



# Dover/Kent County Metropolitan Planning Organization

P.O. Box 383, Dover, Delaware 19903  
<http://doverkentmpo.org>

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## DOVER/KENT COUNTY MPO PUBLIC ADVISORY COMMITTEE (PAC) MINUTES OF OCTOBER 24, 2006

### Public Advisory Committee Members & Alternates attending:

Nicholas DiPasquale, Chair	Dwight Meyer
William Saunders	Elizabeth Thompson
James Maloy (alternate)	Dr. Daniel Houghtaling

### Members not attending:

Horace Cook, Vice Chair	Joanne Masten	Charles Gray
Prameela Kaza	Richard Ornauer	Donald Erhart
Arley Cooper, Jr.		

### Non-members attending:

Marc Cote, DelDOT	Juanita Wieczoreck, MPO Staff
Dan McNulty, MPO Staff	Josh Waltz, MPO Staff
Catherine Samardza, MPO Staff	

The meeting was called to order at 7:06 PM at the Milford Parks & Recreation Building.

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

The agenda was approved without a formal vote.

4. ***ACTION ITEM:* Approval of Minutes / August 22, 2006**

MOTION By Mr. Meyer to approve the minutes. Seconded by Mr. Saunders. Motion carried.

5. ***ACTION ITEM:* Prioritization of new projects for the FY 2006-2008 Transportation Improvement Program (TIP) - J. Wieczoreck**

MOTION By Ms. Thompson to recommend Council include the Walnut Shade Road project in the 2008 TIP and approve the priority list of projects as modified by the TAC and forward that list to DelDOT for project development. Seconded by Dr. Houghtaling. Motion carried.

6. ***ACTION ITEM:* Discussion and decision on date for the December 2006 Meeting.**

December 19<sup>th</sup>, 2006 was chosen as the next PAC meeting without a formal vote. It will take place in Dover at the MPO office.

7. ***PRESENTATION:* Subdivision Review Process – M. Coté, DelDOT**

Mr. Cote discussed DelDOT's subdivision review process, with particular attention to the new initiative being implemented with the Little Heaven SR 1 Interchange and North Frederica developments. This new program has developers contributing financially to the improvements necessary in the area, with DelDOT coordinating the design



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and construction.

At the conclusion of the presentation, Mr. Cote offered Ms. Wieczoreck 5 copies of the Subdivision Manual. Ms. Wieczoreck said that she would make additional copies and make them available to the PAC. Mr. Saunders asked for a copy of the Manual.

## **8. Staff Report – J. Wieczoreck, D. McNulty**

### **8.1 UPWP Progress & Financial Reports**

### **8.2 Project Updates – DE 8 Concept Plan and Operations Study, Elderly Mobility Survey**

Ms. Wieczoreck announced that the consultant for the DE 8 Concept Plan and Operations Study, Johnson Mirmiran and Thompson, has been given “Notice to Proceed.” The Kick-off meeting for this project will take place on November 16<sup>th</sup> at 7 PM in the offices of Rummel, Klepper and Kahl on Forrest Avenue.

Mr. McNulty distributed material concerning the results of the Elderly Mobility Survey and reviewed those results with the committee.

### **8.3 Correspondence & Publications/Report**

Ms. Wieczoreck announced that she is working with Rob McCleary of DeIDOT to create a Project Status Report for Kent County projects. She also reported that the MPO has plans to begin its Walkable Community Workshop project in January. The next MPO newsletter should be out in December and will be available in hard copy or electronic form.

The MPO is working with Kent County on their Comprehensive Plan Update, identifying transit corridors.

The MPO hopes to expand its office space, creating a larger conference room.

### **8.4 Progress update on Public Participation Process**

Mr. McNulty reported that he would have a sample binder for the PAC to review at the December meeting.

There was discussion concerning the PAC’s suggestion of advertising on paper placemats. Mr. McNulty distributed sample text for such an ad. At this time there is no one to financially sponsor this project and no money set aside in the MPO budget for it. It can be suggested to the Council for funding.

Ms. Thompson suggested calling the local newspapers and actively campaigning to get an article about the MPO published.

Ms. Wieczoreck asked for suggestions for the December agenda. The members asked for the state legislators, particularly the newly elected ones, to be invited to the December meeting.

Mr. Saunders asked if the appointing agencies for the PAC could be notified of those members that have excessive absences and/or do not attend at all.

**MOTION** By Ms. Thompson to adjourn the meeting at approximately 9:03 PM. Seconded by Mr. Meyer. Motion carried.