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**DOVER/KENT COUNTY MPO COUNCIL MEETING**  
**MINUTES OF NOVEMBER 2, 2022**

**DOVER/KENT MPO COUNCIL MEMBERS ATTENDING:**

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

**Joanne Masten, for Terry Pepper, President, Kent County Levy Court, Vice Chair**

**Ernst Arndt, President, Board of Commissioners of Viola**

**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 DE**

**Pamela Steinebach, Dir. of Planning, DE Dept. of Transportation, for Secretary Nicole Majeski**

**Doug Atkin, Division Administrator, Federal Highway Admin. (FHWA)(N/V)**

**MEMBERS NOT ATTENDING:**

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

**NON-MEMBERS ATTENDING:**

**Marilyn Smith, MPO Executive Director**

**Helen Wiles, MPO Staff**

**Michelle Vinson, MPO Staff**

**Harold Scott Jr., Camden Town Manager**

**James Galvin, MPO Staff**

**Mike Ward, MPO Staff**

**Malcolm Jacob, MPO Staff**

**Matt Jordan, DAFB Planning**

**1. INTRODUCTION OF MEMBERS & GUESTS**

Mr. Arndt shared that Ms. M. Smith has been selected to participate in the honorary commander program at DAFB.

**2. PUBLIC COMMENTS**

NONE

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

MOTION By Ms. Masten to approve the agenda. Seconded by Mr. Arndt. Motion carried

**4. ACTION ITEM: Approval of Minutes September 07, 2022 (enclosure)**

MOTION By Mr. Arndt to approve the agenda. Seconded by Ms. Chesser. Motion carried

**5. ACTION ITEM: Election of MPO Council Chair**

Mayor Christiansen opened the floor for nominees for Council Chair.



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Motion By Ms. Masten to nominate Mayor Christiansen. Seconded by Mr. Arndt.  
No other nominations

Motion By Mr. Arndt to close council chair nominations. Seconded by Ms. Masten

Mayor Christiansen elected Council Chair

**7. ACTION ITEM: Election of MPO Council Vice-Chair**

Mayor Christiansen opened the floor for nominees for Council Vice-Chair.

Motion By Ms. Chesser to nominate Mr. Sisson. Seconded by Ms. Masten  
No other nominations

Motion By Mr. Arndt to close council chair nominations. Seconded by Ms. Masten.

Mr. Sisson elected Council Vice-Chair

**8. ACTION ITEM: Approval of PAC/TAC/Council Meeting Schedule for 2023 / M Smith (enclosure)**

MOTION By Ms. Masten to approve meeting schedule. Seconded by Mr. Arndt. Motion carried

**9. ACTION ITEM: PRESENTATION AND RECOMMENDATION: Kent County East-West Truck Freight Route Feasibility Analysis Phase I / M. Smith**  
**<https://doverkentmpo.delaware.gov/files/2022/10/E-W-Truck-Study-working-draft-09-22-2022.pdf>**

Ms. Smith gave a slide presentation regarding the Kent County East-West Truck Freight Route. She mentioned the criteria the MPO and WRA used in creating the study, such as stops, flooding, weight limits, and agricultural land along routes. The MPO recognized that the Camden East and West Bypass were not initially included in the study but will become a significant factor once complete. The MPO also has come to understand that many trucking companies use GPS to route their trucks, and it is based out of Arkansas. The MPO recognizes this study as a phase 1 and, if pursued, should go into phase 2 for further study. Mr. Arndt asked about any feedback from Maryland about preferred routes. Mr. Galvin stated Maryland was in the working group discussion. Ms. Steinebach asked about western Maryland, and Mr. Jordan spoke about the improvements Maryland made for 301 and 404. Mr. Jordan also talked about the joint use agreement being close to being signed for the Civil Air Terminal, which will increase the need for an East/West Corridor plan. Mr. Atkin asked how much is incorporated into the 2022 State Freight Plan. Mr. Galvin stated they knew about it, but the two studies were being done simultaneously. Mr. Atkin shared that if it is a designated truck route, it could receive more funding. Ms. Steinebach spoke to making a partial update to the freight plan for more funding.

MOTION By Ms. Masten to approve. Seconded by Mr. Arndt. Motion carried

**10. ACTION ITEM: PRESENTATION AND RECOMMENDATION: MTP Amendment Additions / M. Jacob & J. Galvin (enclosure)**



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Mr. Jacob presented MTP amendment additions, as outlined in the memo provided.

MOTION By Mr. Arndt to approve. Seconded by Ms. Masten. Motion carried

**11. \*\*\* MEMBER REPORTS \*\*\***

Ms. Steinebach said DelDOT was happy about the Bike/Ped pool information. Ms. Masten spoke on Mike Petit DeMange retiring. Interviews are in process. Allan Kujala will be the acting County Administrator. He is Kent County Levy Court's personnel administrator. Mayor Christiansen let everyone know State Street will be closing due to a building being demolished.

**12. Staff Reports –**

**12.1 Progress & Financial Reports – M. Smith & M. Vinson**

**a. monthly DelDOT invoice and financial reports (enclosure)**

Ms. Vinson presented financials for August and September. It was also noted the audit was beginning with Auditors being in office in November. Ms. M. Smith spoke about the MPO's visit with Senator Carper.

**12.2 Project Updates**

**a. Study updates – M. Jacob & J. Galvin**

Mr. Jacob gave a brief slide presentation of the projects, both in-house and with consulting firms the MPO is working on for FY23. Mr. Galvin noted the MPO has changed with more focus on in-house projects.

**b. Current mapping projects - M. Ward**

Mr. Ward has been working on the Kent County Airports, Sidewalk inventory, and US 13 North Corridor inventory. He's also working on an accident map. The map shows accidents from January 1, 2009, to March 31, 2022. There were 75,500 incidents with 275 deaths.

**c. Outreach – H. Wiles (enclosure)**

Ms. Wiles called attention to the packet that was included in the mailing. She shared that she attended the Highway Safety Conference in Dewey, which gave her ideas for two videos she created directed toward young drivers. Ms. Wiles recently returned from AMPO and has a lot of ideas from the things that were learned. She is working on a video about why roundabouts are good.

**12.3 Correspondence, Publications, Reports, Activities**

**FY23 TIP Conformity Approval (enclosure)**

**13. ADJOURN**



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MOTION By Ms. Masten to adjourn. Seconded by Mayor Arndt. Motion carried

**NEXT MEETING: December 8, 2022**

**Joint PAC/TAC/Council meeting will be held at Maple Dale Country Club 6 PM**