



**MINUTES OF MEETING**  
Southern New Castle County TMT Meeting  
April 8, 2008



**Meeting Date:** April 8, 2008  
**Location:** Townsend Fire Company  
**Purpose:** Southern New Castle County TMT Meeting

**List of Meeting Attendees:**

Last Name	First Name	Agency	Email
Donaldson	Gene	DelDOT/TMC	gene.donaldson@state.de.us
Gillespie	Glenn	DEMA	glenn.gillespie@state.de.us
Jordan	Andrew	DelDOT – Proj. Mgr. for SR 1 Gates	andrew.jordan@state.de.us
Littleton	Bruce	Orth-Rodgers & Associates, Inc.	blittleton@orth-rodgers.com
Logan	Tom	DSP – Troop 9	thomas.logan@state.de.us
Mulford	Joseph	DSP RECOM (PSAP Manager)	joseph.mulford@state.de.us
O’Neill	Darren	DelDOT	darren.oneill@state.de.us
Streets	William	NCC – 911 Communications	wfstreets@nccde.org
Zhang	Jason	Orth-Rodgers & Associates, Inc.	jzhang@orth-rodgers.com
		Representative for Townsend Fire Co.	

**Handouts provided during the meeting:**

1. Agenda
2. Statewide Action Items List
3. Southern New Castle County Action Items List
4. March 11, 2008 Meeting Minutes

**I. Opening Remarks**

Gene Donaldson (DelDOT) began the meeting with brief introductions followed by review of the agenda. Bruce asked if there were any comments to the minutes (none given). Gene reviewed the Statewide Action Items List.

**II. Statewide Action Item List**

• **Item 1 – Improve DelDOT’s After Hour Response**

There has been no activity on this item. This will be assigned to Orth-Rodgers to revise the current draft document before it is submitted.

• **Item 2 - Dover Air Force Base (DAFB) Communications Working Group**

The next meeting of the group is April 30<sup>th</sup>. Subsequent to the Southern New Castle TMT meeting, the DAFB meeting has been postponed to May 7<sup>th</sup>.

• **Item 3 – Establish TMT Communication Working Group**

No current activity on this committee.



**MINUTES OF MEETING**  
Southern New Castle County TMT Meeting  
April 8, 2008



- **Item 4 – Transportation Management Training**

The first training course was offered this morning at the Fire School.

- **Item 5 – Presentation on the DelDOT Process for Roadway Projects**

Due to budgetary constraints, DelDOT is in the process of revising the Capital Improvement Program Project Lists. Should the committee want information about any specific project, they were informed to contact Gene Donaldson and ask for the information. If necessary, he can schedule a presentation on the project for a future TMT meeting much as will occur later in the agenda for the Townsend SR 1 Access Ramps project.

- **Item 6 – Safe Quick Clearance**

The draft language prepared by the Safe Quick Clearance Committee has been reviewed by DelDOT's Deputy Attorney General. The legislative package has been prepared and is being circulated to other agencies for their concurrence prior to being submitted to this legislative session.

- **Item 7 – Statewide Transportation Management Plan**

The detours are the next major effort and were discussed in more detail later in the agenda.

- **Item 8 – Non-Typical Transportation Evacuation Committee**

A medical evacuation meeting was held 04/01/08. Bruce mentioned that at the meeting the question was raised, Are ambulances truly going to be available in an evacuation? What can the existing services provide?

Gene mentioned that all of the communications centers will be involved, and that there will be more involvement from the fire department directly. The next committee meeting is scheduled for April 30<sup>th</sup>, 2008. Subsequent to the Southern New Castle TMT meeting, the Non-Typical Transportation Evacuation meeting has been postponed to May 19<sup>th</sup>.

- **Item 9 – Debris Management Committee**

Gene briefed the secretary on 04/03/08 regarding the status of the Debris Plan. The next committee meeting is scheduled for May 6<sup>th</sup>, 2008.

### **III. Southern New Castle County Action Item List**

- **Develop TMT plans for N/S routes (SR-1 / US 13 & DE 896 / DE 71 / US 301)**

The detours are the next major effort and will be discussed in more detail later in the agenda.

- **Develop SOP for Use of Access Gates on SR-1**

The TMC worked with the previous consultant to develop an SOP for use of access gates on SR-1. This has been in place for some time and Gene has not received any negative comments.

- **Develop NCC Annex to TIEMP: Evacuations**

This document has been completed.



**MINUTES OF MEETING**  
Southern New Castle County TMT Meeting  
**April 8, 2008**



- **Traffic Studies**

Gene mentioned that a report for additional crossovers along SR-1 was done. The issue is getting FHWA approval as they provide oversight and only allow a limited number of crossovers on controlled access highways. The trade-off that must be evaluated is the need for reasonable emergency access versus the added safety concerns raised by emergency and other vehicles slowing down to make the U-Turn. The request to install mile markers was denied by a previous administration. As there is a new administration, DelDOT will re-circulate the study for installing mile markers along SR-1 as it clearly helps the emergency response. Darren O'Neill from DelDOT talked about the status on the other three traffic study topics in the action item list. He mentioned that the I-95 5<sup>th</sup> lane project will be finished by November 30<sup>th</sup>, 2008. The next DelDOT project in that area will be the new interchange for I-95 with SR-1 that will include fly-over ramps. This project is in final design stage.

**IV. Townsend SR 1 Access Ramps**

Darren O'Neill and Andrew Jordan also did a presentation on a new access gate which DelDOT is advertising for construction. Once the construction begins the new gate will take about one month to finish; should be completed this fall.

**IV. Detours**

Bruce provided a brief discussion of the status of the detour program. Level 1 and 2 detours are the higher levels which show the detour route for a given incident area and the control points along the detour route that will need resources. Level 2 detour maps are blowups of Level 1 maps (used only at locations where control points are too closely spaced on the Level 1 map; a level 2 map is used for clarity). The Level 3 detour plans show the resources needed at the individual control points (i.e. cones, signs, police vehicles etc.).

Bruce mentioned that the Level 1 and 2 detour plans for Northern New Castle County were in final form for I-95 and that the I-295, I-495 and SR 1 need to be put into final form and uploaded to the DelDOT website. For Southern New Castle County, Level 1's are done for US 301 and US 13. All three levels are complete for SR 1 from the canal down to the Kent County line.

**V. Open Discussion**

There were no additional topics discussed.

Minutes were prepared by Orth-Rodgers & Associates, Inc (ORA). 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](mailto: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](mailto:blittleton@orth-rodgers.com) or (215) 735-1932. Revisions to the minutes can be emailed to Kisha Duckett at [kduckett@orth-rodgers.com](mailto:kduckett@orth-rodgers.com)

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