

Meeting Minutes

Salisbury/Wicomico Metropolitan Planning Organization (“S/WMPO”)
Council meeting
June 23, 2020

WebEx Conference Call
Join By Phone: 510-338-9438
Meeting Access Code: 132-898-4954#
Password: 2468#

Attendees:

S/WMPO Council:

Matt Creamer, Chairman, Wicomico County
Charles Anderson, Vice Chairman, City of Seaford, DE
Sara Bynum-King, Town of Delmar
Tyson Byrne, Maryland Department of Transportation (“MDOT”)
Marc Coté, Delaware Department of Transportation (“DelDOT”)
Josh Hastings, Wicomico County Council
Jack Heath, City of Salisbury Council
Andy Kitzrow, City of Salisbury
Greg Padgham, Tri County Council of the Lower Eastern Shore
John Psota, City of Fruitland
John Rieley, Sussex County

Staff:

Keith Hall, S/WMPO Executive Director
Brian Soper, S/WMPO Administrator
Jesse Drewer, S/WMPO Planner
Melissa Cassimore, S/WMPO Executive Assistant

Introduction

Chairman Creamer opened the meeting at approximately 3:00 P.M. and welcomed everyone. Chairman Creamer asked Mr. Hall to conduct a roll call of Council members.

Mr. Hall conducted a roll call of Council members and provided a brief overview about procedure and tips for conducting a teleconference meeting in accordance with the Open Meeting Act.

Chairman Creamer welcomed Mr. Andy Kitzrow, Deputy Administrator for the City of Salisbury and congratulated John Psota on the new position with Wicomico County. Mr. Creamer asked Mr. Hall to introduce new staff.

Mr. Hall conducted roll call of staff and introduced Brian Soper, Planning Unit Manager with the Wicomico County Department of Planning, Zoning and Community Development. Mr. Soper's primary role will be serving as the MPO Administrator. Mr. Soper graduated from the University of Maryland with a Bachelor Degree in Science, as well as Bachelor Degree in Art. Mr. Soper has previous experience working for state and local government where he was involved in numerous planning activities and programs.

Minutes

The next item of business was approval of the minutes from February 27, 2020. The original motion was made by Mr. Byrne and seconded by John Rielly. Mr. Byrne brought forth a correction on page 2, the Regional 5310 Plan should be the Coordinated Transportation Plan and future spending should be revised to state future 5310 spending. Mr. Heath made a motion to approve the minutes as corrected, with the motion seconded by Mr. Anderson. Mr. Hall conducted a roll call vote of the Council members. The motion to approve the February 27, 2020, meeting minutes passed by participating Council members voting in the affirmative, Mr. Coté abstained because he was not a Council member at the February 27, 2020 meeting.

PUBLIC HEARINGS

Resolution 02-2020 Amendments to Prospectus and Bylaws

Brian Soper (S/WMPO)

Mr. Soper informed Council an advertisement was placed with the Daily Times to comply with the Open Meeting Act and posted in accordance with the Public Participation Plan, advertised on PAC 14, and posted on the MPO website. Proposed changes were made to Section 4: Adding a provision for permitting remote / virtual meetings, as well as Council members may participate remotely once annually for regularly scheduled in person meetings.

Mr. Hall added Resolution 02-2020 did not receive any public comments in opposition or support. The TAC did review the proposed changes at the June 2, 2020 meeting and made a favorable recommendation to the Council for review and action.

Chairman Creamer asked if there are any questions or comments. There were no questions or comments.

Mr. Byrne made a motion to approve Resolution 02-2020, Amendments to Prospectus and Bylaws. The motion was seconded by Mr. Hastings. Mr. Hall conducted a roll call vote

of the Council members. With all participating Council members voting in favor of Resolution 02-2020 Amendments to Prospectus and Bylaws, the motion passed unanimously.

Resolution 03-2020 Amendments to Public Participation Plan

Brian Soper (S/WMPO)

Mr. Soper informed Council members that appropriate procedures were followed in regard to advertisement posting with the Daily Times, with PAC 14, and on the MPO website to comply with the Public Participation Plan. No public comments were received in opposite or support. Proposed changes outline the procedures to hold remote meetings and potentially increase public participation. TAC reviewed the proposed changes at the June 2, 2020 meeting and forwarded a favorable recommendation.

Chairman Creamer asked for questions and comments. There were no questions or comments.

Ms. Bynum-King made a motion of recommendation in support of the Resolution 03-2020 Amendments to the Public Participation Plan. The motion was seconded by Mr. Byrne. Mr. Hall conducted a roll call vote of the Council members. With all participating Council members voting in favor of the recommendation of Resolution 03-2020 Amendments to Public Participation Plan, the motion passed unanimously.

Annual Elections – Chair and Vice Chairman

Chairman Creamer opened the floor for nominations for Vice Chairman. If no nominations are made Mr. Anderson will remain Vice Chairman for FY 2021. No nominations were submitted. The nominations were closed. Vice Chairman Mr. Anderson was congratulated and thanked for his service.

Mr. Anderson expressed his thanks.

Chairman Creamer opened the floor for nominations for Chairman. If no nominations are made Mr. Creamer will remain Chairman for FY 2021. No nominations were submitted. The nominations were closed. Chairman Creamer thanked the Council for their confidence.

S/WMPO Updates

Brian Soper and Jesse Drewer (S/WMPO)

Mr. Soper informed the Council about changing the website platform to WIX.com, which enables editing to be completed in-house resulting in a \$2,000 per year savings. The savings will be reallocated to traffic studies. The website is expected to be live July 1st

2020. Social media outreach has expanded to help members through cross sharing and posting and to promote public participation.

Mr. Drewer informed Council members of the TAC sub-committee meeting last week to evaluate the seven (7) projects submitted. The sub-committee consisted of Brian, Jesse, and four (4) members unaffiliated with any of the projects submitted. Three (3) projects selected were the City of Salisbury - traffic study on Eastern Shore Drive and Carroll Street intersection, Salisbury University - Court Plaza connectivity study, and the Wicomico County Parks and Recreation Division - Glen Avenue corridor study. All projects were ranked on the scope of the project, financial contribution, and feasibility regarding traffic counts with consideration of the pandemic. The Maryland Route 54 projected was not evaluated as submitted due to the State will be funding this project in the upcoming fiscal year.

Chairman Creamer asked if there were any questions or comments. There were no questions or comments.

Member Updates / Other Business

Chairman Creamer congratulated Mr. Psota's on his new position as the Director of Administration for Wicomico County and thanked him for his interest and support of the MPO. Also, Ms. Julia Glanz is now the acting Mayor for the City of Salisbury while Mayor Jake Day is serving his military duty.

Chairman Creamer thanked members for their participation and involvement in the WebEx Conference call to conduct business.

Public Comments

There were no members of the public on the call.

Next Meeting Date/Adjourn

Mr. Hall informed the next meetings will be on September 8, 2020 and December 8, 2020.

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