



MINUTES OF MEETING
Western Sussex County TMT Meeting
June 2, 2005
Seaford Fire Hall



Date: June 14, 2005
Meeting Date: June 2, 2005
Location: Seaford Fire Hall
Purpose: Western Sussex County Transportation Management Team (TMT) Meeting

List of Committee Members and Meeting Attendees:
See Attached Sheets

Handouts provided during the meeting:

- Western Sussex Action List
- Detour Check List
- Western Sussex Transportation Map
- Western Sussex Peak Hours Volumes

I. Opening Remarks

Gene Donaldson (DeIDOT TMC) opened the meeting with introductions from the attendees and a brief update on the status of the TMT meetings across the state. Gene mentioned that the Traffic Signals System and VMS maps for the DelTrac Implementation Plan were available for review in the back of the conference room. Gene requested that attendees provide comments on device locations. Gene asked for comments on April's meeting minutes. No comments were given.

Gene stated DeIDOT is planning to install a CCTV camera at US 404 & US 13. Gene also mentioned that DeIDOT is currently installing a camera at Routes US 113 & US 404. Curt Brown (DSP Troop 5) asked if red light cameras are a part of the DelTrac program. Gene stated that red light cameras are part of the DelTrac program but not connected to the TMC.

In other news, Gene explained that Maryland State Highway Authority is working on a new Ocean City evacuation plan where traffic is directed to travel northbound on US 13. Virginia's evacuation plan includes closed off access to traffic that is traveling south on the bridge-tunnel. All traffic is then directed to go north. Gene also mentioned that he and Jamie Turner were interviewed for the Sunday News Journal on the topic of Delaware's preparedness for an evacuation.

Just a reminder that the TMT program now has a website, which will be used to post meeting schedules, minutes, and other relevant documents.

<http://www.deldot.net/static/projects/tmt/index.html>



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II. Open Discussion on Action Items

Action Item 1

Red Light Camera Intersections

Rich Toulson mentioned that there are accidents at the intersection of Sussex 534 (Thorpe Road) and US 13. He also observed that the northbound left turn is over capacity. There is a red light camera at this intersection, and since installation of the camera, accidents have been reduced.

The committee questioned the timing at red light camera signals. Gene responded that the red light system is predictive and that red lights are timed the same at camera and non-camera signals.

Intersection Scheduled for Redesign

The committee reported that the intersection of US 404 and US 13 has a high rate of rear-end accidents. Rich Toulson mentioned that this intersection is in the final plan redesign stage.

Rich Toulson and Jeff Reed stated that the intersection of US 13 and US 13A is scheduled to be re-aligned this summer. They suggested checking with Tom Banez about the study progress.

Rich Toulson and Jeff Reed stated that the TMT Committee would like the opportunity to review these designs and comment.

Traffic Study Requests

DE 404 in Delaware funnels from 4 to 2 lanes going into Maryland causing congestion problems.

Walmart Driveway near the intersection of US 13 and DE 534 – It is the TMT Committees' opinion that a bad design exists with the store's driveways entering northbound US 13. Comments were made pertaining to some tractor-trailers getting stuck trying to make the turn. The TMT committee suggested closing the second crossover and using the third for an easier merge on northbound US 13. The Committee also mentioned that there is a new Lowe's being developed on Thorpe Road and questioned whether there would be enough lanes to handle the traffic.

Camera Installation Intersections

A camera is scheduled to be installed this summer at US 13 and US 404.

Intersections with Accident Study Requests

There have been recent fatal accidents at the intersection of Sussex Route 40 and US 13. It was also suggested to increase the size of the red light camera sign at this intersection.

There is a history of fatal accidents on US 9.

Roads with Signing Issues

Curt Brown (DSP Troop 5) stated that the bypass route signing around Bridgeville needs to be improved.

Intersections with Alignment Issues

Curt Brown (DSP Troop 5) stated that the intersection of US 13 and Sussex 485 has alignment and visibility issues.



