



Dover/Kent County Metropolitan Planning Organization

P.O. Box 383, Dover, Delaware 19903

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

<http://doverkentmpo.org>

DOVER/KENT COUNTY MPO TECHNICAL ADVISORY COMMITTEE MINUTES OF APRIL 14, 2010

Technical Advisory Committee Representatives attending:

Scott Koenig, City of Dover/Public Works (Chair)

David Edgell, Office of State Planning (Vice-chair)

Mary Ellen Gray for Sarah Keifer, Kent County Planning

Cathy Smith, Delaware Transit Corporation

Milton Melendez, DE Dept. of Agriculture

Terry Reilly, Transp. Mgmt. Assoc. DE

David Hugg, Town of Smyrna

Michael Albert for Anne Marie Townshend, City of Dover/Planning/Insp.

Mayor Donald Tinari, Cheswold, municipal rep.

Greg Oliver, DelDOT Planning

Phil Wheeler, DNREC

Joe Zilcosky for Jeff Stone, DE Econ. Dev. Office

Tricia Faust, Dover Air Force Base

Tim Riley, Kent Conservation District

Members not attending:

Kris Riesenbergh, Federal Highway Administration

Gary Norris, City of Milford

Keith Lynch, Federal Transit Admin.

Byard O'Neal, DE Motor Transport Assoc.

Rick Crawford, Norfolk Southern

Non-members attending:

Mayor George "Bob" Pugh, Cheswold

Juanita Wiczoreck, MPO Staff

Kate Layton, MPO Staff

John Magee, HUD

Jim Galvin, MPO Staff

Catherine Samardza, MPO Staff

1. Introduction of Members & Guests

2. Public Comments

3. ACTION ITEM: Approval of Agenda

MOTION By Mr. Edgell to approve the agenda. Seconded by Ms. Gray. Motion carried.

4. ACTION ITEM: Approval of Minutes/February 3, 2010

Mr. Edgell asked that the minutes be amended to read that he stated DEDO should coordinate with DNREC on issues pertaining to the Valero property.

MOTION By Mr. Edgell to approve the minutes with the above amendment. Seconded by Ms. Gray. Motion carried.

5. ACTION ITEM: Proposed FY 2011-2014 Transportation Improvement Program (TIP) – J. Galvin

5.1 Review financial constraint and air quality conformity

MOTION By Mr. Wheeler to recommend Council adopt the proposed FY2011-2014 TIP. Seconded by Mr. Melendez. Motion carried.

5.2 Review public outreach

Ms. Layton reported that the TIP has been advertised or sent to newspapers, libraries, municipalities and other mailings. The MPO also conducted a bus tour of TIP project locations. To date there have been no comments.

6. ACTION ITEM: Proposed FY 2011 Unified Planning Work Program (UPSP) – J. Wiczoreck

Ms. Wiczoreck reminded TAC members that the financial summary was distributed at the April meeting. She reviewed the projects in the UPWP and noted that the Bike Plan would not be finished by June 2010 and will carry over into the new financial year. She also reported that she did not have exact numbers from DelDOT regarding rollover money or the exact apportionment of federal funds.



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MOTION By Mr. Oliver to recommend Council approve the FY2011 UPWP pending final financial information. Seconded by Ms. Gray. Motion carried.

7. ACTION ITEM: Review project priority process: re-affirm projects to go into project development J. Wieczoreck

Ms. Wieczoreck explained that Council suggested the MPO may like to re-evaluate the priority project list and the process. As it stands, the process is quantified and ranked based solely on the scores. She suggested that the TAC might have some qualitative elements to consider when ranking a project, and that this was a chance to incorporate those ideas into the priority process.

Review of the list found that some projects had been completed already and should be removed from the list. Discussion ensued that reiterated that there is no additional money for projects at this time; any changes in project ranking is for the future, not immediate, funding. Ms. Wieczoreck noted that as money becomes available, DeIDOT will move down the list to the next project based on the MPO rating.

Discussion of the projects brought consensus that Duck Creek Road in Smyrna should be moved up the list. The project has been on the list for a long time, and it was felt that there were qualitative reasons to move the project up in the list. There are two schools and a soft ball field on the road. It was also felt that the Complete Streets Policy had some bearing on this project. When asked about changing the list, Ms. Wieczoreck explained that if the TAC recommended reprioritizing the list, Council would send a letter to DeIDOT with the new information.

MOTION By Mr. Hugg to recommend that Council amend the priority project list by moving the Duck Creek project up in the ranking to be the next project started when funding becomes available. Seconded by Mr. Edgell. Motion carried with one abstention.

After the vote, Mr. Oliver suggested that the entire list be re-evaluated using the Complete Streets Policy as a guide. There was also discussion concerning the Civil Air Terminal expansion. It was noted that while air transport is not within the purview of the MPO, the expansion will eventually affect surface transportation.

Mr. Oliver again suggested that the Complete Streets Policy be used as part of the prioritization process. Mr. Koenig said that he would like a presentation on the policy guidelines first. Mr. Oliver said that DeIDOT staff was not yet finished with the guidelines. Mr. Wheeler suggested adding a column to the prioritization elements – “comply with Complete Streets Policy.” Mr. Koenig said again that he felt the TAC should have a presentation on the guidelines first. Ms. Wieczoreck asked Mr. Oliver who she should contact for that; he responded that the MPO should contact Bobbie Geier.

