robert Mooney, Town of Camden, for Kent County Municipalities, Vice-Chairman
Carleton Carey, Mayor, City of Dover,
Kennard Potts for Stephen Kingsberry, Director, Delaware Transit Corporation,
Ralph Reeb for Carolann Wicks, Secretary, DelDOT

Members not attending:

Elizabeth Olsen, DE Dept. of Safety & Homeland Security, for Governor Minner, 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:

C. Scott Muir, Norfolk Southern	Rick Crawford, Norfolk Southern
Kim Gomes, Wolf Block	Bill Osborne, TMA DE
Mayor Donald Tinari, Town of Cheswold	Richard Ornauer, PAC
Rexene Ornauer	Juanita Wieczoreck, MPO Staff
Jim Galvin, MPO Staff	Kate Layton, MPO Staff
Catherine Samardza, MPO Staff	

The meeting began without a quorum, and action items were held until later in the meeting.

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

MOTION By Mr. Reeb to approve the agenda with the change in order due to the lack of quorum.
Seconded by Mr. Potts. Motion carried

4. ***ACTION ITEM: Approval of Minutes/September 3, 2008***

Mr. Potts asked that the minutes be amended to reflect his attendance, which had been omitted.

MOTION By Mayor Carey to approve the minutes with the addition of Mr. Potts in attendance. Seconded by Mr. Potts. Motion carried.

5. ***PRESENTATION: Norfolk Southern Operations and Infrastructure Needs Overview – S. Muir and R. Crawford, Norfolk Southern***

Mr. Muir gave a PowerPoint presentation that gave a brief overview of Norfolk Southern's history and operations, and led into a discussion of infrastructure needs in Delaware. He noted that operations in Delaware are overseen by the Delmarva Business Unit (DBU), a business entity that is part of Norfolk Southern (NS), but separate. Mr. Muir reported that the DBU competes for NS funding against other NS priorities, and that partnerships with state, municipal and business entities are needed. He asked for the MPO's support for projects to expand or improve service in Delaware. There was some discussion concerning an unused siding near McKee Road; NS is considering removing it; another option would be to sell it to one of the shortline rail companies. Mr. Reeb reminded Mr. Muir that the State has right of first refusal. It was suggested that Mr. Muir contact the Delaware Economic Development



Dover/Kent County Metropolitan Planning Organization

P.O. Box 383, Dover, Delaware 19903

(302) 760-2713 FAX: (302) 739-6340

<http://doverkentmpo.org>

Office. Mr. Muir noted that Delaware does not have a Rail Freight program, although many other states do, and it is very effective. Mr. Reeb asked how it was funded; Mr. Crawford reported that in New York and Virginia the program is funded through State revenue and bond program. The program looks at rail service as economic development rather than as transportation. There was some discussion concerning safety issues and the Harrington train yard; Mr. Muir suggested that those issues were separate from this presentation and could be arranged for another time. Mr. Osborne suggested that a conversation be started concerning public/private partnerships. Ms. Wiczoreck asked Mr. Muir to follow up on this presentation with Mr. Reeb at DelDOT.

6. ***ACTION ITEM: Draft Regional Transportation Plan (RTP) Update: Proposed Project List – J. Wiczoreck***
 - 6.1 **Cost and Revenue Estimate Review**
 - 6.2 **Final Project List Recommendation**

Ms. Wiczoreck distributed materials for this discussion. She noted that this the Plan cannot be a “wish list” of projects; only projects for which funding was reasonably available can be included. Funding did not include possible contributions by developers. Projects listed above the red line on the chart would be funded. Anything below that line would wait until funding was available. It was noted that the estimate on page 2 for the Garrison Tract Connector project was probably too low. DelDOT already owns the right-of-way, but the cost estimate should be \$500,000 instead of \$168,000.

Ms. Wiczoreck asked Council to approve the document to be included in the Draft Plan for a 30 day public comment period. She also asked Council to meet twice in January; once on the regularly scheduled date and once at the end of the public comment period to take final action on the RTP. Council decided on January 28th @ 3 PM for this additional meeting.

MOTION By Mr. Reeb to adopt the proposed project list as amended for the Regional Transportation Plan update. Seconded by Mayor Carey. Motion carried.

7. ***ACTION ITEM: Resolution to Add Signers to MPO Checking Account – J. Wiczoreck***

MOTION By Mayor Carey to adopt the resolution to add the Chair and Vice-Chair as signers to the MPO checking account. Seconded by Mr. Potts. Motion carried.