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The intersection of US 13 and Sussex 482 (Camp Rd) also has an alignment issue

Signal Timings

Gene stated that a signal timing study will be performed on all intersections along US 13 in the Western Sussex area in the near future. The following intersections were specifically mentioned as having signal timing issues:

- DE 16 and US 13
- DE 16 and DE 36
- Sussex 40 and US 13
- Sussex 466 and US 13
- DE 24 and US 13

Other Comments

The intersection of US 13 and Sussex 451 experiences DelDOT truck conflicts.

There is no signal at the intersection of US 13 and DE 30. There are a lot of accidents, although most occur on US 13, not on the cross traffic.

Action Item 2 "Improve DelDOT's After Hour Response"

Gene stated there is a meeting scheduled on July with DelDOT district and maintenance engineers to discuss this issue.

Action Item 3 "Establish TMT Communications Working Group"

Gene stated the reason for the communications working group is to improve communications between agencies at a statewide level. This will ensure that communications procedures will be standard throughout the state. Gene confirmed that a meeting is tentatively scheduled for early fall of 2005. Currently, EK is drafting a list for key points of contacts. If you are interested in joining this working group, please contact Regis Wagner (Edwards and Kelcey) via e-mail (rwagner@ekmail.com) or phone (610-701-7000).

Action Item 4 "Improve Traffic Control Procedures/Training"

Gene affirmed that the state needs to improve traffic control. Gene also explained that each district needs to provide a list of their current traffic control equipment resources in order to improve on their equipment needs.

Gene stated he is going to investigate Maryland's CHART program, which has developed traffic control training programs. Gene requested that EK gather information on fire schools.

Open Discussion:

Gene stated that Kent County has started work on an evacuation plan and New Castle is starting in a few months. Gene explained that he would like to have a real traffic control plan for when incidents occur in certain areas. Currently the weakest links reside in the East-West routes in Sussex County.



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Gene remarked that Memorial Day weekend went well with no major problems with the TMC controlling the traffic signal timings. Gene then gave a brief update on signals that have recently been placed on the system:

- o Routes 26 and 113
- o Routes 404 and 113

Jeff Reed (DeIDOT) asked the committee who has authority over the DE 54 and US 113 signal? Gene stated that this is a Maryland signal. Gene went on to say that most signals in Maryland are not on the system on this side of the bay.

Clear the Road Policy:

John Cannon (Bridgeville Fire Co.) stated that he carries marking paint in his truck to help identify where the vehicle ended up after an accident. Once marked, the vehicle is then moved off to the shoulder to help keep traffic moving.

Curt Brown (DSP Troop 5) stated that the car could be moved unless it happens to be a fatal. He stated that it's a good practice to mark tires in all instances just in case the incident with injuries turn into a fatal later.

The committee agreed that there are legal issues to consider with any clear the road policy.

Gene stated that the "clear the road" policy is a statewide issue. Gene mentioned that the I-95 Corridor Coalition has a 300-page policy report on the topic. He expects to have a copy of the executive summary available this summer. Gene stated EK is tasked to review this report.

Richard Toulson (DeIDOT) said he would like to see someone from DeIDOT Transportation Solutions and/or Planning come to the July or August meeting to speak about the planned construction along US 13. Gene stated that he would look into the request.

Traffic Facts Mentioned

- o For every minute (1) that a road is backed up = 7 minutes of delay
- o 15-30% of accidents are secondary to a first accident

III. Action Items

See attached spreadsheet.

IV. Next Meeting

The next meeting will be held on Thursday, July 7 at 7:00pm at the Seaford Fire Hall.

The topic of the next meeting will be the East West routes.



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Any questions or concerns can be directed to Gene at gene.donaldson@state.de.us or (302) 659-2404. Additionally, Edwards and Kelcey is providing consulting support and helping assist DelDOT in coordinating the efforts. Regis Wagner can be reached at rwagner@ekmail.com or (610) 701-7000.



