



MINUTES OF MEETING
Kent County TMT Meeting
June 1, 2005
Kent County 911 Center



Date: June 14, 2005
Meeting Date: June 1, 2005
Location: Kent County 911 Center
Purpose: Kent County Transportation Management Team (TMT) June Meeting

List of Committee Members and Meeting Attendees:
See Attached Sheets

Handouts provided during the meeting:

- Kent County Action List
- Detour Checklist
- Kent County Transportation Map
- Kent County Peak Hour 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. Before opening the floor to discussion, Gene asked for comments on April's meeting minutes. No comments were given.

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>

II. Open Discussion on Action Items

Action Item 1 "Develop TMT plans for SRI"

Gene asked the group if there was a specific section of SR 1 to focus on for the group's project (i.e., TMT / incident management plans). He stated that the goal of the project is to develop traffic control plans and pre-determined detour routes in the event of major incidents. Dickie Dempsey (Kent Center) added that the plans would tell emergency personnel where to go first, second, etc. The plans will also tell certain people to go to a control point instead of to the incident scene (e.g., different fire police zones can be used to handle the control points and the incident scene). Dickie reminded the group that it is also important to have training exercises for the plans.

Jonathan Weishaupt (DeIDOT TMC) suggested starting with the northern section of SR 1 from Smyrna to Exit 104 because of the limited number of exits and access points. Gene added that although Exit 119 (N. Smyrna) is not in Kent County, it should be included since it is critical during NASCAR races because of the direct access to US 13 from SR 1.

The group agreed to initially focus on the section of SR 1 between Exit 119 (N. Smyrna) and Exit 104 (Scarborough Rd.) and discussed several scenarios of potential incident locations and detours.



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Incidents between Exit 104 and DE 42 Emergency Access Gate (Northbound)

Gene said for this scenario that vehicles would need to be cut off at Exit 104, and Dickie Dempsey stated that the vehicles “stuck” between the incident scene and DE 42 could be turned around at the crossover south of DE 42. Gene cautioned that the traffic control must be handled carefully to safely have vehicles U-turn at the crossovers with traffic in the opposite direction. Ed Marecki (KENTCOM) warned that about 20-percent of all stuck vehicles will create their own crossover, which is a serious safety problem.

Incidents between DE 42 Emergency Access Gate and Exit 114 (Northbound)

The group agreed that for this scenario SR 1 would need to be shut down at Exit 104 with U-turns at the crossovers or traffic could be diverted off SR 1 at the DE 42 access gate.

Incidents between Exit 114 and Exit 119 (Northbound)

The group agreed that SR 1 should be shut down at Exit 114 and U-turns could be made at the Duck Creek crossovers (north and south of the bridge). Jonathan Weishaupt added that northbound vehicles that are “stuck” could also use the DE 6 emergency access gate.

Incidents between Exit 119 and Exit 114 (Southbound)

The group agreed that SR 1 should be shut down at Exit 119 and U-turns could be made at the Duck Creek crossovers (north and south of the bridge). Jonathan Weishaupt added that southbound vehicles could also use Exit 118 (Smyrna Rest Area).

Incidents between Exit 114 and DE 42 Emergency Access Gate (Southbound)

The group agreed that for this scenario SR 1 would need to be shut down at Exit 114 with U-turns at the crossovers.

Incidents between DE 42 Emergency Access Gate and Exit 104 (Southbound)

The group agreed that for this scenario SR 1 would need to be shut down at Exit 114 with U-turns at the crossovers or traffic could be diverted off SR 1 at the DE 42 access gate.

Additional Comments for the SR 1 TMT Plans

Ed Marecki said that there needs to be more crossovers along SR 1, and he added that the crossovers should be numbered since they will be used as control points. Ed also suggested installing more mile markers (every ½ or tenth of a mile) to allow people to better report their location. Matt Buckley suggested that the crossovers be numbered according to the mileage markers.

Jonathan Weishaupt asked about the plan for more CCTV cameras along SR 1. Gene responded that the DelTrac Implementation Plan has proposed locations at all SR 1 interchanges and long segments of SR 1 without access points.

Ed Marecki asked how many vehicles can fit in a traffic jam. Gene replied that it is safe to assume a spacing of about 25-feet per car.



