

Meeting Minutes

**Salisbury/Wicomico Metropolitan Planning Organization (S/WMPO)
Technical Advisory Committee
March 3, 2016**

**Government Office Building
Council Chambers Room #301
125 N. Division Street
Salisbury, MD**

Attendees:

S/WMPO Technical Advisory Committee (TAC) members:

John Redden, Chair, Wicomico County Public Works
Mike Moulds, Proxy Vice-Chair, City of Salisbury Public Works
Ian Beam, Maryland Department of Transportation (MDOT)
Tracey Gordy, Maryland Dept. of Planning (MDP)
Eric Berkheimer, Salisbury University
Brad Bellacicco, Shore Transit
Becky Robinson, Delmarva Water Transport Committee
Mary Purner, Town of Hebron
Josh Thomas, Delaware Department of Transportation (DeIDOT)
Janelle Cornwell, Sussex County Planning Department
Keith Hall, S/WMPO Administrator

Ex-Officio members:

Peter Sotherland, Maryland State Highway Administration (SHA)

Introduction

Mr. Redden opened the meeting at 10:30 A.M. and welcomed everyone. Mr. Hall informed TAC members and attendees of the emergency evacuation procedures and the bathroom location.

Minutes

The first item of business was the approval of minutes from the November 24, 2015 meeting. Mr. Bellacicco made a motion to approve the minutes as submitted, with the motion seconded by Mr. Berkheimer. With all Technical Advisory Committee (TAC) members voting in favor, and none opposed, the motion passed unanimously.

Presentation: Maryland State Highway Administration (SHA) Projects Update

Peter Sotherland – Maryland SHA District 1

Mr. Sotherland provided an update on the following projects in District 1, as well as the federal functional classification system:

- US Route 13 Business at Dogwood Drive – SHA will be installing pedestrian crosswalk devices in the median at the intersection. The tentative notice to proceed date is July 30, 2016. Construction will begin in the summer / fall of 2016;
- US Route 50 Business from Ward Street to Main Street – Project is in design process. SHA will be installing decorative fencing in median, buffered bike lane, and ADA improvements to existing sidewalks. Construction anticipated in summer of 2017 and will take approximately one year to complete.
- US Route 13 at Foskey Lane – Intersection study showed a traffic signal not warranted. Recommended improvements include lighting, signage, and pavement marking. No project schedule established at this time.
- US Route 13 sidewalk, drainage, and resurfacing improvements – Multiphase project. Phase 2 US Route 50 to London Avenue is under construction and is anticipated to be completed by winter of 2017. Phase 6 US Route 50 to North Blvd. is under redesign and construction begins spring of 2016. Adjacent sidewalks will be upgraded to meet ADA standards.
- Salisbury Bypass deck replacements – Replacement of 12 existing bridge decks on the Salisbury Bypass. Construction will begin in the fall of 2016 and will take approximately 2 years to complete.
- US Route 50 and Sixty Foot Road intersection – Recently, SHA District 1 had a public meeting to present proposed alternatives for improving the intersection. District 1 is evaluating additional alternatives based on the public opposition to the preferred SHA recommendation presented at the public meeting.
- SHA had a kick-off meeting with representatives from jurisdictions and SHA staff to provide an overview about the Federal Functional Classification System update. System is updated every 10 years in response to Decennial Census. Federal guidance has changed for 2010 update. SHA developed online application for coordination efforts with jurisdictions. Coordination directly with jurisdictions or through the MPO's. Internal review by end of spring or beginning of summer 2016. Final submittal to Federal Highway Administration in summer of 2016.

Chairman Redden and TAC members thanked Peter for presenting the update.

FY2016 - FY2019 Transportation Improvement Program (TIP)-Draft Review and Recommendation

Ian Beam – MDOT and Peter Sotherland – Maryland SHA District 1

Mr. Beam gave an overview on the TIP process. The TIP is a federally mandated document containing projects using federal funding. This is a short range planning budget, which requires the MPO's approval prior to capital programming of improvements.

