

## Meeting Minutes

Salisbury/Wicomico Metropolitan Planning Organization (“S/WMPO”)  
Council meeting  
September 22, 2020

WebEx Conference Call  
Join By Phone: 510-338-9438  
Meeting Access Code: 132-947-8605#  
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  
Brad Bellacicco (Proxy), Tri County Council of the Lower Eastern Shore (“TCCLES”)  
Chip Guy (Proxy), 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 2:00 P.M. and welcomed everyone. Chairman Creamer asked Ms. Cassimore to conduct a roll call of Council members.

Ms. Cassimore conducted a roll call of Council members and stated a quorum was present. She proceeded by providing a brief overview about procedures and tips for conducting a teleconference meeting in accordance with the Open Meeting Act.

### Minutes

The next item of business was approval of the minutes from June 23, 2020. The motion was made by Mr. Anderson and seconded by Mr. Byrne. Chairman Creamer asked if there

are any questions or comments. There were no questions or comments from the public or staff. Ms. Cassimore conducted a roll call vote of the Council members. The motion to approve the June 23, 2020, meeting minutes passed with eight Council members voting in the affirmative. Mr. Heath did not vote because of audio connection issues.

The next item of business was approval of the minutes from July 31, 2020. The motion was made by Mr. Hastings and seconded by Ms. Bynum-King. Chairman Creamer asked if there are any questions or comments. There were no questions or comments from the public or staff. Ms. Cassimore conducted a roll call vote of the Council members. The motion to approve the July 31, 2020, meeting minutes passed with nine Council members voting in the affirmative. Mr. Heath did not vote because of audio connection issues.

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### **PUBLIC HEARING**

#### **Resolution 05-2020 Amendments to FY2021 Unified Planning Work Program**

Keith Hall (S/WMPO)

Mr. Hall read the public hearing notice into the record and stated it was advertised at least 14 days prior to the meeting. He added prior to Resolution 05-2020 being brought before the Council it was posted for a 15-day public review and comment period. No comments in opposition or support were received. The S/WMPO Technical Advisory Committee (“TAC”) reviewed the proposed changes at their meeting and made a favorable recommendation to forward for Council review and action.

Mr. Hall stated as adopted on February 27, 2020, the FY2021 Unified Planning Work Program budget was \$212,189.00. The unencumbered funding from the previous budget year is \$515,788.88. The Maryland portion is \$407,154.74 and the Delaware portion is \$108,634.14. As proposed, the revised budget total is \$727,977.88. The Maryland portion is approximately 78% with the remaining 22% is from Delaware. The funding sources for the budget is 57% Federal Highway, 23% Federal Transit, DOT’s are 10% and local is 10%.

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

Mr. Guy informed Chairman Creamer he had joined the call.

Mr. Byrne made a motion to approve Resolution 05-2020, amending the FY2021 Unified Planning Work Program. The motion was seconded by Mr. Coté. Ms. Cassimore conducted a roll call vote of the Council members. With all ten Council members voting in favor of Resolution 05-2020 amending the FY2021 Unified Planning Work Program, the motion passed unanimously.

**Resolution 06-2020 Amendments to 2019 Long Range Transportation Plan (Connect 2050), Appendix F**

Brian Soper (S/WMPO)

Mr. Hall stated prior to the Resolution 06-2020 being brought before the Council it was posted for a 30-day public review and comment period. During the period no comments in opposition or support were received. The TAC did review the proposed amendments at their meeting and made a favorable recommendation to forward for Council review and action.

