

## **Meeting Minutes**

**Salisbury Wicomico Metropolitan Planning Organization  
January 24th, 2005**

**City of Salisbury/Wicomico County Government Building  
125 North Division Street, Salisbury, MD  
Room 302**

### **Attendees:**

SW/MPO officials:

Mike Dunn, City of Salisbury, City Council  
Charles Fisher, Somerset County Council  
Marvin Long, Wicomico County Council  
Mike Nixon, Maryland Department of Transportation  
Barrie Tilghman, City of Salisbury, Mayor  
John Outten, Sr, Mayor, Town of Delmar, DE  
Sara Bymun-King, Town of Delmar, MD-DE

Others:

Jack Lenox, Director, City of Salisbury/Wicomico County Planning  
Mary Ellen Gray, SW/MPO staff, City of Salisbury/Wicomico County Planning  
Rob Hart, Shore Transit  
Mike Pennington, Tri-County Council  
Jim Thompson, Maryland State Highway Administration  
Ray Birch, Wicomico County Public Works

### **Discussion**

Ms. Gray opened the meeting at 1:15 PM and welcomed everyone.

Members introduced themselves.

Ms. Gray reviewed the agenda and asked whether anyone had any suggestions for deletions/additions to the meeting agenda. Ms. Gray added an agenda item 1.5 – which was a letter and materials from the Maryland Transportation Authority regarding the Bay Bridge Needs report. The Needs report indicated that weekend traffic on the Bay bridge is expected to increase and traffic conditions are likely to worsen, with a total of 12 hours delay each day by 2025. A feasibility study will be conducted to serve as a transition between the Needs report and any future project planning studies involving a Bay crossing. Discussion included a question as to whether a southern route is being considered. It was indicated that both a northern and southern route are being considered. Agenda item 3.5 was added – to amend the FY '04-'06 and FY '05-'07 TIP (discussion see below). Agenda item 4.5 was also added – Discussion of Shore Transit budget (discussion see below).

Councilman Long moved to approve the December 13, 2004 meeting minutes.

Councilman Dunn – Seconded the motion. All Board members indicated aye and the motion passed.

Follow-up Discussion/questions from December 13, 2004 meeting regarding the FY 2004-2006 and FY 2005-2007 Transportation Improvement Plan.

Ms. Gray summarized the discussion from the December 13, 2004 meeting (see December 13, 2004 meeting minutes). Mr. Thompson presented and reviewed the State Highway Administration Organization Chart and TIP program descriptions and elaborated further on the process of how road projects are selected and indicated that there are two main ways to input into this process which include:

1. Participate in the annual regional Tour meeting that the Maryland Secretary of Transportation conducts.
2. Talk to the points of contact for the road programs listed in the TIP.

In addition, Mr. Thompson indicated that SW/MPO Board members should also interact with the Maryland Department of Transportation Regional District engineer, Donny Drewer. Also, it was discussed that one of the roles of the SW/MPO Board is to bring forth road projects that they would like to see move forward. State road projects take a long time to go through the process and the funding is limited.

The SW/MPO can also get involved in regional projects such as the proposed ferry crossing.

There are six MPOs in Maryland with varying degrees of participation – whereby some MPO's are very active while others are not. Mr. Nixon can supply the Board with examples of deliverables produced by other MD MPOs. Board members indicated that they would like to be active in road and transportation planning. The vehicles for this is the long term plan, the TIP and the Unified Work Plan (UPWP). The first step is the UPWP. Mr. Lenox and Ms. Gray will present the UPWP for discussion at the next meeting.

Amendment of the FY '04-'06 and FY '05-'07 TIP.

Mr. Thompson indicated that the funding amount for the Area wide Congestion Management program needs to be amended as indicated in the handout from MDOT included in the meeting packet dated 11/18/04 titled "Salisbury '05 TIP." This is to account for the rehabilitation of the drawbridge on US 50 in downtown Salisbury which will cost \$2.5 million to perform necessary repairs. There was some concern expressed by the Board regarding this project in that there are citizens who would like to see this bridge totally redone instead of spending \$2.5 million to rehab it. Mr. Thompson indicated that due to inspection protocol that this bridge needed to be repaired especially since it's over a navigable water of the U.S. Board members indicated that they would amend the TIP to include this funding but noted that this project had already been put on the books and moved

forward before the SW/MPO was formed and as a result the SW/ MPO was not able to input into this project.

Councilman Long moved to make this amendment. Councilman Dunn seconded. All Board members indicated aye and the motion passed.

### Organizational Issues

Ms. Gray presented the By-Laws and Prospectus and indicated that this draft was very similar to other MPO's By-Laws and Prospectus. The By-Laws and Prospectus can be changed per amendment by the Board at any time.

Councilman Long moved to adopt the By-Laws and Prospectus. Councilman Dunn seconded. All Board members indicated aye and the motion passed.

Regarding the selection of a Chair and Vice-Chair, it was suggested that a nominating committee be formed and that it be an agenda item for the next meeting. Councilman Dunn volunteered to participate and Ms. Gray indicated that she would coordinate. Members were encouraged to contact staff with any thoughts/questions.

Regarding the Technical Committee, the Board concurred with the representatives from the entities that were listed in the By-laws which include:

- Maryland Department of Transportation
- Maryland Department of Planning
- Wicomico County Department of Public Works
- City of Salisbury Public Works
- City of Salisbury Transportation and Safety Advisory Committee
- City of Fruitland
- Town of Delmar, MD and DE
- Tri-County Council for the Lower Eastern Shore of MD

With the following additions:

- Chamber of Commerce Transportation Subcommittee
- Ocean City/Wicomico County Airport Authority
- Delmarva Water Transport Advisory Committee

- Ex-Officio
- Federal Highway Administration
- Federal Transit Administration

The next step on the Technical Subcommittee is for these entities to be contacted and an organizational meeting to be set up in the near future. Ms. Gray will organize.

Discussion of Shore Transit budget

Mr. Hart, Director of Shore Transit introduced the issue of the Shore Transit budget. The budget for Shore Transit contains federal funds including what's called 5307 funding which must also be approved by the SW/MPO. This must be done by the spring of 2005. Mr. Hart will put together a write-up on this issue to be forwarded to the Board for discussion at the February 28<sup>th</sup> meeting.

Next meeting agenda items include:

- Unified Work Plan
- Follow-up on the Technical Subcommittee
- Election of a Chair and Vice Chair
- Discussion of Federal 5307 funding for Shore Transit

Next meeting is scheduled for **February 28, 2005 from 1:00 PM to 3:00 PM** at the same location.

Meeting adjourned at 2:15 PM.