



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 8, 2006

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
Kennard Potts for Stephen Kingsberry, Director, Delaware Transit Corporation
Ralph Reeb for Carolann Wicks, Secretary, DelDOT
John Dewar, Acting Division Administrator, Federal Hwy Admin. (FHWA)

Members not attending:

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

Non-members attending:

Richard Ornauer, PAC	Juanita Wieczoreck, MPO Staff
Edward & Anita Nesbit	Sandy Roumillat
Catherine Samardza, MPO Staff	Daniel McNulty, MPO Staff

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

MOTION By Mr. Reeb to approve the agenda. Motion seconded by Mr. Ennis. Motion carried.

4. **ACTION ITEM: Approval of Minutes/September 6, 2006**

MOTION By Mr. Reeb to approve the minutes. Motion seconded by Mr. Potts. Motion carried.

5. **ACTION ITEM: Review and Rating of New Projects Submitted to the FY 2008 Transportation Improvement Program– J. Wieczoreck, D/KC MPO**

MOTION By Mr. Reeb to adopt the Walnut Shade Road project with a ranking of 2.77 and the Barratts Chapel Road project with a ranking of 2.17. Seconded by Mr. Potts.

Before the vote, Mr. Nesbit noted that there is a lot of walking traffic on Walnut Shade Road. Ms. Roumillat said that she lived in the area and agreed concerning the pedestrian traffic.

Motion carried.

Mr. Reeb asked that future projects listed be noted as to whether they are funded or unfunded. Mr. DePrima concurred with that request.

6. **ACTION ITEM: Proposed Amendment to the Dover/Kent County MPO FY 2007 Budget - J. Wieczoreck**

Ms. Wieczoreck reviewed the changes to the budget being requested. She noted that there were changes to the budget due to actual salaries paid to new employees vs. budgeted and subsequent insurance costs and new aerial photos for the DE 8 study were added to the project scope. The overall budget would be reduced by 2,000.00. Mr. Reeb suggested that the extra \$2,000.00 be kept in the budget.

Ms. Wieczoreck suggested it should be added to program expenses. Mr. DePrima felt that that would be a good idea.

MOTION By Mr. Reeb to accept the amendment to FY2007 budget as presented and discussed. Seconded by Mr. Ennis.



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Motion carried.

7. ACTION ITEM: Proposed Expansion of MPO Office Space - J. Wieczoreck

Ms. Wieczoreck reviewed materials describing the expansion and what the increased cost would be to enlarge the conference room and increase storage space.

MOTION By Mr. Ennis to direct Ms. Wieczoreck to pursue the office expansion. Seconded by Mr. Reeb. Motion carried.

8. ACTION ITEM: Set a date for a December Workshop to Discuss the FY 2007 Unified Planning Work Program.

Council members directed staff to pursue December 14th or December 19th for the Workshop. The Workshop will be a working lunch and will not be on member agency or MPO premises. There was no formal vote taken.

9. DISCUSSION ITEM: MPO Request for Support for Legislation Allowing MPOs to Participate in the State Health Insurance Program - J. Wieczoreck

Ms. Wieczoreck was directed to pursue this legislation directly with Representative Stone rather than through DelDOT. It was also suggested that she try to obtain more than one sponsor for the bill.

She was also directed to review and reiterate her requests to the County and City for matching funds for insurance costs. Council also felt that an evening of orientation for the newly elected officials would be a good idea. They suggested that the orientation be in a nice location and that food be served.

10. Municipalities Report – R. Mooney, A. DePrima

Mr. DePrima announced that the Dover Smart Signal project is starting. Ms. Wieczoreck raised the issue of the Division Street Project determine the lengths of left-turn bays when the signals are installed. She was directed to send a memo to Mr. Reeb and Scott Koenig outlining the issues. Mr. DePrima also announced Clarence Street is in design and historic and environmental review. A recent parking study showed that the transit system does not serve local students and is perceived as not reliable; DTC may be getting a letter concerning this.

11. TAC Report – J. Wieczoreck
11.1 TIP Project Priority Process

Ms. Wieczoreck announced that the TAC is looking at the TIP priority process for possible revision. They would like to be able to prioritize the problems and determine how the money should be spent.

12. PAC Report – R. Ornauer

Kent County Tourism contacted Mr. Ornauer after Mr. DePrima gave them his name. He will be participating in their Sign Committee.

13. Project Update:
13.1 Elderly Mobility Committee Survey and the Coordinated Human Services Inter-agency Consultation Subcommittee - D. McNulty

Council felt that the “N/A” responses should be deleted from the results. Mr. Potts asked if DTC could find out how people are getting to senior centers – reducing SOV traffic to senior centers could be a goal for the survey. Mr. Reeb noted that older people are driving more than we think. He asked that a summary of the survey results and their implications be prepared.

13.2 DE Concept Plan and Operations Study - J. Wieczoreck

Ms. Wieczoreck announced that the “Kick Off” meeting for this project is scheduled for November 16, 7-9 PM at the offices of Rummel, Klepper and Kahl. RK&K offered their conference room free of charge as they are located in the study corridor.



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14. Executive Director's Report
14.1 UPWP Progress and Financial Reports
14.2 Correspondence & Publications/Reports

Mr. DePrima felt that Ms. Wieczoreck should pursue presenting a project status report to the Dover Safety Advisory and Transportation Committee as a regular agenda item.

There was discussion concerning the PAC initiative to place an ad for the MPO on placemats; Council felt that this needed to be part of a comprehensive marketing campaign and that staff should go back to the PAC to work out the problems and solutions for this advertising.

Ms. Wieczoreck informed Council members that some PAC members have missed three meetings; she would give that information to their appointing agencies.

Next Meeting /January 3, 2007 – Dover/Kent County MPO Conference Room

MOTION By Mr. Reeb to adjourn the meeting at 4:45 PM. Seconded by Mr. Potts. Motion carried.