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## Meeting Minutes

<b>Meeting Location</b>	Sussex County EOC	<b>Minutes No.</b>	SC-1
<b>Meeting Date/Time</b>	May 21, 2014 1:30 – 3:00 PM	<b>Client</b>	Delaware Department of Transportation
<b>Issue Date</b>	May 29, 2014	<b>Type</b>	<input checked="" type="checkbox"/> Meeting <input type="checkbox"/> Conf. Call
<b>Subject</b>	Sussex County TMT Meeting	<b>Project</b>	Transportation Management Team Program
<b>Prepared By</b>	Megan Peppard	<b>Project No</b>	E3X41001

Attendees	Organization	Telephone	Email Address
Keith Banks	Rehoboth Beach Police	302-227-4640	Keith.banks@cj.state.de.us
Michael Berry	DSP Troop 5 (Traffic)	302-542-4096	Michael.Berry@state.de.us
Jim Clacher	DeIDOT/TMC	302-659-4603	Jim.clacher@state.de.us
Ken Cimino	AECOM	302-616-2621	Kenneth.cimino@aecom.com
Sarah Criswell	DeIDOT	302-853-1332	Sarah.criswell@state.de.us
Michael Lowe	DE Fire School		Michael.lowe@state.de.us
Alvin Marquess	Jacobs	443-326-5366	Alvin.marquess@jacobs.com
John McColgan	DSP Troop 4 (Traffic)		John.mccolgan@state.de.us
Gerald Nagyiski	DeIDOT/Safety	302-222-5977	Gerald.nagyiski@state.de.us
Charles Stevenson	Sussex EOC	302-855-7801	cstevenson@sussexcountyde.gov
Megan Peppard	Jacobs	215-355-3577	megan.peppard@jacobs.com

Item	Comments	Responsible Party/Action	Date Due
1.	<p><b><u>Purpose</u></b></p> <p>Jim started off the meeting by advising the group that Gene sends his apologies but he and Dwayne are unable to make the meeting due to an incident which had occurred the night before involving a truck load of bees that were released during the crash.</p>	None	None
2.	<p><b><u>Review of December 3, 2012 Sussex TMT Meeting Minutes</u></b></p> <p>The minutes of the December 3, 2012 Sussex County TMT Meeting were accepted without comment.</p>	None	None
3.	<p><b><u>Special Events Update</u></b></p> <p>Jim Clacher (DeIDOT) updated the group on the NASCAR race event. He said that it is business as usual with NASCAR and that ticket sales are on par with last year's numbers, but it does seem like attendance to NASCAR events is declining.</p> <p><b>Firefly Music Festival</b> – Jim reported that they have continued to meet monthly with Dover responders and emergency responders for this event. They experienced traffic problems last year with trying to get all of the campers in on Friday so they are doing things differently this year by staggering the entrance openings. They will begin loading campers on Wednesday evening from 8pm till about 2</p>	None	None

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	<p>am and then resume again on Thursday from 6 am to midnight. Once the campers and companion cars are in they will be remaining at the camp site and are not allowed to leave the grounds. The 4 day passes are sold out and they are still selling one day tickets. There will be road closures in place throughout the event and they are expecting 6,000 to 9,000 vehicles per day on Friday/Saturday and Sunday, besides the campers.</p> <p>Jerry Nagyiski (DeIDOT) brought up that the summer beach season is upon us and there are many events planned throughout the summer, including a 5k and/or 10k scheduled almost every weekend. He also said they are looking into parking areas for visitors especially during the busy 4<sup>th</sup> of July weekend. The former Kiwanis Parking lot at Shelter Drive has been closed for construction of a WAWA. DeIDOT is currently trying to identify other parking sites, but they feel the lack of lots will cause traffic issues. Jerry reminded the group that during the holiday weekend there will be fireworks in Bethany Beach and Rehoboth Beach, DE and Ocean City, MD for which they will need to mitigate traffic while maintaining service to SR 1. Jerry also reminded the group that beyond the summer months, September and October will continue to be busy with events. During the month of October Rehoboth Beach will be celebrating the 25<sup>th</sup> Anniversary of the Sea Witch Festival.</p> <p>Alvin asked if the Dew Tour in Ocean City MD coming up in early June would affect Delaware and the group reported that it has no impact.</p> <p><b>Punkin Chunkin</b> – This event is looking for a new home and will not be taking place in Delaware anymore.</p> <p>Jim reported that as part of pavement rehab projects, traffic signals are the last item to be completed with the installation of loop detectors which provide the connection to the TMC and complete the correct working operation of the signal timings. In some cases the project may appear complete, but the loops have not been finished. Jim explained to the group that DeIDOT is trying to help out with some of the delays by trying to bring traffic signals on line in their system throughout Sussex County. He also asked that if anyone experiences any signal issues to please call DeIDOT TMC or dial #77 to make them aware.</p>		
4.	<p><b><u>Hurricane Season Preparedness</u></b></p> <p>Hurricane season begins June 1<sup>st</sup> and preparations were reported to be occurring with nothing new happening.</p>	None	None
5.	<p><b><u>SR 26 Project Presentation</u></b></p> <p>Ken Cimino (AECOM) gave an update of the SR 26 widening project which extends from Clarksville to Assawoman canal.</p> <p>Notice to proceed was issued to George &amp; Lynch (Dover, DE) on January 6, 2014. The project has used 196 of 901 calendar days</p>		

