



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 COUNTY MPO TECHNICAL ADVISORY COMMITTEE MINUTES OF FEBRUARY 11, 2009

Technical Advisory Committee Representatives attending:

Scott Koenig, City of Dover/Public Works (Chair)
David Edgell, Office of State Planning (Vice-chair)
Anne Marie Townshend, City of Dover/Planning/Insp.
Cathy Smith, Delaware Transit Corporation
Bill Osborne, Transp. Mgmt. Assoc. DE

Greg Oliver, DeIDOT Planning
Phil Wheeler, DNREC
Byard O'Neal, DE Motor Transp. Assoc.
Louis Lombard, Dover Air Force Base

Members not attending:

Mayor Donald Tinari, Cheswold, municipal rep.
Sarah Keifer, Kent County Planning
Keith Lynch, Federal Transit Admin.
Kwame Arhin, Federal Highway Administration
Milton Melendez, DE Dept. of Agriculture

Tim Riley, Kent Conservation District
Heather Kenton, DE Economic Dev. Office
Rick Crawford, Norfolk Southern
Gary Norris, City of Milford

Non-members attending:

Janet Vinc, Town of Smyrna
Earl Timpson, DeIDOT Finance
Kate Layton, MPO Staff

Richard Kautz, Sussex County Planning
Juanita Wiczoreck, MPO Staff
Catherine Samardza, MPO Staff

The meeting was called to order without a quorum. It was decided to begin with a non-action item, #10, Member Agency Reports.

1 (10). Member Agency Reports:

City of Dover / Planning – Ms. Townshend reported that the City adopted the Comprehensive Plan on Monday, with some final amendments to be incorporated. The changes did not require new review of the Plan. The City is also negotiating with Dover Downs regarding annexation. She also noted that the City plans an implementation update of the 1997 Bike/Ped Plan, with a 2010-13 timeframe. They would like to work with the MPO on this.

Public Works – NO REPORT

Kent County / Planning / Soil Conservation – NO REPORTS

Milford; Other Municipalities – NO REPORTS

Smyrna – Ms. Vinc reported that Smyrna's Comprehensive Plan would be reviewed by the Planning and Zoning Commission next week.

Dover Air Force Base - Mr. Lombard reported that the Air Base is getting ready for the June Air Show.

Delaware Motor Transport Association – Mr. O'Neal reported that the DMTA is working on regulations.

Norfolk Southern; Federal Highway Administration;

Federal Transit Administration – NO REPORTS

TMA DE – Mr. Osborne noted that stimulus bill funds in Energy and Water should be reviewed, as there is "clean" transportation money there. He also noted that a natural gas pipeline is planned for downstate. Mr. Osborne reported on the Bike Summit planned for April 24th at Del Tech Terry Campus. The summit is being planned by a coalition of agencies headed up by Anthony Aaglio at DeIDOT. The coalition is looking for funding to underwrite meals, speakers, etc.

State of Delaware: Agriculture; DEDO – NO REPORTS

DeIDOT Planning – Mr. Oliver reported that all three of Delaware's MPOs would be meeting to discuss a Statewide Freight Plan and Regional Study. The study will identify what needs to be done, and the different impacts of build/no-build solutions. He noted that a number of regional needs are not in Delaware.

DeIDOT Finance – Mr. Timpson reported that weekly meetings are being held concerning the stimulus bill and potential projects. The Department will be submitting a list of projects larger than what is expected to be funded. States that cannot meet the provisions of the bill will lose their allotted funding, which will go back into the "pot" and be redistributed. Delaware hopes to capture some of that money.

DTC – Ms. Smith reported that there will be a Statewide service change on June 21st. Public hearings will take place in April. She also noted that transit fared well with the stimulus bill; the Transit Hub was funded.



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She also reported that DTC is working with DeIDOT Planning and Finance to use FTA Section 5303 funds for an Origin/Destination Study.

DNREC – Mr. Wheeler reported that DNREC expects to receive a letter of concurrence in the near future from EPA for the Air Quality Budget Plan.

Statewide Planning – NO REPORT

A quorum was present after the agency reports.

2 (1). Introduction of Members & Guests

3 (2). Public Comments

4 (3). ACTION ITEM: Approval of Agenda

MOTION By Mr. Wheeler to approve the agenda with the change in order noted above. Seconded by Mr. Oliver. Motion carried.

5 (4). ACTION ITEM: Approval of Minutes/December 10, 2008/January 14, 2009

MOTION By Mr. Lombard to approve both minutes. Seconded by Ms. Smith. Motion carried.

6 (5). ACTION ITEM: North Dover Study Recommendations – J. Wieczoreck

Ms. Wieczoreck provided a brief recap of the project. She also reported that the Technical Memorandum with final alternatives had just been submitted to the MPO. She then reviewed the different alternatives on the map, noting that a growth rate of 2% was used to determine future traffic.

Ms. Wieczoreck reported that meetings were held with the residents of the area as well as with the businesses in the area. Mr. Edgell asked if all of these projects would be in the MPO TIP if Council adopts the recommendations; Ms. Wieczoreck replied that they would. Mr. Wheeler had questions about the connector to Scarborough Road and its conformity status; Ms. Wieczoreck noted that all of the connectors were on the maps shared with the Interagency Consultation Work Group. Mr. Wheeler said that he thought the Work Group needs to discuss them further.

MOTION By Ms. Townshend to recommend Council adopt the North Dover Study recommendations. Seconded by Mr. Lombard. Motion carried.