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Allen Metheny asked about how to control the traffic going on roadways other than US 13. Gene responded that the primary goal, regardless of the incident location, is to cut off traffic and get it on US 13 prior the incident scene. He stated that the vehicles “stuck” in between will have to be detoured over to US 13. Ed Marecki said that VMS boards could be used to detour traffic. Jonathan Weishaupt asked if the DelTrac Implementation Plan could propose NB and SB VMS boards at every interchange. Gene said that the request can go on the implementation “wish list,” since small VMS boards cost approximately \$75,000 each and the large boards (I-95 VMS) cost about \$200,000 each.

Gene added that the rest of the US 13 traffic signals need to be on the TMC signal system as soon as possible.

John Embert (Smyrna Fire Co.) stated that full closures with extensive detours rarely occur – instead incidents usually take 15-30 minutes to clear. Gene responded that it is still important to have plans in place in case the incident escalates or if the incident clearance takes hours instead of minutes.

Action Item 2 “Improve DelDOT’s After Hour Response”

Gene stated there is a meeting scheduled on July 7, 2005 with DelDOT district and maintenance engineers to discuss this issue.

Action Item 3 “Establish TMT Communications Working Group”

Gene stated the reason for this working group is to improve communications between agencies at a statewide level. This will ensure that communications procedures will be standard throughout the state. Matt Buckley (Edwards and Kelcey) said that a meeting is tentatively scheduled for early fall of 2005. Currently there is a draft 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).

Action Item 4 “Develop Kent County Evacuation Plan”

Allen Metheny (Kent Co. Emergency Management) explained to the group that a meeting was held on May 31st to discuss the draft developed by Tricia Faust (DelDOT TMC). He stated that he briefly reviewed the draft and there is still work to be done before the document will be circulated for comments. Allen added that the evacuation plan needs to consider some of the “local” Kent County issues such as travel and communications concerns for the Amish community. The evacuation plan will also include the work of Joe Gavin (Army Corps of Engineers) who has developed inundation models for the Delmarva Peninsula. Tricia added that the plan also needs to consider the new growth in the area in order to have a more accurate look at the problem areas.

One of the primary issues that was agreed upon at the May 31st meeting was that a list of all of the shelters will NOT be provide to the public. This was a concern because the American Red Cross is capable of handling 2 to 3 shelters (not all 14 potential locations). The decision to open certain shelters will depend on the incident or event.

NEW ACTION ITEMS “US 13 Problem Areas”

Allen Metheny asked where Smyrna’s biggest safety problems are along US 13. Lt. Norman Wood (Smyrna PD) said that the new access roads near Carter Rd. and Mike’s Famous are causing concerns.



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He suggested that a solution may be to reduce the speed limit on US 13 to 45 MPH (instead of 55 MPH). Jonathan Weishaupt added that enforcement is critical since speeds are much higher outside of Smyrna PD jurisdiction. Lt. Wood replied that if the speed limit is lowered than they will find a way to enforce it. John Embert added that another high accident area is at the Exit 114 interchange.

Gene told the group that DelDOT will look into these concerns and report the findings to the group. He also said that incidents on US 13 are more difficult to plan for because of the multiple access points and intersecting roadways; however, plans for US 13 can be developed over time.

III. Next Meeting

The next Kent TMT meeting is scheduled for Wednesday, July 6 at 7:00pm at the Kent Center.

The agenda for the July meeting will include discussion on the section of SR 1 from Exit 104 to the Dover Air Force Base.

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

	Anderson	Mark	Harrington Police	manderson@harringtonpd.state.de.us
	Austin	Steve	Emergency Responder Safety Institute	steveaustin@earthlink.net
X	Bache	Ken	Dover P.D.	k.bache@doverpd.de.us
	Baker	Billy	Carlisle of Milford Fire Company & DE Fire School	william.baker@state.de.us
	Barlow	Norman	Harrington Police	nbarlow@harringtonpd.state.de.us
	Bashista	Brian	Dover Fire Company	bbashista@dover.de.us
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	Betschel	Reinhold	Kent Co. Public Works	reinhold.betschel@co.kent.de.us
	Bock	Ken	DeIDOT/DTC	ken.bock@state.de.us
	Boney	Lester	City of Dover Police	lboney@doverpd.state.de.us
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	Bullen	Paul	Kent Co. Fire Police Assoc. (2nd Vice Pres.)	
	Bundek	Scott	Little Creek Fire Company	
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	Carrar	Manny	Cheswold Fire Company	
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	Davis	Jeff	DeIDOT/M&O Toll Operations	jeff.davis@state.de.us
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	Dempsey	Tucker	DE Fire Chief's Assoc. (2nd Vice Pres.)	
	DePrima	Anthony	City of Dover - City Manager	tdeprima@dover.de.us
	Deputy	Carl	Felton Fire Company	
X	Domorod	James	DE Health and Social Services/ PHPS	James.Domorod@state.de.us
X	Donaldson	Gene	DeIDOT/TMC	gene.donaldson@state.de.us
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	Eisenbrey	Jeff	DE Fire Chief's Assoc. (Kent Director)	jeisenbrey@yahoo.com
X	Embert	John	Citizens Hose Co.	
X	Fantini	Maria	DeIDOT/Central District	maria.fantini@state.de.us



