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**DOVER/KENT COUNTY MPO COUNCIL COMMITTEE**  
**MINUTES OF MARCH 6, 2024**

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

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

**John Sisson, Chief Executive Officer, Delaware Transit Corporation, Vice Chair**

**Jody Sweeney, Commissioner, for Terry Pepper, President, Kent County Levy Court**

**Sharon Bryson, 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**

**Enos Han for Doug Atkin, Division Administrator, Federal Highway Admin. (FHWA)(NV)**

**MEMBERS NOT ATTENDING:**

**Vacant, Municipal Representative**

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

**NON-MEMBERS ATTENDING:**

**Marilyn J. Smith, MPO Staff**

**Michael Petit de Mange, MPO Staff**

**Helen Wiles, MPO Staff**

**Michelle Vinson, MPO Staff**

**Malcolm Jacob, MPO Staff**

**Meghan Niddrie, Office of Highway Safety**

**John McNeal, Director, State Council for Persons with Disabilities, SCPD**

**Rachel Engel, DE Developmental Disabilities Council**

**Ronda Bostick, SCPD**

**1. INTRODUCTION OF MEMBERS & GUESTS**

**2. PUBLIC COMMENTS**

Mr. McNeal spoke about the American Disabilities Act (ADA) and the lack of compliance in Delaware. He brought The ADA Primer for State and Local Governments. The document outlines the responsibilities of state and local governments in ADA Compliance. All municipalities have to do self-evaluation as it relates to compliance with the ADA. Mr. McNeal brought hard copies of the regulations about ADA. These items have been scanned and shared with each council member electronically.

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

MOTION By Mr. Sweeney to approve the agenda. Seconded by Mr. Sisson.

**4. ACTION ITEM: Approval of Minutes January 3, 2024 (enclosure)**

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

**5. ACTION ITEM: DelDOT TIP Amendment Transit Vehicle Air Filtration System / Marilyn**



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**Smith (enclosure)**

Ms. Smith shared with the Council the amendment moving money in the budget to support transit vehicle air filtration systems.

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

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

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. Sweeney asked about reducing speeds. Mr. Sisson shared that DelDOT is experimenting with fencing on the median to funnel pedestrian walking. Mr. Sisson also stated more lighting is needed. Ms. Steinbach asked that the MPO connect with the traffic section for review, so everyone is on the same page.

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

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.

MOTION By Mr. Sweeney to adopt. Seconded by Mr. Sisson.  
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.

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

Ms. Wiles asked everyone to stop after the Council meeting to play the money game. She explained it is a way to take a survey without taking a survey. We have had 330 people answer the survey and expect to exceed 500 responses.

**10. \*\*\*MEMBER REPORTS\*\*\***

Mr. Sweeney stated Kent County had an applicant for a daycare on South State Street Extended. DelDOT approved his entrance permit but Kent County stated a traffic study costing \$50,000 made the entranceway cost prohibitive. Kent County is looking to remove the Adequate Public Facilities



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Ordinances for roads and schools. Mr. Sisson cautioned that the MPO cannot lobby. Ms. Smith stated we cannot lobby, but we can provide education/technical assistance.

Mr. Sisson shared that DelDOT with the Office of Highway Safety and Delaware State Police will be hosting a Safety Summit on April 17, 2024, at the Chase Center. It is Highway Safety Week.

Ms. Steinebach called attention to Deputy Secretary Hastings's recent podcast on roundabouts and that it is on their YouTube Channel. Ms. Steinebach asked if the MPO could put a link on its website. Ms. Steinebach also encouraged everyone to watch for the Be Del-Aware campaign.

## **11. Staff Reports –**

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

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

Ms. Vinson shared that the MPO is nearing the end of the Audit. We will be sitting down with the auditors to go over the draft. Look for the Auditors to attend the next Council meeting.

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

Mr. Jacob shared we are working on the Milford Project and the Downtown Dover Partnership project. We will be at Old Dover Days.

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

Ms. Wiles shared that the Virtual MPO experience is well underway. She stated they are working on Think Like a Planner as it is the most complex. The Money game, What is an MPO and a Safety Module are also in the works.

### **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. Sweeney to adjourn. Seconded by Mr. Sisson.  
Motion carried.

**NEXT MEETING: May 1, 2024 at 3:00 pm**