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	<p>allotted for contract time used to date.</p> <p><u>To date the project has completed the following:</u></p> <ul style="list-style-type: none"> <li>-Construction and installation of new pump station/wet well in Clarksville, west of Irons Lane.</li> <li>-Relocation of Sussex County sewer force main location #1 at SR 26 and Central Avenue was completed on April 23, 2014. Central Avenue at SR 26 was re-opened to traffic at approximately 18:00 hours on April 23, 2014 after being closed for 22 days. This work was originally estimated to take 4 to 6 weeks.</li> <li>-Demolition of dwelling located on Parcel 23-L.</li> </ul> <p><u>Current Construction Activities include:</u></p> <ul style="list-style-type: none"> <li>-Begin curb removal for installation of 15 inch RCP between Old Mill Road and Grants Avenue</li> <li>-Begin installation of 15 inch RCP, west of Old Mill Road to Grants Avenue</li> <li>-Begin installation of drainage inlets, west of Old Mill Road to Grants Avenue</li> </ul> <p>Note: This work includes nightly lane closures along SR 26 between Old Mill Road and Grants Avenue with traffic alternating utilizing the open lane from 7:00PM – 6:00AM.</p> <p><u>Construction Scheduled for the Summer Months:</u></p> <ul style="list-style-type: none"> <li>-Begin reconstruction of SR 26/Old Mill Intersection.</li> <li>-Begin installation of Gravity Sewer line from SR 17 to Millville Town Limit.</li> </ul> <p>Note: The gravity sewer work includes nightly lane closures along SR 26 between SR 17 (Roxana Road) and Whites Neck Road with traffic alternating utilizing the open lane from 7:00PM – 6:00AM.</p> <p><u>Utility Relocation Activities:</u></p> <ul style="list-style-type: none"> <li>-Relocation of utilities continues to progress as follows: <ul style="list-style-type: none"> <li>A. Verizon continues to relocate their overhead utility from the old service poles to the new service poles. This work is progressing west to east from Roxana Road to Whites Neck Road. This work will start again in the fall.</li> <li>B. DP&amp;L continues to relocate their utility from overhead service to underground service. This work is progressing from west to east between Roxana road and Powell Farm Road. There are no lane closures with this work.</li> <li>C. Mediacom continues to relocate their overhead utility from old service poles to new service poles. This work is progressing between Roxana Road and Powell Farm Road. This is expected to take 1 week to 10 working days.</li> </ul> </li> </ul>		

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	<p><u>Community Outreach:</u></p> <ul style="list-style-type: none"> <li>-December 13, 2013 established SR 26 Emergency Services Working Group</li> <li>-January 10, 2014 develop process for Emergency Services through the construction zone.</li> <li>-A recent meeting with the Emergency Services community was held on Thursday, April 24, 2014 at the Millville Fire Department. State Representative Ronald Gray, 38<sup>th</sup> Legislative District, was in attendance.</li> <li>-June 5, 2014 is the next meeting of SR 26 Emergency Services Working Group at the Millville Fire Department to recap how the Memorial Day Weekend went with construction.</li> <li>-Attend SR 26 Construction Advisory Group Meeting at Bethany Beach Town Hall. The meeting was lightly attended and no major issues were expressed by those in attendance.</li> </ul> <p>Ken also shared the Standard Operating Procedures for incident response that were developed in January for the project and they are included with these minutes. He mentioned that he sends updates to the Emergency Services Working Group for a look ahead in the project schedule to keep them aware of what is going on.</p> <p>Jerry brought up the closure scheduled for the SR 26 project. Ken explained that the closure is scheduled for the replacement of structures from Jan 3, 2015 to March 31, 2015 and if it does not occur during this period they will have to wait a whole year to complete the work. The group would like to meet again prior to this closure to learn more.</p> <p>Jim also mentioned that DelDOT is utilizing Bluetooth technology for tracking travel times throughout the SR 26 project. This allows anonymous Bluetooth reader detection from devices traveling through the job site to be detected for the TMC's use. If delays are experienced the Bluetooth times between devices will read longer than normal and the TMC can display travel time messages on the message boards available from Ocean City to Georgetown. You can also turn to radio 1380 WTMC for information on the SR 26 project.</p>	Jacobs to schedule next Sussex TMT before Jan 2015 SR 26 road closures	Fall 2014
6.	<p><u>Extranet</u></p> <p>Jim shared with the group that the extranet is up and running. The extranet is available to those with a state account to log-in and see data from DelDOT as well as camera images that have been pulled from the public site during incidents. Currently the site is going through testing and you can find only traffic count data on it.</p>	None	None

