



MINUTES OF MEETING
Central Sussex County TMT Meeting
April 20, 2005
Ellendale Fire Company



Date: April 29, 2005
Meeting Date: April 20, 2005
Location: Ellendale Fire Company
Purpose: Central Sussex County Transportation Management Team (TMT) Meeting

List of Committee Members and Meeting Attendees:
See Attached Sheets

Handouts provided during the meeting:

- Central Sussex Transportation Map
- Central Sussex Action Item List (rev. 4/1/05)
- Central Sussex County Peak Hour Volumes
- Minutes of March 30, 2005 Meeting
- Schedule of Upcoming US 113 North/South Study Meetings
- DeIDOT TMC Checklist for Determining a Detour Route

I. Opening Remarks

Gene Donaldson (DeIDOT TMC) welcomed the group and opened the meeting with brief introductions from the meeting attendees. He asked if anyone had changes to the March 30th meeting minutes, and there were no changes requested. Gene reiterated to the group that an action item list is being kept to use for direction, and team members are encouraged to add to it.

Gene stated that the Army Corp of Engineers is updating their evacuation statistics and Mr. Joe Gavin gave a briefing to the Eastern Sussex TMT on the Delmarva Hurricane Study. If the group is interested, Gene can arrange for Mr. Gavin to come to a future meeting.

Gene reported that the State of Maryland has a draft evacuation plan for Ocean City. Some of the traffic from Maryland will affect SR 1, US 13, US 113, and some of the East/West Routes. The Maryland State Highway plan has traffic control points. Gene stated that a traffic control plan should be developed for Delaware as well. Gene is attending an Ocean City evacuation meeting on May 9th to coordinate an event between Maryland and Delaware.

II. Open Discussion

Update on Action Items

Action Item #1: Develop TMT Plans for Critical Roadways

Gene referenced the Central Sussex County Peak Hour Volumes handout and explained that AADT is the annual average daily traffic. He stated that the Ocean City plan estimates 20-24 hours for a full-scale evacuation. The Sussex County Hurricane Evacuation Annex also estimates 20-24 hours for an evacuation; however, it takes about 36 hours to set-up, which is too long. Gene mentioned a behavioral study that reported that 68% of nonresidents will leave during an evacuation if asked.



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Bill Wadkins (Wadkins Towing - Milford) mentioned that if there are high winds, the Bay Bridge could close, causing more problems. Gene agreed that the Bay Bridge has problems even on a normal weekend.

Gene mentioned that in the Ocean City evacuation plan US 50 and MD 90 have contra-flow (no emergency access). The US 50 traffic will go to US 13 and US 113 while the MD 90 traffic will go north or south on US 113. It was also brought up that vehicles north of the Chesapeake Bay Bridge - Tunnel will go north towards Maryland. Gene stated that Maryland's plans follow NIMS/Unified Command, where they will set up a command post at the police troop. He suggested that Delaware follow this model and have one place to communicate with and work from.

To facilitate the discussion of the specific routes listed for Action Item #1, Andy Hamilton (Ellendale Fire Co.) suggested the group work from north to south because more information is needed from Ocean City, Maryland for the southern routes.

DE 16:

Chief Rowland Moore (Ellendale Fire Co.) noted that there is heavy traffic along DE 16, especially Friday night, Saturday morning, Sunday night, and Monday morning. He added that the peak hour volume (537) seems low. He asked if it is possible to contact Conrail during an evacuation of DE 16 and inquired about getting 1-hour parking signs along the evacuation route.

Andy Hamilton noted that the traffic signals in Milton along DE 16 at DE 5 and DE 30 are a problem. Gene said that the TMC needs to check the timing on those signals. Andy also stated that if traffic takes DE 16 to DE 404, then there will be choking where eight lanes merge into one.

Bill Wadkins noted that the intersection of Sussex 206 and SR 1 has a severe accident problem.

Rowland Moore noted that the next problem area along DE 16 is at the Ellendale Railroad tracks. If the power goes out due to a storm, the railroad may be on a flash for 20-25 minutes. He inquired if DE 16 and US 113 are going on the TMC's computerized signal system. Gene answered that the US 113 intersections will hopefully be added by this summer. Gene also noted that if power is lost, then the TMC also loses control of the traffic signals. He added that there are generators available but the intersections need to be prioritized. For example, signals along US 13 and US 113 would be on the priority list because they are US routes with high volumes.

