



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 10, 2013

Technical Advisory Committee Representatives attending:

Mary Ellen Gray, Kent County Planning (Chair)
Lisa Collins for Cathy Smith, Delaware Transit Corporation
Milton Melendez, DE Dept. of Agriculture
Marc Dixon, Federal Highway Administration
Michael Kirkpatrick, DelDOT Planning

David Edgell, Office of State Planning (Vice-chair)
Joe Zilcosky, DE Economic Dev. Office
Tricia Faust, Dover Air Force Base
Phil Wheeler, DNREC

Members not attending:

Gary Norris, City of Milford
Rick Crawford, Norfolk Southern
Sharon Duca, City of Dover, Public Works
Tim Riley, Kent Conservation District
Ann Marie Townshend, City of Dover, Plng & Insp.

Municipal Representative - vacant
Ryan Long, Federal Transit Admin.
Dave Hugg, Town of Smyrna

Non-members attending:

Rich Vetter, MPO Staff
Christy Venderwende Wright, Nemours Health & Prev. Svces
James Galvin, MPO Staff
Catherine Samardza, MPO Staff

Jim Hoff, DAFB
Kate Layton, MPO Staff
Chris Kirby, MPO Staff

- 1) Introduction of Members & Guests
- 2) Public Comments
- 3) **ACTION ITEM: Approval of Agenda (enclosure)**

MOTION By Ms. Faust to approve the agenda. Seconded by Mr. Wheeler. Motion carried.

- 4) **ACTION ITEM: Approval of Minutes – February 13, 2013 (enclosure)**

MOTION By Mr. Edgell to approve the minutes. Seconded by Mr. Zilcosky. Motion carried.

- 5) **ACTION ITEM: FY 2013 – 2016 TIP Amendment – R. Vetter (enclosure)**
- **Paving & Rehabilitation**

This amendment has been submitted by DelDOT, to take advantage of escheat money that was allocated to the agency. There was some discussion concerning the funding and how it would be used. The TAC members asked that a list of the projects be distributed to them when available.

MOTION By Mr. Zilcosky recommending that Council approve and adopt the amendment to the TIP. Seconded by Mr. Kirkpatrick. Motion carried.

- 6) **ACTION ITEM: FY 2014 Unified Planning Work Program (UPWP) – R. Vetter (enclosure)**

Mr. Vetter reviewed the UPWP, noting that the draft document had been distributed to the committees in February. The first 6 tasks in the program are the same every year, covering the TIP, the committee, subcommittee and council meetings, public outreach – the basic management of the office and the MPO mandates. This year the Metropolitan Transportation Plan will not have to be updated. There are several Planning Studies in the work program, including Bike/Ped studies, assistance to municipalities for comprehensive plan updates and other issues, and working with DE State University on pedestrian counts



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and managing the student pedestrian flow across US13.

There were questions concerning MPO coordination with the University of Delaware IPA program, which also assists the municipalities; Mr. Vetter said that the MPO is working with IPA staff.

There was discussion concerning new regulations that will change the planning process, but there are no details available at this time. The MPO funding for FY2014 is \$565,000; last year was \$552,000. Although the federal portion has decreased, the MPO has carryover monies from 2013.

MOTION By Mr. Kirkpatrick recommending that Council approve the FY2014 UPWP. Seconded by Mr. Wheeler.
Motion carried.

7) ACTION ITEM: FY 2014- 2017 Transportation Improvement Program – J. Galvin (enclosure)

Mr. Galvin reviewed the TIP, noting that Appendix A included a list of projects. The list for Kent County is smaller than past lists, due to the financial changes instituted at DelDOT. Most projects, such as grade-separated intersections and local roads, have been pushed out to future years, but still included.

Mr. Wheeler noted that although Kent County is in attainment for air quality now, the EPA will be making a determination concerning non-attainment by May. Mr. Wheeler said he believed Kent County would then be back in non-attainment. Sussex and New Castle counties are both in non-attainment. He felt that Kent County should do an air quality conformity analysis now, and not wait until the EPA comes out with a determination.

Mr. Galvin said that he believed that a conformity analysis was done for the Metropolitan Transportation Plan, and the same projects are in both the Plan and the TIP. There was further discussion, with Mr. Wheeler saying that an analysis should be done now, and MPO staff saying that the most recent conformity analysis included the projects listed in this TIP. None of the other TAC members expressed concerns, and it was left that if new information comes out, a new analysis will be done.

There was some discussion concerning the priority process and how the MTP and TIP processes were reconciled. It was noted that the priority process working group should be reconvened before the next cycle of prioritization. Mr. Vetter reported that the MPO has been asked to look at how some projects that keep getting pushed to the bottom can be moved forward.

Mr. Edgell suggested that the TAC recommend Council adopt the TIP now, and reprioritize the project list for next year. Suggestions were made for working group members (DEDO, City of Dover, a legislator).

MOTION By Mr. Kirkpatrick to recommend Council adopt the FY2014-17 TIP. Seconded by Mr. Melendez.
Motion carried.

8) ACTION ITEM: Data & Demographics Subcommittee – J. Galvin (enclosures) Population, Household, & Employment Projections

Mr. Galvin reviewed the methodology and how the census totals and DE Population Control projections were reconciled. There was some discussion and Mr. Galvin answered questions concerning how the information is used by Kent County and DelDOT's travel model.