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List of Committee Members and Meeting Attendees:
 “X” in attendance

	Austin	Steve	Emergency Responder Safety Institute	steveaustin@earthlink.net
	Bethard	Jamie	DNREC-Emergency Response	Jamie.bethard@state.de.us
	Bock	Ken	DelDOT/DTC	ken.bock@state.de.us
	Bracco	Robert	Civil Air Patrol	bobbracco@comcast.net
	Briggs	Lewis	DSP – 911 Operations	Lewis.Briggs@state.de.us
	Brokenbough	Larry	DelDOT/DTC	larry.brokenbough@state.de.us
X	Brown	Curtis	DSP – Troop 5 (Traffic)	curtis.brown@state.de.us
	Buckley	Matt	Edwards and Kelcey	mbuckley@ekmail.com
	Bunting	Jim	DelDOT Traffic	jim.bunting@state.de.us
	Butler	Doug	Seaford Fire Company	
X	Cannon	John	Bridgeville Fire Company	
	Carey	Alan	DE Fire Police Assoc. (Pres.)	abctow8757722@yahoo.com
	Carrow	William	DSP – Communications	Bill.carrow@state.de.us
X	Cephas, Sr.	Otas	Greenwood Police	ocephas@greenwoodpd.state.de.us
	Clacher	Jim	DelDOT/TMC	jim.clacher@state.de.us
	Clarke	Tony	Edwards and Kelcey	cclarke@ekmail.com
	Cole	Darrel	DelDOT Public Relations	darrel.cole@state.de.us
	Collins	Jeffrey	DSP - SUSCOM (PSAP Manager)	jeffrey.collins@state.de.us
	Colmery	Lewis	DE Towing Assoc.	Fax: 302-659-5645
X	Conaway	Earl	Sanford Tax Payer	cearlcon@aol.com
	Condon	Glenn	Blades Police	gcondon@bladespd.state.de.us
	Conley	Barbara	DSP – Traffic Section	Barbara.conley@state.de.us
	Cooper	Mitch	DSP – Troop 4 (Traffic)	mitch.cooper@state.de.us
	Cox	Daniel	Department of Safety and Homeland Security	dan.cox@state.de.us
	Davis	Jeff	DelDOT/M&O Toll Operations	jeff.davis@state.de.us
X	DeFord	Frank	Sussex Co. Fire Police Assoc. (Pres.)	
	Dempsey	Tucker	DE Fire Chief's Assoc. (2nd Vice Pres.)	
	Dixon	Glenn	DSP – Troop 5	glenn.dixon@state.de.us
X	Domorod	James	DE Health and Social Services/ PHPS	James.Domorod@state.de.us
	Donaldson	Gene	DelDOT/TMC	gene.donaldson@state.de.us
	Ebaugh	Brad	DE Electric Cooperative	brad@decoop.com
	Faust	Patricia	DelDOT/TMC	patricia.faust@state.de.us
X	Fensick	Ronald	Blades Fire Company	
	Ford	Paul	DelDOT/DTC	pford2@state.de.us
	Gavin	Joe	Army Corp of Engineers (Philadelphia)	Joseph.P.Gavin@usace.army.mil
	Gillespie	Glenn	DEMA	glenn.gillespie@state.de.us