Chief Moore stated that the next problem area along DE 16 is at the intersection of US 13, which is to be handled by the Western Sussex TMT. He also mentioned that the intersection of DE 16 and Sussex 42 (Union Church Road) has severe accident problems (stop-controlled).

Bill Wadkins asked about the procedure for snow fences in the winter. Gene replied that this has been looked at before, but that the fences have been stolen in the past.

DE 20 and 26 in Dagsboro:

Tom Glenn (Dagsboro Fire Co.) mentioned that these roads are already a problem in the summer, even without incidents. Gene recommended changing the flasher and stop sign on DE 26 in Dagsboro to a full traffic signal. Gene mentioned that there is some confusion when dispatching resources because DE 20 and DE 26 intersect at two separate locations. The same is true for DE 20 and US 113. It was also mentioned that problems occur in downtown Dagsboro at the intersection of DE 20 and DE 26 (by the bank).



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Gene stated that from the Assawoman Canal to SR 1, DE 26 has a reversible turning lane that can serve as a second through lane during evacuations. He added that future DeIDOT projects will also have reverse turn lanes.

Gene stated that the goal is to get all the signals on the computerized system on DE 26.

Tom Glenn mentioned that northbound traffic along DE 20 could be diverted at the flasher at Sussex 54 towards Frankford to eliminate the DE 20 intersection along DE 26; however, there are concerns that it is difficult to maneuver that much volume through Frankford (i.e. "zigzag roadways").

Gene recommended that the group also consider shifting the through traffic on US 113 into one lane at critical intersections to use the right through lane for merging right turns onto US 113. The issue is to look at how to SAFELY take US 113 down to one lane.

Action Item #2: Improve DeIDOT's After-Hour Response

This is a statewide item. Gene will begin internal discussions within DeIDOT.

Action Item #3: Establish TMT Communications Working Group

Gene stated communications are critical to the TMT efforts. At the Kent and South New Castle meetings they decided to create a statewide working group on communications. Gene asked for volunteers from the group to serve on the new Statewide Communications Group. Captain Tim Winstead volunteered as a representative of Troop 4.

Action Item #4: Understand US 113 North/South Study Alternatives

Matt Buckley (Edwards and Kelcey) reported that Monroe Hite is the DeIDOT contact leading the study, and Monroe is aware of the concerns of the group. If the Central Sussex TMT group has issues, concerns, or general interest, Monroe can provide a briefing at a future meeting. Chief Moore mentioned that he is a member of the US 113 working group. Gene referenced the Upcoming US 113 North/South Study Meetings handout and mentioned that there is a website for the US 113 Study:

<http://www.deldot.net/static/projects/us113/index.html>

Action Item #5: Evacuations

Gene stated that the goal is to create SOPs (standard operating procedures) and traffic control plans with control points similar to the work being done in Maryland.

Action Item #6: Conduct Training and Exercises

David Hake (DEMA) stated that he has a schedule of upcoming exercises, which he will send to Matt Buckley for distribution to the TMT. Gene mentioned that the next training exercise is on April 30, 2005 at Dover International Speedway.

General Comments:

It was mentioned that the group needs to consider where to send traffic when an incident occurs on the primary evacuation routes (i.e. bypass routes). Gene told the group that Fred Hudson Rd. (Sussex 360) and Central Ave. (Sussex 357) can serve as the bypass routes to DE 26; however, the routes need to be signed. Gene also mentioned that portable VMS boards are used along SR 1 to direct traffic onto DE 26 and DE 54 when there is severe congestion in Dewey.



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It was requested that representatives from Georgetown, Millsboro, and Selbyville attend the next meeting to discuss US 9, DE 24, and DE 54, respectively.

Chief Moore stated that the fire personnel cannot do their job if people are out on the streets during a State of Emergency. There needs to be an announcement that road travel is for emergency traffic only, otherwise people do not stay off the roads. David Hake mentioned that the National Guard can be called out to help during a State of Emergency. Captain Winstead pointed out that once a State of Emergency is declared, it takes several hours to get the information out.

Gene mentioned that the Governor's office looks to DelDOT for the state of the transportation system and for closing recommendations, State of Emergencies, etc.

VMS Map Review:

Gene requested that at the next meeting the group prioritize the proposed VMS locations. Andy Hamilton and Bill Wadkins recommended that VMS boards be installed along SR 1 near Sussex 206 (facing northbound and southbound) and between DE 16 and Milford.

Flooding:

David Hake asked about flooding problems along DE 16. Chief Moore reported that flooding is not generally a problem on DE 16 (just on SR 1). Tom Glenn said that the Blinds Creek Bridge along DE 26 is prone to flooding. Gene requested that the group mark up a big map with flooding problem areas.

