

## Meeting Minutes

### Salisbury/Wicomico Metropolitan Planning Organization (“S/WMPO”) Council meeting

May 14, 2024 @ 1:30 P.M.

Hybrid Meeting Council Chambers (Room 301) and Zoom

#### **Attendees:**

##### *S/WMPO Council members:*

Matthew E. Creamer, Chairman, Wicomico County  
Charles Anderson, Vice-Chairman, City of Seaford, De.  
Sharon Dashiell, Salisbury City Council  
Josh Hastings, Wicomico County Council  
Bunky Luffman, Wicomico County  
Andy Kitzrow, City of Salisbury  
Greg Padgham, Tri-County Council for the Lower Eastern Shore  
Pamela Steinebach, Delaware Department of Transportation (“DelDOT”)

##### *Others:*

Matt Sosnowski, SHA Consultant  
Drew Boyce, Century Engineering  
Shawn Kiernan, MDOT  
Tammy Griffin, Wicomico County Health Department

##### *Staff:*

Keith Hall, S/WMPO Executive Director  
Gary Pusey, S/WMPO Administrator

#### **Introduction**

Chairman Creamer opened the meeting at approximately 1:30 P.M. and welcomed attendees. He noted that since this is a Hybrid meeting with a Zoom component, attendance was taken via roll call. Mr. Hall confirmed a quorum has been achieved.

#### **Minutes**

The first item of business was approval of the minutes from the February 21, 2024 meeting. Ms. Dashiell made a motion to approve the minutes as submitted; seconded by Mr. Padgham. With all participating members voting in favor, none opposed, the motion passed.

## **Public Hearing Items**

Mr. Hall stated that Resolution 04-2024 is for the adoption of the FY 2025 Unified Planning Work Program, a combined multi-state budget. He noted that this item was advertised for a period of no less than 15 days for public review and comment; no public comments were received. Mr. Hall stated that this was also presented to the Technical Advisory Committee at their April 11, 2024 meeting, in which they made a favorable recommendation to forward the draft to Council for their review and consideration. He shared that, as this is a Public Hearing, this item was advertised 14 days in advance in the newspaper on both the Maryland and Delaware side of the Metropolitan Planning Organization boundary.

### **FY 2025 Unified Planning Work Program – Adoption (Resolution 04-2024)**

Gary Pusey (S/WMPO Administrator)

Mr. Pusey presented the proposed FY 2025 Unified Planning Work Program (“UPWP”). Mr. Pusey stated the draft 2025 Unified Work Program is a work plan for the upcoming fiscal year that includes all proposed MPO activities. He added that the plan includes detailed information for each budget line item, as well as the overall budget table. Mr. Pusey indicated that proposed 2025 draft budget was \$333,554.00, which is less than the 2024 budget due to the fact that there was money carried over into the 2024 budget from previous years. He noted that the base allocation for the FY 2025 plan was roughly \$323,000.00, while it was about \$273,000.00 for FY 2024. Mr. Pusey summarized the funding for each of the 5 major categories, which were as follows:

1. Core Planning = accounts for \$41,600 (12.5 percent of overall budget);
2. MPO Administration = \$59,500 (17.8 percent);
3. Public Participation = \$5,000 (1.5 percent);
4. Complete Street projects = \$57,500 (17.2 percent); and
5. Special Studies = \$169,954 (51 percent).

Mr. Pusey highlighted some of the projects which included the U.S. Route 13 and MD 54 Intersection Pedestrian Improvements Study, potential Corridor Studies, a U.S. Route 50 Egress Study at Wor-Wic Community College, continuation of funding for existing projects, and continued partnership with WalkWicomico and funding the MPO’s GIS system.

Mr. Pusey stated that the MPO TAC recommended approval of the amendments to the FY 2025 UPWP at its April 11, 2024, meeting and Staff also recommends approval.

Chairman Creamer asked if there were any questions from the Council members, and there were none.

A motion was made by Mr. Hastings to approve Resolution 04-2024 for the adoption of the FY 2025 UPWP; seconded by Mr. Anderson. With all participating members voting in favor and none opposed, the motion passed unanimously.

**FY 2024 – FY 2027 Transportation Improvement Program – Proposed Amendments (Resolution 05-2024)**

Gary Pusey (S/WMPO Administrator)

Mr. Hall provided a brief overview of the request, explaining that federal or state funds allocated for the Urban Area must be reviewed and approved by the Metropolitan Planning Organization before being fully incorporated into the State's budget. He noted that the item was posted for a 15-day public review and comment period, during which no feedback was received. Additionally, he stated that it was advertised as part of a Public Hearing 14 days in advance on both the Maryland and Delaware sides. Mr. Hall informed the Council that the meeting had been previously postponed to allow sufficient time for public review and comment.

Mr. Padgham reported that the FY 2024 figures for 5307 and 5311 were incorrect and required adjustments. Chairman Creamer temporarily paused the discussion to allow Mr. Drew Boyce from Century Engineering to deliver his presentation while Mr. Hall and Mr. Padgham made the necessary revisions.

After the Draft Southwest Sussex County Bike Network Master Plan presentation, the Council and staff reconvened to continue the discussion. Mr. Hall noted a discrepancy of approximately \$3.1 million between MDOT and MPO figures. He recommended proceeding with the proposed budget amendment as advertised and addressing any necessary adjustments later as administrative modifications.