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	Graybeal	James	DE Division of Fish and Wildlife	James.Graybeal@state.de.us
	Hahn	Robert	DE Fire Police Assoc. (1st Vice Pres.)	gw189c@aol.com
	Hake	David	DEMA	dave.hake@state.de.us
	Hall	John	Sussex Co. Fire Police Assoc. (1st Vice Pres.)	
X	Hess	Tory	DelDOT/TMC	tory.hess@state.de.us
	Hickox	William	DelDOT/DTC	william.hickox@state.de.us
	Horn	Wendy	Civil Air Patrol	Wendy@WendyRN.com
	Hughes	Randall	DSP – Operations	Randall.Hughes@state.de.us
	Johnson, III	Martin	DE Police Chiefs Council	mjohnson@doverpd.state.de.us
	Kennedy	Patrick	FHWA Traffic Operations and Safety	patrick.kennedy@fhwa.dot.gov
	Kernan	Michael	DE Fire School	Michael.kernan@state.de.us
	Knowles	Warren	Civil Air Patrol	warren-knowles@hotmail.com
X	Lachmann	Eric	CAP	
	Lacurts	Mike	Sussex Co. Fire Chief's Assoc. (1st Vice Pres.)	
	Laing	Gary	DelDOT Public Relations	gary.laing@state.de.us
	Lewis	Randy	DelDOT/TMC	randy.lewis@state.de.us
	Lord	Pam	DelDOT/South District	pam.lord@state.de.us
X	Lowe	Michael	DE Fire School	michael.lowe@state.de.us
	Marsh	Chris	DelDOT/TMC	chris.marsh@state.de.us
	Marvel	Rodney	DE Fire Chief's Assoc. (Pres.)	rmarvel@sussexcountyde.gov
	McDaniel	William	DNREC-Enforcement	william.mcdaniel@state.de.us
	McGinnis	John	DelDOT/DTC	john.mcginnis@state.de.us
	McGinty	Donald	Laurel Police	dMcGinty@laurelpd.state.de.us
	Messina	Dominic	Sussex Co. Fire Police Assoc. (2nd Vice Pres.)	fp8030@aol.com
	Mitchell	David	Homeland Security Advisor	David.Mitchell@state.de.us
	Moore, Jr.	Rowland	Ellendale Fire Company	
	Morris	Gary	Seaford Police	gmorris@seafordpd.state.de.us
	Morris, Sr.	Joe	Delmar Fire Company	
	Murray	Doug	Sussex Co. Fire Chief's Assoc. (2nd Vice Pres.)	propertymgr19930@aol.com
X	Natius	Ted	Ellendale FD	
	Pack	Rosanne	DEMA	rosanne.pack@state.de.us
	Parsons	Allen	Bridgeville Police	aparsons@bridgevillepd.state.de.us
	Powell	Wilbert	Sussex Co. Fire Chief's Assoc. (Pres.)	
X	Reed	Jeff	DelDOT/South District	jeff.reed@state.de.us
	Saylor	Harold	Delmar Police	hsaylor@delmarpd.state.de.us
	Sheridan	Mark	Laurel Fire Company	msheridan@laurelfiredept.com
	Short	Richard	Greenwood Fire Company	rshort@sussexcountyde.gov
	Smith	Edward	DE National Guard	Edward.smith@de.ngb.army.mil



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	Talley	John	DE Geological Survey	waterman@Udel.Edu
	Thomas	Joe	Sussex County EOC	jthomas@sussexcounty.net
X	Thorton	Fred	Seaford PD	
X	Toulson	Richard	DelDOT/South District	richard.toulson@state.de.us
	Turner	Robert	Civil Air Patrol	cappaode@wmconnect.com
	Turner, III	James	DEMA	jamie.turner@state.de.us
	Walius	Ted	DE Fire Chiefs Assoc. (Sussex Director)	ellendale75@aol.com
	Wallace	Lauren	Civil Air Patrol	lwal216904@aol.com
	Ward	Dick	DE Fire Chiefs Assoc. (Sussex Director)	richard.ward@state.de.us
	Warner	Suzanne	DelDOT OIT	suzanne.warner@state.de.us
	Warrington	Michael	DSP – Troop 4	Michael.warrington@state.de.us
	Watson	Jim	DE Fire Chief's Assoc. (1st Vice Pres.)	kingshimr@aol.com
X	Weishaupt	Jonathan	DelDOT/TMC	jonathan.weishaupt@state.de.us
	Wilgus	Lance	FHWA	Lance.Wilgus@fhwa.dot.gov
	Wilson	Jamie	Laurel Police	mwilson@laurelpd.state.de.us
	Wright	Joseph	DelDOT/South District	joseph.wright@state.de.us
	Zeroles	Joseph	DE Fire Police Assoc. (2nd Vice Pres.)	

