

## Meeting Minutes

**Salisbury/Wicomico Metropolitan Planning Organization (S/WMPO)  
Technical Advisory Committee  
June 11, 2015**

**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  
Amanda Pollack, Vice Chair, City of Salisbury Public Works  
Mike Nixon, Maryland Department of Transportation (MDOT)  
Tracey Gordy, Maryland Dept. of Planning (MDP)  
Jim Magill, Salisbury/Wicomico County Planning and Zoning Commission  
Sharon Jones, Shore Transit  
Eric Berkheimer, Salisbury University  
Keith Hall, S/WMPO Administrator

#### *Ex-Officio members:*

Peter Sotherland, Maryland State Highway Administration (SHA)  
Bobbie Geier, DelDOT

#### *Others:*

Janelle Cornwell, Sussex County, Delaware  
Dorothy Morris, Delaware Office of State Planning Coordination  
Ian Beam, MDOT  
D.J. Hughes, Davis, Bowen & Friedel, Inc.  
Matt Drew, Bike-SBY

### **Introduction**

Mr. Redden opened the meeting at 10:30 A.M. and welcomed everyone.

### **Minutes**

The first item of business was the approval of minutes from the April 9, 2015, meeting. Mr. Magill made a motion to approve the minutes as submitted, with the motion seconded by Ms. Pollack. With all Board members voting in favor, and none opposed, the motion passed unanimously.

## **FY 2014 – FY 2017 Transportation Improvement Plan (TIP) – Proposed Amendments**

Keith Hall – S/WMPO Administrator

In advance of the meeting, TAC members were provided with the proposed amendments to the FY 2014 – FY2017 TIP via e-mail. Mr. Hall stated the meeting notice, as well as the public review and comment period for the proposed TIP amendments were advertised in accordance with the S/WMPO's Public Participation Plan. The Public Participation Plan requires a 15-day public review and comment period prior to an action by the S/WMPO TAC or Council, as well as a public meeting notice advertised in the Daily Times, PAC 14, and the S/WMPO website for at least 14-days in advance of a meeting. To date, no public comments were received. Mr. Hall proceeded to summarize the following proposed TIP amendments:

- Nanticoke Rd/MD 349 over Windsor Creek: During Hurricane Sandy, the bridge was completely covered by the storm surge. The proposed improvement will raise the bridge by approximately one foot at the cost of \$3.128M; and
- Line Rd/MD 54 over Mockingbird Creek: This bridge is deteriorating and will be completely replaced at the cost of \$3.96M. Mr. Hall added Wicomico County Public Works Department and SHA were developing a traffic control / detour plan to minimize the traffic impact to residents and farmers. Tentatively, improvements will be made on or around June 2016.

Mr. Berkheimer made a motion to forward a favorable recommendation on the proposed amendments to the FY2014 – FY2017 TIP 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 2013 Unified Planning Work Program (UPWP) – Proposed Amendments**

Keith Hall – S/WMPO Administrator

Mr. Hall stated the meeting notice and proposed amendments to the FY 2013 UPWP had been advertised in accordance with the S/WMPO's Public Participation Plan. To date, no public comments were received. Mr. Hall summarized the following proposed amendments to the FY 2013 UPWP:

- Decrease of \$12,500 from the Urbanized Area Transition;
- Increase of \$6,170 to the Long Range Transportation Plan; and
- Increase of \$6,330 to the Scenic Byways Planning Initiative.

Mr. Hall noted the remaining line items contained in the FY 2013 UPWP will not be changed and the total overall budget would also remain unaffected.

Mr. Magill made a motion to forward a favorable recommendation on the Amended FY 2013 UPWP to the S/WMPO Council for their review and consideration, with the motion seconded by Ms. Pollack. With all Board members voting in favor, and none opposed, the motion passed unanimously.

## **FY 2016 Unified Planning Work Program (UPWP)**

Keith Hall – S/WMPO Administrator

Mr. Hall stated the meeting notice and proposed FY 2016 UPWP had been advertised in accordance with the S/WMPO's Public Participation Plan. To date, no public comments were received. The proposed funding level of the FY 2016 UPWP is 2 percent less than the FY 2015 UPWP. The major difference in the budget from the previous year is in the Special Studies section of the UPWP. Three (3) items from FY 2015 are proposed to receive continued funding and two (2) new Special Studies have been identified. The funding levels for the remaining budget items is consistent with FY 2015 UPWP apportionments. Special Studies are proposed as follows:

