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DOVER/KENT COUNTY MPO PUBLIC ADVISORY COMMITTEE
MINUTES OF OCTOBER 14, 2021

PUBLIC ADVISORY COMMITTEE MEMBERS ATTENDING:

Jayce Lesniewski, Chair	Dr. Phyllis B. Collins, Vice Chair	Jonathan Contant
Dr. Carolyn Cohee	Dr. Shanita Powell	Jeremy Mullen
Kent Robinson	Brittany Wagner	

MEMBERS NOT ATTENDING:

Karen McGloughlin	Bruce Snow	Chris Asay
Bill Holmes (alternate, City of Dover)		

NON-MEMBERS ATTENDING:

Marilyn J. Smith, MPO Exec. Dir.	Mike Ward, MPO Staff
Helen Wiles, MPO Staff	Michelle Vinson, MPO Staff
Drew Boyce, Century Engineering	Andrew Sharp, Delaware Independent

1. INTRODUCTION OF MEMBERS & GUESTS

Welcome Ms. Wagner and Mr. Robinson as new committee members.

2. PUBLIC COMMENTS

No public comments

3. ACTION ITEM: Approval of Agenda (enclosure)

Mr. Contant suggested emailing a link to where meeting documents are located on the MPO website.

MOTION By Mr. Contant to approve the agenda. Seconded by Dr. Collins.
Motion carried.

4. ACTION ITEM: Approval of Minutes August 12, 2021 (enclosure)

MOTION By Mr. Contant to approve the agenda. Seconded by Dr. Powell.
Motion carried.

5. ACTION ITEM: PRESENTATION AND RECOMMENDATION: Banning/Clarence Streets Study / Ms. M. Smith & Century Engineering (download <https://doverkentmpo.delaware.gov/files/2021/09/Banning-Clarence-PAC-Oct-14-2021.pdf>)



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Drew Boyce of Century Engineering presented the Banning Clarence Street Study. He spoke about why the study was done and that the study was part of the City of Dover's "Strategic Development Plan for the west side" in 2007. The plan addresses congestion, drainage ditches, bike paths, and parking spaces.

PAC members had questions and concerns about the residents who would be displaced on Forest St., and the commercial properties impacted. The PAC members also were concerned about the public outreach and if the possibly displaced residents and commercial property owners were contacted directly.

MOTION By Mr. Contant to recommend to the MPO Council. No Second. No Recommendation Made

6. ACTION ITEM: PRESENTATION AND RECOMMENDATION: Public Participation Plan / H. Wiles (download <https://doverkentmpo.delaware.gov/files/2021/07/PPP-first-draft-2021.docx>)

Ms. Wiles presented the Public Participation Plan at the last PAC meeting. Dr. Collins commented that she went to the State Fair and spoke about the MPO. She met people new to Delaware, the MPO has work to be done to let people know they have it as a resource.

MOTION By Dr. Cohee to recommend the MPO Council to approve the Public Participation Plan. Seconded by Dr. Collins. Motion carried.

7. ACTION ITEM: PRESENTATION AND RECOMMENDATION: TIP Amendment Form, East Camden Bypass (T201709503) / Ms. Smith (enclosure)

MOTION By Dr. Collins to recommend the TIP amendment to MPO Council for the East Camden Bypass approval. Seconded by Mr. Contant. Motion approved

8. ACTION ITEM: PRESENTATION AND RECOMMENDATION: TIP Amendment Form, On-Board Real-Time Information System (T202250406) / J. Galvin (enclosure)

MOTION By Mr. Mullen to recommend the TIP amendment to MPO Council for On-Board Real-Time Information System approval. Seconded by Mr. Contant. Motion approved

9. * MEMBER REPORTS *****

No member reports

Chair Lewsniewski commented he loves MAPITT. Mr. Ward mentioned that most MAPITT reports are in Dover, but recently we have seen Smyrna.

10. Staff Reports –

10.1 Progress & Financial Reports – M. Smith & M. Vinson

a. monthly DeIDOT invoice and financial reports (enclosure)



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Ms. M. Smith mentioned that the MPO would be sending the financials for all months versus the most recent month. Mr. Asay asked if a draft of meeting minutes could be made available sooner. Staff agreed.

b. Planner II Status

Ms. M. Smith spoke that the MPO is actively recruiting for a Transportation Planner II. She encouraged everyone to share as much as possible.

c. audit status

Ms. Vinson stated that she has begun loading items to the online portal for the Audit, and the auditors will be on-site in November.

10.2 Project Updates, Outreach

a. Parklet and MPO 101 update – H. Wiles

Ms. Wiles gave a status update on the Parklet and MPO 101 and the municipalities she visited. Ms. Wiles asked for a member of PAC to attend the MPO Council meeting to give an update on the PAC meeting. Dr. Collins volunteered.

b. FY21 Study updates – M. Smith

Ms. M. Smith stated we hope to finish the East/West Trucking study by the February PAC meeting. The MPO is actively working on the Rail Freight Study and Bowers study.

c. Current mapping projects - M. Ward

Mr. Ward shared the map for Bowers Beach for a Pedestrian and Bike Study. The MPO had an intern earlier in the year who went out to Bowers Beach and took measurements for the Bowers Beach Map. The map is the Dover/Kent MPO's map of the month.

10.3 Correspondence, Publications, Reports, Activities

a. MPO Bi-Monthly Meeting Schedule Effective - January 2022

The approved Bi-Monthly meeting schedule was presented. Ms. M. Smith let everyone know the December 9th joint PAC/TAC/Council meeting will happen.

11. ADJOURN

MOTION By Dr. Collins to adjourn the meeting. Seconded by Dr. Powell. Motion carried.

NEXT MEETING: February 10, 2022



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