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X	Faust	Patricia	DeIDOT/TMC	patricia.faust@state.de.us
	Flores	Vincent	DE Dept. of Public Health	vincent.flores@state.de.us
	Ford	Paul	DeIDOT/DTC	pford2@state.de.us
	Fountain	Brennon	Kent Co. Fire Chief's Assoc. (2nd Vice Pres.)	brennon.fountain@state.de.us
	Gates	Joseph	Frederica Fire Company	jgates6184@peoplepc.com
	Gavin	Joe	Army Corp of Engineers (Philadelphia)	Joseph.P.Gavin@usace.army.mil
	Gillespie	Adam	Magnolia Fire Company	
	Gillespie	Glenn	DEMA	glenn.gillespie@state.de.us
X	Glanden	Ken	Kent County Waste Water Facility	
	Golemon	Troy	Dover Air Force Base Fire Company	Troy.Golemon@doover.af.mil
	Graybeal	James	DE Division of Fish and Wildlife	James.Graybeal@state.de.us
	Green	Jim	Harrington Fire Company	Hfcsta50@comcast.net
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	Hall	William	Bowers Beach Fire Company	whall5horns40@aol.com
	Harding	Kevin	City of Dover Police	kharding@dooverpd.state.de.us
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	Johnston	Gerald	Frederica Fire Company	
	Keen	Brooks	Citizens Hose of Smyrna Fire Company	BKeen29928@aol.com
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	Koenig	Scott	City of Dover - Public Works	
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	LeGates	David	South Bowers Fire Company	
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	Madden	Buffy	Marydel Fire Company	
	Mangaroo	Lloyd	Dover Air Force Base POC	lloyd.mangaroo@doover.af.mil
X	Marecki	Edward	DSP - KENTCOM (PSAP Manager)	Edward.Marecki@state.de.us
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	Matuszak	Chuck	Frederica Police	
	McGinnis	John	DeIDOT/DTC	john.mcginis@state.de.us



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	Medlarz	Hans	Kent Co. Public Works	hans.medlarz@co.kent.de.us
X	Metheny, Jr.	Allen	Kent Co. Emergency Management	allenmetheny@yahoo.com
	Mitchell	David	Homeland Security Advisor	David.Mitchell@state.de.us
	Overton	James	Delaware State University Police Department	joverton@dsupd.state.de.us
	Pack	Rosanne	DEMA	rosanne.pack@state.de.us
	Pennington	Phil	Bowers Beach Fire Company	chief4015n05@aol.com
	Pettyjohn	Kevin	Carlisle of Milford Fire Company	
	Rains	Mike	Kent Co. Fire Chief's Assoc. (Pres.)	mike.rains@state.de.us
	Reuther	Kurt	DNREC	kurt.reuther@state.de.us
	Ruppert	Tom	Clayton Fire Company	
X	Short	J.R.	Kent Co. Fire Chief's Assoc. (1st Vice Pres.) & Camden-Wyoming Fire Dept.	firechief4115@aol.com
	Smith	Bruce	Hartly Fire Company	
	Smith	Edward	DE National Guard	Edward.smith@de.ngb.army.mil
	Snell	Dave	Marydel Fire Company	
	Speed	Stephen	City of Dover - Mayor	sspeed@dover.de.us
	Striejewske	Donald	Dover Air Force Base Fire Company	Donald.Striejewske@dover.af.mil
	Talley	John	DE Geological Survey	waterman@Udel.Edu
	Thornburg	Pam	State of Delaware House of Representatives	pam.thornburg@state.de.us
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	Viriden	Ronald	Leipscig Fire Company	
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X	Walls	Charles	Kent Co. Fire Police Assoc. (Pres.)	
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	Wilgus	Lance	FHWA	Lance.Wilgus@fhwa.dot.gov
X	Williams	Tom	Farmington Fire Company	Tw4715@aol.com
	Wilson	Kevin	Wyoming Police	kwilson@wyomingpd.state.de.us
	Wingate	Dallas	DE National Guard	dallas.wingate@de.ngb.army.mil
X	Wood	Norman	Smyrna Police	nwood@smyrnacd.state.de.us
	Wyatt, Jr.	Fred	Kent Co. Fire Police Assoc. (1st Vice Pres.)	
	Zeroles	Joseph	DE Fire Police Assoc. (2nd Vice Pres.)	

