



MINUTES OF MEETING
Sussex County TMT Meeting
May 21, 2008



Meeting Date: May 21, 2008
Location: Ellendale Fire Company
Purpose: Joint Sussex County TMT Meeting

List of Meeting Attendees:

Last Name	First Name	Agency	Email
Brown	Curtis	DSP – Troop 5 (Traffic)	curtis.brown@state.de.us
Cannon	Jack	Bridgeville Fire Company	bvillefire@comcast.net
Clausen	Ralph	Georgetown Fire Company	
Cooper	Tim	Sussex County EMS	tcooper@sussexcountyde.gov
Coverdale	Tim	Ellendale Fire Company	tcoverdale@aol.com
Day	Dwayne	DelDOT (formerly with DEMA)	Dwayne.Day@state.de.us
DeFord	Frank	Sussex Co. Fire Police Assoc. (Pres.)	
Donaldson	Gene	DelDOT/TMC	gene.donaldson@state.de.us
Duckett	Kisha	Orth-Rodgers & Associates, Inc.	kduckett@orth-rodgers.com
Knowles	Warren	Civil Air Patrol	warren_knowles@hotmail.com
Littleton	Bruce	Orth-Rodgers & Associates, Inc.	blittleton@orth-rodgers.com
Reed	Jeff	DelDOT/South District	jeff.reed@state.de.us
Strickland	Jim	DEMA	jim.strickland@state.de.us
Wallace	Lauren	Civil Air Patrol	lwal216904@aol.com

Handouts provided during the meeting:

1. Agenda
2. April 16, 2008 Meeting Minutes
3. Statewide Action Item List
4. Sussex County Action Item List
5. Sussex County Detour Book

I. Opening Remarks

Gene Donaldson (DelDOT) began the meeting with brief introductions followed by review of the agenda. There were no comments to the minutes of the previous meeting. Gene reviewed the Statewide Action Items List.

II. Statewide Action Items List

1. Improve DelDOT’s After Hour Response – Nothing new to report
2. DAFB Communications Working Group – Meeting held 5/7/08. Main topic was 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



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4. Conduct Transportation Management Training – First formal training was held on April 8th. The trainers are meeting to fine tune the course based on comments received from the first class 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 to 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 last meeting was held May 19th, the next meeting is scheduled for June 24th. 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 28th. Once the committee has a complete draft, the document will be shared with the TMT Committees.

III. Eastern/Central/South Sussex County Action Items Lists

Gene provided a quick overview of the three separate action item lists. In the Eastern region, Gene mentioned that the SR 1 third lane project is near completion but slightly behind schedule, however the third lane would be available this summer, it may not have its final coat of asphalt. Jeff Reed mentioned that the hot mix plants have not been producing enough hot mix, that is the main reason for the delay. Gene noted that the complete items on all three lists will be removed for the next meeting. Gene also pointed out that in the western section; a new traffic study was added based on comments received at the previous meeting to look at the feasibility of adding a separate right turn lane at the intersection of US 113 and Sussex 431 (eastbound).

IV. Detours

- Gene mentioned that everyone (police, fire police, fire, and DelDOT) will be working together to handle the summer traffic.
- The following fire departments could be involved in a detour event that involves US 13 in Sussex County: Delmar, Blades, Seaford, Laurel, Bridgeville, and Greenwood.
- Bruce mentioned that 95% of the detours in the Sussex County Detour book distributed at the meeting were along Route 13. The book will be modified to only include the US 13 detours. Separate books will be used for SR 1 and US 113 which still need to be fully developed.
- It was suggested that the front of the book contain a contact person to submit comments or suggestions on the detours. It was also suggested that a glossary of terms be added to explain the terms used in the legend such as VMS.



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- A recommendation was made to review the Redden Road detour. Greenwood would also like to review the US 13 SB detour in the vicinity of Nine Foot Road as the Chief recommends use of other roads for the detour pattern.
- Other groups are asked to comment on the detours or to provide any changes.

V. Open Discussion

Gene will be attending a meeting tomorrow, 5/22, on the Computer Aided Dispatch System (CADD).

- Sussex County has three dispatch centers. The 911 Centers are located in Seaford, Rehoboth, and SUSCOM (Georgetown). It was noted that SUSCOM can be involved with Kent County calls in Kent County near the Sussex County line. Gene mentioned that he will be working to get the communication centers onboard with the detour program.
- A question was asked, what's the scheduling on contacting other agencies?
- The next Sussex County Fire Chief's meeting is scheduled for Tuesday, June 19, 2008 which Gene is planning on attending.
- Gene mentioned that one of the next assignments for the consultants will be to develop a fuel plan to provide sufficient fuel during an evacuation: (a) for responders and (b) for the general public

Action Items:

- ORA to work with Gene and the responders to determine a format for submitting changes to the detour plans.
- ORA and Gene to meet with the following:
 - Fire chiefs, fire police, and state police
 - SUSCOM – It was noted that for training there are four shifts that will need to be covered.

The June 18th 2008 meeting has been cancelled. The next meeting will be scheduled for July 16, 2008.

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 or (302) 659-4601. Additionally, ORA is providing consulting support and Bruce Littleton can be reached at blittleton@orth-rodgers.com or (215) 735-1932. Revisions to the minutes can be emailed to Kisha Duckett at kduckett@orth-rodgers.com

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