8. ***ACTION ITEM: 2009 Meeting Calendar***

MOTION By Mr. Reeb to approve the 2009 bi-monthly calendar. Seconded by Mr. Potts. Motion carried.

Mr. Reeb noted that adopting the schedule does not preclude adding meetings when necessary.

9. **Municipalities Report**

Mr. Mulrine reported that Camden will be attending a meeting for the Harriet Tubman Byway project; despite the fact that there is a house in Camden that was used in the Underground Railroad, the Byway proposes to bypass Camden, and the town feels that they should be included.

Mayor Tinari reported that funding for improvements to Fulton Street has been delayed. Surveys, deeds and title searches have produced overlapping property lines that must be sorted out.

10. **TAC Report – J. Wiczoreck**

Ms. Wiczoreck reported that the TAC had Norfolk Southern give a presentation at the last meeting. The committee



Dover/Kent County Metropolitan Planning Organization

P.O. Box 383, Dover, Delaware 19903

(302) 760-2713 FAX: (302) 739-6340

<http://doverkentmpo.org>

also reviewed the proposed project list for the RTP.

11. PAC Report – K. Layton

Ms. Layton reported on the PAC's new members, Mr. Guy Veach and Dr. Carlton Cannon, Jr. She also noted that the recent PAC meeting did not receive a presentation on bicycles due to DeIDOT staff cancelling at the last minute.

Mr. Reeb asked her to send him a note about this, and the topics the PAC would like addressed. Ms. Layton also reported that none of the legislative candidates responded to a survey on transportation issues. The plan now is to invite those elected to a future meeting. Mr. Reeb suggested that the General Assembly break in February would be a good time. Ms. Layton noted that the PAC's next meeting would be at the Eden Hill Medical Center on December 16th.

12. Project Update:

12.1 North Dover Study

12.2 ACTION ITEM: Transportation Studies – Jim Galvin, MPO

Mr. Galvin reviewed the Transportation Study Proposal Nomination process for submitting and ranking projects for MPO funds. It is anticipated that these proposals will be reviewed by an Ad Hoc committee once a year and forwarded to Council for comments and/or approval.

Ms. Wieczorek reported that there were no comments from the TAC or PAC. Mr. Mulrine suggested she present this at the League of Local Governments on November 20th to reach the municipalities.

Mr. Reeb asked that 2 pages be added to the form; one describing the problem that the study should address and the second containing a paragraph to outline the goals in relationship to the study. There should also be a map of the study area.

MOTION By Mr. Reeb to approve the process, with the amendments noted above, for a trial period of one year. Seconded by Mayor Carey. Motion carried.

13. Executive Director's Report

12.1 UPWP and Financial Reports

12.2 Federal Funding Eligibility Update

12.3 Correspondence

Ms. Wieczorek reported on public outreach for the RTP. She reported that the MPO was working with Comcast to develop a 30 second television spot to be played during the public comment period. Ms. Layton presented the text for the spot and described how it would appear. In addition, outreach presentations were being developed to take to the municipalities, Kent County Levy Court, and planning commissions. It was suggested that the presentation be offered to the Chamber of Commerce and the legislators as well.

Ms. Wieczorek also reported on the Chamber's Transportation Committee and the transit survey conducted with DTC and the MPO. There were 137 responses, with recommendations that included more buses on the 301 Route, rail service, a year-round bus to the beach, better coordination between bus routes and that paratransit fees be the same in all three counties. Mr. Reeb asked if the survey was being publicized; Ms. Wieczorek reported that the Chamber will publish it in their paper.

Ms. Wieczorek reported on the plans for a Bicycle Summit on April 24th.

She announced that Tashia Clemons was being transferred and would no longer be the FHWA representative on the TAC. Kwame Arhin is now the MPO contact.



Dover/Kent County Metropolitan Planning Organization

P.O. Box 383, Dover, Delaware 19903

(302) 760-2713 FAX: (302) 739-6340

<http://doverkentmpo.org>

The plans for the move to Camden Town Hall are still being discussed. Pending agreement on a rental price, the MPO is on track to move February 1st.

Next Meeting /January 7, 2009 – Dover/Kent County MPO Conference Room

MOTION By Mr. Mulrine to adjourn the meeting. Seconded by Mayor Carey. Motion carried.