III. Action Items

See attached spreadsheet.

IV. Next Meeting

Special Presentation on Tropical Systems and Tsunami Awareness

At the request of DEMA, the next meeting will be a special joint meeting of the Kent and Sussex County TMTs with a buffet dinner and presentation from the National Weather Service. **The meeting is scheduled for 7:00 pm on Tuesday, May 17, 2005 at the Carlisle of Milford Fire Hall.**

There is no regular Central Sussex TMT meeting scheduled for May. **The next regular Central Sussex TMT meeting is scheduled for 7:00 pm on June 15, 2005 at the Ellendale Fire Hall.**

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. Matt Buckley and Jen Duval can be reached at mbuckley@ekmail.com / (610) 701-7000 and jduval@ekmail.com / (610) 701-7000, respectively.



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List of Committee Members and Meeting Attendees:

“X” in attendance

Austin	Steve	Emergency Responder Safety Institute	steveaustin@earthlink.net
Baker	Billy	Carlisle of Milford Fire Company & DE Fire School	william.baker@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 Buckley	Matt	Edwards and Kelcey	mbuckley@ekmail.com
Bunting	Jim	DelDOT Traffic	jim.bunting@state.de.us
Carey	Alan	DE Fire Police Assoc. (Pres.)	abctow8757722@yahoo.com
Carrow	William	DSP – Communications	Bill.carrow@state.de.us
Clacher	Jim	DelDOT/TMC	jim.clacher@state.de.us
Clarke	Tony	Edwards and Kelcey	cclarke@ekmail.com
Clausen	Ralph	Georgetown Fire Company	
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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
DeFelice	Marc	Gumboro Fire Company	
DeFord	Frank	Sussex Co. Fire Police Assoc. (Pres.)	
Dempsey	Tucker	DE Fire Chief's Assoc. (2nd Vice Pres.)	
Domorod	James	DE Health and Social Services/ PHPS	James.Domorod@state.de.us
X Donaldson	Gene	DelDOT/TMC	gene.donaldson@state.de.us
Dudley	William	Dagsboro Police	wdudley@dagsboropd.state.de.us
X Duval	Jennifer	Edwards and Kelcey	jduval@ekmail.com
Ebaugh	Brad	DE Electric Cooperative	brad@decoop.com
Eckman	Robert	Selbyville Fire Company	
Evans	Jeff	Millsboro Fire Company	
Faust	Patricia	DelDOT/TMC	patricia.faust@state.de.us
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
X Glenn	Tom	Station 73	Chief73@mchsi.com
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
X Hake	David	DEMA	dave.hake@state.de.us
		Sussex Co. Fire Police Assoc. (1st Vice Pres.) &	
Hall	John	Millsboro Fire Co.	johnhallde@aol.com
X Hamilton	Andrew	Ellendale Fire Company & Wadkins Towing	aham42@comcast.net



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Hawkins	Steve	Indian River of Oak Orchard Fire Company	
Hess	Tory	DeIDOT/TMC	tory.hess@state.de.us
Hickox	William	DeIDOT/DTC	william.hickox@state.de.us
Horn	Wendy	Civil Air Patrol	Wendy@WendyRN.com
Hudson	Guy	Roxana Fire Company	
Hudson	Keith	Milford Police	khudson@milfordpd.state.de.us
Hughes	Randall	DSP – Operations	Randall.Hughes@state.de.us
Johnson, III	Martin	DE Police Chiefs Council	mjohnson@doverpd.state.de.us
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Kernan	Michael	DE Fire School	Michael.kernan@state.de.us
X Knowles	Warren	Civil Air Patrol	Warren_knowles@hotmail.com
Lacurts	Mike	Sussex Co. Fire Chief's Assoc. (1st Vice Pres.)	
Laing	Gary	DeIDOT Public Relations	gary.laing@state.de.us
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X Marsh	Chris	DeIDOT/TMC	chris.marsh@state.de.us
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Mitchell	Steve	DSP - Troop 4	
X Moore, Jr.	Rowland	Ellendale Fire Company	
Murphy, II	John	Millsboro Police	jmurphy@millsboropd.state.de.us
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Pettyjohn	Kevin	Carlisle of Milford Fire Company	
Powell	Wilbert	Sussex Co. Fire Chief's Assoc. (Pres.)	
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Reed	Robert	Selbyville Police	rreed@selbyvillepd.state.de.us
Reuther	Kurt	DNREC	kurt.reuther@state.de.us
Reynolds	Walt	Lewes Fire Company	Pastchief82@sisna.com
Rogers	Lynn	Milton Fire Company	
Short	Richard	Greenwood Fire Company & Sussex EOC	rshort@sussexcountyde.gov
Smith	Edward	DE National Guard	Edward.smith@de.ngb.army.mil
Swain	Dennis	Georgetown Fire Company	
Talley	John	DE Geological Survey	waterman@Udel.Edu
Thomas	Joe	Sussex County EOC	jthomas@sussexcounty.net
Toomey	Floyd	Ellendale Police	ftoomey@ellendalepd.state.de.us
Topping	William	Georgetown Police	wtopping@georgetownpd.state.de.us
Toulson	Richard	DeIDOT/South District	richard.toulson@state.de.us
Turner	Robert	Civil Air Patrol	cappaode@wmconnect.com
Turner, III	James	DEMA	jamie.turner@state.de.us
X Wadkins	William	Wadkins Towing - Milford	wtwadkins@aol.com
Walius	Ted	DE Fire Chief's Assoc. (Sussex Director)	ellendale75@aol.com



