

## Meeting Minutes

**Salisbury/Wicomico Metropolitan Planning Organization (“S/WMPO”)  
Technical Advisory Committee (“TAC”)  
April 14, 2021**

**Zoom Conference Call at 1:30 P.M.**

**Attendees:**

*S/WMPO TAC members:*

Eric Berkheimer, Chairman, Salisbury University (“SU”)  
Tracey Gordy, Vice Chair, Maryland Department of Planning (“MDP”)  
Ian Beam, Maryland Department of Transportation (“MDOT”)  
Brad Bellacicco, Shore Transit  
Tremica Cherry-Wall, Delaware Transit Corporation (“DTC”)  
Jenn Cinelli-Miller, Delaware Department of Transportation (“DelDOT”)  
Chris Davidson, Salisbury - Ocean City: Wicomico Regional Airport (“SBY Airport”)  
Bob Forrester, Delmarva Water Transport Committee  
Keith Hall, S/WMPO Executive Director  
William Hardin, Town of Delmar  
Dorothy Morris, Delaware Office of State Planning Coordination (“DOSPC”)  
Melinda Stafford, Town of Hebron  
Jim Thomas, Salisbury - Wicomico County Planning and Zoning Commission (“SWCPZC”)  
Will White, City of Salisbury Department of Infrastructure and Development (“DID”)

*Staff:*

Brian Soper, S/WMPO Administrator  
Melissa Cassimore, S/WMPO Executive Assistant

**Introduction**

Chairman Berkheimer opened the meeting at approximately 1:34 P.M. and welcomed attendees. Ms. Cassimore provided a brief overview about procedures and tips for teleconference meeting participants. Chairman Berkheimer requested staff to conduct roll call of members and staff. Ms. Cassimore conducted a roll call of members and staff.

**Minutes**

The first item of business was approval of the minutes from the December 2, 2020 meeting. Mr. Hardin made a motion to approve the minutes as submitted; seconded by Mr. Thomas. Ms. Cassimore conducted a roll call vote of the TAC members with the

exception of Ms. Stafford and Mr. Forrester, all 12 participating members voting in favor, the motion passed. Ms. Stafford and Mr. Forrester were not on the call at this time.

**Draft Amendments to the 2019 Long Range Transportation Plan, Connect 2050, Appendix F**

Brian Soper (S/WMPO)

Chairman Berkheimer asked Mr. Soper to present the amendments to the Long Range Transportation Plan, Connect 2050, Appendix F.

Mr. Soper stated proposed amendments to the 2019 Long Range Transportation Plan (“LRTP”), Connect 2050, Appendix F, Fiscally Constrained and Unfunded Projects 2020-2050, is necessary to ensure consistency with the S/WMPO’s Transportation Improvement Program. The amendment to the City of Salisbury projects is for a bridge replacement on Naylor Mill Road over Naylor’s Pond Stream. A fiscally constrained project using federal and/or state funding that is located in the Salisbury/Wicomico Urbanized Area must be included within the LRTP prior to incorporating into the FY2021 - FY2024 Transportation Improvement Program (“TIP”). Staff recommends a favorable recommendation to the S/WMPO Council for review and action.

Chairman Berkheimer asked if members of the public had any questions or comments. There were no members of the public on the call.

Chairman Berkheimer asked for questions or comments. There were no TAC member questions or comments.

A motion was made by Ms. Gordy for a favorable recommendation to forward the proposed amendments to the S/WMPO Council for review and action; seconded by Mr. Bellacicco. Ms. Cassimore conducted a roll call vote with Mr. Hall abstaining, and 11 members voting in favor, the motion passed. Ms. Stafford and Mr. Forrester were not present during the vote.

**Draft Amendment to the FY2021 – FY2024 Transportation Improvement Program**

Brian Soper (S/WMPO)

Chairman Berkheimer asked Mr. Soper to present the amendment to the FY2021 - FY2024 Transportation Improvement Program.

Mr. Soper stated the proposed amendment to the FY2021 - FY2024 TIP currently is for the bridge replacement on Naylor Mill Road. The project code is 11, the funding ratio is 80% Federal and 20% City, and the FY2021 funding is \$471,400 for Preliminary Engineering. This amendment ensures consistency with the S/WMPO’s LRTP, Connect 2050. Staff recommends a favorable recommendation to the S/WMPO Council for review and action.

Chairman Berkheimer asked if members of the public had any questions or comments. There were no members of the public on the call.

Chairman Berkheimer asked for questions or comments. Hearing none, he called for a motion for a favorable recommendation to the S/WMPO Council.

