

Meeting Minutes

Salisbury/Wicomico Metropolitan Planning Organization (“S/WMPO”)

Council meeting

June 2, 2022 @ 1:30 P.M.

Government Office Bldg., Council Chambers (Room 301)

Salisbury, Maryland 21801

&

Zoom Hybrid meeting

Attendees:

S/WMPO Council members:

Matt Creamer, Chairman, Wicomico County
Berley Mears, Vice-Chairman, City of Seaford, DE. (Proxy)
Tyson Byrne, Maryland Department of Transportation (“MDOT”)
Mike DuRoss, Delaware Department of Transportation (“DelDOT”) (Proxy)
Mike Gibbons, City of Fruitland, (Proxy)
Jack Heath, City of Salisbury
Andy Kitzrow, City of Salisbury
Greg Padgham, Tri-County Council for the Lower Eastern Shore

Staff:

Keith Hall, S/WMPO Executive Director

Others:

Kevin Parsons, Becker Morgan Group
Betty Tustin, The Traffic Group
Will White, City of Salisbury
Dan Janousek, MDOT

Introduction

Chairman Creamer opened the meeting at approximately 1:30 P.M. and welcomed attendees. Chairman Creamer read a brief message from Ms. Sara Bynum-King, Town of Delmar, authorizing him to act as her proxy for the meeting.

Minutes

The first item of business was approval of the minutes from October 13, 2021. The motion was made by Mr. Kitzrow and seconded by Mr. Byrne. The motion to approve the October 13, 2021, meeting minutes passed with all participating Council members voting in the affirmative. Mr. Heath abstained from voting.

Eastern Shore Drive and E. Carroll Street Intersections Study Presentation

Mr. Will White (City of Salisbury)

Chairman Creamer welcomed Mr. Will White, Transportation Specialist with the City of Salisbury's Department of Infrastructure and Development. Mr. White started the presentation with an overview of the project, which is a 2-phase signal needs and warrant analysis of the intersection at E. Carroll Street and Eastern Shore Drive. Highlights include the following:

- Existing conditions (turning movements and counts) were collected at four (4) intersections: U.S. Route 13 and E. Carroll St.; Eastern Shore Dr. and Pond St. / E. Carroll St.; East Carroll St. and MD 12 Snow Hill Rd.; and Race St. and MD 12 Snow Hill Rd.
- Due to COVID-19, MDOT adjustment measures were applied to account for schools being virtual and people teleworking;
- Sidewalk gaps, as well as intersection sight lines and queueing data were collected;
- MUTCD-based warrant analysis was conducted for the Eastern Shore Dr. and E. Carroll St. intersection;
 - The findings indicated the volume of motorists did not meet the full warrant standards; however, when crash data was factored into the analysis an improvement is warranted;
- Three concepts were presented;
 - Install a signal;
 - Full-stop controlled intersection;
 - Roundabout; and
- Recommendation is to implement a full-stop control intersection due to the close proximity of the rail line and the U.S. Route 13 and E. Carroll St. intersection.

After a brief Q&A session, Chairman Creamer thanked Mr. White for presenting.

Glen Avenue Road Diet Study Presentation

Ms. Betty Tustin (The Traffic Group) & Mr. Kevin Parsons (Becker Morgan Group)

Chairman Creamer welcomed Ms. Tustin and Mr. Parsons and asked them to present the findings of the Glen Avenue Road Diet Study. Mr. Parsons provided study background and existing conditions and how it impacts the Wicomico Youth & Civic Center located on Glen Avenue.

Ms. Tustin proceeded with an informal overview of the following Study findings:

- The greatest traffic volume is between Civic Avenue, Glen Avenue and the turn to Memorial Plaza Drive.
- Glen Avenue can accommodate roughly 2,200 vehicles per lane, and with four (4) lanes the capacity is far above sufficient.

- Crash data indicated that crashes were low, with most occurring at the intersection of Glen Avenue and Civic Avenue and Glen Avenue and Beaglin Park Drive.
- The proposed Village at Salisbury Lake development project and associated trip generation rates were accounted for when evaluating the road diet.
- If the lanes are reduced from four (4) to two (2) based upon current traffic it will be sufficient, it is noted that if the Village at Salisbury Lake project were constructed as proposed there would be issues at the Glen Avenue and Civic Avenue intersection without improvements.
- Civic Avenue and Glen Avenue congestion will increase slightly with the road diet, but could be alleviated with a signal or roundabout at the intersection.
- Two options for improvements for a road diet were developed to accommodate bike lanes on both sides with a 2 feet buffer. The first being to construct a 2-way left center turn lane. The second having medians at certain places along Glen Avenue.
- Two options for improvements at the Glen Avenue and Civic Avenue intersection were presented. The first being the construction of a traffic circle. The second having a fully signalized intersection.
- A drop-off lane for the Civic Center Flanders Rooms was requested by the Wicomico County Department of Parks, Recreation and Tourism, which was accommodated in the study.
- Planning-level / preliminary cost estimates were presented for the two (2) road diet options, as well as the two (2) alternatives for the Glen Avenue and Civic Avenue intersection.
- Ms. Tustin referred to the Beaglin Park Drive study that was conducted in the past for the MPO and refreshed the Council on the improvements made after that study was conducted and how they greatly improved safety of the roadway.

