



DOVER/KENT COUNTY MPO TECHNICAL ADVISORY COMMITTEE
MINUTES OF AUGUST 13, 2008

Technical Advisory Committee Representatives attending:

Scott Koenig, City of Dover/Public Works (Chair)	Cathy Smith, Delaware Transit Corporation
David Edgell, Office of State Planning (Vice-chair)	Bobbie Geier for Greg Oliver, DelDOT Planning
Anne Marie Townshend, City of Dover/Planning/Insp.	Milton Melendez, DE Dept. of Agriculture
Mary Ellen Gray for Sarah Keifer, Kent County Planning	Suzan Doordan, Transp. Mgmt. Assoc. DE

Members not attending:

Phil Wheeler, DNREC	Heather Keegan, DE Economic Dev. Office
Rick Crawford, Norfolk Southern	Keith Lynch, Federal Transit Admin.
Tashia Clemons, Federal Highway Admin.	Jack Taylor, DE Motor Transport Assoc.
Gary Norris, City of Milford	David Hugg, Town of Smyrna
Tim Riley, Kent Conservation District	Louis Lombard, Dover Air Force Base

Non-members attending:

Richard Kautz, Sussex County Planning	James Merriweather, The News Journal
Catherine Williams, DE State News	Mark Luszcz, DelDOT Traffic
Joshua Waltz, MPO Staff	Juanita Wiczoreck, MPO Staff
Catherine Samardza, MPO Staff	

The meeting was called to order without a quorum. It was agreed to begin with Item #8, a presentation on the DelDOT Roundabout Program.

1 (8). PRESENTATION: DelDOT Roundabout Program – M. Luszcz, DelDOT

Mr. Luszcz gave a PowerPoint presentation explaining the Roundabout Program. He began by explaining the differences between a traffic circle and a roundabout. He also showed slides of Delaware's existing roundabouts, explaining the criteria that determined where a roundabout would be a better choice than a traffic signal. He noted that roundabouts have proven successful in other states. One of the more compelling reasons for roundabouts is a significant reduction in serious accidents. Mr. Luszcz also reported that there are 19 more roundabouts being considered for area roads, including Barratts Chapel Road.

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

MOTION By Ms. Doordan to approve the agenda with the changes made to the order. Seconded by Mr. Melendez. Motion carried.

4. ACTION ITEM: Approval of Minutes/ June 11, 2008 Meeting

MOTION By Mr. Edgell to approve the minutes. Seconded by Ms. Townshend. Motion carried with one abstention due to the fact that the member had not attended the last meeting.

- 5. ACTION ITEM: Annual Meeting**
 - 5.1 Elections**

At this time Ms. Wiczoreck took over the duties of the Chair.

MOTION By Ms. Townshend nominating Mr. Koenig as Chair. Seconded by Ms. Doordan. Motion carried.



Dover/Kent County Metropolitan Planning Organization

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MOTION By Ms. Townshend to close the nominations. Seconded by Ms. Geier. Motion carried.

Mr. Koenig was elected by acclamation.

MOTION By Ms. Dennis nominating Mr. Edgell as Vice-Chair. Seconded by Ms. Townshend. Motion carried.

MOTION By Ms. Doordan to close the nominations. Seconded by Mr. Melendez. Motion carried.

Mr. Edgell was elected by acclamation.

5.2 Final UPWP Report – There was no Final Report due to payments pending on projects.

Mr. Koenig resumed his position as Chair of the meeting.

6. ACTION ITEM: Draft Regional Transportation Plan Update: Proposed Project List Priority – J. Wiczoreck

There was considerable discussion concerning criteria and the language of the criteria. Some duplicate criteria were removed, and language adding multimodal transportation was added to others. Ms. Townshend expressed concern over how the list relates to municipal comprehensive plans. Ms. Geier noted that the list was not intended to override municipal plans, but they would need to relate to this list. Ms. Wiczoreck noted that there is a section in support of Transportation Improvement Districts. There was discussion concerning the rating points for criteria. Ms. Geier asked that the elderly be included in “special needs.”

