



POB 383 / Dover, DE 19903 / <http://www.doverkentmpo.org> / (302) 387-6030 FAX: (302) 387-6032

**DOVER/KENT COUNTY MPO COUNCIL MEETING**  
**MINUTES OF MARCH 3, 2021**

**Dover/Kent MPO Council Members attending:**

**Robin R. Christiansen, Mayor, City of Dover, Chair**

**James Frazier, Mayor, Town of Magnolia for Kent County Municipalities**

**John Sisson, Chief Executive Officer, DE Transit Corporation**

**Marc Cote, Dir. of Planning, DE Dept. of Transportation, for Secretary Nicole Majeski**

**Doug Atkin, Division Administrator, Federal Hwy Admin. (FHWA)**

**Kimberly Chesser, Dir, DE Office of Hwy Safety, DSHS for Gov. John Carney, State of Delaware**

**Members not attending:**

**Michael Petit de Mange, for Brooks Banta, President, Kent County Levy Court, Vice Chair**

**Terry Garcia Crewes, Regional Administrator, Region III, Federal Transit Admin. (FTA)**

**Non-members attending:**

**Marilyn Smith, MPO Executive Director**

**Helen Wiles, MPO Staff**

**Mike Ward, MPO Staff**

**James Galvin, MPO Staff**

**Catherine Samardza, MPO Staff**

**Michelle Vinson, MPO Staff**

**1. INTRODUCTION OF MEMBERS & GUESTS**

**2. PUBLIC COMMENTS**

Mayor announced Cathy Samardza retirement and thanked her for hard work and dedication to Dover Kent MPO.

**3. ACTION ITEM: Approval of Agenda (enclosure)**

MOTION By Mayor Frazier to approve the agenda.  
Seconded by Mr. Sisson. Motion carried.

**4. ACTION ITEM: Approval of Minutes, January 2021 (enclosure)**

MOTION By Mr. Sisson to approve the minutes.  
Seconded by Mayor Frazier. Motion carried.

**5. ACTION ITEM: CMAQ Letter for MPO Concurrence (enclosure) / Staff**

MOTION By Mayor Frazier to concur with the CMAQ Letter.  
Seconded by Mr. Cote. Motion carried.



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**6. DISCUSSION AND PRESENTATION: New MAPITT app/ H. Wiles**

Ms. Wiles introduced the new MAPITT app to Council. MAPITT has been available for about a year, but only 11 people used it. PAC recommended making it an app, so it is easier to use. If you go to <https://doverkentmpo.delaware.gov/mapitt/> on your phone, you can easily download the app.

**7. PRESENTATION: First/Final Mile Study Process/ J. Galvin**

Mr. Galvin presented information on the First/Final Mile Study Process. He shared information on Public Law 114-94 Freight and The Fast Act that sent funding to states set aside to study freight. The three studies are: 1.) Impacts/Benefits Analysis of Truck Access. Port of Wilmington truck access, which is in progress now, addressing parking and access to the Port of Wilmington. Web conference on March 24, 2021 at 6:30 pm, with what the consultants (Century) are recommending. Information can be found at [http://www.wilmapco.org/port\\_analysis](http://www.wilmapco.org/port_analysis). 2.) Delaware Truck Parking Study studies availability of parking for truckers in a safe environment. This is related to Jason's Law which is a law sponsored by Congressman Tonko of New York, that required states to identify where trucks are parking and the safety of those locations. This could be due to the truckers reaching their maximum number of driving hours or having to wait for a business to open so they can deliver their freight. Information can be found at <http://wilmapco.org/truckparking>. 3.) Delaware First/Final Mile studies the miles between major corridors and places of business that are often ill equipped to handle trucking. This could be due to tight turns, curbs, and location near residential areas. Study can be found <http://www.wilmapco.org/finalmile>. You can go to <https://wikimapping.com/Delaware-Final-Mile-Public.html> to offer your opinions and experiences.

**8. DISCUSSION: Draft UPWP / M. Smith (enclosure)**

Ms. M. Smith presented the draft UPWP worksheet to members containing the monetary breakdown. Narrative is being worked on currently and will be presented by next meeting. Ms. M. Smith has been speaking with DelDOT to move our process to what DelDOT uses with WILMAPCO. This means one PL agreement. UPWP will include the rollover differently than in previous years. Ms. M. Smith talked about proposals from Dover Kent MPO partners regarding study projects that the MPO can take on for FY22. We will be pursuing the option of some of the smaller studies in-house. These include Camden Bike Ped (in house), and Bowers Beach (consultants and in house). Mr. Galvin referenced the FY22 Transportation Planning Projects that was sent to everyone. Stated items were listed in order as they ranked via Decision Lens. McKee Road has presented some challenges due to cost. Working with consultants to see what can be done. Mr. Cote asked if proposals on all studies were complete. Mr. Galvin stated all were complete except those the MPO is doing in-house, but he is working on them now.

**9. \*\*\* MEMBER REPORTS \*\*\***



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## **10. Staff Reports –**

### **10.1 Progress & Financial Reports – MPO Staff (enclosure)**

### **10.2 Other Project Updates/Activities – MPO Staff**

Dover Bike Ped plan is coming to an end. It will be presented at next PAC and TAC & Council Meetings. The consultant WRA plans to present to the Safety and Transportation Committee of City Council. Air Cargo facility being worked on by consultant Century, report is expected middle of summer. Mayor Christiansen asked if that could be expedited. Harrington Intermodal study is progressing and involves three parcels just south of Route 14, west of Harrington, that contains rail access expected in the summer. Freight Route from Route 1/13 over to Route 301. Looking at Route 300, Route 8 and Route 14 and how it connects to Maryland and making the freight routes as advantageous as possible.

Ms. M. Smith spoke on the transition of Ms. Samarzda's retirement and how we are working to make the transition as seamless as possible.

### **10.3 Correspondence, Publications/Reports/Outreach**

Ms. Wiles spoke about future advertising to get the word out about MAPITT. Ms. Wiles asked Mr. Sisson about advertising inside and outside of busses. Mr. Sisson will get contact information for Julie Farrell of Gateway who handles advertising.

Mr. Atkin informed that the MTP was still waiting on EPA conformity.

### **10.4 2021 Meeting Schedule**

## **11. ADJOURN**

MOTION By Mayor Frazier to adjourn the meeting. Seconded by Mr. Cote. Motion carried.

**NEXT MEETING: WEDNESDAY, May 5, 2021**