After a brief Q&A session, Chairman Creamer thanked Ms. Tustin and Mr. Parsons for the presentation.

**Resolution 01-2022 – FY 2022 – FY 2025 Transportation Improvement Program–
Proposed Amendments**

Keith Hall (S/WMPO)

Chairman Creamer asked Mr. Hall to present the draft amendments to the FY 2022 – FY 2025 Transportation Improvement Program (“TIP”). Mr. Hall stated the proposed DelDOT amendments included adding Paratransit Validators and Automatic/Dynamic paratransit scheduling to the Statewide Projects Listing. Also, since the two (2) projects are part of the Statewide Projects Listing, no changes are necessary to the 2019 Long-Range Transportation Plan, Appendix F.

He added the amendments are necessary because the cost exceeded the limit allowed for them to be handled administratively. No public comments were received during the review period and the Public Hearing for this agenda item was advertised 14-days prior to this meeting. No public was in attendance or participating via Zoom to provide Public Hearing comments. Also, the proposed amendments were reviewed by the MPO's Technical Advisory Committee at their April 12, 2022 meeting. At which time, the TAC made a favorable recommendation to forward the proposed amendments to the Council.

A motion to approve Resolution 01-2022 was made by Mr. Kitzrow and seconded by Mr. Mears. With all participating members voting in favor and none opposed, Resolution 01-2022 passed unanimously.

Resolution 02-2022 – FY 2023 Unified Planning Work Program – Draft

Keith Hall (S/WMPO)

Chairman Creamer asked Mr. Hall to present the draft FY 2023 Unified Planning Work Program. Mr. Hall started the presentation with an overview about the purpose of the Unified Planning Work Program, which is a budget for annual activities and estimated expenses per line item. He preceded to present the draft budget table.

The highlights of the presentation included:

- The total proposed FY23 budget is \$340,103.00, of which the base allocation is \$264,373.66 and carryover funding on the Delaware portion is \$63,416.66;
- Item A - Core Planning represents 34% / \$114,950.00 of the total budget;
- Item B - MPO Administration represents 19% / \$65,000.00 of the total budget;
- Item C - Public Participation represents 2% / \$6,000.00 of the total budget; and
- Item D - Planning Studies represents 45% / \$154,153.00 of the total budget.

Chairman Creamer inquired if there were any questions of the Council membership, which no questions were asked.

Mr. Hall added no public comments were received during the review period and the Public Hearing for this agenda item was advertised 14-days prior to this meeting. No public was in attendance or participating via Zoom to provide Public Hearing comments. Also, the proposed amendments were reviewed by the MPO's Technical Advisory Committee at their April 12, 2022 meeting. At which time, the TAC made a favorable recommendation to forward the proposed amendments to the Council.

A motion to approve Resolution 02-2022 was made by Mr. Heath and seconded by Mr. Byrne. With all participating members voting in favor and none opposed, Resolution 02-2022 passed unanimously.

Annual Elections – Chair and Vice-Chair

Keith Hall (S/WMPO)

Mr. Hall detailed the prior process of nominations for the Chair and the Vice-Chair positions. Hearing no new nominations for either positions, a Motion to close nominations was made by Mr. Heath and seconded by Mr. Kitzrow, which Chairman Creamer abstained. With all remaining participating members voting in favor and none opposed, the Chair and Vice-Chair will remain the same for FY2023.

Member Updates / Other Business

- Mr. Kitzrow discussed the concert for Jay Copeland Live, which will be held on Friday, June 3rd at 7pm in Salisbury at the location of the Tidal Health Stage. The National Folk Festival will be held on the last weekend in August.
- Mr. Janousek of MDOT will be starting an electric vehicle charging program and anyone interested should contact him.

Public Comments

There were no public comments.

Adjournment

There being no other business before the Council, upon a motion by Mr. Kitzrow, seconded by Mr. Byrne, with all participating Council members voting in favor and none opposed, the meeting was adjourned at approximately 2:30 P.M.