



**MINUTES OF MEETING**  
**Eastern Sussex County TMT Meeting**  
**April 13, 2005**  
**Lewes Fire Company**



**Date:** April 20, 2005  
**Meeting Date:** April 13, 2005  
**Location:** Lewes Fire Company  
**Purpose:** Eastern Sussex County Transportation Management Team (TMT) Kickoff Meeting

**List of Committee Members and Meeting Attendees:**  
See Attached Sheets

**Handouts provided during the meeting:**

- Eastern Sussex County TMT Contact List
- Sussex County Transportation Map

**I. Opening Remarks**

Note: A severe fire was in progress in the Georgetown/Millsboro region at time of meeting.

Gene Donaldson (DeIDOT TMC) welcomed the group and each attendee introduced himself or herself. Gene gave a background on the TMT concept including a breakdown of how the state was divided into six TMTs. At the Sussex County TMT Kickoff in March, the group agreed to proceed with three TMTs in Sussex County – Western (US 13), Central (US 113), and Eastern (SR 1).

Gene also reviewed statewide issues that were coming up at every TMT meeting such as improving DeIDOT's after-hour response. He added that a Working Group was being set up to focus on improving inter-agency communication statewide.

Gene stated that a TMT webpage has been developed for meeting minutes, schedules, and other needed information.

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

Gene mentioned that the May TMT meetings would be combined meetings with a buffet dinner and special presentation by the National Weather Service. The New Castle County TMTs will meet on May 2<sup>nd</sup> (7:00pm) at the Delaware City Fire Hall. The Kent and Sussex TMTs will meet on May 17<sup>th</sup> (7:00pm) at the Carlisle of Milford Fire Hall.

**II. Presentation**

Joe Gavin (Army Corp of Engineers – Philadelphia District) gave a presentation on the “Delmarva Hurricane Evacuation Study.” The study covered the following five items:

- Hazard – overview of water levels during a hurricane using a “slush” analysis
- Vulnerability – determination of evacuation zones
- Behavioral – forecasting public reaction
- Shelter – number of shelters, locations, and an estimate of how many people would use shelters
- Transportation – time to evacuate and clear roads before gale force winds appear

Joe presented a hard copy of the Sussex County map from the Hurricane Evacuation Study, which is available on the Internet at: <http://www.nap.usace.army.mil/HES/delmarva.htm>.



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Requests for Mr. Gavin's presentation can be made via email to [Joseph.P.Gavin@usace.army.mil](mailto:Joseph.P.Gavin@usace.army.mil).

### **III. Open Discussion**

#### ***Coverage Areas***

Gene started by asking what areas are concerns for Eastern Sussex County. He gave an example that Northern New Castle County TMT is focusing on I-95 while Central Sussex County TMT is focusing on east-west routes along US 113. The group agreed to begin with SR 1.

Craig Stephens (DE Fire School) inquired about knowing DelDOT's future plans for roadway projects along SR 1 and the surrounding areas. The discussion primarily focused on the congestion along the east-west roads, specifically summer beach traffic. The group agreed that further discussion is needed especially on DelDOT's future roadway construction plans. Gene stated that DelDOT's planners would be involved in future discussions.

#### ***Evacuation Plan***

Jamie Turner (DEMA) stated that he is very concerned about the possibility of a hurricane hitting Delaware this summer. He mentioned that an evacuation could be ordered by the Governor, but it has to be done 36 hours in advance, which can lead to significant public relations problems. Jamie brought up the issue of Ocean City, MD traffic traveling through Delaware during any evacuation. He suggested that one option to help ease congestion is to have a staggered evacuation.

Gene mentioned another problem is that local residents are reluctant to leave during an evacuation. Buzzy Bayles (Ocean City EMA) mentioned the effective use of State Police and local fire personnel in assisting with traffic movement. Mr. Bayles asked how long Delaware needed to set up for a coastal evacuation, so that Ocean City, MD could communicate and plan accordingly. Jeff Reed (DelDOT/South District) said they do not have total setup times because there is only enough manpower and resources for partial setups in critical areas.

Roger Willey (DSP – Troop 7) asked if all of signals along the hurricane evacuation routes were on the computerized signal network. Gene stated that the SR 1 signals are "on-line," but there are several critical intersections along US 113 (e.g., US 113 & DE 404) that will be added to the system this summer. Gene also mentioned that other system improvements would include CCTV cameras at critical intersections and VMS boards along the primary routes.

#### ***"Clear-the-Road" Policy***

Gene mentioned to the group that a "Clear-the-Road" policy (already in place in Maryland and Texas) would help with traffic flow especially during emergencies and evacuations. He mentioned that a TMT Steering Committee has been formed to address the need for any new legislation or policies.

