



**DOVER/KENT COUNTY MPO TECHNICAL ADVISORY COMMITTEE**  
**MINUTES OF JUNE 10, 2009**

**Technical Advisory Committee Representatives attending:**

Scott Koenig, City of Dover/Public Works (Chair)	David Hugg, Town of Smyrna
Mayor Donald Tinari, Cheswold, municipal rep.	Anne Marie Townshend, City of Dover/Planning/Insp.
Greg Oliver, DeDOT Planning	Mary Ellen Gray for Sarah Keifer, KC Planning
Phil Wheeler, DNREC	Byard O'Neal, DE Motor Transport Assoc.
Bill Osborne, Transp. Mgmt. Assoc. DE	

**Members not attending:**

David Edgell, Office of State Planning (Vice-chair)	Tim Riley, Kent Conservation District
Cathy Smith, Delaware Transit Corporation	Heather Kenton, DE Economic Dev. Office
Milton Melendez, DE Dept. of Agriculture	Louis Lombard, Dover Air Force Base
Rick Crawford, Norfolk Southern	Keith Lynch, Federal Transit Admin.
Gary Norris, City of Milford	

**Non-members attending:**

Jennifer Baldwin, DeDOT Planning	Theon Callendar, Town of Cheswold
Juanita Wiczoreck, MPO Staff	Kate Layton, MPO Staff
Jim Galvin, MPO Staff	Catherine Samardza, MPO Staff
Ben Johnson, MPO Staff	

The meeting was held in Camden Town Hall Council Chambers.

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

MOTION By Mr. Hugg to approve the agenda. Seconded by Mr. Osborne. Motion carried.

4. ***ACTION ITEM: Approval of Minutes/April 8, 2009***

MOTION By Mr. Osborne to approve the minutes. Seconded by Mr. Oliver. Motion carried with 3 abstentions.

5. ***PRESENTATION and DISCUSSION: Complete Streets Executive Order and Policy Development – J. Baldwin, DeDOT***

Ms. Baldwin began by reporting that the Governor was pleased with the results of the April 24<sup>th</sup> Bike Summit and that a meeting would be held later in the month to discuss repeating the summit next year.

Ms. Baldwin distributed copies of Executive Order #6 regarding the Complete Streets Policy. She reviewed the policy components of the order, but noted that funding is not set up for any of the implementation. Mr. Osborne noted that Emergency Services (ES) agencies have concerns about the narrower streets proposed in the policy, and that State Senator Ennis shares those concerns. Ms. Baldwin noted that although Delaware's ES agencies are not happy with the proposed design, nationally they do not have much support for their objections. Mr. Osborne suggested that DeDOT build bridges now, and get Senator Ennis on board. There was discussion concerning getting developers to build roads to DeDOT standards since most roads are later turned over to the State for maintenance. Mr. Oliver agreed, noting that if the roads are not built to DeDOT standards, the State will not go in to fix them. The only place the State will work is where the road meets a State-controlled road. However, DeDOT can only recommend; the county and municipalities must incorporate the standards into their policies.

Mayor Tinari noted that the police could not enforce laws on private roads. It was also mentioned that there needed to be



## Dover/Kent County Metropolitan Planning Organization

P.O. Box 383, Dover, Delaware 19903 (302) 387-6030 FAX: (302) 387-6032

<http://doverkentmpo.org>

some kind of control of bicycles – standards for equipment such as brakes, lights and signals.

Mr. Koenig asked Ms. Baldwin if DeIDOT was looking for comments on the policy; she reported that there would be a draft available for review in August, and letters of support or comments would be welcome.

There were also comments concerning disconnectivity of bike and pedestrian paths, because developers stop at property lines. It was noted that walking to transit should make connectivity a priority, and that developers should not be given exceptions due to cost if a segment was critical to connectivity.

### **6. ACTION ITEM: Proposal Review – Transportation Studies Project – J. Galvin**

Mr. Galvin reviewed the background of the Transportation Studies Project and identified the members of the “review crew” appointed by Council. The crew reviewed a project submitted by DART for a Kent County transit study similar to one done in New Castle County. The review crew recommended funding the project at the maximum amount (\$10,000.00) with no waiver to provide funds exceeding that figure. The study is expected to cost more than that. There was some discussion concerning the fact that DART has not provided a scope of services for this particular project and the Kent County version has not been well-defined. However, TAC members felt that the review crew recommendation should be forwarded to Council.

**MOTION** By Mr. Wheeler to recommend Council approve the DART project for funding to the D/KC MPO maximum of \$10,000.00. Seconded by Mr. Hugg.

