



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

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: ***April 10, 2025***

TIME: 6:00 – 8:00 PM

PUBLIC ADVISORY COMMITTEE MEMBERS ATTENDING:

Dr. Phyllis B. Collins, Chair	Dana Shelton	Darin Dell
Peter Brown Jr.	Dr. Shanita Powell	Edwin Perez
Katie Macklin	Gary Dodge	Doug Atkin

MEMBERS NOT ATTENDING:

Tracey Miller, Vice-Chair	Bruce Snow	Heather Pepper
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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	Drew Boyce, Century Engineering
Ted Foglietta, Century Engineering	Marc Cote, Rossi Group
Ann Marie Townshend, Rossi Group	

1. INTRODUCTION OF MEMBERS & GUESTS

2. PUBLIC COMMENTS - None

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

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

4. *ACTION ITEM:* Approval of Minutes February 13, 2025 (enclosure)

MOTION By Mr. Brown to approve the agenda. Second by Mr. Dell.
Motion carried.

5. *ACTION ITEM:* Cheswold RR Crossing / Century Engineering, M. Jacob



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Mr. Jacob introduced the Study and Century Engineering. Mr. Foglietta shared the project's purpose and need. He shared the crash data, public outreach, and meetings with the Town of Cheswold and the Planning Commission. The project is broken into three phases. The first phase presented would be the intersection of Main and Commerce Streets. The second phase presented was from the intersection to the Methodist church. The third phase was from the intersection to the Cheswold firehouse. Ms. Powell asked if there would be any alterations to residences along Main Street in Phase Three. Mr. Foglietta, yes, there would be some minor alterations to one property. Mr. Atkin asked about utility poles on the properties. Mr. Boyce stated that the poles can be accommodated. Mr. Atkin asked about funding. Mr. Boyce noted that the project is divided into three phases to facilitate funding, including TAP, NEPA, and historic district properties.

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

6. ACTION ITEM: South Central Kent County Circulation & Sufficiency / Rossi Group, M. Smith

Ms. Smith introduced the study. She shared that it is a DelDOT project that can be implemented for short-term and medium-term circulation improvements. Ms. Townshend shared that the area is in Kent County, between US 13 and US 1, spanning from Route 10 in the north to Route 14 in the south. Rossi examined crash data, travel volumes, crash hotspots, and new developments in the area. There are recommendations for bicycles and pedestrians, as well as roadway recommendations. Ms. Collins inquired about sidewalks in Starhill and the possibility of slowing down traffic on Irish Hill. She also shared that many schools in the area have little to no pedestrian access. Mr. Perez commented on the South Dupont Highway and Canterbury recommendation, that you cannot see cars cutting across at that area. Dr. Powell asked if Roosevelt Avenue and US 13 could be looked at, as there is no signal to turn, and it is dangerous.

MOTION By Mr. Brown to recommend approval to Council. Second by Mr. Dell.
Motion carried.

7. ACTION ITEM: Dover State Street & South Dover Elementary Intersection / Rossi Group, M. Smith

Ms. Smith introduced the study and shared that it was prompted when Mayor Christiansen called the MPO and requested assistance with a safety issue at the school. Mr. Cote of Rossi shared that the challenge is that the morning drop-off and pick-up of students in carpools is causing unsafe conditions for children to and from school. Mr. Cote shared recommendations that can easily be implemented, and also options that are not immediately needed, but can be implemented as the school needs to. Mr. Shelton asked how they prevented someone from cutting in, Mr. Cote stated the school uses cones and barrels. Ms. Powell asked who would be responsible for implementation, and Mr. Cote shared that they had identified in the study who would be accountable for the recommended items.

MOTION By Mr. Atkin to recommend approval to Council. Second by Ms. Powell.



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Motion carried.

8. ACTION ITEM: FY26 UPWP / M. Smith (enclosure)

Ms. Smith presented the UPWP. She also shared that DKMPO's budget is smaller due to the PL funding distribution formula changing due as Salisbury Wicomico no longer receives funding. The redistribution allocated 80 percent of the funding to WILMAPCO, with DKMPO receiving the remaining 20 percent. The MPO is seeking other funding sources.

MOTION By Mr. Dell to recommend approval to Council. Second by Mr. Atkin.
Motion carried.

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

Ms. Powell let the PAC know this was her last meeting. Her term was up and she declined the opportunity to extend. She has enjoyed being on the PAC, but her schedule has become full.

10. Staff Reports –

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

a. monthly DelDOT invoice and financial reports (enclosure)

Ms. Vinson shared financials and the Audit of FY2024 is complete.

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

Mr. Jacob shared the MPO is finishing up Cheswold and Wheatley's Pond. The MPO is working on Camden Sidewalk gap inventory. Little Creek sidewalk inventory will possibly have another workshop and it is finishing up.

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

Ms. Wiles thanked everyone who attended the roundtable and took the online survey.

10.4 Correspondence, Publications, Reports, Activities

a. Administrative Modifications (enclosure)

11. ADJOURN:

NEXT MEETING: June 12, 2025 @ 6 PM