Chairman Creamer asked if there were any questions, and seeing none, asked for a motion. Mr. Padgham made a motion to approve amendments to Resolution 05-2024, adding \$3.184 million to project code 14 to the adopted FY 2024 - FY 2027 Transportation Improvement program and Ms. Dashiell seconded the motion. With all participating members voting in favor and none opposed, the motion passed unanimously.

**Updates and Presentations**

**Draft Southwest Sussex County Bike Network Master Plan - Presentation**

Drew Boyce, Century Engineering

Chairman Creamer welcomed Drew Boyce, with Century Engineering.

Mr. Boyce provided an overview of the study area, outlining the boundaries of the urbanized region within the Metropolitan Planning Organization's jurisdiction, which extends from Delmar and Laurel to the northern tip of Seaford, covering both eastern and

western areas. He emphasized that the study primarily focused on municipalities and the key corridors connecting them to improve bicycle accessibility. He detailed the routes examined and the barriers identified throughout the process.

Through this analysis, priority projects were identified for each area. Mr. Boyce highlighted the top-ranked projects, which included:

- Stein Highway Sidepaths
- Market Street Bike Lane
- Seaford Middle School Pathway Network
- Herring Run Shared-Use Path
- Central Avenue Shared-Use Path
- Trussum Pond Bike Lane
- Blades to Laurel Connector
- Laurel to Delmar Connector

He concluded by outlining several funding opportunities identified during the study. Chairman Creamer acknowledged the numerous opportunities presented and expressed appreciation for Mr. Boyce's work. Mr. Hastings commended the positive impact of increased bicycle activity in the City of Salisbury and praised Mr. Boyce for his contributions. Mr. Anderson also extended his gratitude.

Mr. Hall clarified that the study serves as a planning tool and recommended a more detailed evaluation before implementation. He noted that the draft plan had been shared with the City of Seaford, the Town of Delmar, Sussex County Planning and Zoning, and DelDOT for further review.

### **Maryland Department of Transportation – SHA – District 1 – Update**

Matt Sosnowski, SHA Consultant

Chairman Creamer welcomed Matt Sosnowski, a consultant with SHA.

Mr. Sosnowski provided updates on ongoing projects, including MD 12 and Robins Avenue, the US 13BU Bridge over the Wicomico River, the MD 12 Roundabout, traffic signal improvements, red light cameras, and the northbound US 13/US 50 connection to Centre Road.

Mr. Kitzrow raised concerns about traffic congestion at the light for northbound US Route 13 and inquired about potential updates to the existing signal. Mr. Sosnowski explained that the current concept includes a double-right lane but acknowledged that signal modifications would be necessary. Mr. Hall added that this issue has been included in the County's Priority Letter and noted that similar improvements have been successful in other areas. He also mentioned that Lori Carter, Secretary to the Salisbury Wicomico County Planning and Zoning Commission, is aware of the issue and will consider it in discussions regarding any potential redevelopment projects for the Centre at Salisbury.

Ms. Dashiell suggested installing signage before the overpass to alert drivers of the upcoming traffic signal and intersection. Mr. Sosnowski responded that supplemental signage had been considered during the study and that there are design options to enhance signal visibility. Mr. Kitzrow supported this idea.

Mr. Luffman added that both he and the County Executive shared Mr. Kitzrow's concerns about the existing intersection. Mr. Hall confirmed that these concerns, along with recommendations for additional signage, could be included in the Comment Letter.

Chairman Creamer thanked Mr. Sosnowski for his presentation.

### **MDOT – Office of Climate Change & Adaptation – Carbon Reduction – Presentation**

Shawn Kiernan, MDOT

Mr. Hall welcomed Mr. Shawn Kiernan from the Maryland Department of Transportation.

Mr. Kiernan provided an overview of the Carbon Reduction Program (CRP), which allocates funding through the Federal Highway Administration for projects aimed at reducing carbon dioxide emissions from surface transportation. He highlighted key priorities identified for the CRP, particularly regarding funding availability for the S/WMPO region. He noted that the program's process has evolved to foster greater collaboration with MPOs and local governments in project identification. Additionally, he outlined the CRP funding methodology and the current procedural framework.

Mr. Hall thanked Mr. Kiernan for his presentation.

### **WalkWicomico Committee – Annual Update**

Tammy Griffin, Wicomico County Health Department

Mr. Hall introduced Ms. Tammy Griffin from the Wicomico County Health Department.

Ms. Griffin provided a brief overview of WalkWicomico, a coalition of community partners dedicated to enhancing walkability in Wicomico County. She explained that the initiative operates under the Wicomico County Health Department and has successfully sponsored six walking events across the county. Additionally, she noted that WalkWicomico is actively recruiting new members and working to revitalize its action plan.

Chairman Creamer thanked Ms. Griffin for her presentation.

### **Annual Elections**

Mr. Hall called for nominations. Hearing none, Mr. Creamer will remain as Chairman and Mr. Anderson agreed to remain Vice Chair.

Mr. Hall called for nominals for the Chairperson. Hearing none, Mr. Creamer agreed to remain Chair.

Mr. Hall thanked all Council Members for their service.

**Member Updates**

There were no updates.

**S/WMPO Updates**

There were no updates.

**Public Comments**

There were no public comments.

**Next Meeting Date/Adjourn**

Chairman Creamer thanked everyone for attending. There being no other business before the Council, upon a motion by Mr. Padgham, seconded by Mr. Anderson, with all participating Council members voting in favor and none opposed, the meeting was adjourned at approximately 3:00 P.M.