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Action Item List

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Action Item	Priority	Date Assigned	Submitter(s)	Task Leader	Status	Critical Locations	Additional Comments
1 Develop TMT plans for US 13 and E/W routes (US 13 Critical Intersections: S46, DE54, DE404) Establish detour routes Create traffic control plans and SOPs Identify needs for DeITrac devices (VMS, CCTV, etc.)	Med	3/9/05		Regis Wagner - EK	Ongoing		
2 Presentation on Future Construction along US 13 in Sussex County	High	6/2/05	Gene Donaldson – DeIDOT	Gene Donaldson – DeIDOT	Not started		The group requested that a representative from DeIDOT Planning and/or Transportation Solutions attend the July or August meeting to discuss future projects along US 13.
3 Committee has requested to look at the re-design plan for the DE 404 and US 13. Project currently in final plan review	High	6/2/05	Gene Donaldson – DeIDOT	Gene Donaldson – DeIDOT	Not started		Project information available on DeIDOT's website: http://www.deldot.net/static/projects/us13-de404_n_s/index.html
4 US 13 and US 13A TMT Committee has requested to review the design project	High	6/2/05		Gene Donaldson – DeIDOT	Not started		Gene to ask Don Plows about current status of project.

TRAFFIC STUDIES

Traffic Study Request	Priority	Date Assigned	Submitter(s)	Task Leader	Status	Critical Locations	Additional Comments
1 DE 16 and DE 36 Check signal timings	Med	6/2/05		DeIDOT TMC/Traffic	Not started		Edwards and Kelcey has submitted a Traffic Study Request to DeIDOT (Ref. 0007)
2 US 13 and DE 404 High rate of rear-end accidents (competition for same lane)	High	6/2/05		DeIDOT Traffic Studies	Not started		Edwards and Kelcey has submitted a Traffic Study Request to DeIDOT (Ref. 0010)
3 DE 404 in Greenwood area Roadway is not signed correctly	Med	6/2/05		DeIDOT Traffic Studies	Not started		Edwards and Kelcey has submitted a Traffic Study Request to DeIDOT (Ref. 0013)
4 US 13 and DE 534 (Herring Run Road/Tharp Road) TMT Committee has requested studies done on the following: - Northbound left turn lane over capacity; - Design Issues with Walmart exit (tractor trailers get stuck and cars have to drastically slow down); - High incidents of accidents; - Directional signing in this area poor - Lowe's is coming in on Thorpe Road (will there be more lanes for Lowe's?)	High	6/2/05		DeIDOT Traffic Studies	Not started		Edwards and Kelcey has submitted a Traffic Study Request to DeIDOT (Ref. 0015)
5 US 13 and Road 40 (Redden Road) TMT Committee has requested studies done on the following: - Signal timing - Accident history (fatal accidents); - Red light camera signs need to be larger	High	6/2/05		DeIDOT Traffic Studies	Not started		Edwards and Kelcey has submitted a Traffic Study Request to DeIDOT (Ref. 0022)
6 Bypass around Bridgeville has poor signing - Committee request study on whether traffic should be directed to turn on DE 40 or south on US 13 in order to go to the beaches	High	6/2/05		DeIDOT Traffic Studies	Not started		Edwards and Kelcey has submitted a Traffic Study Request to DeIDOT (Ref. 0023)