- GIS Enhancements – funding continues from year to year for upgrades, new maps and other GIS related planning expenses related to S/WMPO. Budget proposed is \$15,000. The proposed allocation is consistent with last year's funding;
- Feasibility Study for a Salisbury to Mardela Rails to Trails – new project to conduct a planning-level feasibility of converting an existing abandoned rail line to a pedestrian / cyclist path. Study will identify potential alignments and funding opportunities. The S/WMPO will coordinate this effort with appropriate MDOT personnel. Proposed budget is \$15,000;
- Transit Planning – continuing funding for Shore Transit planning initiatives. Proposed allocation is consistent with prior year funding. Proposed budget is \$7,000;
- Scenic Byways Initiative – continuing funding for Scenic Byways mobile and web-based app. and other scenic byways planning efforts. Proposed budget is \$20,000, which is consistent with prior year funding; and
- S. Division Street Corridor Study – a continuation of the Eastern Shore Drive Corridor Study. The Study will provide recommendations to improve / enhance motorized and non-motorized travel and safety conditions based on current and projected demand. The area of interest for this multi-phase planning effort includes: Division Street extending from S. Camden Avenue to U.S. Route 13 (South Fruitland Blvd.); Division Street extending from U.S. Route 13 (S. Fruitland Blvd.) to the intersection at Coulbourn Mill Road; and Brown Street / Old Eden Road extending from E. Cedar Lane to Stockyard Road. Proposed budget is \$22,239. Additional funds will need to be programmed to cover the anticipated project cost.

Mr. Magill made a motion to forward a favorable recommendation on the Proposed 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.

## **Member Updates / Other Business**

Ms. Pollack gave a brief update about the Main Street Masterplan. On Tuesday, May 12, 2015, at 5:30 P.M., 95 percent designs were presented at a public meeting. The City anticipates advertising a Request for Proposal and accepting bids to construct the improvements by October, 2015. Funding for the first phase was approved as part of the FY 2016 Capital Improvement Budget for the City of Salisbury.

Ms. Pollack added the City of Salisbury had applied and received a Bronze-level recognition and a Bicycle Friendly Community designation by the League of American Bicyclists.

### **Presentation – Eastern Shore Drive Corridor Study**

DJ Hughes – Davis, Bowen & Friedel, Inc.

Mr. Hughes provided a summary about the project's scope of work and the study area. To identify current demand at various intersections in the study area, data was collected in October 2014 to ensure traffic would be representative of a regular day during the school year for Bennett High School and Salisbury University.

Mr. Hughes presented the following findings and proposed recommendations of the Eastern Shore Drive Corridor Study:

- Eastern Shore Drive at Carroll Street – the study found the two (2) lane left turn at the “T” intersection of Eastern Shore Drive and Carroll Street is unusual and the City should consider conducting a traffic signal warrant analysis to determine if a traffic signal will improve existing conditions;
- Eastern Shore Drive from E. Carroll Street to Clemwood Street or South Boulevard – Mr. Hughes stated a road diet would be operationally feasible solely based on the annual average daily traffic counts. Prior to any action of the City to implement a road diet, he suggested additional engineering studies to be completed to evaluate the performance and operation of the intersections along Eastern Shore Drive.

If a road diet was considered the following improvements are recommended:

- Reduce the number of lanes on the roadway to facilitate two lanes of traffic going in each direction with a center turn lane;
- Add bike lanes on the existing roadway instead of on-street parking;
- Install pedestrian curbing to reduce crossing distance at intersections and reduce gaps in existing sidewalk network;
- Continue to coordinate with Salisbury University to identify potential bike paths extending from E. College Avenue to Milford Street; and
- Stripe right turn lanes onto the existing pavement at intersections to help traffic flow.

Implementation of a road diet could be achieved at a minimal cost. He added the roadway has an existing center turn lane and on-street parking could be added to the roadway, to which TAC members did not agree with. Mr. Hall added these studies generate planning level recommendations and are not for action by the TAC and further analysis will need to be conducted by the City of Salisbury prior to any capital programming for improvements. A study of this kind sometimes may identify an area or improvement requiring further study and/or action by the affected jurisdiction. Mr. Hughes stated road diets generally slow down traffic and increase delays, but improve pedestrian and bicyclist safety.

Mr. Hall, with the consensus of the TAC members, recommended Mr. Hughes return at a later meeting to present the final report and cost estimates for the recommended short, mid, and long-term improvements.

**Public Comments**

There were no public comments.

**Next Meeting Date/Adjourn**

The next meeting of the S/WMPO TAC is going to be combined with the S/WMPO Council and is scheduled for Thursday, July 9, 2015, commencing at 1 P.M.

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