

Meeting Minutes

Salisbury/Wicomico Metropolitan Planning Organization (“S/WMPO”) Technical Advisory Committee (“TAC”)

April 12, 2022 @ 10:30 AM

ZOOM meeting

Attendees:

S/WMPO TAC members:

Tracey Gordy, Chair, Maryland Department of Planning (“MDP”)
Dorothy Morris, Vice Chair, Delaware Office of State Planning Coordination (“DOSPC”)
Brad Bellacicco, Shore Transit
Eric Berkheimer, Chairman, Salisbury University (“SU”)
Marvina Cephas, Delaware Natural Resources and Environmental Control (“DNREC”)
Tremica Cherry-Wall, Delaware Transit Corporation (“DTC”)
Jenn Cinelli-Miller, Delaware Department of Transportation (“DelDOT”)
Chris Davidson, SBY Airport
William Hardin, Town of Delmar
Dan Janousek, Maryland Department of Planning (Proxy)
Berley Mears, City of Seaford
Melinda Stafford, Town of Hebron
Jim Thomas, Salisbury-Wicomico County Planning and Zoning Commission
Will White, City of Salisbury, Department of Infrastructure and Development

Staff:

Keith Hall, S/WMPO Executive Director

Introduction

Chairperson Gordy opened the meeting at approximately 10:30 A.M. and welcomed attendees. Chairperson Gordy asked Mr. Hall to conduct a roll call of members, which a quorum was achieved.

Minutes

The first item of business was approval of the minutes from the September 28, 2021 meeting. Ms. Cinelli-Miller made a motion to approve the minutes as submitted; seconded by Mr. Bellacicco. With all participating members voting in favor and none opposed, the motion passed.

Eastern Shore Drive and E. Carroll Street Intersection Study Presentation

Will White (City of Salisbury)

Chairperson Gordy 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, Chairperson Gordy thanked Mr. White for presenting.

FY 2022 – FY 2025 Transportation Improvement Program– Proposed Amendments

Keith Hall (S/WMPO)

Chairperson Gordy 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. Ms. Cherry-Wall provided a brief description for both projects.

Chairperson Gordy inquired if there were any questions of the TAC membership, which no questions were asked.

A motion was made by Ms. Cinelli-Miller to forward a favorable recommendation on the draft amendments to the FY 2022 – FY 2025 TIP to the S/WMPO Council for review and action; seconded by Mrs. Morris. With all participating members voting in favor and none opposed, the motion passed unanimously. Mr. Hall abstained.

FY 2023 Unified Planning Work Program – Draft

Keith Hall (S/WMPO)

Chairperson Gordy 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 year's 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.

Chairperson Gordy inquired if there were any questions of the TAC membership, which no questions were asked.

A motion was made by Mr. Davidson to forward a favorable recommendation on the proposed FY 2023 UPWP for S/WMPO Council review and action; seconded by Mr. Thomas. With all participating members voting in favor and none opposed, the motion passed unanimously. Mr. Hall abstained.

Member Updates / Other Business

Mr. Davidson shared Senator Van Hollen is having a press conference today at the SBY Airport announcing earmark funding dedicated to the facility.

Ms. Cinelli-Miller stated DelDOT worked with their MPO partners to streamline the PL Funding process for the budget. She shared The Coastal Corridor Study has indicated beach traffic coming from Maryland is not having a significant impact on the western side of Sussex County. Lastly, DelDOT would like to present the project prioritization process at the next TAC meeting.

Mr. Janousek thanked the S/WMPO for updating their website to include MDOT's Electric Vehicle Charging Infrastructure Plan. He inquired about the point of contacts for coordinating the CTP Tour in the fall. Mr. Hall responded a listing will be provided for the County and municipalities.

Mr. Hall stated the U.S. Route 13 Pedestrian and Cyclist Safety & Connectivity Plan and the Southwest Sussex County Bike Network Master Plan activities have commenced. In addition, information about the Congressionally Directed Spending requests for projects located within Wicomico County were shared, which included the City of Salisbury's Rail-Trail and SBY Airport's Wetland Mitigation projects. He added the S/WMPO provided letters of support for both projects. Lastly, he showed a video of the County's Priority Letter, which was based on drone footage captured by S/WMPO Staff.

Mr. Thomas inquired if a study is being considered to address the excessive queueing occurring at the left-turn lane on southbound U.S. Route 13 to access Milford St. Mr. Hall concurred about queueing concerns and will contact the State Highway Administration to ascertain if any future studies or improvements are being consider.

Public Comments

There were no public comments.

Next Meeting Date/Adjourn

There being no other business before the TAC, upon a motion by Mr. Thomas, seconded by Ms. Cinelli-Miller, with all participating TAC members voting in favor and none opposed, the meeting was adjourned at approximately 11:30 A.M.