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X Wallace	Lauren	Civil Air Patrol	lwal216904@aol.com
Ward	Dick	DE Fire Chief's Assoc. (Sussex Director)	richard.ward@state.de.us
Warner	Suzanne	DeIDOT 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	DeIDOT/TMC	jonathan.weishaupt@state.de.us
Wharton	Brad	Frankford Fire Company	
Wilgus	Lance	FHWA	Lance.Wilgus@fhwa.dot.gov
X Winstead	Timothy	DSP – Troop 4	Timothy.winstead@state.de.us
Wright	Joseph	DeIDOT/South District	joseph.wright@state.de.us
Zeroles	Joseph	DE Fire Police Assoc. (2nd Vice Pres.)	

Central Sussex County TMT
Action Items

Action Item	Priority	Date Assigned	Submitter(s)	Task Leader	Legislation / Policies?	Status	Additional Comments
1 Develop TMT plans for E/W routes (US 9, DE 16, 20, 24, 26, 54, 404, S40) Establish detour routes Create traffic control plans and SOPs Identify needs for DelTrac devices (VMS, CCTV, etc.)	Med	3/30/05	John Hall - Sussex Fire Police Assoc.			Ongoing	4/20/05 - Discussed critical areas along DE 16 & DE 26. Agreed to discuss the remaining routes in June along with prioritizing the VMS locations.
2 Improve DelDOT's After-Hour Response List of available resources (per time of day) Existing Department policies and procedures STATEWIDE TMT ACTION ITEM	High	3/30/05	Ralph Clausen - Georgetown Fire Co.			Ongoing	
3 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	4/05				Ongoing	
4 Understand US 113 North / South Study Alternatives Have TMT representatives involved in planning and design process DelDOT (Monroe Hite) can provide TMT with updates	Low	3/30/05	Ralph Clausen - Georgetown Fire Co. Andrew Hamilton - Ellendale Fire Co.			Ongoing	4/20/05 - Distributed list of upcoming US 113 N/S Study meeting and workshop dates.
5 Evacuations: Create Traffic Control Plans and SOPs Reduce evacuation time to 24-hours or less "Clear-the-road" policy Identify critical intersections and roadways	High	3/30/05	Jamie Turner - DEMA			Ongoing	
6 Conduct Training and Exercises List of upcoming training and exercises	Med	3/30/05	Gene Donaldson - DelDOT			Ongoing	
7 Update Signal Timings at DE 5 & DE 30 along DE 16	High	4/20/05	Andrew Hamilton - Ellendale Fire Co. Bill Wadkins - Wadkins Towing	Chris Marsh - DelDOT		Ongoing	
8 Signal Study (Warrants) for S206 & SR1 Identified as high accident / high volume intersection STOP controlled with flasher	High	4/20/05	Bill Wadkins - Wadkins Towing	DelDOT Traffic Studies		Ongoing	
9 Signal Study (Warrants) for S42 & DE 16 Identified as high accident area STOP controlled	High	4/20/05	Rowland Moore - Ellendale Fire Co.	DelDOT Traffic Studies		Ongoing	
10 Signal Study (Warrants) for Main St. (Dagsboro) & DE 26 Identified as high volume intersection - critical evacuation route STOP controlled with flasher	High	4/20/05	Rowland Moore - Ellendale Fire Co.	DelDOT Traffic Studies		Ongoing	