



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 MPO COUNCIL MINUTES OF JULY 10, 2013

Dover/Kent MPO Council Members and /or Representatives thereof attending:

Carleton E. Carey, Sr., Mayor, City of Dover, Chairman

Don Tinari, Mayor, Town of Cheswold, for Kent County Municipalities

Brad Eaby, for Brooks Banta, President, Kent County Levy Court

Lisa Collins for Kennard Potts for Lauren Skiver, Executive Director, Delaware Transit Corporation

Drew Boyce, for Shailen Bhatt, Secretary, Delaware Dept. of Transportation

Members not attending:

Terry Pepper, Dep. Dir., Safety & Homeland Security, for Governor Jack Markell, State of Delaware

Brigid Hynes-Cherin, Regional Administrator, Region III, Federal Transit Admin. (FTA)

Marc Dixon for Mary Ridgeway, Division Administrator, Federal Highway Admin. (FHWA)

Non-members attending:

Sherry Lambertson, Town of Cheswold

Kate Layton, MPO Staff

Catherine Samardza, MPO Staff

Rich Vetter, MPO Exec. Director

James Galvin, MPO Staff

Chris Kirby, MPO Staff

1. Introduction of Members & Guests

Mayor Tinari introduced Sherry Lambertson, who will be his alternate when he is unable to attend Council meetings.

2. Public Comments

3. ACTION ITEM: Approval of Agenda

MOTION By Commissioner Eaby to move #4, approval of the minutes, to later in the meeting. Seconded by Mr.

Boyce. Motion carried.

4. ACTION ITEM: Approval of Minutes / May 8, 2013 – Moved

5. ACTION ITEM: US13 Corridor Plan – Town of Smyrna – R. Vetter

Mr. Vetter gave a presentation regarding Smyrna's US13 corridor project. He noted that this project was similar to the Downtown Dover Neighborhood Transit Center project, which was adopted by the MPO Council in 2011. The recommendations will be incorporated into Smyrna's zoning codes. The recommendations include transit stops, new signals and interconnected development.

MOTION By Ms. Collins to adopt the US13 Smyrna Corridor Plan. Seconded by Mayor Tinari. Motion carried.

6. DISCUSSION ITEMS: - R. Vetter

- Dover High School Pedestrian Study

Mr. Vetter reported that the State allocated \$500,000 to implement sidewalk construction by summer of 2014 for the fall 2014 opening of the new high school. Right-of-way is an issue, and the scope includes connections to Route 8 neighborhoods and links at the entrance to the high school. There are major gaps on Kenton Road. Those gaps will have a high cost, because there are fences, right-of-way and drainage issues. Century Engineering is developing a report that will also include a ranking for the sidewalk sections. The pedestrian operated signal light



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is still scheduled to be completed before fall of 2014. There will be a public workshop in September, to be coordinated by DelDOT and the City of Dover.

- **Camden Comprehensive Plan Amendment**

The Town of Camden is working on adopting the Camden By-pass into their Comprehensive Plan through an amendment. DelDOT presented a plan and map to the Town in 2009, but it was not adopted at that time. There was discussion concerning the benefits of the bypass to future development. It was noted that by having this in the Comprehensive Plan would give the town leverage when dealing with developers. It was also noted that the State owns some property in this area.

- **Airport Road Planning Study**

This is a Milford-maintained road. The study includes upgrades to connect existing sections of sidewalk and to improve pedestrian and bike access to the Boys and Girls Club and the business park.

7. DISCUSSION ITEM: Project Prioritization Working Group – J. Galvin

Mr. Galvin reported that this working group has begun meeting again. The MPO's Metropolitan Transportation Plan (MTP) and Transportation Improvement Plan (TIP) will have to be amended to add the Camden Bypass. The new prioritization process has several steps:

- 1) Nomination of project/problem
- 2) Evaluation process, including environmental and internal review
- 3) Prioritization for the MTP
- 4) Refer to DelDOT for development of alternatives
- 5) Final incorporation into the TIP

The working group has input from DelDOT; Mr. Kirkpatrick and Karen Brittingham, DelDOT's Pipeline Project coordinator. Mr. Galvin said that there will be an FHWA webinar, because the new federal regulations require the planning process to have MPO input. There was discussion concerning DelDOT's new process for prioritization; Mr. Boyce apologized for the lack of notification on this. He said that the new program (previously reported on last year) "let's the numbers do the talking," using an analytical hierarchy using core values and weighted attributes. He also said that coordination with the MPO was critical, and DelDOT wanted better communication both ways.

