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DOVER/KENT COUNTY MPO TECHNICAL ADVISORY COMMITTEE
MINUTES OF APRIL 13, 2021/VIRTUAL MEETING

TECHNICAL ADVISORY COMMITTEE REPRESENTATIVES ATTENDING:

Kris Connelly, Kent County Planning, Chair	Lee Derickson, DE Motor Transport Assoc.
Lindsay Donnellon, Federal Highway Admin.	David Edgell, Office of State Planning
Dave Hugg, City of Dover, Planning & Insp.	Milton Melendez, DE Dept. of Agriculture
Rob Pierce, City of Milford, Vice Chair	Tim Riley, Kent Conservation District
Jeremy Rothwell, Town of Smyrna	Cathy Smith, Delaware Transit Corporation
Jason Stewart, Town of Camden	Josh Thomas, DelDOT Planning

MEMBERS NOT ATTENDING:

Patty Cannon, DE Div. Small Business	Marvina Cephas, DNREC AQ
Sharon Duca, City of Dover, Public Works	Cliff Gunstra, Delmarva Central Railroad
Matt Jordan, Dover Air Force Base	Ryan Long, Federal Transit Admin.

NON-MEMBERS ATTENDING:

Marilyn J. Smith, MPO Staff	James Galvin, MPO Staff
Helen Wiles, MPO Staff	Michelle Vinson, MPO Staff
Mike Ward MPO Staff	Jolyn Shelton, DNREC
Nabeela Humaira, DelDOT	David Dooley, Delaware Transit Corporation
Leah Kacanda, WRA	

1. INTRODUCTION OF MEMBERS & GUESTS
2. PUBLIC COMMENTS
3. *ACTION ITEM:* Approval of Agenda

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

4. *ACTION ITEM:* Approval of Minutes, February 2021

MOTION By Mr. Thomas to approve. Seconded by Mr. Pierce. Mr. Edgell Abstained. Motion carried.

5. DISCUSSION AND PRESENTATION OF DOVER BIKE AND PEDESTRIAN PLAN / J. Galvin and Leah Kacanda of Whitman, Requardt & Associates, LLP (download here: <https://doverkentmpo.delaware.gov/files/2021/03/Dover-Bicycle-and-Pedestrian-Plan-2020-FINAL.pdf>)

Mr. Galvin introduced Ms. Kacanda and the presentation. Ms. Kacanda spoke about how the plan was developed, and the many resources that were utilized to complete the plan. She spoke of the 6 E's of transportation planning and the Bicycle Level of Traffic Stress (types of bicyclists from not confident to confident). She presented three types of projects: 1. All users (walking and bicycling), 2. Walking, and 3. Bicycling. Mr. Edgell commented that the changes were great, and he liked how it integrates traffic stress.



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He liked that it looked at the whole network and felt it was a great upgrade. The MPO has the Power Point presentation for anyone who would like a copy.

6. DISCUSSION & RECCOMENDATION: DRAFT UPWP / M. Smith (download here: <https://doverkentmpo.delaware.gov/unified-planning-work-program/>)

Ms. M. Smith presented the Draft UPWP. She spoke about some changes such as DelDOT supplying the full 20 percent match and eliminating separate documentation roll over funding. She introduced the Transportation Studies the MPO will be continuing and spoke of new studies that will be taken on in-house by the MPO with one in partnership with WRA. Mr. Thomas commented if we do not spend money, someone else will. Mr. Rothwell commented on some technical changes for page 12 & 13. Mr. Rothwell commented to add annual presentations to municipalities. He is often asked what D/KC MPO is. Ms. Wiles responded she would gladly do so. Mr. Edgell agreed with Ms. Wiles and offered to help reach out. Mr. Edgell also commented he received similar questions from Town of Bowers when they received their letter about submitting the Bowers bike path study for consideration, but they are very excited it is happening. Mr. Galvin commented also happy to speak if needed. Mr. Thomas asked for some technical changes on page 10.

MOTION By Mr. Stewart motion to recommend the Council approve with changes. Seconded by Mr. Edgell.

7. * MEMBER REPORTS *****

8. STAFF REPORTS –

8.1 Progress & Financial Reports – MPO Staff (enclosure)

8.2 Other Project Updates/Activities – MPO Staff

Mr. Galvin spoke about the 2019 studies that are coming to an end, the ones that are ongoing and the next big project being the Salisbury/Mckee Road widening.

8.3 Correspondence, Publications/Reports/Outreach

Ms. Wiles spoke about MAPITT and the planned advertising for public outreach to make the public aware of the app. During Ms. Wiles presentation, Mr. Edgell downloaded the app, sent some items to MAPITT, and voiced his approval. Mr. Edgell found it innovative.

11. ADJOURN

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

NEXT MEETING: JUNE 15, 2021