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## Meeting Minutes

|                          |                                |                    |   |
|--------------------------|--------------------------------|--------------------|---|
| <b>Meeting Location</b>  | Talleyville Fire Company       | <b>Minutes No.</b> | 1516/NNC-3  |
| <b>Meeting Date/Time</b> | May 16, 2011<br>7:00 – 8:30 PM | <b>Client</b>      | Delaware Department of<br>Transportation  |
| <b>Issue Date</b>        | June 9, 2011                   | <b>Type</b>        | <input checked="" type="checkbox"/> Meeting <input type="checkbox"/> Conf. Call |
| <b>Subject</b>           | North New Castle TMT Meeting   | <b>Project</b>     | Transportation Management<br>Team Program                                       |
| <b>Prepared By</b>       | Brian Chelton                  | <b>Project No</b>  | Jacobs E3X36704   |

| Attendees        | Organization                                 | Phone        | Email                        |
|------------------|--|--------------|------------------------------|
| Brian Andrews    | State Fire Fire Police - NCC                 | 302-834-8494 | rescue_ranger@verizon.net    |
| Michael Angelo   | McCormick Taylor                             | 302-738-0203 | maangelo@mtmail.biz          |
| Brian Chelton    | Jacobs                                       | 610-701-7000 | brian.chelton@jacobs.com     |
| Carlos Collazo   | New Castle County Fire Police<br>Association | 302-983-1795 | collazokid1@yahoo.com        |
| Dwayne Day       | DeIDOT/TMC                                   | 302-659-4604 | Dwayne.Day@state.de.us       |
| Gene Donaldson   | DeIDOT/TMC                                   | 302-659-4601 | gene.donaldson@state.de.us   |
| Jennifer Griffin | DSP - Troop 1                                | 302-761-6677 | jennifer.griffin@state.de.us |
| Wayne Hamilton   | DeIDOT Traffic Safety - North District       | 302-326-4495 | wayne.hamilton@state.de.us   |
| Joe Heckler      | Minquadale Fire Company                      | 302-229-4484 | jeckle507@comcast.net        |
| Cheryl Kelly     | New Castle County Fire Police<br>Association | 302-388-4566 | cakelly10@comcast.net        |
| Charles Morgan   | New Castle County Fire Police<br>Association | 302-228-7601 | cammorgan@comcast.net        |
| Andrew Parker    | McCormick Taylor                             | 302-738-0203 | ajparker@mtmail.biz          |
| Derek Voight     | Jacobs                                       | 610-701-7000 | derek.voight@jacobs.com      |

| Item | Comments  | Responsible Party/Action | Date Due |
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| 1.   | <p><b>Purpose</b></p> <p>This was a regularly scheduled meeting of the North New Castle County TMT Group (third Monday, every other month). Agenda items included: review of March 21, 2011 Meeting Minutes, a presentation on the US 202 &amp; I-95 Interchange Project by McCormick Taylor, a presentation of New Castle County All Hazards Evacuation Plan, DE 4 Eastbound Detour Review and updates on the following items: TMT Steering Committee, Snow Emergency Plan, Pilot Detour Tabletop Exercise, Pilot Towing, and Crossovers. Gene Donaldson (DeIDOT) started the meeting with a round of introductions.</p> | None                     | None     |

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| 2.   | <p><b><u>Review of March 21, 2011 North New Castle County Meeting Minutes</u></b></p> <p>The minutes of the March 21, 2011 North New Castle County TMT Meeting were accepted without comment.</p>  | Jacobs will finalize minutes                 | ASAP     |
| 3.   | <p><b><u>Presentation: US 202 &amp; I-95 Interchange Project</u></b></p> <p>Andrew Parker (McCormick Taylor) and Mike Angelo (McCormick Taylor) presented an overview of the US 202 &amp; I-95 Interchange Project to the group. The project is expected to begin in September 2011 with an end date of August 2014. The project consists of interchange improvements, such as: adding lanes to the I-95 ramps to and from US 202, the realignment and reconstruction of specific ramps to address capacity and safety issues, the lowering of southbound I-95 to address vertical clearance issues, the reconstruction of US 202 bridge deck, the installation of new sign structures, and reconstruction of pavement on I-95.</p> <p>Mike walked the group through a general overview of the project describing the various changes planned for the interchange, the anticipated work zone impacts (detours, shifting lanes and traffic, closures, etc), and the project phasing and staging. Mike noted that many of the stages of the three phase project will overlap.</p> <p>Andrew presented a detailed look at what will occur during each phase and stage and what detours will be implemented, if applicable.</p> <p>Detours have been developed for each closure noted below and can be found in the PowerPoint presentation and plan sheets that were provided by McCormick Taylor. A copy of the presentation and plan sheets are available on the TMT website.</p> <p><u>Phase 1</u></p> <ul style="list-style-type: none"> <li>• Construction of new Ramp 5 and removal of existing Ramp 5</li> <li>• Widening of Ramp 2</li> <li>• Widening of Northbound I-95 approaching Ramps 2 and 5</li> <li>• Lengthening of Ramp 6 acceleration lane onto Northbound I-95</li> <li>• Construction of new Ramp 7 and removal of existing Ramp 7</li> <li>• Reconstruction of Ramp 4</li> </ul> <p><u>Phase 1, Stage 1:</u></p> <ul style="list-style-type: none"> <li>• Closure and detour of Southbound I-95 and Ramp 4 for weeknight overnight hours</li> <li>• Planned duration: 19 days</li> </ul> <p><u>Phase 1, Stage 2:</u></p> <ul style="list-style-type: none"> <li>• Closure and detour of I-95 on two weekends</li> <li>• Closure and detour of US 202 on two weekends</li> <li>• Variable closures and detour of all ramps except Ramp 3 with Ramp 5 being the most impacted</li> </ul> | Jacobs to upload presentation to TMT website | ASAP     |