Kent County TMT
Action Item List
 Revised: 6/27/2005

<i>Action Item</i>	<i>Priority</i>	<i>Date Assigned</i>	<i>Submitter(s)</i>	<i>Task Leader</i>	<i>Status</i>	<i>Critical Locations</i>	<i>Additional Comments</i>
1 Develop TMT plans for SR-1 Establish detour routes Create traffic control plans and SOPs Identify needs for DelTrac devices (VMS, CCTV, etc.)	Med	4/6/05	Jonathan Weishaupt - DelDOT	Regis Wagner - EK	Ongoing	SR-1 between Exit 119 (N. Smyrna) and Exit 104 (Scarborough Rd.) Critical control points include: <ul style="list-style-type: none"> ✓ Exit 119 (N. Smyrna) ✓ DE 6 Emergency Access Gate ✓ Exit 114 (S. Smyrna) ✓ DE 42 Emergency Access Gate ✓ Exit 104 (Scarborough Rd.) 	July meeting will focus on the section of SR-1 from Exit 104 (Scarborough Rd.) to Exit 93 (DAFB). Edwards and Kelcey is drafting detour plans for SR-1 between Exits 104 and 119.
2 Develop Kent Co. Evacuation Plan Establish Working Group Develop a draft plan (based on Sussex Annex & Army Corps Study) Evacuation routes map	High	4/6/05	Glenn Gillespie – DEMA Allen Metheny - Kent Emer. Management	Allen Metheny - Kent Emer. Management Tricia Faust – DelDOT Tony Clarke – EK	Ongoing		Draft currently being developed. Progress meeting held May 31.

TRAFFIC STUDIES

<i>Traffic Study Request</i>	<i>Priority</i>	<i>Date Assigned</i>	<i>Submitter(s)</i>	<i>Task Leader</i>	<i>Status</i>	<i>Critical Locations</i>	<i>Additional Comments</i>
1 Construct additional "Crossovers" along SR-1	Med	6/1/05	Ed Marecki - DSP - KENTCOM	Jen Duval – EK Jim Wormley – DelDOT DelDOT Traffic Studies	Ongoing	Entire length of SR-1	Edwards and Kelcey conducted a field survey of emergency median crossovers along SR-1 on June 13. Edwards and Kelcey has submitted a Traffic Study Request to DelDOT (Ref. 0004).
2 Install "Mile Markers" every 1/10th of a mile along SR-1	High	6/1/05	Ed Marecki - DSP - KENTCOM	Jen Duval – EK DelDOT Traffic Studies	Ongoing	Entire length of SR-1	Edwards and Kelcey is researching the use and standards for reference locations signs (i.e., mile markers) in PA, NJ, and MD. Edwards and Kelcey has submitted a Traffic Study Request to DelDOT (Ref. 0005).
3 Conduct an Accident Study for US 13 and the New Access Roads near Carter Road and Mike's Famous Harley Davison	Med	6/1/05	Allen Metheny - Kent Emer. Management Lt. Norman Wood - Smyrna PD	DelDOT Traffic Studies	Ongoing		Lt. Wood stated if speeds are reduced in this area an enforcement effort would be made. Edwards and Kelcey has submitted a Traffic Study Request to DelDOT (Ref. 0006).
4 Conduct an Accident Study for the Ramps and Access Road between US 13 and SR-1 at Exit 114 (S. Smyrna).	Med	6/1/05	John Embert -Citizens Hose of Smyrna	DelDOT Traffic Studies	Ongoing		Edwards and Kelcey has submitted a Traffic Study Request to DelDOT (Ref. 0003).

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