8. Member Agency Reports:

City of Dover: Planning

Public Works – Mr. Koenig reported that there would be a public workshop for the Wyoming Mill Road improvements in May. It will be held at Schutte Park. This project is on a “fast track.” Mr. Wheeler asked him about the Governors Avenue project; Mr. Koenig replied that the contractor reports that they are on schedule for an October completion date.

Kent County: Planning – NO REPORT

Soil Conservation – Mr. Riley reported that the past five months have seen the highest ground water since the 1800s, and this is causing drainage issues. In addition, there is property that has been abandoned by developers. His agency is trying to mitigate drainage issues at those locations.

Milford - NO REPORT

Smyrna – Mr. Hugg reported that Smyrna is working on water and sewer projects and with Jeff Niezgoda of DeIDOT on the concept design for US13 improvement, Phase II. The town will also be holding its 3rd Safe Routes to School workshop. They have also received some applications from builders, and there are some indications that the economy is turning around.

Dover Air Force Base – Ms. Faust reported that the Air Base is working on its AICUZ plan. A public meeting would be scheduled. She said that she would send an e-mail explaining the ACUZ acronym. She also reported that DeIDOT and the DE River and Bay Authority met with the Base on the Civil Air Terminal expansion, and the expansion was approved.

Other Municipalities - Cheswold - Mayor Tinari introduced Mayor Pugh. He reported that not all council positions were filled in the recent election due to lack of candidates. He also announced he would be retiring, which was why Cheswold had two mayors at the moment. Town Council had discussed both situations with the Board of Elections, and Cheswold would be rewriting their bylaws to cover all eventualities in the future. Mayor Tinari also reported the town received money from the



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State for two road projects and that Cheswold finished their comprehensive plan just in time for the next five year update. The town is hoping that there will be economic opportunities as Delaware Air Park is improved and a proposed business park comes in. The town is also looking at an improvement in the housing market, hoping that will help with the town's administrative costs. There are currently 2,000 homes planned in the area; Cheswold is now looking ahead to infrastructure and services, which will require new zoning ordinances.

Norfolk Southern – NO REPORT

Delaware Motor Transport Association – NO REPORT

Federal Highway Administration – NO REPORT

Federal Transit Administration – NO REPORT

TMA DE – Ms. Terry Reilly is the interim executive director of TMA DE. Mr. Osborne left to take another position. She had no report.

State of Delaware: DelDOT Planning – Mr. Oliver reported that the Complete Streets Policy was adopted and signed and posted on the internet. DelDOT is developing guidelines for implementation. There will be a fundamental change in how DelDOT does projects. DelDOT is also working on Rail and Freight Plans. The Federal Rail Administration (FRA) is providing funding for the Rail Plan. DTC is the lead agency. Delaware is working with Maryland and Virginia on the plan, and have contracted with Salisbury University. Mr. Oliver also announced that there will be a stakeholders rail freight meeting on May 7th at DelDOT. The initial report is due by June 30th. DelDOT is looking for a \$450K match for a rail passenger service study.

DTC – Ms. Smith reported that paratransit service costs, per county are:

New Castle: \$28.44 / Kent: \$29.50 / Sussex: \$33.79

The paratransit service hearings are complete. DTC will continue to service needs beyond the federal requirements of ¾ mile, but outside that area, trips will be prioritized for medical, school or work and riders may be given alternate travel times.

DNREC – Mr. Wheeler reported no new updates, other than to remind the committee that ozone season is coming up from May 1st – September 30th. The DNREC web page will have ozone alerts and forecasts.

Agriculture – NO REPORT

Statewide Planning – Mr. Edgell reported that the Cabinet Committee on State Planning Issues met on April 13th, the first such meeting of Governor Markell's administration. The Strategies for State Policy Spending is being updated. Public meetings will be held in May and June. There will be meetings in each county. Mr. Edgell also announced a sustainable planning grant that HUD is coordinating with EPA and DOT. OSP is working with other agencies to identify projects to apply for the grant. OSP also wants to know what is going on in the municipalities; the integration of local governments is valued. The Office wants to be consistent with the Strategies for State Spending.

At this point, Mr. John Magee of HUD took the floor to explain more about the grant. He also distributed materials describing the program.

DEDO – Mr. Zilcoski reported good news for Delaware. He said that Camden Metals and ILC Dover would each be hiring over the next few years. The Walmart Distribution Center in Smyrna is also hiring. The Valero site was sold, and after retrofitting the building, they would be hiring between 450 and 600 people over the next several years.

9. Staff Report –

9.1 Outreach Activities – K. Layton

9.2 Transportation Studies – J. Galvin

9.4 Regional Bicycle Plan – J. Wiczoreck

9.5 Other Project Updates/Activities – J. Wiczoreck

9.6 UPWP Progress & Financial Reports – J. Wiczoreck

9.7 Correspondence & Publications/Reports – J. Wiczoreck

9. Next Meeting: June 9, 2010

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