



DOVER/KENT COUNTY MPO PUBLIC ADVISORY COMMITTEE
MINUTES OF AUGUST 27, 2013

PUBLIC ADVISORY COMMITTEE MEMBERS ATTENDING:

Dwight Meyer, Chair	Dr. Daniel Houghtaling	Prameela Kaza
Edmund Maron	Jayce Lesniewski	Earle Dempsey

MEMBERS NOT ATTENDING:

Phyllis B. Collins	Michael Gumrot, Vice Chair	Dr. Carlton Cannon
James Webster	Kevin Yingling	

NON-MEMBERS ATTENDING:

Bill Geronimo, DelDOT Finance	Rich Vetter, MPO Staff
Kate Layton, MPO Staff	James Galvin, MPO Staff
Catherine Samardza, MPO Staff	

The meeting was called to order without a quorum, moving discussion items to earlier on the agenda.

1. INTRODUCTION OF NEW MEMBERS & GUESTS
2. PUBLIC COMMENTS
3. (9.) Discussion Item: U.S. 13 Access Management Plan, Town of Smyrna – R. Vetter

Mr. Vetter displayed aerial boards of the project area. There was discussion concerning approved developments in the area, and possible routes to provide US13 access to those developments, both commercial and residential.

4. (3.) ACTION ITEM: Approval of Agenda

MOTION By Dr. Houghtaling to approve the agenda as amended. Seconded by Ms. Kaza. Motion carried.

5. (4.) ACTION ITEM: Approval of Minutes June 25 annual workshop

MOTION By Ms. Kaza to approve the minutes. Seconded by Mr. Maron. Motion carried.

6. (5.) ACTION ITEM: DelDOT Suggested CMAQ (Federally Funded) Projects – R. Vetter, DelDOT

Mr. Geronimo reviewed the materials describing the projects proposed for CMAQ monies. There was some discussion concerning bicycle and pedestrian projects, particularly as this related to Delaware State University's recent addition of the former Sheraton Hotel to the DSU campus.

MOTION By Mr. Maron recommending Council concur with DelDOT's suggested use of CMAQ funds. Seconded by Ms. Kaza. Motion carried.



Dover/Kent County Metropolitan Planning Organization

P.O. Box 383, Dover, Delaware 19903
<http://www.doverkentmpo.org>

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

7. (6.) ACTION ITEM: Annual Meeting

Mr. Meyer stepped down as Chair person and Ms. Layton ran the meeting for the annual elections.

7.1 Election of Chairperson

MOTION By Ms. Kaza nominating Mr. Meyer as Chairperson. Seconded by Mr. Dempsey.
Motion carried.

MOTION By Dr. Houghtaling to close the nominations. Seconded by Mr. Dempsey. Motion carried.

Mr. Meyer was re-elected by acclamation.

7.2 Election of Vice-Chairperson

MOTION By Ms. Kaza nominating Mr. Maron as Vice-Chairperson. Seconded by Dr. Houghtaling.
Motion carried.

MOTION By Dr. Houghtaling to close the nominations. Seconded by Mr. Dempsey. Motion carried.

Mr. Maron was elected by acclamation.

Mr. Meyer resumed as Chairperson of the meeting.

8. (7.) ACTION ITEM: FY 2014 Unified Planning Work Program Amendment – R. Vetter

Mr. Vetter reviewed the UPWP amendment. The amendment adds a separate project for Route 13 Access Management Plan for Smyrna and adjusts the totals for in-kind match funds from local governments.

MOTION By Mr. Maron to recommend that Council approve the UPWP amendment. Seconded by Ms. Kaza.
Motion carried.

9. (8.) ACTION ITEM: FY 2014 – 2017 Transportation Improvement Program Amendment – J. Galvin

Mr. Galvin reviewed the eight changes to the TIP based on changes to DeIDOT's STIP. He noted that there are no big changes, but that the bridges, which are usually listed together, were separated out. The eight total amendments listed include six bridges, transit facility parking, and new buses for Route 120. Other amendments are minor administrative modifications.

There was discussion concerning the removal of a pedestrian bridge. The location of this bridge, and why the demolition cost was so high, was not clear to the PAC members. They asked staff to find out more about this item.

MOTION By Dr. Houghtaling to recommend Council approve the amendments to the TIP. Seconded by Ms. Kaza.
Motion carried.

(9. Discussion Item: U.S. 13 Access Management Plan, Town of Smyrna – R. Vetter – moved to Agenda Item #3)

10. Discussion Item: Updated Draft MPO Bylaws – C. Samardza

Ms. Samardza reviewed the changes that had been made to the bylaws to bring them in line with the MPO's current practices. She also noted that the TAC members recommended requiring attending for that committee similar to the



Dover/Kent County Metropolitan Planning Organization

P.O. Box 383, Dover, Delaware 19903
<http://www.doverkentmpo.org>

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

requirement for the PAC. There was discussion concerning whether or not to make language stricter; it was noted that the Council was happy with the “softer” language, allowing circumstances to mitigate whether or not a member would be asked to resign from the PAC for non-attendance. There was also discussion as to whether or not absences – or an alternate’s attendance - had to be consecutive to be considered excessive; staff said they would check with Council. There were no additional changes recommended by the PAC.

11. *** MEMBER REPORTS ***

Mr. Meyer noted that the Wyoming Mill bridge project, which was almost complete, had disrupted a lot of farm traffic.

Mr. Maron noted that the repaving project in downtown Dover is ongoing. Mr. Lesniewski said that the new bike lanes on Lookerman Street were nice.

Dr. Houghtaling initiated discussion of the West Dover Connector, which would be going over the railroad tracks. Mr. Galvin said that there would be Webbs Lane access to New Burton Road. Mr. Vetter said that 12 homes along Charles Polk Road have been moved.

12. Staff Reports –

12.1 Progress & Financial Reports – Rich Vetter

12.2 Other Project Updates/Activities – MPO Staff

12.3 Correspondence, Publications/Reports/Outreach – K. Layton
-Video TIP Tour

Ms. Layton reported on the MPO involvement in the Wyoming Peach Festival and the Kent Kids event held at the Biggs Museum. She said that the Kent Kids event would probably be held at a different time of year next time. On September 4th, Kent Kids held a “Back to School Fair” with an interactive booth at the Dover Parks and Recreation building.

She announced that the next Bicycle Summit would include pedestrian issues and be called “Heels and Wheels” and be held in the spring of 2014 in Newark.

Dr. Houghtaling asked about the Safe Routes to School programs. Ms. Layton said that although the MPO has reached out her, Sarah Coakley, the DeIDOT coordinator, has not involved the MPO in the program.

Ms. Layton also reported that the Virtual TIP Tour was launched in late July. State agencies have access to the tour, using YouTube video embedded in the website. There are Spanish subtitles, and updates will be made as projects are completed or move to the next phase. She will be using a Google analytical program to help track visits to the site.

13. ADJOURN

Next meeting, Tuesday, October 22, 2013, Kent County Levy Court Building

MOTION By Ms. Kaza to adjourn the meeting. Seconded by Mr. Maron. Motion carried.