Prior to voting, Mr. Osborne expressed concern over the fact that DART has not provided a scope of services for this particular project and the Kent County version is not well-defined. He asked where the balance of the required funding would come from. Staff responded that DART would cover the balance of the Kent County study.

Motion carried.

### **7. PRESENTATION FY 2010 Unified Planning Work Program (UPWP) – J. Wieczorek**

Ms. Wieczorek reviewed the UPWP by project and answered questions from the committee.

### **8. DISCUSSION ITEM: Update on American Recovery and Reinvestment Act Funding/Projects – DeIDOT**

Ms. Wieczorek noted that the DeIDOT website has an up-to-date status on all ARRA projects. There were questions from Mayor Tinari about construction at the intersection of US13 and 42; Ms. Wieczorek said that she would call Mark Luszcz at DeIDOT for information. After discussion about the projects, Ms. Wieczorek reported that there would be no extra federal money to be re-distributed throughout the states. No transportation money was turned back due to an inability to meet the deadlines.

### **9. Member Agency Reports:**

**City of Dover: Planning** Ms. Townshend reported that the City of Dover would host a Walkable Communities workshop on Tuesday in the City Council Chambers. She also reported that the PAR 3 golf course was applying to annex property. The City would be meeting with the golf course and the surrounding neighbors. Safety concerns at Artis Drive are the issue in light of a recent traffic fatality. DeIDOT is reviewing the intersection history. There was further discussion with committee members regarding the HSIP program and whether or not the intersection qualified for inclusion. It was noted that if the property was developed for residential use, a Traffic Impact Study (TIS) and a PLUS review would be required.

**Public Works – NO REPORT**

**Kent County: Planning – NO REPORT**

**Soil Conservation – NO REPORT**

**Milford – NO REPORT**

**Smyrna;** Mr. Hugg reported that the South Main Street improvements are expected to be completed in August. Phase II of the US 13 improvements are scheduled; the legislature promised funding for this. He also reported that three (3) water and sewer stimulus projects are out to bid.



# Dover/Kent County Metropolitan Planning Organization

P.O. Box 383, Dover, Delaware 19903

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

<http://doverkentmpo.org>

---

## **Other Municipalities – NO REPORT**

### **Delaware Motor Transport Association**

**TMA DE** – Mr. Osborne reported that there are still free bus passes available for this ozone season. He also reported that TMA received a Valero grant for air quality magnets. Mr. Osborne also informed the committee that there is ARRA energy money available for transportation. TMA DE distributed 300 bicycles to foreign students in Sussex County. Road blocks were put in place to inspect bikes for safety.

**State of Delaware: DeIDOT Planning** – Mr. Oliver reported that DeIDOT is working on a statewide freight plan. The plan is being scoped out and freight corridors identified, with minimum residential development nearby. The freight plan will be specific to Delaware with a regional component to identify projects outside Delaware that are significant to Delaware. He also noted that Sussex County now has two MPOs – the Dover/Kent County MPO and the Salisbury MPO.

**DNREC** – Mr. Wheeler reported that it was possible the the Ozone SIP would be disapproved in September. DNREC was asking to extend the comment period. Delaware monitors show as attainment, but Philadelphia/Bucks County are in non-attainment, and Delaware is included in that area for a potential conformity freeze. It may, however, only affect New Castle County. Ms. Wiczoreck asked if Delaware could be reclassified; Mr. Wheeler said that all the states involved would have to request the reclassification. As it is now, all monitors in an area must reach attainment or the whole area fails. Mr. Wheeler stated that Delaware needed to find new measures to attain the standard.

### **DTC / Agriculture / Statewide Planning / DEDO – NO REPORTS**

### **Dover Air Force Base / Norfolk Southern – NO REPORTS**

### **Federal Highway Administration / Federal Transit Administration - NO REPORTS**

## **10. Staff Report –**

**10.1 Outreach Activities – K. Layton**

**10.2 Transportation Studies – J. Galvin**

**10.3 UPWP Progress & Financial Reports – J. Wiczoreck**

**10.4 Other Project Updates/Activities – J. Wiczoreck**

**10.5 Correspondence & Publications/Reports – J. Wiczoreck**

Ms. Wiczoreck introduced Ben Johnson, a University of Delaware graduate student interning at the MPO for the summer.

## **11. Next Meeting: August 12, 2009**

Ms. Wiczoreck noted that the August meeting would be the annual meeting and asked if the committee wished to have nominations from the floor or a nominating committee. Ms. Gray and Ms. Townshend volunteered to be the nominating committee.

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