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DOVER/KENT COUNTY MPO COUNCIL COMMITTEE
MINUTES OF SEPTEMBER 4, 2024

DOVER/KENT MPO COUNCIL MEMBERS ATTENDING:

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

Cathy Smith for 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

Santo Faronea, Mayor, Town Of Cheswold

Doug Atkin, Division Administrator, Federal Highway Admin. (FHWA)(NV)

MEMBERS NOT ATTENDING:

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

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

MOTION By Mr. Sweeney to approve the agenda. Seconded by Mr. Faronea.
Motion carried.

4. ***ACTION ITEM: Approval of Minutes July 10, 2024 (enclosure)***

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

5. ***ACTION ITEM: FY25 UPWP Amendment - Add Project #25-10.17 Milford Slaughter Beach Shared Use Path / M. Smith***

Ms. Smith gave an overview of the project, how it came to the MPO, scope of work, partners, etc. Ms. Steinebach asked if bylaws restrict the MPO's work in Sussex County. Ms. M Smith stated there is not, but she consulted Federal Highways to ensure we were allowed to do this. Mr. Atkin asked where the MPO's boundaries are. Ms. M Smith stated it is Kent County, but, again, we are working with Federal Highways to ensure we follow proper guidelines. Ms. Wiles shared that the charter originally stated Kent County, including all of Smyrna and Milford. A few years ago, the MPO changed the boundaries



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to just Kent County due to air quality. There is an agreement with Wilmapco and DelDOT to include all of Milford and Smyrna.

MOTION By Ms. Sweeney to approve the amendment to add project 25-10.17. Seconded by Mr. Faronea.

Motion carried.

6. ACTION ITEM: FY25 UPWP Amendment - Updated Funding Table / M. Smith

MOTION By Mr. Faronea to approve the amendment with an updated funding table. Seconded by Mr. Christiansen.

Motion carried.

7. PRESENTATION: Review of FY25 Studies / M. Smith

Ms. M Smith presented a slide showing the projects DKMPO is working on for FY25, providing more details about what the MPO is working on internally and what projects it will be working on with outside consultants. Mr. Sweeney commented on the Wheatley Pond Road study: Will it include Rabbit's Chase Road? Ms. M Smith stated the town would need to expand its scope of work, and Century Engineering would need to see if the change would affect the budget. Mr. Sweeney shared that Clayton Intermediate will become Clayton Middle School. Mayor Christiansen shared Center Street needs sidewalks regarding the Camden Sidewalk Study. Ms. Steinebach shared that DelDOT has up-to-date information on developers projects. The information is not in the public domain but can be shared with the MPO. Mr. Sweeney shared he had a spreadsheet with plot numbers and acreage he could share with Mr. Jacob regarding the Rails to Trails Study. Mr. Sweeney asked how the Safe Streets for All grant would be applied to subdivisions. Ms. M Smith answered that the application was outside of the MPO's purview, but the Municipalities and Kent County Levy Court would take the plan and implement it. Mr. Sweeney asked if the East/West Truck Study would include truck parking. Ms. M. Smith stated the study is on truck routes, but parking is being discussed on many levels.

8. PRESENTATION: MTP Innovations 2050 update / M. Petit de Mange

Mr. Petit de Mange reviewed the MTP timeline and its current point. He said that to make it more accessible for everyone, we would have three workshops: upper, middle, and lower Kent County. He shared that the MPO will also have a Virtual Public seminar. Ms. Steinebach asked if we were having a hybrid workshop or a recording that people could then comment on. Ms. Wiles answered that it would be a recording. Ms. Steinebach asked how we got the word out. Ms. Wiles shared that we have been using Daily State News print and digital ads. We have distributed through town newsletters, chamber email blasts, newsletters, and all our social media.

9. ***MEMBER REPORTS*******

10. Staff Reports –

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



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- a. monthly DeIDOT invoice and financial reports (enclosure)**
- 10.2 Studies & Maps – M. Jacob, M. Petit de Mange, M. Ward**
- 10.3 Outreach and Environmental Justice/Title VI – H. Wiles**

Ms. Wiles shared an article about the MPO's Virtual Experience. She stated that we have been working hard on the finishing touches on the experience. Ms. Wiles and Ms. M Smith will be taking the experience to AMPO and presenting at the conference.

- 10.4 Correspondence, Publications, Reports, Activities**
 - a. Administrative Modifications (enclosure)**
 - b. FY25-28 STIP funding letter**

11. ADJOURN:

MOTION By Mr. Sweeney to adjourn. Seconded by Mr. Faronea.
Motion carried.

NEXT MEETING: November 6, 2024