



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

DOVER/KENT COUNTY MPO TECHNICAL ADVISORY COMMITTEE
MINUTES OF FEBRUARY 13, 2023

TECHNICAL ADVISORY COMMITTEE REPRESENTATIVES ATTENDING:

| | |
|--|--|
| Rob Pierce, City of Milford, Chair | Josh Thomas, Office of State Planning |
| Jason Berry, Kent County Planning | Humaira Nabeela, DelDOT Planning |
| Cathy Smith, Delaware Transit Corporation | Jason Lyon, City of Dover Public Work |
| Milton Melendez, DE Dept of Agriculture | Enos Han, Federal Highway Admin (N/V) |

MEMBERS NOT ATTENDING:

| | |
|--|---|
| Jeremy Rothwell, Town of Smyrna, Vice Chair | James Coverdale, DNREC |
| Tim Riley, Kent Conservation District | Matt Jordan, Dover Air Force Base |
| Harold Scott Jr., Town of Camden | Vacant, City of Dover, Planning |
| Anastasia Jackson, DE Div. Small Business | Vacant, Federal Transit Admin. (N/V) |
| Cliff Grunstra, Delmarva Central Railroad(N/V) | |
| Lee Derrickson, DE Motor Transport Assoc. (N/V) | |

NON-MEMBERS ATTENDING:

| | |
|------------------------------------|--|
| Marilyn J. Smith, MPO Staff | Michael Petit de Mange, MPO Staff |
| Helen Wiles, MPO Staff | Michelle Vinson, MPO Staff |
| Mike Ward, MPO Staff | Malcolm Jacob, MPO Staff |

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

MOTION By Mr. Lyon to approve the agenda. Seconded by Ms. Nabeela.
Motion carried.

- 4. ACTION ITEM: Approval of Minutes December 20, 2023 (enclosure)**

MOTION By Mr. Berry to approve the minutes. Seconded by Mr. Lyon.
Motion carried.

- 5. ACTION ITEM: DelDOT TIP Amendment Transit Vehicle Air Filtration System / Marilyn Smith (enclosure)**

MOTION By Mr. Thomas to recommend to Council for approval. Seconded by Mr. Melendez.
Motion carried.

- 6. PRESENTATION: Cheswold Pedestrian Walkway Study update / Malcolm Jacob**



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

Mr. Jacob had a slide presentation highlighting items in the study. He talked about existing and future conditions affecting safety in the corridor studied. He spoke about public outreach to the community and recommended improvements. Mr. Pierce asked about expanding the study up to Messina Hill Road. There are new developments in the works. Mr. Berry stated there are plans for a sub-division near Lakeshore Village, and a traffic study is in the works. Mr. Pierce asked if DKMPO looked at the connectivity east of 42 near the Royal Farms.

7. ACTION ITEM: PRESENTATION: Transit Safety Performance Measures / Mike Petit de Mange

This was a late item on the agenda. While Mr. Petit de Mange was working on the MTP, it was discovered that the Transit Safety Performance Measures had been adopted by DTC but had not been adopted by DKMPO. Mr. Lyon asked if this would increase the person-hours of DKMPO. Mr. Petit de Mange answered that it would not increase if the measures were used when evaluating projects for the TIP. Ms. Nabeela asked would this pertain to specific studies. Ms. C Smith stated the performance measures are for the transit agencies for reporting purposes. Mr. Thomas noted he thought the memo attached was helpful.

MOTION By Mr. Thomas to recommend to Council for approval. Seconded by Mr. Lyon.
Motion carried.

8. PRESENTATION: MTP Innovations 2050 overview / Mike Petit de Mange

Mr. Petit deMange shared a presentation regarding the MTP for DKMPO. He gave an overview of the MTP, the MPO Vision statement, the process of updating it, and the timeline the MPO wishes to follow to complete it. Mr. Petit de Mange introduced the themes and goals of the MTP. Ms. Wiles gave an overview of the public outreach. DKMPO will be at festivals, trade shows, local grocery stores, and libraries. She asked those who joined in person to play the money game before they left for the day.

9. Play the Money game – We need you! / Helen Wiles

10. ***Member Reports*******

Mr. Lyon stated the Kenton Road project (Route 8 to Chestnut Grove Rd) will begin soon. The area will have lots of detours. Downtown Dover Master Plan has some utility improvements and road redesign. The initial meeting will be happening soon. Mr. Han spoke about the Greenhouse Gas measure that has been established. State DOTs were to adopt in February, and MPOs had six months to adopt. Adoption has been pushed to March 29, 2024. If MPOs have overlapping areas, they need to adopt another target by September.

11. Staff Reports –

11.1 Financial & Administration– M. Smith & M. Vinson

a. monthly DeIDOT invoice and financial reports (enclosure)



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

Ms. Vinson shared financial reports. Ms. M. Smith shared that we are in the final stages of our audit, and this year, DKMPO reached the \$750,000 threshold for a federal single audit. We were prepared, and it went smoothly. You should see it on the agenda for next meeting.

11.2 Studies & Maps – M. Jacob, M. Petit de Mange, M. Ward

Mr. Jacob gave an update on Milford N. Rehoboth Blvd./N. Walnut Street Corridor and the Downtown Dover Pathways projects. He spoke about the bus tour that was held. Thank you, Ms. C. Smith, for your help with that. Mr. Ward updated the Milford, Expanded Rail, and the East-West freight maps.

11.3 Outreach and Environmental Justice/Title VI – H. Wiles

Ms. Wiles noted that DKMPO received a STIC grant and is developing MPO A Virtual Experience. There will be virtual modules related to safety (how to navigate a roundabout, bicycle safety), Think Like a Planner program, MPO 101, and a version of the money game.

11.4 Correspondence, Publications, Reports, Activities

- a. Administration Modification CTP FY2023 Non-Bridge Structures**
- b. Administration Modification CTP FY2023 Bridge Program**

12. ADJOURN:

MOTION By Mr. Lyon to adjourn. Seconded by Ms. Nabeela.
Motion carried.

NEXT MEETING: April 16, 2024