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|      | <ul style="list-style-type: none"> <li>• Planned duration: 336 days</li> </ul> <p><u>Phase 1, Stage 3:</u></p> <ul style="list-style-type: none"> <li>• No road closures, ramp closures or detours</li> <li>• Planned duration: 35 days</li> </ul> <p><u>Phase 1, Stage 4:</u></p> <ul style="list-style-type: none"> <li>• Closure and detour of Ramp 4</li> <li>• Opening of new Ramp 7 and removal of old Ramp 7</li> <li>• Closure and detour of I-95 on two weekends</li> <li>• Closure and detour of US 202 on one weekend</li> <li>• Variable closures and detour of Ramps 5, 6, and 7</li> <li>• Planned duration: 280 days</li> </ul> <p><u>Phase 2</u></p> <ul style="list-style-type: none"> <li>• Construction of new Ramp 3 and removal of existing Ramp 3</li> <li>• Reconstruction and lowering of Southbound I-95 with the closure of Ramp 8 for one month</li> </ul> <p><u>Phase 2, Stage 1:</u></p> <ul style="list-style-type: none"> <li>• Closure and detour of Ramps 2 and 5</li> <li>• Planned duration: 161 days</li> </ul> <p><u>Phase 2, Stage 2:</u></p> <ul style="list-style-type: none"> <li>• No road closures, ramp closures or detours</li> <li>• Planned duration: 154 days</li> </ul> <p><u>Phase 2, Stage 3:</u></p> <ul style="list-style-type: none"> <li>• Closure and detour of Ramp 8 continuously for approximately one month</li> <li>• Planned duration: 28 days</li> </ul> <p><u>Phase 2, Stage 4:</u></p> <ul style="list-style-type: none"> <li>• No road closures, ramp closures or detours</li> <li>• Opening of new Ramp 3 and removal of existing Ramp 3</li> <li>• Planned duration: 11 days</li> </ul> <p><u>Phase 2, Stage 5:</u></p> <ul style="list-style-type: none"> <li>• No road closures, ramp closures or detours</li> <li>• Planned duration: 11 days</li> </ul> <p><u>Phase 3</u></p> <ul style="list-style-type: none"> <li>• Reconstruction of US 202 bridge deck</li> <li>• Milling and overlaying of pavement and placement of final pavement markings</li> </ul> <p><u>Phase 3, Stage 1:</u></p> <ul style="list-style-type: none"> <li>• No road closures, ramp closures or detours</li> <li>• Lane closures, shoulder closures and lane shifts</li> <li>• Planned duration: 47 days</li> </ul> |                          |          |

