



MINUTES OF MEETING
Sussex County TMT Meeting
October 15, 2008



Meeting Date: October 15, 2008
Location: Ellendale Fire Company
Purpose: Joint Sussex County TMT Meeting

List of Meeting Attendees:

| Last Name | First Name | Agency | Email |
|------------|------------|---------------------------------|-----------------------------|
| Coverdale | Tim | Ellendale Fire Company | Tcoverdale@aol.com |
| DelleDonne | Bill | Rehoboth Beach Fire Company | bill.dd@verizon.net |
| Donaldson | Gene | DeIDOT/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 |
| Marsh | Chris | DeIDOT/TMC | Chris.marsh@state.de.us |
| Reed | Jeff | DeIDOT/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. August 20, 2008 Meeting Minutes
2. Statewide Action Items List
3. Sussex County Action Items List (3)
4. Sussex County Detours – US 13

I. Opening Remarks

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

II. Statewide Action Items List

- **Item 1 - Improve DeIDOT's After Hour Response** – Nothing new to report
- **Item 2 - DAFB Communications Working Group** – Construction of the interchange is underway at Route 1/Route 9.
- **Item 3 - Establish TMT Communications Working Group** – Nothing new to report
- **Item 4 - Conduct Transportation Management Training** – Gene met with the Sussex Call Board and briefed them on the Incident Management Training, the Safe Quick Clearance initiative and detour status. He left some training manuals with the participants at the Call Board meeting. There is an effort underway to have the course offered as part of the next Fire Police training session in November.



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- **Item 5 - Presentation on the DelDOT process for roadway projects** – The Indian River Bridge project is officially underway.
- **Item 6 - Develop Recommendations for “Safe Quick Clearance” Policy** – An email went out to the safe quick clearance committee members on October 15, 2008 informing them of the need to reconvene to discuss implementation steps.
- **Item 7 - Develop Statewide Transportation Management Plan** – Detours are currently being developed for each of the target areas.
- **Item 8 - All Hazards Non-Typical Transportation Evacuation Committee** – The special transportation assistance plan is still in development, and small individual meetings are being held to flush out the details of the plan with key stakeholders. Once the plan is near completion, it will be cycled through the TMT committees for their input prior to finalizing the document.
- **Item 9 - Debris Management Committee** – The debris plan is in development, and small individual meetings are being held to flush out the details of the plan with key stakeholders. Once the plan is near completion, it will be cycled through the TMT committees for their input prior to finalizing the document.

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

- Nothing new to report to the eastern or southern Sussex County Action Items list.
- In Central Sussex County, an additional action item was added as a result of the last meeting.
 - The request was made to check the signal operation for the southbound left turn at US 13 and Sussex 207 (going into Lincoln). The comment was made that the signal only allows 2-3 cars to make the left turn. The signal was reviewed and now appears to be functioning properly. There can be a delay waiting for the left turn as the signal is now part of a signal system and may be running a cycle length of up to 120 seconds, particularly during the daytime peak hours.

IV Detours

Bruce Littleton (ORA) distributed books and CDs of the US 13 completed detours in .pdf format. Additional books will be available at the future meetings. Attendees were able to sign up to have CDs mailed to them as well. If changes are requested at any time to the detours, new packets will be distributed with a cover sheet containing the updated date.

Bruce reviewed the northbound and southbound US 13.pdf file contained on the CD and showed how to use the CD to access an overall map and the individual detours and traffic control point plans.

A discussion was held as to what detours should be completed next, SR1 or US 113. Jeff Reed (DelDOT) asked the status of the future construction project on Route 113 and whether that would have an impact as to which roadway to do first. Jeff suggested that Ralph Reed be contacted to

confirm the timeframe for the project. The thought was that these projects are still many years away, however, a status report will be provided at the next meeting.

Gene Donaldson (DelDOT) asked Bruce and Kisha what the status was of the SR 1 and US 113 detours. The SR 1 Level I detours have been selected and the sketches reviewed with the group but they have never been formally drawn up and presented. The level III maps have not been started. The US 113 level I maps are complete, the level III's need to be done. The consensus was that the US 113 detours should be the next priority. The intent is to get both done by next summer season.

Bruce reiterated the difference in cost between producing books and CDs. Both will continue to be prepared for those that need them. A suggestion was made by Bill DelleDonne to look into purchasing flash drives and using them in lieu of CD's. This will be looked into.

V. Open Discussion

Tim Coverdale expressed his thanks that the signal he discussed at the last meeting was reviewed. There were no other topics or issues raised.

VI. Next Steps

- Contact to be made with Ralph Reed regarding the status of the Georgetown Bypass for Route 113.
- The next meeting of the committee will be scheduled for November 19th at the Ellendale Fire Hall.

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>