



**Delaware Bicycle Council  
August 2, 2017  
Farmington/Felton Room  
Meeting Notes**

**Members Present**

Fred Breukelman, Department of Public Health Rep.  
Walt Bryan, Sussex County Representative  
Fran Cardaci, At Large Representative  
Tom Felice, DelDOT Representative  
Tom Hartley, Kent County Representative  
Richard Klepner, Office of Highway Safety  
Mike Krumrine, DNREC Representative  
Roger Roy, At-Large Representative  
Mike Tyler, At-Large Representative  
James Wilson, At Large Representative

**Members Absent**

Jim Ireland, Trails & Greenways Council  
Marty Lessner, Council & Transportation  
Greg Tulowsitzky, Dept. of Education  
Lt. Jeff Witmarsh, DE State Police Representative

**DelDOT Support Staff**

Anthony Aglio, Planning Supervisor, DelDOT  
Brad Eaby, Deputy Attorney General, DelDOT  
John Fiori, Bicycle Coordinator, DelDOT

**Guests**

Maria Andaya, DelDOT  
Rob McCleary, DelDOT  
CR Mcleod, DelDOT  
Nick Demalto, Delaware State Police  
Andrea Trabelsi, Whitman, Requardt and Associates, LLP.  
Bruce Kauffman, DelDOT  
Winifred Way, Citizen/Bicyclist  
Karen Zakarian, City of Rehoboth Beach

**I. Welcome/Introductions**

This meeting was called to order at 5:00 PM by Tom Hartley.

**Minutes/Agenda Review and Approval:**

Tom Hartley began the meeting with a review of the meeting minutes from June 2017 and entertained the motion to accept as presented. Walt Bryan motioned and James Wilson seconded the motion to accept the minutes. No one opposed. Motion passed to accept the June 2017 meeting minutes.

**II. Council Membership**

**Request for Council on Greenway and Trails appointment to Council:**

Tom Hartley stated that he has called the Governor's Office for an update and is waiting for a call back.

**III. Old Business**

**Discuss Beach Route 1 Sidewalk Accident Solutions:**

Tom Hartley started off by asking how many accidents have happened and Mike Tyler responded 14 that he is aware of, and it's depended on if the accidents are actually reported. John Fiori stated most of the accidents that are not reported happen to the international students that work during the summer at the beach. Bruce Kauffman commented that most of the accidents that are reported, the bicyclists are on the wrong way of the sidewalk but Tom Hartley stated that the students have been directed not to cross over into the highway but to ride on both directions of the sidewalk.

Rob McCleary gave a brief overview on the subject and he stated that he spoke to the traffic engineers at DelDOT about regulatory signs and there isn't a good regulatory solution. He stated that an awareness campaign may be the best solution to get the word out about bicycle safety awareness and gave an example of a decal on the sidewalk for cyclists so they are aware of their surroundings. Rob also suggested that DelDOT would help with the campaign if the Bicycle Council decides to go that route. Tom Hartley commented going with a much simpler approach, using a one word decal and felt it would be easier to read. Tom suggested creating a working group to discuss this further and asked for volunteers, Tom Hartley, Paul Moser, Bruce Kauffman, Tony and Nick from the State Police all agreed to work together. Tom Hartley asked Rob McCleary in the meantime if the mobile sign board could be set up to show the bicycle message, Rob and CR will look into getting it re-established.

**FY2018 Council Budget-Review and approve budget:**

Tom Hartley gave an overview of the Councils budget. At the June meeting the DBC voted to only request DelDOT to keep the DBC budget at \$40,000.00. After the bond bill was approved, within Planning's operating budget the DBC was allocated a total of \$40,000.00 that has the following appropriations;

Travel –	\$900.00
Contractual Services –	\$22,000.00
Supplies –	\$17,100.00
Total -	\$40,000.00

Below is the recommended budget by the Budget Working Group. The cycling innovation grant is proposed to be increased from \$20,000.00 to \$25,000.00 but in order to do this \$3,550.00 will need to be transferred from Supplies to Contractual Services. The request must go through Finance and the Division of Accounting and justification will need to be provided as to why the funds are being transferred. If approved the proposed appropriations would be;

Travel –	\$900.00
Contractual Services –	\$25,550.00
Supplies –	\$13,550.00
Total -	\$40,000.00

Tom Hartley and the Council members discussed the recommended budget. A motion to approve was made by Walt Bryan and James Wilson seconded the motion. No one opposed. Motion passed to approve the FY2018 Council Budget.