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|      | <p><u>Phase 3, Stage 2:</u></p> <ul style="list-style-type: none"> <li>• Lane closures, shoulder closures and lane shifts for work on Southbound US 202</li> <li>• Closure and detour of I-95 and Ramps 6 and 8 for six weeknight overnights</li> <li>• Planned duration: 64 days</li> </ul> <p><u>Phase 3, Stage 3:</u></p> <ul style="list-style-type: none"> <li>• Lane closures, shoulder closures and lane shifts for work on Northbound US 202</li> <li>• Closure and detour of I-95 and Ramps 6 and 8 for six weeknight overnights</li> <li>• Planned duration: 65 days</li> </ul> <p><u>Phase 3, Stage 4:</u></p> <ul style="list-style-type: none"> <li>• Lane closures, shoulder closures and lane shifts for median work on US 202</li> <li>• Closure and detour of Ramps 7 overnight</li> <li>• Overlay all pavement and application of final striping</li> <li>• Planned duration: 20 days</li> </ul> <p>The following discussion then took place:</p> <p>Charles Morgan (New Castle County Fire Police Association) asked how the already congested segment of northbound I-95 between Delaware Avenue and US 202 will be impacted. Mike noted that it will be worse during portions of the project but as the modifications to Ramp 5 are completed in Phase 1 of the project the congestion should decrease in this area.</p> <p>Joe Heckler (Minquadale Fire Company) raised the question if a plan was in place to address queue jumpers who drive up the center lane of northbound I-95 and then force their way onto the northbound US 202 ramp avoiding the queue. Wayne Hamilton (DelDOT Traffic Safety – North District) noted that through signing within the construction zone they hoped to curtail this behavior. Joe mentioned possibly using “jersey” (concrete) barrier to stop this dangerous behavior or increasing Delaware State Police (DSP) enforcement while under construction. Andrew noted that there is budget set aside for DSP workzone enforcement which could be used to address this behavior.</p> <p>Brian Andrews (State Fire Police – NCC) asked if emergency responders will still have emergency access through the construction zone, especially during closures and detours. Andrew said this will have to be addressed on a stage by stage basis and will be contingent on what type of construction is ongoing at the time. Wayne noted access is often based on how a contractor does their work; once a contractor is selected, emergency access through the site will be coordinated with them and provided whenever possible.</p> <p>Brian A. asked how emergency responders will be alerted of full</p> |                          |          |

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|      | <p>closures without emergency vehicle access. Gene said that this information should be provided to the Transportation Management Center (TMC) and the TMC will pass it on to emergency responders. Real-time data is disseminated on a host of different technologies across fire departments, fire police and EMS services, making common real-time notification challenging. Gene noted that finding an ability to get the real-time data in the hands of the emergency vehicle operators is essential and a concept that DeIDOT is currently working with the emergency management community on. One option being developed is the use of an extranet. Access to this extranet would be provided to TMT members who currently cannot access the state network. The extranet would serve as an interagency information clearinghouse for everything not appropriate to place on the public website; it may also be a solution to the real-time notification issues. As development continues on the extranet more information will be disseminated through the TMTs.</p> <p>Cheryl Kelly (New Castle County Fire Police Association) asked if the fire service and fire police will be able to use the emergency access gates on I-495. Gene noted he had been meeting with Bill Thatcher to discuss how best to repair these gates and provide emergency responders access. One of the challenges is that not all northern New Castle County fire departments use opticom pre-emption, which is how the gates are operated elsewhere in the state. Additionally, the gates have been frequently left open creating a potentially dangerous safety situation; this safety concern has led to the gates being locked. Charles mentioned responders often do not know if the gates are locked or not and find out only when they attempt to use the gate. Gene reiterated he is currently meeting with Bill to come up with a plan for maintenance and access at these gates. Additionally, Gene also mentioned that he needs to coordinate with the fire departments to determine how to grant them access. With opticom operation not being an option, it is likely that the access to the gates would be remotely controlled by the TMC.</p> <p>Charles asked if through traffic is going to be encouraged to use I-495 if the speed limit will be lowered. Charles noted that the section of southbound I-495 just south of DE 92 is prone to high speeds and frequent incidents. Wayne noted there is planned construction in that general area which will slow the speeds down but there is concern of artificially lowering the speed limit as it creates dangerous speed differentials. These speed differentials develop as not all drivers obey speeds reductions while others do, creating additional safety concerns.</p> <p>Charles questioned whether the fire chiefs in the area had been invited to the meeting especially given the nature of the presentation. Gene noted that they had been invited and that he planned to meet with the fire school to figure out a better way to coordinate with the fire departments and get the chiefs involved in the TMT program.</p> <p>Charles asked if given the increased demand to be placed on I-495 if there were any plans to repave it. Wayne said that there are some</p> | <p>DeIDOT to meet with Bill Thatcher about emergency access gates</p> <p>DeIDOT to meet with fire departments to coordinate how best to grant them access to emergency access gates</p> | <p>Ongoing</p> <p>Ongoing</p> |