A motion was made by Mr. Beam for a favorable recommendation to forward the draft Amendment to the FY2021 - FY2024 TIP to the S/WMPO Council for review and action; seconded by Ms. Cinelli-Miller. Ms. Cassimore conducted a roll call vote with Mr. Hall abstaining, and 13 members voting in favor, the motion passed.

### **Draft Amendments to the FY22 Unified Planning Work Program**

Keith Hall (S/WMPO)

Chairman Berkheimer asked Mr. Hall to present the amendments to the FY2022 Unified Planning Work Program (“UPWP”).

Mr. Hall stated the proposed revised budget total is \$214,460.28. The four major categories of the budget are Core Planning is 11% of the budget, MPO Administration is 25%, Public Participation Process is 3%, and Special Studies is 61%. Mr. Hall highlighted the projects on Appendix A in the Special Studies category. Upon a satisfactory review by the TAC, the proposed amendment will be forwarded to the Council for review and action.

Mr. Hall stated that the draft amendments to the FY2022 UPWP and Appendix F of the Long Range Transportation Plan, Connect 2050; as well as the draft FY2021 – FY2024 Transportation Improvement Program (“TIP”) were available for the necessary public comment period and no comments were received in opposition or support.

Chairman Berkheimer asked any additional questions or comments. Hearing none, he called for a motion for a favorable recommendation to the S/WMPO Council.

A motion was made by Ms. Cinelli-Miller for a favorable recommendation to forward the proposed amendments to the S/WMPO Council for review and action; seconded by Ms. Stafford. A roll call vote was conducted with Mr. Hall abstaining, and 13 members voted in favor, the motion passed.

### **Salisbury-Ocean City: Wicomico Regional Airport – Ridership Leakage Study**

Michael Lum (Voltaire Aviation Consulting)

Mr. Lum presented the findings of the Leakage Study for the Salisbury Regional Airport (“SBY”). The study analyzes passenger information from other airports in the region to determine the true market value of passengers in the catchment area.

SBY loses almost 85% of its true air service demand, 975 daily passengers, to other airports in the region. This is partly due to cheaper airfares and non-stop flights provided by carriers at these airports.

The results of the study identify an immediate opportunity with a United Airlines regional partner to offer new service to Dulles International Airport from SBY. Recommendations for future growth include applying for Small Community Air Service Development grant and attending air service development conferences to network with airlines.

Following a brief discussion about airport parking and the existing flight schedule at SBY, there being no other comments, Chairman Berkheimer moved on to the next agenda item.

### **Member Updates / Other Business**

Ms. Cinelli-Miller stated the Coastal Corridor study has begun to see how to mitigate some of the traffic across the county. During the public forums a lot of feedback was received. Some data collected in 2020 revealed a lot of traffic fatalities in a segment of road that is now being submitted as a project for the Capital Transportation Program.

Mr. Hardin asked Mr. Hall for an update on the study of Route 13 and Route 54 in Delmar. Mr. Hall stated at the meeting with the town officials, the project was in the design phase and a study was not needed. Mr. Hall suggested an update from Delaware and Maryland Departments of Transportation would be beneficial. Ms. Cinelli-Miller agreed and would try to get an update.

Mr. Beam stated MDOT is accepting priority letters. Mr. Hall stated the draft priority letter for Wicomico County has been endorsed by administration, the next step is a County Council work session followed by a formal adoption at a legislative meeting. Mr. Hall anticipates being able to forward the County priority letter on May 18<sup>th</sup> to align with MDOT preparation of their Capital Transportation Plan.

### **S/WMPO Updates**

Mr. Soper anticipates a presentation from the study that was done at Eastern Shore Drive and Carroll Street at the June meeting. Schedule A is complete and the City of Salisbury is working on Schedule B. Mr. Soper added the Delmarva Water Transport Committee may also be presenting.

Mr. Hall provided updates on the Glen Avenue Corridor Study. He expressed the importance of the existing partnerships with Walk Wicomico and Delmarva Water Transport Committee. Mr. Hall provided information on the 2020 Census and how it could impact the S/WMPO.

Mr. Hall added the Shore Transit Choice Ridership study will be presented at the June meeting. Mr. Hall stated the website and social media pages are available to share member event information. Mr. Hall thanked the project evaluation team for their effort and support.

Ms. Cinelli-Miller thanked staff for their efforts on website.

**Public Comments**

There were no public comments.

**Next Meeting Date/Adjourn**

S/WMPO staff will send out notification about the next meeting date.

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