MOTION By Ms. Collins to recommend Council approve the population, household and employment projections.
Seconded by Mr. Zilcosky. Motion carried.

9) Discussion Item: Dover High School Pedestrian Study – R. Vetter

Mr. Vetter displayed a map of the area around the new Dover High School that identified where there are sidewalks, where they will be going in, and where they are needed. Without the sidewalks, the Capital School District will have to bus



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students within the 2-mile radius, for total of 6 additional buses. The study is focusing on the area east of the school. Mr. Edgell asked if the sidewalks would/could be done in phases; Mr. Vetter said yes, noting sections of Route 8, Kenton Road, Mifflin Road, Hazletville Road. Mr. Wheeler asked about cost; Mr. Vetter said the entire project carries a multi-million dollar total.

A pedestrian operated traffic signal will be installed east of the main entrance. This type of signal has proven to be very effective in other areas.

For the most immediate section of sidewalk, the City of Dover will be contacting their legislators, hoping to use the funds allocated to General Assembly members for their districts. The project is also potentially eligible for CMAQ money. Mr. Hoff asked about a pedestrian bridge; it was noted that while a pedestrian bridge was discussed, it comes with a high cost. Also, pedestrian bridges in other areas of the State are not well-utilized. Bike paths were discussed, but there are right-of-way restrictions, and homeowners adjacent to the school are not in favor. In fact, there are several homes where the sidewalk is being placed behind the homes, and not along the roadway in front of them.

Mr. Kirkpatrick suggested a study comparing the cost of the additional buses with the cost of constructing sidewalks. It was also suggested that the sidewalk sections be prioritized. Mr. Vetter noted that the MPO has a role in determining where CMAQ money is allocated. Mr. Edgell thought an argument could be made for CMAQ money by comparing bus emissions vs. sidewalks. Mr. Wheeler reminded TAC members that a 20% match is needed for CMAQ funds; Mr. Edgell suggested using the legislative funds for the match.

Ms. Faust felt that if the students are bused to the school, they will never be able to get them back off, so the sidewalks need to be done before school opens. Mr. Wheeler wanted to know why this wasn't in the planning for the school; the response was that the school district assumed DeIDOT would do it for them. It was also noted that DeIDOT has determined there will be no speed reduction on Route 8 in the school zone.

10) Member Agency Reports:

Dover Air Force Base – Ms. Faust reported that DeIDOT's request for a new Joint Use Agreement with DAFB has been forwarded to the United States Air Force for review. There was considerable discussion concerning the details of the proposed agreement.

Kent County – Ms. Gray noted that plans for the Cheswold Airport expansion will be on the KC Levy Court agenda in May. Ms. Faust asked if there were environmental problems; it was noted that 19 acres of trees, including wetlands, would be destroyed, and the commissioners were concerned. Somehow this has been worked out. Ms. Gray said that the mitigation plans were deemed satisfactory. Ms. Faust noted that expansion of the Cheswold Airport would change the needs at DAFB/Civil Air Terminal. Mr. Zilcosky felt there would be enough demand for both airports, between NASCAR traffic and the DSU flight program. Ms. Faust said there is more to this, and DAFB/USAF are not crazy about civilian airplanes in their space. Mr. Zilcosky said that "we have to improve the package." There was further discussion concerning Kent County's need for a "world-class runway," local and air force opposition to extending and adding runways, and limitations and restrictions in the current Joint Use Agreement.

DNREC – Mr. Wheeler reported that DNREC has established a Working Group to review the proposed regulations adopting the California Low Emission Vehicle Rule, mandating zero emission vehicles. DNREC has met with the vehicle dealerships and will invite DeIDOT to the next meeting. The proposed regulations will go out to the public in June.

11) Staff Report:

11.1 Outreach Activities – K. Layton

Ms. Layton reported on the status of the newsletter and data book. She also reported on the MPO's participation in the 55+ Expo (with DMV, AAA MidAtlantic and DeIDOT), Earth Day, the Bug and Bud Festival and Dover Days. She introduced Christy Wright from Nemours; the MPO is part of an ad hoc committee looking at ways to tackle asthma triggers such as VOCs and ozone. Nemours has received a CMMI grant for this effort, and was looking to the MPO for help. She had questions about CMAQ funding; TAC members and staff explained that CMAQ funds were already used to support projects



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to mitigate air quality problems.

Ms. Layton gave a demonstration of the Virtual TIP Tour, noting that video would enable more people to see the TIP projects. There was some discussion on how to enable State employees to see the video, since it is on You-Tube, which is restricted. Ms. Layton noted that the State GIC office had suggested You-Tube, and would ask them for a solution. The virtual tour will be out in May, with an extended period for public comment.

Other Staff reports:

Staff reported that DE Motor Transport Association, which has been an inactive member, is no longer operating, and has been removed from the TAC roster.

Mr. Galvin reported that the new project prioritization process will be problem based rather than project based. He made several suggestions for the new process. Discussion indicated that TAC members felt that more review of proposed project priorities was better than less, but that staff should rank the projects first, then send to the committees and council for review and possible changes. Mr. Galvin said that the new process would be proactive, and that the MTP would have to be amended when the new process is adopted.

There was discussion as to whether or not the priority process should be reviewed by a working group or subcommittee; consensus was for a working group.

11.2 UPWP Progress & Financial Reports – R. Vetter (enclosure)

12) Next Meeting: June 12, 2013

There was no official motion to adjourn, as members leaving early left the TAC without a quorum.