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|      | <p>stressed that the SEP is a DeIDOT document. At this point it has only been circulated around the traffic department, and still needs to be reviewed internally by other DeIDOT departments before it is accepted.</p> <p>Gene is working on a separate effort with DVFA to address snow operations which support the 62 fire departments around the state. From these meetings, Rich Toulson and Bif Newnam will be disseminating the information out to the fire houses.</p>   |  |          |
| 7.   | <p><b><u>Detour Authentication Tabletop Exercise</u></b></p> <p>Gene noted that this program is currently on hold until DeIDOT has an opportunity to meet with the Delaware State Fire School. One development from the recent TMT Steering Committee Meeting was to coordinate with the fire school rather than direct outreach to each of the 62 fire departments around the State. As the coordination on the TTX develops with the fire school more information will be coming out through the TMTs.</p>   | None   | None     |
| 8.   | <p><b><u>Pilot Towing</u></b></p> <p>Derek reported that the Pilot Towing Program was developed for DeIDOT to share in DSP's responsibility of towing abandoned vehicles from Delaware's Highways. Developed with close guidance from DSP, the Pilot Towing Program mirrors the DSP process for stickering and towing abandoned vehicles.</p> <p>Currently, DSP uses the E-TOW system to track tows. The E-TOW system was not in place when the Pilot Tow Program was first designed. The DeIDOT process was developed to use a paper tow slip; this paper tow slip was designed to mimic the DSP tow slip that was being used at the time. Investigation is being conducted into the possibility of the DeIDOT TMC having access to the E-TOW system. Access to the system would eliminate the duplication of effort and lag time that could be created from keying paper tow slips.</p> <p>Jennifer Griffin (DSP Troop 1) noted that the process is missing a step relating to storage codes. DSP HQComm is contacted for this code by the on-scene DSP unit requesting a tow immediately prior to the tow. The storage code creates a link in DeIJIS between the E-TOW complaint and vehicle tag to eliminate vehicles being reported stolen after they have been towed. Gene suggested that we include Bill Carrow in a future meeting to coordinate this process.</p> | Jacobs will coordinate with Bill Carrow on storage codes | ASAP     |
| 9.   | <p><b><u>Crossovers</u></b></p> <p>Gene reported that he understands crossovers are an item of significant importance to the TMT groups. Due to this, Gene is setting up an internal DeIDOT meeting to hopefully reach consensus on how crossovers are handled statewide. Once agreement is reached with this internal group it will be disseminated through the TMTs.</p>   | DeIDOT to meet internally                                | Ongoing  |

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| <p>10.</p> | <p><b><u>Open Discussion</u></b></p> <p>Joe asked how potholes are handled at DeIDOT. Joe noted there is a large pothole in his area that has not been repaired and creates a serious hazard. Joe said he had contacted DeIDOT but nothing had been done as of yet. Gene noted that for situations like that they should contact the TMC directly and not the maintenance yards. Gene reminded the group that they could contact the TMC directly by dialing #77 on any cell phone. Wayne said he would attempt to locate the work order to determine the status of the repair. Wayne added that it could be an issue where contractor delays are holding up the repair as below ground infrastructure (drainage, conduit) could be damaged holding up the ability for DeIDOT to fill the pothole.</p> <p>Derek noted that AECOM would like to present at the next meeting on the Newport Viaduct project. This project is anticipated to start in June.</p> <p>Wayne mentioned that there will be daytime closures in the work zone on Kirk Road near Montchanin Road. The contractor is to allow emergency access through this area during the closures but it will be necessary for the emergency responders to let the contractor know they are coming. Charles and Cheryl asked if the contractor could meet with the departments for coordination. Wayne said he would pass along that request.</p> <p>Charles raised some questions about safe, quick clearance policies in Delaware and the authorities that they provide. Gene noted Delaware has two different kinds of legislation that support this policy. The first provides that with police approval DeIDOT can push/pull/drag a disabled vehicle from the roadway. The second provides liability protection for the responders should damage occur to private property under the execution of the first; these liability protections only apply if proper judgment was used. Brian A. asked if emergency responders were allowed to move vehicles. Gene noted that only DeIDOT with DSP approval had that ability to move disabled cars. Additionally, he noted that the law does state that if the vehicle is not disabled and is creating a hazard that it should be moved by the owner.</p> | <p>Jacobs will coordinate with AECOM</p> <p>Wayne to follow up with Charles and Cheryl</p> | <p>ASAP</p> <p>Ongoing</p> |
| <p>11.</p> | <p><b><u>Detours</u></b></p> <p>Gene noted that the detours for Eastbound DE 4 are completed and have been reviewed. They are available electronically and in hard copy. Gene requested two or three people volunteer to meet with DeIDOT to further review the detours. It was suggested that those fire stations that are directly impacted by the detours specifically be requested to provide some volunteers.</p>  | <p>Jacobs to reach out to TMT members for detour review</p>                                | <p>Ongoing</p>             |



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| <p>12.</p> | <p><b><u>Next Meeting</u></b><br/>                 The next meeting is scheduled for Monday, July 18 at 7:00 pm. A presentation on the Newport Viaduct Project has been scheduled for meeting.</p> | <p>Jacobs will send meeting notification to the group</p> | <p>With the release of meeting minutes</p> |
| <p>13.</p> | <p><b><u>Update After Meeting – Meeting Location</u></b><br/> <i>The July 18 Meeting will be held at the Minquas Fire Company.</i></p>   | <p>None</p>   | <p>None</p>                                |