



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

DOVER/KENT COUNTY MPO COUNCIL MEETING
MINUTES OF MAY 5, 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
Cathy Smith for John Sisson, Chief Executive Officer, Delaware Transit Corporation
Kimberly Chesser, Dir. DE Office of Hwy Safety, DSHS for Governor John Carney, State of Delaware
Marc Cote, Dir. of Planning, Delaware Dept. of Transportation, for Secretary Nicole Majeski
Doug Atkin, Division Administrator, Federal Highway Admin. (FHWA)

MEMBERS NOT ATTENDING:

Michael Petit de Mange, for Terry Pepper, 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	James Galvin, MPO Staff
Helen Wiles, MPO Staff	Mike Ward, MPO Staff
Michelle Vinson, MPO Staff	Ernst Arndt, Mayor, Town of Viola
Santo Faronea, Mayor, Town of Cheswold	

1. INTRODUCTION OF MEMBERS & GUESTS
2. PUBLIC COMMENTS - None
3. *ACTION ITEM:* Approval of Agenda (enclosure)

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

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

MOTION By Mayor Frazier to approve the minutes.
Seconded by Mr. Cote. 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->



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[FINAL.pdf](#)

Mr. Galvin explained Ms. Kacanda was not available to do the presentation. Mr. Galvin's presentation spoke about how the plan was developed and the many resources to complete it. He told of the 6 E's of transportation planning and the Bicycle Level of Traffic Stress (types of bicyclists from not confident to confident). He presented three types of projects: 1. All users (walking and bicycling), 2. Walking, and 3. Bicycling. Mr. Cote asked about prioritization. Mr. Galvin explained it was not in the scope of work and that we would be using decision lens. Mayor Christiansen asked will it be presented to the city. Jim will make arrangements with Mr. Hugg for a presentation to the appropriate committees. The MPO has a PowerPoint presentation for anyone who would like a copy.

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

Ms. M. Smith presented the Draft FY22 UPWP. She spoke about some changes, such as DeIDOT 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 conducted, both by consultants and as in-house projects.

MOTION By Mayor Frazier to approve.
Seconded by Mr. Cote. Motion carried.

7. * MEMBER REPORTS *****

Mr. Cote announced his retirement at the end of July. DeIDOT is in the process of hiring a replacement, and hopefully, someone will be in place by the July Meeting. Mayor Christiansen expressed well wishes on his retirement.

8. STAFF REPORTS –

8.1 Progress & Financial Reports – MPO Staff (enclosure)

Ms. M. Smith noted she expects to see increased spending in the next two months as consultants finish projects by the end of the fiscal year.

8.2 Other Project Updates/Activities – MPO Staff

Mr. Galvin spoke about studies that are coming to an end. Air Cargo will end by the end of June and be presented to the Council. Banning Street and Clarence Street extension and the Harrington Intermodal Freight Facility studies are also coming to an end. East/West Freight Corridor is expected to end in December. TID support for DeIDOT will continue in FY22.

Ms. Wiles presented MAPITT's strategic media plan. She was able to show that the MPO is beginning to get some downloads for MAPITT.

Ms. M Smith talked about preparation for the outside audit. They were cleaning up the chart of accounts and removing some redundancies and out-of-date items.

8.3 Correspondence, Publications/Reports/Outreach



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9. ADJOURN

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

NEXT MEETING: WEDNESDAY, JULY 7, 2021