Mr. Soper stated the proposed amendments to the 2019 Long Range Transportation Plan (Connect 2050), Appendix F - Maryland projects is for funding the construction phase of the US 13 bridge replacement over the East Branch of the Wicomico River. The Delaware amendments include system preservation projects for roads, bridges, and dams, as well as replacement and additional transit buses. New additions to the Delaware projects include two bridge replacements located in Laurel, BR 3-314 and BR 3-320. Mr. Soper stated S/WMPO staff reviewed the Delaware projects and determined there are no new regionally significant or non-exempt projects triggering an air quality conformity analysis. Mr. Soper informed the Council a fiscally constrained project using federally and/or state funding located in the S/WMPO urbanized area must be included in the 2019 Long Range Transportation Plan (Connect 2050), Appendix F prior to inclusion in the S/WMPO Transportation Improvement Program ("TIP").

Chairman Creamer asked if there are any questions or comments. There were no questions or comments from the public or Council members.

Mr. Bellacicco made a motion to approve Resolution 06-2020 amending the 2019 Long Range Transportation Plan (Connect 2050), Appendix F. The motion was seconded by Mr. Coté. Ms. Cassimore conducted a roll call vote of the Council members. With all ten Council members voting in favor of Resolution 06-2020, amending the 2019 Long Range Transportation Plan (Connect 2050), Appendix F, the motion passed unanimously.

**Resolution 07-2020 Adopting the FY2021-FY2024 Transportation Improvement Program**

Brian Soper (S/WMPO)

Mr. Hall stated prior to Resolution 07-2020 being brought before the Council it was posted for a 15-day review and comment period. During the period no comments in opposition or support were received. The TAC did review the proposed changes at their meeting and made a favorable recommendation to forward for Council review and action.

Mr. Soper stated planning-level funding estimates for the FY2021 - FY2024 TIP are \$87,039,000.00 for the Maryland portion and \$51,583,000.00 for the Delaware portion, not including state-wide projects. The Maryland projects consists of planning level estimates for the six area-wide categories and Shore Transit's capital and operating line

items. The Delaware projects consists of cost estimates for area-wide project and DART capital line items. The Delaware program includes the addition of two bridge replacements, BR3-314 and BR3-320. This draft FY2021 – FY2024 TIP is consistent with the 2019 Long Range Transportation Program (Connect 2050).

Chairman Creamer asked if there are any questions or comments. There were no questions or comments from the public or members.

Mr. Anderson made a motion to approve Resolution 07-2020 adopting the FY2021-FY2024 TIP. The motion was seconded by Ms. Bynum-King. Ms. Cassimore conducted a roll call vote of the Council members. The motion passed with nine Council members voting in favor of Resolution 07-2020 adopting the FY2021-FY2024 Transportation Improvement Program. Mr. Heath was not present.

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### **S/WMPO Updates**

Mr. Soper stated the website continues to see improvements and the Facebook interactions have increased.

Mr. Coté announced a Memorandum of Understanding of Coordination of Land Use agreement between Sussex County and DelDOT was reached this morning. It replaces the MOU from 1988.

Mr. Guy added it is a job well done by all and looks forward to improving the relationship with DelDOT on behalf of the constituents of Sussex County.

Mr. Drewer discussed staff has been working to register the drone and staff members testing for a required pilot's license. Mr. Drewer stated in the previous two weeks over 200 people have been counted as part of the Census 2020 self-reporting efforts conducted by staff, state, and federal partners. This effort alone accounts for more than \$3.5 million for the community over a ten-year period.

Mr. Hall announced the 2020 AMPO conference is being held virtually on October 27 through October 29<sup>th</sup> and registration has begun. The MPO will cover the \$175 registration fee for any member to attend. Mr. Hall applauds the Wicomico County Planning and Zoning staff in their 2020 Census efforts. Lori Carter has been instrumental in leading the outreach efforts along with community partners. If any jurisdiction is having any 2020 Census events in their community please provide the information, which will be added onto the S/WMPO Facebook page and website.

### **Public Comments**

There were no public comments.

**Next Meeting Date/Adjourn**

There being no other business before the Council, upon a motion by Mr. Hastings, seconded by Mr. Guy, with nine Council members voting in favor, and Mr. Heath not present, the meeting was adjourned.

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