#### ***Leadership***

Due to the limited attendance (because of the fire) the leadership for the Eastern Sussex County TMT was not discussed. It will be discussed at the June meeting.



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**IV. Action Items**

See attached spreadsheet.

**V. Next Meeting**

The group proposed to hold future meetings **on the second Wednesday of each month.**

**The May meeting will be a joint meeting with the Kent and Sussex TMTs on May 17 (7:00pm) at the Carlisle of Milford Fire Hall. The meeting will include a buffet dinner and a special presentation by the National Weather Service.**

**The next Eastern Sussex County TMT meeting is tentatively scheduled for Wed., June 8th at 7:00pm at the Lewes Fire Hall.**

Any questions or concerns can be directed to Gene at [gene.donaldson@state.de.us](mailto: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 Mike Domboski can be reached at [mbuckley@ekmail.com](mailto:mbuckley@ekmail.com) / (610) 701-7000 and [mdomboski@ekmail.com](mailto:mdomboski@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
Banks	Keith	Rehoboth Beach Police	kbanks@rehobothpd.state.de.us
X Bayles	Buzzy	Ocean City EMA	bbayles@ococean.com
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
X Callaway	Steve	Lewes Fire Department	
Clacher	Jim	DelDOT/TMC	jim.clacher@state.de.us
Clarke	Tony	Edwards and Kelcey	cclarke@ekmail.com
Cole	Darrel	DelDOT Public Relations	darrel.cole@state.de.us
Collins	Jeffrey	DSP - SUSCOM (PSAP Manager)	jeffrey.collins@state.de.us
Colmery	Lewis	DE Towing Assoc.	
Conley	Barbara	DSP – Traffic Section	Barbara.conley@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.)	
Deloach	James	South Bethany Police	jdeloach@sbethanybeachpd.state.de.us
Dempsey	Tucker	DE Fire Chief's Assoc. (2nd Vice Pres.)	
X Domboski	Mike	Edwards and Kelcey	mdomboski@ekmail.com
Domorod	James	DE Health and Social Services/ PHPS	James.Domorod@state.de.us
X Donaldson	Gene	DelDOT/TMC	gene.donaldson@state.de.us
Ebaugh	Brad	DE Electric Cooperative	brad@decoop.com
X Faust	Patricia	DelDOT/TMC	patricia.faust@state.de.us
X Ford	Paul	DelDOT/DTC	pford2@state.de.us
X Gavin	Joe	Army Corp of Engineers (Philadelphia)	Joseph.P.Gavin@usace.army.mil
Gillespie	Glenn	DEMA	glenn.gillespie@state.de.us
Gooch	Ronald	Lewes Police	rgooch@lewespd.state.de.us
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
Hake	David	DEMA	dave.hake@state.de.us
Hall	John	Sussex Co. Fire Police Assoc. (1st Vice Pres.) & Millsboro Fire Co.	johnhallde@aol.com
Hamilton	Andrew	Ellendale Fire Company & Wadkins Towing	aham42@comcast.net
Hammond	Eddie	Millville Fire Company	
Hawkins	Steve	Indian River of Oak Orchard Fire Company	



