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DOVER/KENT COUNTY MPO COUNCIL MEETING
MINUTES OF MARCH 1, 2023

DOVER/KENT MPO COUNCIL MEMBERS ATTENDING:

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

Ernst Arndt, President, Board of Commissioners of Viola

John Sisson, Chief Executive Officer, Delaware Transit Corporation

Kimberly Chesser, Dir. DE Office of Hwy Safety DSHS, for Governor John Carney, State of DE

Steve Bayer for 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 Pepper, President, Kent County Levy Court

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

Major James Greenwood, DAFB

James Galvin, MPO Staff

Mike Ward, MPO Staff

Malcolm Jacob, MPO Staff

Zach Prebula, KEP

1. INTRODUCTION OF MEMBERS & GUESTS

Ms. Smith introduced Major Greenwood from the Honorary Commander program. Major Greenwood shared he is with 436 logistics squadron and has been in Delaware since June.

2. PUBLIC COMMENTS - None

3. ACTION ITEM: Approval of Agenda (enclosure)

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

4. ACTION ITEM: Approval of Minutes October 18, 2022 (enclosure)

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

5. PRESENTATION: Virtual Tip Tour / H. Wiles & M. Jacob

Ms. Wiles showed a brief portion of the Virtual TIP Tour video. She explained the process of how and



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why the video was prepared. She encouraged Council members to watch the full video and share it.

6. ACTION ITEM: PRESENTATION AND RECOMMENDATION: DeIDOT FY23-FY26 TIP Amendment, East Camden Bypass (T201709503) KC / H. Wiles (enclosure)

Ms. Wiles presented the TIP Amendment for East Camden Bypass. She noted the increased money needed as well as the extension of the project to FY25. The cost increase is significant, which is why the amendment was required.

MOTION By Mr. Sisson to approve. Seconded by Ms. Chesser. Motion carried.

7. ACTION ITEM: PRESENTATION AND RECOMMENDATION: Kent County Airport Inventory / M. Jacob (<https://doverkentmpo.delaware.gov/files/2023/01/Airport-Inventory-Draft-1.2023.pdf>)

Mr. Jacob gave a slide presentation on the inventory. He spoke about it being sponsored by KEP and the resources used to gather information. This was a three-step process, resources, mapping and fieldwork. Mr. Bayer is also the Director of Aeronautics and he felt it was a job well done and would like a copy of the report. Mayor Christiansen asked if anyone knew where the original DAFB was located, which was at Division St. and Rt 13 where there is currently a CVS.

MOTION By Mr. Arndt to approve. Seconded by Mr. Sisson. Motion carried.

8. ACTION ITEM: PRESENTATION AND RECOMMENDATION: Truck Parking Amenities Study / M. Jacob (<https://doverkentmpo.delaware.gov/files/2023/01/Truck-Parking-Amenities-Draft-1.202320230127.pdf>)

Mr. Jacob gave a slide presentation on the study. KEP sponsored the study. He spoke on how it was created to be a companion to the Truck Parking studies. The study aimed to recommend amenities in a travel plaza or other parking facility in central Delaware. Mayor Christiansen asked if the MPO found anyone interested. Ms. Smith stated she has a family member in the Travel Plaza business who helped with the study, but the study is for KEP with this goal in mind. Mayor Arndt asked about the land around Royal Farms at Pearsons Corner. Mr. Sisson mentioned there is no place local to park trucks. They have also been working with police on human trafficking cameras. There are really two challenges. One is drivers who are on long hauls and they need to stop and rest. The second is drivers who need to park and live local. Mr. Galvin mentioned that a lot of the challenge is drivers who are staging, waiting for businesses to open.

MOTION By Mr. Sisson to approve. Seconded by Mr. Arndt. Motion carried.

9. ACTION ITEM: PRESENTATION AND RECOMMENDATION: US 13 North Corridor Study / J. Galvin (<https://doverkentmpo.delaware.gov/files/2023/01/US13-Corridor-Study-FINAL-Draft-1-27-2022.pdf>)



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Mr. Galvin gave a slide presentation on the study. The sponsor of the study is KEP. Mr. Galvin said the objective was identifying vacant parcels along US13 between north Dover and Smyrna suitable for business uses. The study identified six properties that could be suitable.

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

Mr. Prebula thanked the MPO for the work they put into the three studies and stated they look forward to working with the MPO in the future to make Kent County more attractive to business and grow the workforce.

***** MEMBER REPORTS *****

- Mr. Sission stated that Ms. Smith along with the Governor's office and Wilmapco are working on submitting a grant application for a study on a Delmarva Passenger Rail Corridor from Wilmington to Berlin, MD. The study is due to be submitted by March 27, 2023. Currently they are working on letters of support.

Motion by Mr. Sisson to adopt a resolution to give a letter of support. Mayor Arndt seconded.

- Mr. Atkin informed the Council that a new planner has been hired for Delaware FHWA. Enos Han will be exclusive to Delaware and will arrive the end of March.

10. Staff Reports –

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

a. monthly DelDOT invoice and financial reports (enclosure)

Ms. Vinson presented the financials. Ms. Smith spoke about our current audit with Whisman Giordano. This is our second audit, and it is going well. We established a baseline last year, so this is helping us clean up older processes. Whisman Giordano will be at next Council meeting to present. Ms. Smith spoke about working on FY24 UPWP and soliciting bids for potential projects. Ms. Smith also shared that the MPO just placed an order for a new server, as it was time for an update.

10.2 Project Updates

a. Outreach – H. Wiles

Ms. Wiles spoke on the change in format for the Public Outreach report. This month the MPO is concentrating on safety. Please share the memes, videos and public outreach on our Social Media. February is Black History Month and the MPO will be sharing information about African Americans in transportation history. Ms. Wiles also shared a video about roundabouts.

b. Current mapping projects - M. Ward

Mr. Ward is working on the sidewalks around Dover High School and an inventory on sidewalks on US 13. Working on Bay Road walkways, Census urban areas and a crash data map for Bike Delaware.

c. Study updates - M. Jacob & J. Galvin



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Mr. Galvin spoke on the next few meetings we will have three studies per meeting.

10.3 Correspondence, Publications, Reports, Activities

Presented letter from Town of Clayton regarding bridge repair. Mr. Atkin requested the letter be forwarded to him and he could pass on.

12. ADJOURN

MOTION By Ms. Chesser to adjourn. Seconded by Mr. Sisson. Motion carried

NEXT MEETING: May 3, 2023