Mr. Galvin said that everyone agreed to the new concept for prioritization, but they needed to work out the details on how it would be handled. He expected the new process to be ready to go to the TAC and PAC for action in December 2013, and to the Council for adoption in January 2014.

8. DISCUSSION ITEM: Kent Kids Partnership – K. Layton

Ms. Layton reported that the MPO is part of Kent Kids Partnership, an ad hoc committee looking at ways to tackle asthma triggers such as VOCs and ozone. The program was initiated by DuPont Nemours, which received a 3-year grant to support the project. The focus is on healthy kids and families, and there are partnerships in all three counties. She felt that the MPO is a good fit for this partnership, especially considering the air quality issues that will be mitigated with sidewalks for the new high school, reducing the need for buses. Ms. Layton also noted that



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she was more involved this year, having been elected president of the group.

9. (previously 4, Minutes)

Mayor Carey noted that the minutes should be changed, the City of Dover requires police officer applicants to be certified or attend a police academy authorized by the Dover Police Department.

MOTION By Commissioner Eaby to adopt the minutes with the above amendment. Seconded by Mr. Boyce.
Motion carried.

10. DISCUSSION ITEM: Draft MPO Bylaws – MPO Staff

Ms. Samardza reviewed the changes made to the bylaws based on Council comments at the May 2013 meeting. Ms. Layton reviewed the PAC portion of the bylaws. There was discussion concerning the number of meetings a member could miss – either completely or represented by an alternate. Council increased the number of meetings that could be missed to four (from 3). If an alternate represents the member for those meetings, it will be suggested to the member and appointing agency that the alternate should be named as the regular member. Commissioner Eaby felt that if he appointed someone to the PAC, he wanted that person to attend the meetings, not an alternate. Mr. Boyce asked if this was difficult to enforce; Ms. Layton said no, at this time there is only one person acting as an alternate.

Consensus was that, with the changes to reflect the MPO current practices, the Bylaws were ready to distribute to TAC and PAC members for their comments and suggestions before final adoption.

11. MUNICIPALITIES/KENT COUNTY REPORTS: Mayor Carey, Mayor Tinari, Comm. Eaby

Mayor Tinari reported that Cheswold was busy; they are dealing with zoning issues from twenty years ago. The concrete business in the middle of town is now involved in rock crushing. Although this is disruptive, the court found for the business, due to the ordinances in place when the business was located there. They hope to have the decision reversed, and change the zoning.

Cheswold Pride Day and Picnic will take place on July 27th. The Town is also celebrating their Native American connection with the Leni Lanape Tribe. Cheswold is also bringing public water to the old town section.

Mayor Carey reported that the City of Dover has developed a professional services agreement to recruit a director for the electric service. Council approved a \$134M budget for the coming year. He also reported that there will be no increase in property or business taxes. The City has received a \$42,000 grant for a new voice mail system for the police department through a federal program.

There was discussion concerning Dover's program to repave city streets, a question about Route 8 responsibilities, and the Garrison Tract.

Commissioner Eaby reported that a site plan for the new regional sports complex (near Medings on Route 1) has been presented to the County Administrator. It included a layout for 12 soccer fields, all lighted, and one with bleacher stadiums. The project is moving forward.

The County has partnered with the Boys and Girls Club for the gymnasium at Brecknock Park; Becker Morgan is the architect. The Henley Estates development bordering the Murderkill River has been approved. The County has acquired land to reforest, and will receive credits for taking land out of development. The County comprehensive plan has been re-approved, and will be reviewed every 5 years, with approval every 10.

The County has reclaimed an area off of Route 10, a reforested landfill, and will be open to the public as a park.



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There will be trails and bike path connections.

12. TAC Report – R. Vetter

Mr. Vetter reported that the Office of State Planning is not moving to DelDOT as reported previously, that DEDO is sponsoring an economic summit at Del Tech on September 24, and that the Cheswold airport expansion has been approved.

13. PAC Report – K. Layton

Ms. Layton reported that the PAC held their annual workshop on June 25. Dr. Amir Mohammadi and Victor Santos of Delaware State University were the guest speakers, giving a presentation on DSU's plans for the future.

14. Staff Report –

14.1 Outreach Activities – K. Layton

14.2 UPWP Progress & Financial Reports – R. Vetter

14.3 Other MPO Projects & Updates – R.Vetter

Next Meeting: September 4, 2013

MOTION By Commissioner Eaby to adjourn the meeting. Seconded by Ms.Collins.
Motion carried.