

## Meeting Minutes

**Salisbury/Wicomico Metropolitan Planning Organization (“S/WMPO”)  
Technical Advisory Committee (“TAC”)  
December 2, 2020**

**WebEx Conference Call at 10:30 A.M.**

**Attendees:**

*S/WMPO TAC members:*

Eric Berkheimer, Chairman, Salisbury University (“SU”)  
Tracey Gordy, Vice Chair, Maryland Department of Planning (“MDP”)  
Tyson Byrne (Proxy), Maryland Department of Transportation (“MDOT”)  
Brad Bellacicco, Shore Transit  
Marvina Cephas, DNREC - Division of Air Quality  
Tremica Cherry-Wall, Delaware Transit Corporation (“DTC”)  
Jenn Cinelli-Miller, Delaware Department of Transportation (“DelDOT”)  
Chris Davidson, Salisbury - Ocean City: Wicomico Regional Airport (“SBY Airport”)  
Bob Forrester, Delmarva Water Transport Committee  
Keith Hall, S/WMPO Executive Director  
William Hardin, Town of Delmar  
Berley Mears, Director of Public Works, City of Seaford  
Dorothy Morris, Delaware Office of State Planning Coordination (“DOSPC”)  
Melinda Stafford, Town of Hebron  
Jim Thomas, Salisbury - Wicomico County Planning and Zoning Commission (“SWCPZC”)  
Will White, City of Salisbury Department of Infrastructure and Development (“DID”)

*Staff:*

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

**Introduction**

Chairman Berkheimer opened the meeting at approximately 10:30 A.M. and welcomed attendees back after the holiday and provided a brief overview about procedures and tips for teleconference meeting participants. Chairman Berkheimer requested staff to conduct roll call of members and staff. Ms. Cassimore conducted a roll call of members and staff.

## **Minutes**

The first item of business was approval of the minutes from the September 22, 2020 meeting. Mr. Hardin made a motion to approve the minutes as submitted; seconded by Mr. Bellacicco. Ms. Cassimore conducted a roll call vote of the TAC members with Mr. Byrne abstaining and 14 participating members voting in favor, the motion passed.

### **Draft Amendments to the 2019 Long Range Transportation Plan, Connect 2050, Appendix F**

Brian Soper (S/WMPO)

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

Mr. Soper stated 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 is a Wicomico County project for a bridge replacement on Three Bridges Road over Burnt Mill Branch. 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"). Staff recommends a favorable recommendation to the S/WMPO Council for review and action.

Chairman Berkheimer asked if members of the public had any questions or comments. There were no members of the public on the call.

Chairman Berkheimer asked for questions or comments. There were no TAC member questions or comments.

A motion was made by Ms. Gordy for a favorable recommendation to forward the proposed amendments to the S/WMPO Council for review and action; seconded by Mr. Hardin. Ms. Cassimore conducted a roll call vote with Mr. Forrester and Mr. Hall abstaining, and 14 members voting in favor, the motion passed.

### **Draft Amendment to the FY2021 – FY2024 Transportation Improvement Program**

Brian Soper (S/WMPO)

Chairman Berkheimer asked Mr. Soper to present the draft FY2021 - FY2024 Transportation Improvement Program.

Mr. Soper stated the proposed amendment to the FY2021 - FY2024 TIP currently is for the bridge replacement on Three Bridges Road. The project code is 10, the funding ratio is 80% Federal and 20% County, and the FY2021 funding is \$344,000 for Preliminary

Engineering. This amendment ensures consistency with the S/WMPO's LRTP, Connect 2050. Staff recommends a favorable recommendation to the S/WMPO Council for review and action. Derrick Sexton and Ben Allen from Maryland Department of Transportation were present on the call and available for questions about the project.

Chairman Berkheimer asked if members of the public had any questions or comments. There were no members of the public on the call.

Chairman Berkheimer asked for questions or comments. Hearing none, he called for a motion for a favorable recommendation to the S/WMPO Council.

A motion was made by Ms. Morris for a favorable recommendation to forward the draft Amendment to the FY2021 - FY2024 TIP to the S/WMPO Council for review and action; seconded by Mr. Bellacicco. Ms. Cassimore conducted a roll call vote with Mr. Hall abstaining, and 15 members voting in favor, the motion passed.

### **S/WMPO Updates**

Mr. Soper provided updates on the three current projects. The Volaire Aviation contract is anticipated to be finalized soon for the Salisbury-Ocean City: Wicomico Regional Airport. A meeting was held with Becker Morgan Group, Inc. regarding the Glen Avenue Road Diet Study. The City of Salisbury is working with Toole Design Group, LLC regarding the Traffic Signal Warrant Analysis at the intersection of E. Carroll Street and Eastern Shore Drive.

Mr. Soper stated December 31, 2020 is the deadline to submit projects for FY2022 funding considerations; to date, one project has been submitted and one FY2021 project will be postponed to FY2022.

Mr. Soper stated Emily Barrett has obtained a Pilot License for the drone.

### **Member Updates / Other Business**

Chairman Berkheimer asked if there were any member updates. There were no updates or other business.

### **Public Comments**

There were no public comments.

### **Next Meeting Date/Adjourn**

S/WMPO staff will send out notification about the next meeting date.

There being no other business before the TAC, upon a motion by Mr. Thomas, seconded by Mr. Byrne, with all participating TAC members voting in favor, and none opposed, the meeting was adjourned.

DRAFT