



**MINUTES OF MEETING**  
 Kent County TMT Meeting  
 May 7, 2008



**Meeting Date:** May 7, 2008  
**Location:** Kent County 911 Center  
**Purpose:** Kent County TMT Meeting

**List of Meeting Attendees:**

Last Name	First Name	Agency	Email
Day	Dwayne	DelDOT	<a href="mailto:Dwayne.Day@state.de.us">Dwayne.Day@state.de.us</a>
Donaldson	Gene	Donaldson Gene DelDOT/TMC	<a href="mailto:gene.donaldson@state.de.us">gene.donaldson@state.de.us</a>
Duckett	Kisha	Orth-Rodgers & Associates, Inc.	<a href="mailto:kduckett@orth-rodgers.com">kduckett@orth-rodgers.com</a>
Fantini	Maria	DelDOT/Central District	<a href="mailto:Maria.fantini@state.de.us">Maria.fantini@state.de.us</a>
Getek	Steve	Dover Police Department	<a href="mailto:Steven.getek@cj.state.de.us">Steven.getek@cj.state.de.us</a>
Gillespie	Glenn	DEMA	<a href="mailto:glenn.gillespie@state.de.us">glenn.gillespie@state.de.us</a>
Holt	David	DAFB Security Forces	<a href="mailto:David.holt-02@dover.af.mil">David.holt-02@dover.af.mil</a>
Huttie	Joseph	DSP – Troop 3 (Traffic)	<a href="mailto:joseph.huttie@state.de.us">joseph.huttie@state.de.us</a>
Lankford	Tom	DelDOT/Central District	<a href="mailto:Tom.lankford@state.de.us">Tom.lankford@state.de.us</a>
Littleton	Bruce	Orth-Rodgers & Associates, Inc.	<a href="mailto:blittleton@orth-rodgers.com">blittleton@orth-rodgers.com</a>
Marecki	Edward	DSP - KENTCOM	<a href="mailto:Edward.Marecki@state.de.us">Edward.Marecki@state.de.us</a>
Metheny	Allen	Kent. Co. Emergency Management	<a href="mailto:Allenmetheny@yahoo.com">Allenmetheny@yahoo.com</a>
Pappus	John	Citizens Hose Co.	<a href="mailto:jpappus@vhc27.com">jpappus@vhc27.com</a>
Sammons	Ray	City of Dover PD	<a href="mailto:Ray.sammons@cj.state.de.us">Ray.sammons@cj.state.de.us</a>
Walls	Charles	Kent Co. Fire Police Association	

**Handouts provided during the meeting:**

1. Agenda
2. April 2, 2008 Meeting Minutes
3. Statewide Action Items List
4. Kent County Action Items List
5. Kent County Detour Books

Gene Donaldson began the meeting with introductions and review of the agenda. Gene also asked if there were any comments on the last meeting minutes (there were none).

**I. Update on Statewide Action Item List**

1. Improve DelDOT’s After Hour Response – Nothing new to report
2. DAFB Communications Working Group – Meeting held earlier today. Main topic is the potential impact to trucks serving DAFB during the construction of the Route 1 and 9 interchange being built south of the base. Next meeting will be scheduled in September.
3. Establish TMT Communications Working Group – Nothing new to report
4. Conduct Transportation Management Training – First formal training was held on April 8<sup>th</sup>. The trainers are meeting to fine tune the course based on comments received from the first class



**MINUTES OF MEETING**  
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attendees. DelDOT will be mandating the training course for all of their employees that respond to an incident or are used for special events. This course will be made available all emergency responders.

5. Presentation on the DelDOT Process for Roadway Projects - Funding limitations have limited new construction. Should any TMT committee want additional information on any DelDOT project, Gene will schedule a presentation of that project for the TMT committee.
6. Develop Recommendations for “Safe Quick Clearance” Policy – Committee’s recommended language has been submitted to the Legislature.
7. Develop Statewide Transportation Management Plan – Pilot areas are currently being developed in each county.
8. All Hazards Non-Typical Transportation Evacuation Committee – The next meeting of the full committee is scheduled for May 19<sup>th</sup>. Once the committee has a complete draft, the document will be shared with the TMT Committees.
9. Debris Management Committee – The next meeting of the full committee is scheduled for May 28<sup>th</sup>. Once the committee has a complete draft, the document will be shared with the TMT Committees.

## **II. Update on Kent County Action Item List**

### **Action Item**

1. Develop TMT Plans for SR-1. The pilot area for Kent County will be from Scarborough Road (US13) and Exit 104 (SR 1) from north of Dover to Exit 119 north of Smyrna. This area will be the focus area of the next several meetings.
2. Develop Kent County Evacuation Plan – Complete

## **III. Distribution of Detour Materials**

Bruce Littleton (ORA) reviewed the detour plans that have been prepared to date for Kent County.

The group discussed the detour books and how the information should be distributed to police and fire. Ed Marecki mentioned that the CMA has difficulty downloading large graphics. A CD or hard disk would be useful for them. The fire companies requested hard copy printouts. Gene mentioned that DelDOT is working on detour updates on the web.

## **IV. General Discussion**

- Gene mentioned that he plans to attend the statewide fire chiefs meeting held the last week of June. He would also like to find out about getting on the agenda for the Sussex County fire chiefs meeting.
- Jay Pappus indicated that we should have enough detour books to distribute to the fire police.
- The question was raised about the use of the Route 6 Emergency Access Gates onto SR 1 as a point for a detour. Gene pointed out that the formal detours will be at the standard exits. Traffic trapped between the standard exit used for the detour and the accident scene will be directed to the emergency access gate to get off of SR 1 and proceed to the detour route. Gene



**MINUTES OF MEETING**  
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mentioned that there will be a new gate on Route 1 north of Pine Tree corner to access northbound SR 1 (for Townsend).

- Gene stated that adding additional crossovers has been discussed and will be reviewed. As SR 1 was built with Federal funds, we need to be careful not to violate the agreements with Federal Highways.
- Gene suggested that the Route 1 and parallel Route 13 detours be completed and that the full pilot are will be SR 1 from Route 9 to Exit 119 and US 13 from the southern limits of Dover to the New Castle county line. This would involve three fire departments. Cheswold, Smyrna, and Dover. Both Cheswold and Smyrna have fire police, Dover uses Dover PD.
- There should be 5 20' staging trailers obtained within the next 6-7 weeks that will be spread across the state.

#### **V. Action Items**

- ORA will schedule the next full Kent County TMT meeting for August and will schedule meetings with appropriate fire companies, police and other emergency responders during June and July to review the pilot area in sections starting in Smyrna.
- Gene asked that an email be drafted to notify the group of what's going on with the detours.
- Gene to attend the June fire chiefs meeting.

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>