



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

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## **DOVER/KENT COUNTY MPO PUBLIC ADVISORY COMMITTEE MINUTES**

**PURPOSE:** BI-MONTHLY MEETING

**LOCATION:** King Meeting Room, Camden Town Hall / Camden, DE  
*Virtual Option:*  
<https://www.gotomeet.me/doverkentmpo>  
*or dial-in (872) 240-3311 /Access Code: 156-943-261*

**DATE:** \*\*\*February 13, 2025\*\*\*

**TIME:** 6:00 – 7:30 PM

### **PUBLIC ADVISORY COMMITTEE MEMBERS ATTENDING:**

Dr. Phyllis B. Collins, Chair	Bruce Snow	Dana Shelton
Darin Dell	Tracey Miller	Heather Pepper
Edwin Perez	Doug Atkin	

### **MEMBERS NOT ATTENDING:**

Dr. Shanita Powell	Peter Brown Jr.
Katie Macklin	Gary Dodge

### **NON-MEMBERS ATTENDING:**

Mike Petit de Mange, MPO Staff	Malcolm Jacob, MPO Staff
Helen Wiles, MPO Staff	Michelle Vinson, MPO Staff
Mike Ward, MPO Staff	Kaitlyn Cupelli, Daily News
Leah Kacanda, WRA	Kimi Moore, University of DE
Barbara Mosier, Kittleson	

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

MOTION By Ms. Miller to approve the agenda. Second by Mr. Atkin.  
Motion carried.

4. ***ACTION ITEM:*** Approval of Minutes August 8, 2024 (enclosure)

MOTION By Mr. Snow to approve the minutes. Second by Ms. Miller.  
Motion carried.

5. ***ACTION ITEM:*** Approval of Minutes October 10, 2024 (enclosure)



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MOTION By Mr. Dell to approve the minutes. Second by Ms. Miller.  
Motion carried.

**6. ACTION ITEM: Approval of Minutes December 12, 2024 (enclosure)**

MOTION By Mr. Snow to approve the minutes. Second by Ms. Miller.  
Motion carried.

**7. ACTION ITEM: Election of PAC Chair and Vice-Chair**

MOTION By Mr. Snow to nominate Dr. Collins for Chair and Ms. Miller for Vice-Chair. Second by Mr. Atkin.  
Motion carried.

**8. ACTION ITEM: SR1 & SR9 Improvements / Kittleson & Associates, M. Smith**

Ms. Mosier from Kittleson presented the study. It was explained that this was a technical study, and no public meetings or surveys were required. Kittleson did reach out to site operations for their input. She presented the challenges of the study area, including acceleration speeds, truck sizes, and traffic counts. She also presented two possible solutions, including increasing the acceleration lane and the associated costs. PAC shared some thoughts about the need to extend the acceleration lane, the exit out of the operation site, and whether it could be modified. Ms. Mosier stated the spot where the trucks exit from the site would need to be modified by the plant that owns the site.

MOTION By Mr. Snow to recommend to the Council. Second by Mr. Dell.  
Motion carried.

**9. ACTION ITEM: Dover Municipal Freight Plan / Whitman, Requardt & Associates, M. Smith**

Ms. Smith introduced this project, stating that it is a DelDOT initiative driven by the Delaware Statewide Freight Plan. The plan was presented to the City of Dover at their council meeting and received favorable endorsement. Ms. Kacanda from WRA presented and spoke about the challenges faced by the City of Dover, including the fact that the East/West Truck route goes through Downtown Dover. Dover has multiple projects underway, including the Dover Air Force Base joint use agreement, the Garrison Oak facility, which has been leased in its entirety, and the Downtown Dover Master Plan. All these things were taken into consideration. WRA recommends developing regulations to help with truck parking. Improve communication between government agencies regarding freight-related development and transportation projects. Improve communication with local freight operators. Work on the Garrison Oak connector begins FY25 with preliminary engineering.

MOTION By Ms. Miller to recommend to the Council. Second by Mr. Dell.  
Motion carried.



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

Ms. Collins mentioned that she was saddened by the pedestrian fatality that occurred earlier this month on Route 13. Ms. Miller noted that there are no sidewalks on Route 13. Mr. Petit de Mange stated that the widening of Route 13 will include shared-use paths.

**11. Staff Reports –**

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

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

Ms. Vinson shared the monthly financials. Ms. Smith shared that the auditors were present, the meeting went well, and we are now awaiting the final report. Ms. Smith also shared that she is preparing the FY26 UPWP, which will be shared at our next meeting.

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

Mr. Petit de Mange shared he is working on the Camden Sidewalk Study. He mentioned there are 15 miles without sidewalks. Mr. Jacob shared we had our first public workshop for the Little Creek sidewalk study. We had good attendance and feedback.

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

Ms. Wiles mentioned that all the studies we are currently working on can be found on the MPO's website. Ms. Wiles also shared that at the next Council meeting, we will be honoring Mr. Gumrot as PAC Member Emeritus.

**11.4 Correspondence, Publications, Reports, Activities**

**a. Resolution honoring Mr. Gumrot**

**b. Administrative Modifications (enclosure)**

**12. ADJOURN:**

MOTION By Ms. Miller to Adjourn. Second by Mr. Snow.  
Motion carried.

**NEXT MEETING: April 10, 2025 @ 6 PM**