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7	US 13 and DE 20 (Stein Highway/Concord Pike) - Traffic backup due to vehicles trying to make turn to go east	High	6/2/05		DeIDOT Traffic Studies	Not started	Edwards and Kelcey has submitted a Traffic Study Request to DeIDOT (Ref. 0024)
8	US 13 (Sussex Highway) and US 9 (County Seat Highway) - Congestion problem due to high volumes	High	6/2/05		DeIDOT Traffic Studies	Not started	Edwards and Kelcey has submitted a Traffic Study Request to DeIDOT (Ref. 0025)
9	US 13 (Sussex Highway) between east and westbound DE 20 (Stein Highway/Concord Road) - High speeds	High	6/2/05		DeIDOT Traffic Studies	Not started	Edwards and Kelcey has submitted a Traffic Study Request to DeIDOT (Ref. 0026)
10	US 13 (Sussex Highway) and Concord Road (Road 485) - Bad alignment and bad visibility	High	6/2/05		DeIDOT Traffic Studies	Not started	Edwards and Kelcey has submitted a Traffic Study Request to DeIDOT (Ref. 0027)
11	US 13 (Sussex Highway) and Camp Road [Road 470] - Bad alignment	High	6/2/05		DeIDOT Traffic Studies	Not started	Edwards and Kelcey has submitted a Traffic Study Request to DeIDOT (Ref. 0028)
12	US 13 (Sussex Highway) and Salt Barn Road (Road 451) - DeIDOT truck conflicts	Med	6/2/05		DeIDOT Traffic Studies	Not started	Edwards and Kelcey has submitted a Traffic Study Request to DeIDOT (Ref. 0029)
13	US 13 (Sussex Highway) DE 30 (Dorothy/Whitesville Road) - no signal; - high accident rate (although most accidents occur on 13, not in cross traffic)	High	6/2/05		DeIDOT Traffic Studies	Not started	Edwards and Kelcey has submitted a Traffic Study Request to DeIDOT (Ref. 0030)

Statewide TMT
Action Item List
Revised: 6/27/2005

<i>Action Item</i>	<i>Priority</i>	<i>Date Assigned</i>	<i>Task Leader</i>	<i>Legislation / Policies?</i>	<i>Status</i>	<i>Additional Comments</i>
1 Improve DeIDOT's After-Hour Response List of available resources (per time of day) Existing Department policies and procedures STATEWIDE TMT ACTION ITEM	High	Mar. 05	Gene Donaldson - DeIDOT		Not started	Meeting scheduled for July 7 th between DeIDOT District Engineers.
2 Establish TMT Communications Working Group Identify critical agencies and points of contact for Working Group List of agency communication resources and needs Identifying who is in charge at the scene Knowing what information to report (what's at the scene) Knowing who to notify (notification checklist) Understanding roles & responsibilities STATEWIDE TMT ACTION ITEM	High	Apr. 05	Gene Donaldson – DeIDOT Regis Wagner – EK Tony Clarke – EK		Ongoing	Currently identifying agency points of contact and drafting communications flowcharts. Targeting early Fall meeting.
3 Conduct Transportation Management Training List of available training courses STATEWIDE TMT ACTION ITEM	Med	Mar. 05	Tricia Faust – DeIDOT Holly Rybinski – EK		Not started	Agreed to pursue advanced training course thru DE Fire School or another ATTSA course. DeIDOT working with MD State Highway (CHART) to gather materials for training courses.
4 Presentation on the DeIDOT Process for Roadway Projects List of future projects Have DeIDOT Planning or Project Development representation STATEWIDE TMT ACTION ITEM	High	Apr. 05	Gene Donaldson - DeIDOT		Not started	Capital Transportation Program (2006-2011) Proposed Version available on DeIDOT website. Final version available July 1. http://www.deldot.gov/static/publications_forms.html Pursuing a statewide meeting on how DeIDOT operates and how the Department's planning, project development, and review process works.
5 Develop Recommendations for "Quick Clearance" Policy STATEWIDE TMT ACTION ITEM	High	Apr. 05	Gene Donaldson – DeIDOT Jen Duval – EK	Yes	Ongoing	Edwards and Kelcey is currently reviewing the I-95 Corridor Coalitions Quick Clearance and "Move It" Program results. http://144.202.240.28/pman/ViewProject.asp?pid=128