

Meeting Minutes

**Salisbury/Wicomico Metropolitan Planning Organization (“S/WMPO”)
Council meeting
August 2, 2021**

Hybrid meeting commencing at 1:30 P.M.

Attendees:

S/WMPO Council members:

Matt Creamer, Chairman, Wicomico County
Charles Anderson, Vice-Chairman, City of Seaford, DE.
Tyson Byrne, Maryland Department of Transportation (“MDOT”)
Pam Steinebach, Delaware Department of Transportation (“DelDOT”)
Josh Hastings, Wicomico County Council
Jack Heath, City of Salisbury Council
Andy Kitzrow, City of Salisbury
John Rieley, Sussex County Council

Staff:

Brian Soper, S/WMPO Administrator
Melissa Cassimore, S/WMPO Executive Assistant

Introduction

Chairman Creamer opened the meeting at approximately 1:30 P.M. and welcomed attendees.

Minutes

The first item of business was approval of the minutes from May 21, 2021. The motion was made by Mr. Heath and seconded by Mr. Byrne. The motion to approve the May 21, 2021, meeting minutes passed with all participating Council members voting in the affirmative.

Resolution 04-2021, Draft Amendments to the 2019 Long Range Transportation Plan, Connect 2050, Appendix F

Brian Soper (S/WMPO)

Chairman Creamer asked Mr. Soper to present the amendments to the Long Range Transportation Plan, Connect 2050, Appendix F.

Mr. Soper stated the public notice was advertised for 14-days prior to the meeting for the next two items. The notice was advertised in the Daily Times and Delaware State News.

He proceeded to read the notice into the record and stated no public comments were received for either of the next two items.

The proposed amendments to the 2019 Long Range Transportation Plan (“LRTP”), Connect 2050, Appendix F, Fiscally Constrained and Unfunded Projects 2020-2050, is necessary to ensure consistency with the S/WMPO’s Transportation Improvement Program. The amendment to the Wicomico County projects section is for the Upper Ferry ferry rehabilitation. A fiscally constrained project using federal and/or state funding that is located in the Salisbury/Wicomico Urbanized Area must be included within the LRTP prior to incorporating into the FY2021 - FY2024 Transportation Improvement Program (“TIP”). Consistent with the Organization’s Public Participation Plan, the amendment was available for a 30-day public review and comment period, which no comments were received. At their July 13, 2021, meeting, the TAC voted favorably to forward the item to the Council for their review and action. Staff is seeking approval of Resolution of 04-2021.

Mr. Soper informed the Council that Mr. Lee Outen with Wicomico County Department of Public Works (“WCDPW”) was present to answer any questions.

Chairman Creamer asked for questions or comments. Hearing none, he called for a motion for Resolution 04-2021.

Mr. Heath made a motion to approve Resolution 04-2021; seconded by Vice-Chairman Anderson. With all participating Council members voting in favor, Resolution 04-2021 passed unanimously.

Resolution 05-2021, Draft Amendment to the FY2021 – FY2024 Transportation Improvement Program

Brian Soper (S/WMPO)

Chairman Creamer asked Mr. Soper to present the amendment to the FY2021 - FY2024 Transportation Improvement Program.

Mr. Soper stated the proposed amendment to the FY2021 - FY2024 TIP currently is for the ferry rehabilitation for the Upper Ferry. The project code is 12, the funding ratio is 80/20, Federal/County, and FY 21 funding is \$376,900 for Construction. This amendment ensures consistency with the S/WMPO’s LRTP, Connect 2050. Staff is seeking approval of Resolution 05-2021.

Chairman Creamer asked Mr. Outen if he would like to add anything. Mr. Outen stated this is a new funding opportunity and looks forward to using this funding for future ferry rehabilitation projects. Also, the funds necessary to cover the County’s 20 percent match have been budgeted.

Chairman Creamer asked for questions or comments. Hearing none, he called for a motion.

Mr. Kitzrow made a motion to approve Resolution 05-2021; seconded by Mr. Heath. With all participating Council members voting in favor, Resolution 05-2021 passed unanimously.

Resolution 06-2021, Confirming the appointment of Ms. Tracey Gordy as TAC Chair

Brian Soper (S/WMPO)

Chairman Creamer asked Mr. Soper to present Resolution 06-2021.

Mr. Soper presented the election process put forth in the Prospectus and Bylaws and read Ms. Gordy's professional bio. Staff is seeking approval of Resolution 06-2021.

Hearing no questions of the Council, Chairman Creamer called for a motion to approve Resolution 06-2021.

Mr. Byrne made a motion to approve Resolution 06-2021; seconded by Mr. Kitzrow. With all participating Council members voting in favor, Resolution 06-2021 passed unanimously.

Chairman Creamer thanked Ms. Gordy for her public service and congratulated on this new role. Also, he acknowledged Mr. Berkheimer's efforts during his tenure as TAC Chair.

Resolution 07-2021, Confirming the appointment of Ms. Dorothy Morris as TAC Vice-Chair

Brian Soper (S/WMPO)

Chairman Creamer asked Mr. Soper to present Resolution 07-2021.

Mr. Soper stated the TAC nominated Ms. Dorothy Morris to serve as Vice-Chair and read Ms. Morris's professional bio. Staff is seeking approval of Resolution 07-2021.

Chairman Creamer called for a motion to approve Resolution 07-2021.

Vice-Chairman Anderson made a motion to approve Resolution 07-2021; seconded by Mr. Hastings. With all participating Council members voting in favor, Resolution 07-2021 passed unanimously.

Annual Elections for the MPO Council Chair and Vice-Chair

Brian Soper (S/WMPO)

Mr. Soper presented the election process contained in the Organization's Prospectus and Bylaws followed by Mr. Creamer opening the floor for nominations of the Chair and Vice-Chair positions. Hearing no nominations, Chairman Creamer and Vice-Chairperson Anderson will remain in the leadership positions for FY 2022.

Member Updates / Other Business

Ms. Soper stated Mr. Marc Cote has retired from DelDOT and Ms. Pam Steinebach will be his replacement on the MPO Council.

Chairman Creamer thanked her for serving on the Council.

Ms. Steinebach stated she is happy to be serving.

Public Comments

There were no public comments.

Adjournment

There being no other business before the Council, upon a motion by Mr. Heath, seconded by Mr. Kitzrow, with all participating Council members voting in favor and none opposed, the meeting was adjourned at approximately 1:50 P.M.