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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	Keith	Milford Police	khudson@milfordpd.state.de.us
Hudson	Guy	Roxana Fire Company	
Hughes	Randall	DSP – Operations	Randall.Hughes@state.de.us
Johnson, III	Martin	DE Police Chiefs Council	mjohnson@doverpd.state.de.us
Kennedy	Patrick	FHWA Traffic Operations and Safety	patrick.kennedy@fhwa.dot.gov
Kernan	Michael	DE Fire School	Michael.kernan@state.de.us
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
Lord	Pam	DeIDOT/South District	pam.lord@state.de.us
Mackert	Samuel	Dewey Beach Police	smackert@deweybeachpd.state.de.us
X Marsh	Chris	DeIDOT/TMC	chris.marsh@state.de.us
Marvel	Rodney	DE Fire Chief's Assoc. (Pres.)	rmarvel@sussexcountyde.gov
McGinnis	John	DeIDOT/DTC	john.mcginis@state.de.us
McLaughlin	Ken	Ocean View Police	kMcLaughlin@oceanviewpd.state.de.us
Messina	Dominic	Sussex Co. Fire Police Assoc. (2nd Vice Pres.)	fp8030@aol.com
Miller	Harry	Rehoboth Beach Fire Company	
Mitchell	David	Homeland Security Advisor	David.Mitchell@state.de.us
Moore, Jr.	Rowland	Ellendale Fire Company	
Murray	Doug	Sussex Co. Fire Chief's Assoc. (2nd Vice Pres.)	propertymgr19930@aol.com
Nolt	Gregory	DSP – Troop 7	greg.nolt@state.de.us
Pack	Rosanne	DEMA	rosanne.pack@state.de.us
Parrett, Jr	Richard	Bethany Beach Fire Company	
Parsons	Bob	Memorial of Slaughter Beach Fire Company	
Pettyjohn	Kevin	Carlisle of Milford Fire Company	
Phillips	William	Milton Police	wphillips@miltonpd.state.de.us
Powell	Wilbert	Sussex Co. Fire Chief's Assoc. (Pres.)	
Redmon	Michael	Bethany Beach Police	mredmon@bethanybeachpd.state.de.us
X Reed	Jeff	DeIDOT/South District	jeff.reed@state.de.us
Reuther	Kurt	DNREC	kurt.reuther@state.de.us
Reynolds	Walt	Lewes Fire Company	Pastchief82@sisna.com
Rogers	Lynn	Milton Fire Company	
X Saville	Garland	Millville Volunteer Fire Company	
Short	Richard	Greenwood Fire Company & Sussex EOC	rshort@sussexcountyde.gov
Smith	Edward	DE National Guard	Edward.smith@de.ngb.army.mil
X Stephens	Craig	DE Fire School	craig.stephens@state.de.us
X Sutherland	Colette	Fenwick Island Police	csutherland@fenwickislandpd.state.de.us
Talley	John	DE Geological Survey	waterman@Udel.Edu
Thomas	Joe	Sussex County EOC	jthomas@sussexcounty.net
Toulson	Richard	DeIDOT/South District	richard.toulson@state.de.us
X Turner	Robert	Civil Air Patrol	cappaode@wmconnect.com
X Turner, III	James	DEMA	jamie.turner@state.de.us

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Wadkins	William	Wadkins Towing - Milford	wtwadkins@aol.com
Walrus	Ted	DE Fire Chief's Assoc. (Sussex Director)	ellendale75@aol.com
Wallace	Lauren	Civil Air Patrol	lwal216904@aol.com
Ward	Dick	DE Fire Chief's Assoc. (Sussex Director)	richard.ward@state.de.us
Warner	Suzanne	DelDOT OIT	suzanne.warner@state.de.us
Watson	Jim	DE Fire Chief's Assoc. (1st Vice Pres.)	kingshimr@aol.com
X Weishaupt	Jonathan	DelDOT/TMC	jonathan.weishaupt@state.de.us
Wilgus	Lance	FHWA	Lance.Wilgus@fhwa.dot.gov
X Willey	Roger	DSP – Troop 7 (Traffic)	roger.willey@state.de.us
Wright	Joseph	DelDOT/South District	joseph.wright@state.de.us
Zeroles	Joseph	DE Fire Police Assoc. (2nd Vice Pres.)	

**Eastern Sussex County TMT  
Action Items**

<i>Action Item (Date Assigned)</i>	<i>Priority</i>	<i>"Data" Needs</i>	<i>Assigned</i>	<i>Submitter(s)</i>	<i>Task Leader</i>	<i>Legislation / Policies?</i>	<i>Status</i>	<i>Comments</i>
1 <b>Develop TMT plans for Critical Roadways (4/13/05)</b> East - West Routes SR 1	<b>Med</b>	Traffic volumes & roadway capacities Accident data Bridges - height & weight restrictions DelTrac tools (existing and proposed) Detour route checklist Roadway construction (existing and proposed) Capital Transportation Program	4/13/2005	Gene Donaldson - DelDOT			Ongoing	
2 <b>Improve DelDOT's After-Hour Response (4/13/05)</b> STATEWIDE TMT ACTION ITEM	<b>High</b>	List of available resources (per time of day) List of DelDOT communication tools					Ongoing	
3 <b>Establish TMT Communications Working Group (Apr. 05)</b> Upgrading radios Identifying who is in charge Reporting critical information Notification checklist Understanding roles & responsibilities Knowing what's at the scene (dispatching) STATEWIDE TMT ACTION ITEM	<b>High</b>	Agency points of contact for subcommittee TMC communication (reporting information) list List of agency communication resources List of common terminology List of dispatch points-of-contact (e.g., Sussex EOC)					Ongoing	
4 <b>Future Plans for DelDOT Roadway Projects (4/13/05)</b>	<b>High</b>	List of future projects DelDOT Planning representation	4/13/2005	Craig Stephens - DE Fire School			Ongoing	
5 <b>Evacuations (4/13/05)</b> 24-hour goal during State of Emergency "Clear-the-road" policy	<b>High</b>	Evacuation routes map Roadway capacities	4/13/2005	Jamie Turner - DEMA			Ongoing	