

Meeting Minutes

Salisbury/Wicomico Metropolitan Planning Organization Technical Advisory Committee (TAC) January 27th, 2010

**City of Salisbury/Wicomico County Government Building
125 North Division Street, Salisbury. MD
Room 301**

Attendees:

TAC Members:

John Redden, Wicomico County Public Works, Chair
Ray Birch, City of Salisbury Public Works, Vice Chair
Ian Beam, Maryland Department of Transportation
John McDonnell, City of Fruitland
Tracey Gordy, Maryland Department of Planning
Julie Wheatley, Sussex County
Riggin Johnson, Shore Transit
Jim Magill, Salisbury/Wicomico Planning Commission
Sara Bynum-King, Town of Delmar
Gary Pusey, S/W MPO staff, City of Salisbury/Wicomico County Planning

Others:

Greg Oliver, Delaware Department of Transportation
David Rogers, Maryland State Highway Administration
Kwame Arhin, Federal Highway Administration
Theresa Gardner, City of Salisbury Public Works

Introduction

Vice Chairman Birch opened the meeting at 1:10 p.m. and welcomed everyone, and introduced Theresa Gardner, the recently-appointed Director of Public Works for the City of Salisbury. Introductions of all attendees were then made.

Minutes

Vice Chairman Birch introduced the first item on the agenda, which were the minutes of the Committee's September 9, 2009 meeting. Mr. Pusey stated that Mr. McDonnell pointed out before the meeting that the persons making the motion to adjourn were incorrect. He will go back over his notes from that meeting to determine who made those motions. Mr. Magill moved to approve the meeting minutes, with the corrections made as stated by Mr. Pusey, and Ms. Gordy seconded the motion. All Committee members voted aye, with none opposed, and the motion to approve the minutes was passed.

FY 2010 Unified Planning Work Program (UPWP) – Amendment and Recommendation to the MPO Council

At this point, Mr. Redden arrived and assumed the Chair position.

Mr. Pusey distributed handouts that contained the UPWP's current budget table and the narrative that described the projects being undertaken in FY 2010. He stated that the Technical Committee reviewed the UPWP in May 2009 and forwarded a favorable recommendation to the MPO Council, who approved the UPWP later in May 2009. The budget table and narrative labeled "Current" is what was reviewed and approved at that time.

Since then, several changes have occurred that requires the Technical Committee's review and the Council's approval. First, the total amount of funding being provided to the MPO is being increased by about \$15,000, from \$98,987 to \$113,635. This is due to additional funding being provided by the Federal Transit Administration.

Second, the "Freight Plan" task was budgeted for \$38,000, and the MPO has been working with DeIDOT and MDOT to conduct a joint study, using Salisbury University as the consultant. The costs for this are going to be reduced, and instead of \$38,000 it is estimated that only about \$22,000 will be needed.

Finally, since additional funding is being provided by the FTA, it seemed appropriate to use this funding for a transit-related project. Riggan Johnson at Shore Transit identified a need for assistance with reviewing current bus routes and bus stops due to Shore Transit's pending relocation to the former Filtronic Comtek facility near Wor-Wic Community College, and this project has been added to the Draft budget table and narrative. Approximately \$30,000 has been allocated to this project. Mr. Redden questioned if this amount would be enough to fund this study. Mr. Pusey responded that there are a couple options – the RFP can be written so that consultants can respond to specific tasks with a separate cost estimate, and if funding is not adequate, certain tasks may be deleted from the study; or, as has been done with other projects, the cost of this task can be spread over two fiscal years (FY 2010 and FY 2011).

As a result of these three changes, the UPWP needs to be revised, and the Technical Committee's task is to review the Draft UPWP and make a recommendation to the MPO Council.

Mr. Arhin noted that his agency would like to be updated on a regular basis as to the MPO's status on the completion of the UPWP during the fiscal year. Mr. Pusey stated that quarterly reports are sent to MDOT for reimbursement, and his agency could be copied on these reports. Mr. Beam also stated that he would look into his agency's distribution list for these reports as well.

After further discussion, upon a motion by Mr. Magill, seconded by Mr. Birch, with all members voting aye, the Technical Committee forwarded a favorable recommendation to the MPO Council for approval of the revised FY 2010 as submitted.

Corridor Studies - Update

Chairman Redden asked Mr. Pusey to report on this item.

Mr. Pusey stated that of the five corridors initially identified for study, three have been completed and two are still underway. The two ongoing are the Riverside Drive study, being conducted by The Traffic Group, and the U.S. Route 13 North/Naylor Mill Road study being conducted by JMT. Riverside Drive extends from the Riverside Drive/Mill Street intersection in Salisbury to the edge of the MPO Planning Area at Campground Road, and the Naylor Mill Road study extends from Brown Road on the east to U.S. Route 50 on the west. Mr. Pusey stated that he hoped that we would have a draft report soon for the Technical Committee to review at one of its meetings.

No action was necessary by the Committee for this item.

Other Business

Mr. Pusey stated that one of the e-mail attachments sent to Committee members concerned a notice for an opportunity for a public hearing to be held by the Tri-County Council, concerning its FY 2011 Annual Transportation Plan and other items included in the notice. A public hearing will be held on February 23, 2010 if requested by anyone. Mr. Pusey stated this was being provided for informational purposes only, especially as the MPO will be more involved in transit issues in the future. He also stated that Mr. Johnson was here if anyone had any specific questions, but there were none.

The next item concerned a map (handed out to members in attendance) that is being included in the City's Draft Comprehensive Plan that shows proposed roadway improvements for the next 20 years. He briefly explained the map, stating that the projects were divided into three categories: Immediate Priority (within five years); Intermediate Priority (6-10 years); and Long-Range Priority (beyond 10 years). This will be used for the update to the MPO's Long-Range Transportation Plan and may also be included as a possible task in the upcoming FY 2011 UPWP, as the Comprehensive Plan is general in nature and there may be a need for a more detailed study as to the feasibility of some of these proposed roads, as to cost, environmental constraints, etc. Mr. Pusey also suggested that, since the MPO is a regional planning agency, that there may be proposed roads contained in Fruitland and Delmar's Plans that may also be included in this UPWP task.

Mr. Arhin stated that there may be a possibility that a third round of federal stimulus funding may be available. There is no time frame for when this might happen, but initial reports are that it may total \$25 billion. He noted that the MPO's Transportation Improvement Program would need to be amended if the money does become available.

There was no other business to report, and no action was necessary for these items.

Next Meeting Date/Adjourn

Mr. Pusey stated that the next meeting of the Technical Advisory Committee is scheduled for March 10, 2010. Chairman Redden noted that if there is any change to this, then Mr. Pusey would contact all members.

There being no further business, upon a motion by Mr. McDonnell, seconded by Ms. Wheatley, with all members voting in favor, the meeting adjourned at 1:55 p.m.