**Discuss if By-laws should be drafted:**

Tom Hartley stated that from the last meeting the council members were asked to review the by-laws and submit any comments and discuss at the next meeting. No comments were submitted. The Council decided that it was not necessary to have by-laws set in place.

**IV. New Business**

**Bicycle Fatalities to Date:**

Nik DeMalto from the Delaware State Police reported that in Sussex County there were a total of 2 fatalities reported in June, both happened within days of each other.

**Traffic Control Discussion**

○ **Beaver Dam Road at Dairy Farm Road Turning Lane:**

John Fiori stated that DelDOT Traffic Section has completed this project, there was a bypass lane installed and also shoulder striping.

- **Five Points Bike Lane:**  
Mike Tyler and John Fiori reviewed the three locations and John has emailed Mark Luszcz from the Traffic Section regarding signage and striping.
  
- **Tar and Chip Policy:**  
Mike Tyler suggested that DelDOT create a policy for roads that are less than 2 miles and between two paved roads not to tar and chip them because he feels they are not safe for bicyclists to ride on. Rob McCleary state that DelDOT makes a determination on what type of material is used when paving the roads, and normally tar and chip is used on low volume roads. Rob stated that he will look into if these types of roads are in fact tar and chipped and let the Council know. Rob also suggested that DelDOT can perform a clean sweep on these types of roads to keep them more manageable for bikes to ride on. Anthony Aglio stated that DelDOT received a Pave and Rehab Project List for 2018 that should be posted on the DelDOT website and it will list roads that are to be tarred and chipped.

## V. Updates

### **Bicycle Coordinator Report:**

#### **Bike Checkpoints:**

John Fiori stated that a total of 10 checkpoints have been performed, 440 contacts, 296 of which were international students. John also stated 333 sets of bicycle lights and 125 lights have been given away.

#### **Bike Rodeo:**

A total of 4 rodeos have been done this year, which included 492 students.

#### **2016 Innovation Grant:**

John contacted the Town of Smyrna on July 26<sup>th</sup> and asked for a final copy of the study or sending a representative to give a presentation and Win Abbott from the Town contacted John and agreed to give a presentation at the next Bike Council meeting scheduled for October 4th.

#### **2017 Innovation Grant letters:**

The letters were sent out by July 31<sup>st</sup>. The deadline for submission is September 1<sup>st</sup>. The working group will need to get together 2 weeks after the deadline for review. John will send an email to the working group to set up a time to meet. Tom Hartley questioned if letters were also submitted to the three counties and they were not submitted, only to the municipalities. Tom entertained a motion that the letter be sent to all three counties, Walt Bryan motioned and James Wilson seconded the motion. No one opposed.

**Bicycle Friendly State Application:**

John Bare submitted the Bicycle Friendly application on June 27<sup>th</sup> and we are waiting for a response for the results, which should be sometime in August.

**Bicycle Safety Training:**

John stated a total of 196 students attended the safety training classes.

**West Dover Connector Bike Event:**

John stated that DelDOT's Community Relations Department is planning a bike event to ride along the corridor before it is open to traffic. John will check with CR McLeod from Community Relations for more information and pass onto the Council.

**DelDOT Bicycle Plan Update:**

Andrea Trabelsi updated the Bicycle Policy Plan with a presentation. Andrea stated they are working on an implementation strategy and what is the Bicycle Council's role in the implementation process. Andrea stated that from now until the end of the year is the goal to have the plan completed. A draft of the implementation plan will be submitted sometime in October to the Council for review and comment.

**VI. Public Comment**

○ **Opportunity for Non-Council Members to Address the council**

Karen Zakarian made a suggestion regarding the sidewalks in Rehoboth and her question was to the Council; why not install a type of rumble strip for the bicyclists to ride over so the cyclists are aware to slow down before entering an intersection? The Council will pass this suggestion onto our traffic section for consideration.

**Motion to adjourn was made by Walt Bryan, second by Tom Felice at 7:00pm. No one opposed. Motion passed.**

**Next meeting: October 4, 2017 5:00 p.m. to 7:00 p.m. Farming/Felton Conference Room.**