Ms. Wiczoreck reported that the list did not include bridge or safety projects, as the plan includes policy statements in support of those projects.

After going through the list, the committee tabled approval of this item. Ms. Wiczoreck was asked to make a new spread sheet and arrange a special meeting of the TAC on August 27th to review the changes and take action to recommend the list to Council.

Ms. Wiczoreck asked the committee to take action approving the simplified priority process with the changes discussed to day.

MOTION By Ms. Townshend to recommend Council approve the simplified priority process and changes made to the criteria. Seconded by Ms. Gray. Motion carried.

7. ACTION ITEM: Federal Funding Letter from DelDOT – J. Wiczoreck (enclosure)

Ms. Wiczoreck reviewed the letter concerning the use of federal funding for CMAQ and other Statewide projects.

MOTION By Ms. Dennis to recommend that Council concur with the use of federal Funds by DelDOT. Seconded by Mr. Melendez. Motion carried.

9. PRESENTATION: Statewide Long-range Transportation Plan – R. Geier, DelDOT

Ms. Geier distributed hard copies of her Powerpoint presentation. She explained that this plan was more about process, as DelDOT’s work is affected by the decisions of others. That ever-changing cycle determined that the process became more important than a plan. She reviewed the priorities and the separate components of the plans. She noted that subarea plans and funding strategies are big issues.

There was some discussion concerning the fact that in Delaware the counties do not have the responsibility for roads, they are all state-maintained. Mr. Koenig felt that the counties should take responsibility. Mr. Edgell noted that that was a discussion for the political leadership; DelDOT does not have the statutory authority to make that decision.

10. Member Agency Reports:



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City of Dover / Planning – Ms. Townshend reported that the preliminary draft of the Comp Plan will go for PLUS review on September 3rd. The Plan is on the City of Dover website.

Public Works – Mr. Koenig reported that the medical center at Eden Hill would open next month. Governors Avenue is under construction, and the City is back on track for Wyoming Mill Road. The Clarence Street project is still being redesigned.

Kent County / Planning – Ms. Gray reported that the 4th draft of the Comp Plan would be reviewed by the Regional Planning Committee on September 3. A public hearing is yet to be scheduled.

Soil Conservation – NO REPORT

Dover Air Force Base – NO REPORT

Municipalities / Smyrna & Milford – NO REPORT

Norfolk Southern – NO REPORT

Delaware Motor Transport Association – NO REPORT

Federal Highway Administration – NO REPORT

Federal Transit Administration – NO REPORT

TMA DE – Ms. Doordan reported that TMA's annual breakfast would be held on September 17th. Secretary Wicks would be in attendance for a tribute to Roger Roy.

State of Delaware: DelDOT Planning – NO REPORT

DTC – Ms. Smith reported that the pilot program for Saturday service in Kent County is very successful. The performance criteria was set at 10 passengers per hour; current figures report 14 riders per hour. The program is also successful in New Castle County. She also reported that the operating budget is currently maxed out, but DTC will be continuing the program. The Route 301 bus is seeing an increase in ridership due to gas prices. The Middletown Park and Ride is at capacity; Smyrna has added 50 parking spaces. Ms. Wieczorek noted that the MPO should work with DTC to identify the market and suggested that she and Ms. Smith talk about funding for a study. Ms. Smith also reported that due to financing and the lead time needed to order additional buses, DTC is now looking at February before more buses are added to the fleet.

Statewide Planning – NO REPORT

DEDO – DNREC – Agriculture – NO REPORTS

Sussex County – Mr. Kautz reported the the Milford Comp Plan will also go for PLUS review on September 3rd. The Sussex County plan, adopted last month, is still waiting for State certification.

11. Project Updates – 10.1 North Dover Study

Ms. Wieczorek reported that the MPO and the consultant would be meeting with DelDOT to discuss the recommendations for this project.

12. Staff Report – J. Wieczorek 12.1 UPWP Progress & Financial Reports 12.2 Correspondence & Publications/Reports

Ms. Wieczorek introduced Kate Layton as the MPO's new public liaison, and reported that Josh Waltz would be leaving the MPO on Friday.

13. Next Meeting: October 8, 2008

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