7 (6). ACTION ITEM: Smyrna Request for Permanent TAC Membership – J. Vinc

Ms. Wieczoreck reviewed Smyrna's request for permanent TAC membership. She reported that Council referred the request to the TAC for action. There was discussion noting that Milford, which also petitioned for permanent membership, rarely attends meetings. There was also a question concerning the quorum; it was noted that 8 would still be the simple quorum needed.

MOTION By Ms. Townshend to recommend Council approve Smyrna as a permanent member of the TAC. Seconded by Mr. Osborne. Motion carried.

8 (7). ACTION ITEM: Proposed Amendment to the 2006-2009 Transportation Improvement Program – DelDOT

Ms. Wieczoreck and Mr. Timpson explained that these projects must be added to the TIP in order to use the stimulus money allocated to Delaware. Mr. Timpson explained that all these projects can be started within the 120 day requirement; in some

cases the projects will be started with State money, with the federal money coming in when all the paperwork is completed.

TAC members then reviewed each project.

MOTION By Mr. Osborne to recommend Council approve the amendment. Seconded by Ms. Townshend. Prior to



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voting there was further discussion concerning CMAQ funds. The vote was then held and the motion carried.

9 (8). ACTION ITEM: FY2010 TIP Submittals

- 9.1 Milford, SR1 and NE Front Street**
- 9.2 DE 8 Concept Plan and Operations Study – J. Wiczoreck**
- 9.3 North Dover Study**

Ms. Wiczoreck gave an overview of the new projects and distributed copies of the rating process for the Committee. She noted that the Milford project was only recently submitted and is not in the Regional Transportation Plan. Committee members then reviewed each project’s scores and revised the staff recommendations.

Milford SR1 & NE Front Street:

- Safety – no change
- Transit reduced from “1” to “zero”
- Bike/Ped increased from “zero” to “1”
- Environmental Justice reduced from “2” to “zero”
- Environmental impacts reduced from “1” to “zero”
- Economic impacts – no change
- Support for Comprehensive & Community Plans – no change
- Sustainability – no change
- System Continuity – no change
- Support for Long Range Plan – no change

Total Score: 2.36

DE 8 – all projects considered one submittal:

- System Continuity – reduced from “3” to “2” (only change)

Total Score: 2.77

North Dover Study: East and West projects, considered one submittal:

- Four changes:
- Transit – increase from “2” to “3”
- Bike/Ped – increase from “1” to “2”
- Environmental Justice – reduced from “2” to “-1”
- System Continuity – decrease from “3” to “2”

Total Score: 2.42

MOTION By Mr. Oliver to recommend Council adopt the FY2010 TIP submittals and ratings as revised. Seconded by Mr. Wheeler. Motion carried.

At this time Ms. Wiczoreck asked the Committee to recommend a rating for the Milford Project (SR1/14 & NE Front Street) for inclusion in the Regional Transportation Plan ratings list. Although the project may be incorporated into the Plan as part of the Corridor Capacity Preservation Program, it was not individually rated. She then reviewed the components to be rated in the Plan. The total score added up to 22.65.

There was some discussion concerning whether or not this should be an amendment to the Plan. Ms. Wiczoreck noted that the MPO has always rated the projects in the TIP and Plan before forwarding a priority project list to DeIDOT for inclusion in the Capital Transportation Program (CTP). She suggested that it be left to Council as to whether or not the Plan would be amended

MOTION By Mr. Edgell to recommend Council adopt the recommended rating for the SR1/14 and NE Front Street project for possible inclusion in the Regional Transportation Plan priority list. Seconded by Mr. Lombard. Motion carried.

10 (9). ACTION ITEM: Draft FY 2010-2013 Transportation Improvement Program – J. Wiczoreck



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Ms. Wieczoreck reported that the 2010-13 TIP document is not yet complete. However, the committee was sent a spreadsheet from DelDOT to review projects proposed for the TIP.

MOTION By Mr. Lombard to recommend Council approve the list of projects as proposed by DelDOT.
Seconded by Ms. Smith. Motion carried.

12 (11). Staff Report – J. Wieczoreck

- 12.1 UPWP Progress & Financial Reports
- 12.2 Other Project Updates/Activities
- 12.3 Correspondence & Publications/Reports

Ms. Wieczoreck reported that the MPO offices would be moving to the new Camden Town Hall in the near future.

Ms. Layton reported that the Bus Tour to view TIP projects would take place on April 4; a box lunch will be provided. DelDOT is partnering on the tour, and an engineer will be on hand to answer questions. Staff also hoped to have Smyrna's Town Manager, Dave Hugg, join the tour in Smyrna.

The next newsletter is expected to be out sometime in March.

The MPO will be giving presentations on the April Bike Workshop to municipalities and the County. The Workshop will be an all-day event, and will be open to bicyclists, elected officials and agency staff. Ms. Layton also noted that the Workshop committee is trying to fund the project with sponsorship money, not State money.

Ms. Wieczoreck reported that DTC proposed an origin/destination study for the MPO's Transportation Studies funding. Ms. Smith informed the Committee that the study would include both Wilmington and Dover. Ms. Wieczoreck asked Ms. Smith to send a scope of services and proposed cost for the Dover/Kent County portion to the MPO.

Ms. Townshend reported that the property for the Transit Center needed to be rezoned before site plans could be reviewed. Ms. Wieczoreck noted that the EZ Pass Customer Service center would be housed at the Transit Center.

13 (12). Next Meeting: April 8, 2009

MOTION By Mr. Wheeler to adjourn the meeting. Seconded by Mr. Osborne. Motion carried.