



MINUTES OF MEETING
Sussex County TMT Meeting
August 20, 2008



Meeting Date: August 20, 2008
Location: Ellendale Fire Company
Purpose: Joint Sussex County TMT Meeting

List of Meeting Attendees:

Last Name	First Name	Agency	Email
Cannon	Jack	Bridgeville Fire Company	bvillefire@comcast.net
Clausen	Ralph	Georgetown Fire Company	
Coffman	Edward	MDSHA / CHART	ecoffman@sha.state.md.us
Day	Dwayne	DeIDOT/TMC	dwayne.day@state.de.us
DelleDonne	Bill	Rehoboth Beach Fire Company	bill.dd@verizon.net
Donaldson	Gene	DeIDOT/TMC	gene.donaldson@state.de.us
Littleton	Bruce	Orth-Rodgers & Associates, Inc.	blittleton@orth-rodgers.com
Parsons	Brian	Greenwood Police Dept.	brian.parsons@cj.state.de.us
Reed	Jeff	DeIDOT / South District	jeff.reed@state.de.us
Sagal	Joseph	MDSHA / CHART	jsagal@sha.state.md.us
Strickland	Jim	DEMA	jim.strickland@state.de.us
Wallace	Lauren	Civil Air Patrol	lwal216904@aol.com
Whaley	Michael	Delaware State Police, Troop 5	Michael.whaley@state.de.us

Handouts provided during the meeting:

1. July 16, 2008 Meeting Minutes
2. Statewide Action Items List
3. Sussex County Action Items List (3)
4. Sussex County Detour Book

I. Opening Remarks

Gene Donaldson (DeIDOT) began the meeting with brief introductions followed by a review of the agenda. There were no comments to the minutes of the previous meeting. Gene reviewed the Statewide Action Items List.

II. Statewide Action Items List

- **Item 1 - Improve DeIDOT's After Hour Response** – Nothing new to report
- **Item 2 - DAFB Communications Working Group** – Nothing new to report.
- **Item 3 - Establish TMT Communications Working Group** – State is migrating to the 700 MHz radio system. For the next generation of the existing 800 MHz radios, all of the radios will need to be touched by Communications so if there are any suggested template changes, they need to be discussed soon.



MINUTES OF MEETING
Sussex County TMT Meeting
August 20, 2008



- **Item 4 - Conduct Transportation Management Training** – Gene is working on conducting a few of the Incident Management Training classes through the Fire Academy.
- **Item 5 - Presentation on the DelDOT process for roadway projects** – Nothing new to report
- **Item 6 - Develop Recommendations for “Safe Quick Clearance” Policy** – The policy was signed on July 21, 2008. Gene emphasized that under the Safe Quick Clearance Policy “vehicles are being relocated”, not towed or moved. The next component will be to determine how the policy will be applied, and the education program. Maryland has had a “move it” program for many years. Their educational material may be available for DelDOT to use as a starting point. It was also noted that DelDOT will be converting their Motorist Assistance Patrol Vehicles to Tow Trucks as part of the next replacement cycle.
- **Item 7 - Develop Statewide Transportation Management Plan** – Detours are currently being developed for each of the pilot areas.
- **Item 8 - All Hazards Non-Typical Transportation Evacuation Committee** – The next meeting of the full committee is scheduled for Tuesday, August 26, 2008 as a tabletop exercise.
- **Item 9 - Debris Management Committee** – The debris committee meeting scheduled for Monday, August 11, 2008 was postponed.

III. Eastern/Central/South Sussex County Action Items Lists

- The only change from the last meeting was a report that 404 Business coming out of Bridgeville should be open to traffic by Thanksgiving. The holdup was extra utility work required in the vicinity of the new culvert.
- There were no new items added to the Sussex County action items list.

IV Detours

The missing Level 3 detours on US 13 and the requested revision for a detour near Greenwood were reviewed. Comments received are noted below.

- US 13 Southbound: At Line Road (US13---SB00000-00000-1) Add note to the Level 1 detour map to notify and coordinate with MDSHA CHART for the Maryland portion of the detour; Control Point A - Add cones to close off through and left turn movement from Eastbound Iron Hill Road forcing traffic north on US13; Control Point B through F – no comments.
- US 13 Southbound: At Georgetown Road to North of Laurel Road (US13---SB00689-00802-1) Control Point A – Add cones to close off through and left turn movement from Eastbound Discount Land Road; Control Point B through G – no comments
- US 13 Southbound: At Middleford Road to At Concord Road (US13---SB01322-01374-1) – Add symbol to Level 1 detour maps (APPLIES TO ANY LEVEL 1 MAP) showing critical



MINUTES OF MEETING
Sussex County TMT Meeting
August 20, 2008



structure, in this case the drawbridge over the Nanticoke River; no comments received on any of the six control points.

- US 13 Southbound: South of Stein Highway to North of Middleford Road (US13---SB01375-01404-1) – No comments received on any of the four control points.
- US 13 Southbound: At Stein Highway (US13---01405-01405-1) – Add a control point at the signal to the shopping center on Herring Run Road (between US 13 and Bridgeville Highway) - Control Point A - Move the flagger/officer from the middle of the intersection to the southbound right turn island; Control Point B through E – no comments.
- US 13 Southbound: At Cannon Road - DE Rte. 18 (US13---SB01732-01732-1) – No comments received on Control Points A through I; Modify Control Point J to reflect the current geometrics as a result of the re-construction. This will also change Control Point H ending the counterflow prior to Camp Road and having a short section with two way traffic.
- US 13 Southbound: At Newton Road (US13---SB02148-02148-1) – No comments received on Control Points A through G; Modify Control Point H to reflect the current geometrics as a result of the re-construction. Also take the right lane on US 13 southbound to provide a continuous right turn for traffic on the detour returning to US 13.
- US 13 Southbound: At Greenwood Road (US13---SB02625-02625-1) – No comments received on Control Points A through E; Control Point F – take right lane on SB US13 to allow for continuous right turn for traffic on the detour returning to US 13.
- US 13 Southbound: South of Nine Foot Road to North of Greenwood Road (US13---SB02626-02832-1) – No comments received on Control Points A through D; Control Point E – take right lane on SB US13 to allow for continuous right turn for traffic on the detour returning to US 13.

V. Open Discussion

There were no other topics or issues raised.

The next meeting of the committee will be scheduled for October 15th. Availability of the Ellendale Fire Hall needs to be confirmed.

We believe the foregoing minutes to be an accurate summary of the meeting and related decisions.

Any questions or concerns can be directed to Gene Donaldson at gene.donaldson@state.de.us or (302) 659-4601. Additionally, ORA is providing consulting support and Bruce Littleton can be reached at blittleton@orth-rodgers.com or (215) 735-1932. Revisions to the minutes can be emailed to Kisha Duckett at kduckett@orth-rodgers.com

TMT Website: <http://www.deldot.gov/information/projects/tmt>