Mr. Sotherland briefly presented the various projects contained in the draft. Document is divided into projects and project categories. The amounts represent money the State is planning on spending for a given fiscal year for the timeframe of a TIP. Major projects include regionally significant projects, full bridge replacements, or projects with total cost of \$10,000,000. He provided examples for each project code, and noted improvements contained in the S/WMPO TIP consist of system preservation projects rather than capacity expansion projects. Projects funded through Transportation Alternatives Program are broken out in the proposed TIP.

Mr. Hall noted the Draft FY 2016 - FY 2019 TIP includes the Delaware projects adopted at the November 24, 2015, meeting of the S/WMPO Council, which have been incorporated into this version of the TIP.

Mr. Beam made a motion to forward a favorable recommendation of the FY2016 - FY2019 TIP Draft Plan to the S/WMPO Council for their review and consideration, with the motion seconded by Mr. Bellacicco. With all Committee members voting in favor, and none opposed, the motion passed unanimously.

FY 2016 Unified Planning Work Program (UPWP) – Proposed Amendments Review and Recommendation

Keith Hall – S/WMPO Administrator

Mr. Hall provided a background about the budget, which was originally adopted by the S/WMPO Council on June 11, 2015. The proposed amendments include reducing Transportation Development Program line item from \$1,600 to \$963, which represents a decrease of \$637, and reprogramming the money to Public Participation Process line item. The proposed total amount for the Public Participation Process is \$3,137. The increase in funding is needed to cover anticipated expenses associated with advertising public meetings and maintaining the S/WMPO website throughout the end of this fiscal year.

Mr. Bellacicco made a motion to forward a favorable recommendation on the Proposed Amendments to the FY 2016 UPWP to the S/WMPO Council for their review and consideration, with the motion seconded by Ms. Gordy. With all Board members voting in favor, and none opposed, the motion passed unanimously.

FY 2017 UPWP – Proposed Special Studies Discussion

Keith Hall – S/W MPO Administration

Mr. Hall reviewed the proposed format changes to the budget table contained in an UPWP. The changes are in response for the need to document the various budgets for the Maryland and Delaware portions of the S/WMPO. In addition, he noted the proposed change to the special studies section of the table, which programs funding by mode rather than a listing of specific projects. The challenge of using the project based approach is the uncertainty of the actual cost compared to the estimate. The budget contains a preliminary estimate; however, if the project cost exceeds the estimate a budget amendment will need to occur. The proposed approach provides flexibility to the TAC and Council to respond to situations as they arise and carryover funding to cover project expenses. No official action is requested by the TAC.

Member Updates / Other Business

Mr. Bellacicco stated Shore Transit's Annual Transportation Plan is being finished this week and the Organization will switch to the summer routing schedule in May. Shore Transit has a Veterans Ride for Free program, which the program is in its second year. To date, approximately 10,000 rides have occurred since the program started.

Mr. Josh Thomas provided a brief update on DelDOT projects. Currently is working on improved internal coordination amongst finance, planning, and MPOs. The US Route 13 intersection improvements in Seaford are completed and will come out of the TIP. The Hearn's Pond Dam is scheduled for construction in the spring of 2016. DelDOT held a public workshop for the Williams Pond / US Route 13 bridge improvements on February 11th.

Mr. Redden noted the improvement of 15 miles of County roads using hotmix and another 31 miles using slurry seal. The Whitehaven Ferry is being overhauled and the bulkhead job is completed. Morris Mill and Coulbourn Mill Dams are in the final phase design. The anticipated start of construction coincides with the end of the school year.

Mr. Hall noted the Wicomico County Council is reviewing the Draft County Comprehensive Plan. Also, the City of Salisbury started the City Bikeways Master Plan project. The City is seeking professional services to delineate the Salisbury Urban Greenway and the various treatment / trail types for each section.

Public Comments

There were no public comments.

Next Meeting Date/Adjourn

Mr. Redden noted the next meeting is May 10, 2016.

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