



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 APRIL 9, 2008

Technical Advisory Committee Representatives attending:

Scott Koenig, City of Dover/Public Works (Chair)
Michael Albert for Anne Marie Townshend, City of Dover/Planning/Insp.
Mike Strange for Greg Oliver, DelDOT Planning
Mary Ellen Gray for Sarah Keifer, Kent County Planning
Phil Wheeler, DNREC
Gary Norris, City of Milford
Suzan Doordan, Transp. Mgmt. Assoc. DE
Louis Lombard, Dover Air Force Base

Technical Advisory Committee Representatives not attending:

David Edgell, Office of State Planning (Vice-chair)	Tim Riley, Kent Conservation District
Cathy Smith, Delaware Transit Corporation	Heather Keegan, DE Economic Dev. Office
Milton Melendez, DE Dept. of Agriculture	Rick Crawford, Norfolk Southern
Keith Lynch, Federal Transit Admin.	David Hugg, Town of Smyrna
Tashia Clemons, Federal Highway Admin.	Jack Taylor, DE Motor Transport Assoc.

Non-members attending:

Richard Kautz, Sussex County Planning	Derik Calloway, Pickett Mid-Atlantic
Richard Ornauer, D/KC MPO PAC	Juanita Wiczoreck, MPO Staff
Joshua Waltz, MPO Staff	Catherine Samardza, MPO Staff

The meeting was called to order without a quorum and began with Items #1 and 2, and then went to Agenda Item #5, which Ms. Wiczoreck presented in the absence of Ms. Geier and Ms. Smith. When Mr. Mike Strange (DelDOT Planning) arrived, the meeting continued with a quorum.

1. **Introduction of Members & Guests**
2. **Public Comments**
- 3 (5). **ACTION ITEM: Draft Regional Transportation Plan Update: Chapters 1-5 – R. Geier, DelDOT/AL Smith, Parsons Brinkerhoff**

Ms. Wiczoreck reviewed Chapters 1-4 (there was no Chapter 5) in the absence of Ms. Geier and Ms. Smith. She presented a slide show that touched on the relevant points in each chapter.

There was general discussion concerning the draft plan chapters and changes required by SAFETEA LU. Mr. Wheeler asked if there was a deadline for the Plan; Ms. Wiczoreck reported that May 2009 was the federal deadline, and that the MPO hoped to have this finished by September 2008. She also reported that demonstrating financial constraint could be the main issue. There were questions concerning the employment projections; Ms. Wiczoreck said that she would have Mr. Waltz check to see if these numbers had been updated.

MOTION By Mr. Lombard to recommend that Council approve the draft chapters for public review and comment. Seconded by Ms. Doordan. Motion carried.

- 4 (3). **ACTION ITEM: Approval of Agenda**

MOTION By Mr. Strange to approve the agenda with the changes made due to the lack of a quorum. Seconded by Ms. Doordan. Motion carried.

- 5 (4). **ACTION ITEM: Approval of Minutes/February 13, 2008 Meeting**

MOTION By Mr. Wheeler to approve the minutes. Seconded by Mr. Norris. Motion carried.



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6. **ACTION ITEM: Draft FY 2009 Unified Planning Work Program – J. Wieczorek**

Ms. Wieczorek reported that there were no changes in the UPWP since the last draft was sent to the committee.

MOTION By Mr. Lombard to recommend Council approve the UPWP project list with funding as available. Seconded by Mr. Norris. Motion carried.

7. **Member Agency Reports:**

City of Dover / Planning & Public Works – The City of Dover comp plan will be presented to the Council and Planning Commission at a joint meeting. There will be one more public workshop. The signal project is on the last two locations. Next construction will be Governors Avenue. In addition to the road improvements, BayHealth is moving forward with expansion on Governors Avenue. Eden Hill (EH) is moving forward including the West Dover Connector. There is an application in for the commercial section of EH. A design contract was issued to McCormick Taylor for the Wyoming Mill Road re-alignment.

Kent County / Planning – Ms. Gray reported that a public hearing for the comprehensive plan was held with the Regional Planning Commission last week. A decision will be made by April 10. Levy Court passed an ordinance prohibiting community septic systems; they have indicated that they will reconsider to allow them inside the growth zone. The moratorium expires at the end of April.

Soil Conservation – NO REPORT

TMA DE – Ms. Doordan reported that 34,000 bus passes were distributed to employers for employees to use on Ozone Action Days. She also reported that Roger Roy will continue with TMA doing government relations and bike collection work.

Municipalities:

Smyrna – NO REPORT

Milford – Mr. Norris reported that Milford's Comprehensive Plan will be completed by the end of June.

Norfolk Southern; Delaware Motor Transport Association – NO REPORTS

Federal Highway Administration; Federal Transit Administration – NO REPORTS

Sussex County – Mr. Kautz reported that a public hearing on the comp plan will be held on April 22.

Dover Air Force Base – Mr. Lombard reported that the air base has completed its general plan, but it is only for limited distribution for security reasons. Civil engineering squadrons have been re-organized along business school lines. Mr. Lombard also reported that he was being re-assigned to Japan and would no longer be the TAC representative.

State of Delaware:

DelDOT Planning – NO REPORT

DTC – NO REPORT

DNREC – Mr. Wheeler reported that EPA will be deeming the 8 hour budget adequate shortly. It is on the EPA website for comment and he expects it to be the budget of record in June. He also reported that .75 will be the new standard, with new budgets in place in 2-5 years.

Agriculture / Statewide Planning / DEDO – NO REPORTS

8. **Project Updates –**

8.1 North Dover Study

8.2 2007 Information Book

9. **Staff Report – J. Wieczorek**

9.1 UPWP Progress & Financial Reports

9.2 Correspondence & Publications/Reports

Ms. Wieczorek reported that she attended a Smart Growth Conference with a session on community bicycle programs. She is working with the DE State Housing Authority, DelDOT and the TMA on starting a bicycle program in the Dover area.

10. **Next Meeting: June 11, 2008**

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