



# Dover/Kent County Metropolitan Planning Organization

P.O. Box 383, Dover, Delaware 19903

(302) 387-6030 FAX: (302) 387-6032

<http://doverkentmpo.org>

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## DOVER/KENT MPO COUNCIL MEETING

### MINUTES OF MARCH 6, 2013

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

Carleton E. Carey, Sr., Mayor, City of Dover, Chairman  
Brad Eaby, for Brooks Banta, President, Kent County Levy Court  
Catherine Smith for Lauren Skiver, Executive Director, Delaware Transit Corporation  
Drew Boyce, for Shailen Bhatt, Secretary, Delaware Dept. of Transportation

#### Members not attending:

Brigid Hynes-Cherin, Regional Administrator, Region III, Federal Transit Admin. (FTA)  
Don Tinari, Mayor, Town of Cheswold, for Kent County Municipalities  
Terry Pepper, Dep. Dir., Safety & Homeland Security, for Governor Jack Markell, State of Delaware  
Marc Dixon for Mary Ridgeway, Division Administrator, Federal Highway Admin. (FHWA)

#### Non-members attending:

Rich Vetter, MPO Exec. Director  
Kate Layton, MPO Staff  
James Galvin, MPO Staff  
Catherine Samardza, MPO Staff

Commissioner Eaby noted that he would have to leave the meeting early due to a previous commitment.

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

Staff suggested that Item 8, Discussion of the MPO bylaws, be tabled for the next meeting, to allow Commissioner Eaby and those Council members that were absent the chance to participate in the discussion.

MOTION By Commissioner Eaby to approve the agenda with the change noted above. Seconded by Mr. Boyce. Motion carried.

4. **ACTION ITEM: Approval of Minutes / January 9, 2013**

MOTION By Commissioner Eaby to approve the minutes. Seconded by Ms. Smith. Motion carried.

5. **ACTION ITEM: FY2013 Unified Planning Work Program (UPWP) Amendments – R. Vetter**
  - West Street Traffic Study
  - Dover High School Pedestrian Circulation Study

Mr. Vetter reviewed the two new projects for the FY2013 UPWP. The City of Dover requested assistance with these projects. The West Street Traffic study is not in the City of Dover comprehensive plan. Mr. Boyce asked if the West Street project was a safety issue; Mayor Carey said there had been several accidents in the area. There was some discussion concerning the study area and current conditions.

MOTION By Commissioner Eaby to amend the FY2013 UPWP to include the West Street Traffic Study. Seconded by Ms. Smith. Motion carried.

Council then discussed the Dover High School Pedestrian Circulation Study. The project will identify sidewalk



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gaps in the area, and develop a concept plan prioritizing the missing sections and identify funding. The Capital School District will be required to provide 6 buses to transport high school students within the 2 mile radius if there is no safe way for the students to walk or bicycle to school. In addition to the traffic signal at the main entrance to the new high school on Route 8, there will also be a pedestrian operated signal further east. There was discussion concerning the 2 mile radius and where that fell on the City of Dover (east) side. Century Engineering is the consultant for this project.

**MOTION** By Commissioner Eaby to amend the FY2013 UPWP to include the Dover High School Pedestrian Circulation Study. Seconded by Mr. Boyce. Motion carried.

### **6. DISCUSSION ITEM: Draft FY2014 Unified Planning Work Program – R. Vetter**

Mr. Vetter reviewed the projects proposed for the FY2014 work program. This document will be presented in May for approval.

### **7. DISCUSSION ITEM: Draft FY2014-2017 Transportation Improvement Program – J. Galvin**

Staff reported that Earle Timpson of DelDOT finance gave a presentation to the TAC in February. The presentation discussed DelDOT revenues and the budget presented to the General Assembly. Given Secretary Bhatt's program to reduce DelDOT's debt, funding for transportation projects will be limited for the next 10 years. There was discussion concerning Barratts Chapel Road improvements, which had been scheduled to be done with developer involvement; with the downturn in the economy, no development has moved forward. There was also discussion concerning the Hazletville Road connector to Route 8; opposition from a major landowner and State agencies have delayed this project.

### **8. DISCUSSION ITEM: Draft MPO Bylaws – MPO Staff (enclosure) - TABLED**

### **9. MUNICIPALITIES/KENT COUNTY REPORTS: Mayor Carey, Mayor Tinari, Comm. Eaby**

Commissioner Eaby reported that the County has a new economic development person. Proposals include a zoning tax abatement program and a new food processing district.

Mayor Carey reported that Dover's City Council approved The Green as a national monument. Wallace Dixon was elected as Sophia Russell's replacement on City Council. The 2013 Street and alley re-pavement project totals \$1.3 million. The new Bayard Pharmacy on Loockerman Street opened on March 7, 2013, and on March 28 @ 10:30 AM there will be a dedication of Loockerman Way Plaza. City Council also approved recreation fees for non-residents at the Pitt Center. The St. Patrick's Day parade will take place on March 16 at 3 PM.

**10. TAC Report – R. Vetter** – Mr. Vetter reported that TAC attendance has been good for the last several meetings.

**11. PAC Report – K. Layton** – Ms. Layton reported that the PAC has two new members (Kent County appointees) – Jayce Lesniewski and Earle Dempsey. There is also a prospect for an appointee from the Governor's office. Dr. Carleton Cannon will be recommending an alternate member to the City of Dover. Jeremy Tucker is the new alternate for Kent County appointee Kevin Yingling. She also reported that Mr. James Brown resigned from the PAC, leaving 2 open seats for the County and one for the Governor's office.

Mr. Will Garfinkel from Bicentennial Village attended both the Metropolitan Transportation Plan public meeting and the February PAC meeting. The community has concerns about through-traffic from Route 8 to Saulsbury Road. They are also concerned that the new Redner's will increase traffic as well. They feel that nothing should be done to encourage traffic through or near their community.



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*At this point, Commissioner Eaby left and there was no longer a quorum.*

Ms. Layton also reported that a Del Tech student attended the PAC to fulfill a requirement that he attend a public meeting. PAC members expressed concerns about traffic at Eden Hill and the Royal Farms that is going in at the corner of Saulsbury Road.

Ms. Layton then reported on outreach activity and the events the MPO would be participating in. She informed Council that the MPO is switching to electronic mail for the newsletter. There will still be some who have requested hard-copies of the newsletter, but there will no longer be a bulk mailing for this project. Postal Service rules have changed, making it difficult and more costly to use bulk mail for the newsletter.

Ms. Layton updated Council members on the status of the virtual TIP Tour, and noted that there is still work to be done on the DTC survey before the results are ready to publish.

### **12. Staff Report –**

**12.1 Outreach Activities – K. Layton**

**12.2 UPWP Progress & Financial Reports – R. Vetter**

**12.3 Other MPO Projects & Updates – R.Vetter**

Mr. Vetter reported that any carryover funds left from FY2011 and FY2012 will move to FY2014. He updated the Council on the Capital City Bicycle Trail, Phase I and II.

**Next Meeting: May 8, 2013**

Without a quorum, the meeting adjourned informally.