



**Delaware Bicycle Council
February 7, 2018
Farmington/Felton Room
Meeting Notes**

Members Present

Mike Wagner, Department of Education
Walt Bryan, Sussex County Representative
Fran Cardaci, At Large Representative
Tom Felice, DelDOT Representative
Tom Hartley, Kent County Representative
Lt. Jeff Whitmarsh, DE State Police Representative
Richard Klepner, Office of Highway Safety
Mike Krumrine, DNREC Representative
Mike Tyler, At Large Representative
James Wilson, At Large Representative

Members Absent

Marty Lessner, Council & Transportation
Fred Breukelman, Department of Public Health Representative
Roger Roy, At-Large Representative
Scott Hoffman, At-Large Representative

DelDOT Support Staff

Brad Eaby, Deputy Attorney General, DelDOT
John Fiori, Bicycle Coordinator, DelDOT
Christina Thomas, Administrative Assistant, DelDOT

Guests

John Eckenrode, Public
Chris Assay, Public
Bruce Kauffman, DelDOT
Matt Buckley, Whitman, Requardt & Associates, LLP
Karen Zakarian, Public

I. Welcome/Introductions

The meeting was called to order at 5:00 PM by Tom Hartley. A quorum was met for the meeting. The council members introduced themselves to the guests. Tom Hartley welcomed the newest council member, Mike Wagner, who works with the Delaware Department of Education. He is on numerous committees such as the Pedestrian Council, Teen Advisory Committee, Organ Donor Committee, and now the Delaware Bicycle Council. He is a bicyclist and use to ride 10-miles a day but now he swims. Tom Hartley indicated that the Council is glad to have Mike on board.

Minutes/Agenda Review:

The council reviewed and made corrections to the meeting minutes from the December meeting. Walt Bryan had a question about why Delaware fell from 3rd to 7th in the Bike Friendly State rankings. One reason was not having an approved state bicycle plan. This plan is currently being worked on and having this plan approved is anticipated to help enhance the ranking next time they are done. Tom Hartley asked for a motion to accept the minutes from the December meeting. Lt. Jeff Whitmarsh motioned and Mike Krumrine seconded the motion to accept the December meeting notes. All agreed, no one opposed. Motion passed.

II. Election of Chair

Fran Cardaci took over running the meeting for the election of Chair. Tom Hartley was the only one nominated for Chair. There were no other nominations sent to John Fiori. Walt Bryan made the motion for nominations to be closed; it was seconded by Mike Tyler. No one opposed. Motion passed. All council members voted in favor of Tom Hartley to be the Chair for the 2018 year.

III. Council Membership

Members Profiles:

Tom Hartley indicated that the contact information on the website will need to be updated and to submit profiles. Once all are submitted, John T. Fiori will have them placed on the DBC website. Tom Felice mentioned getting a photo of the council taken to be placed on the website as well.

Pictures:

Walt Bryan discussed taking photos of trails in Sussex County. Discussed pictures from Gordon's Pond, the Georgetown-Lewes Trail and Junction-Breakwater Trail – Lewes Extension. Other area discussed were the new bridge for the Jack Markel Trail and the Mike Castle Trail along the C&D Canal

Gregg Tulowitsky Retired:

An e-mail was sent to Gregg Tulowitsky thanking him for his service.

Appointments to Council:

Tom Hartley spoke with Ray Lewis of the Governor's Office concerning a replacement for Delaware Greenway & Trails.

IV. New Business

Establish 2018 Cycling Infrastructure Innovation Grant Working Group:

Fran Cardaci indicated that at least three members are needed for the working group. The work involved would be to review the applications, visit the sites, meet the applicants and ask any follow-up questions the working group would have on the application. After all field visits are completed there is a final meeting with the working group to discuss the applications and make a recommendation to Council on which applicant(s) should receive the grant. The working group meetings take place after working hours but the field visits take place during the weekday. The site visits provides an opportunity to see the project and meet with the individuals who prepared the application. At the site visits there are two to three working group members in attendance. Walt Bryan, Mike Krumrine, James Wilson and Mike Wagner and Fran Cardaci volunteered to be on the working group, with Fran being the Chairperson. Tom Hartley entertained the motion to accept those five individuals on the working group for the infrastructure innovation grant. Walt Bryan motioned and Mike Krumrine seconded the motion for the innovation grant working group. All agreed, no one opposed. Motion passed.

Voting on 2018 Grant Letter and Application:

Fran Cardaci discussed the revised 2018 grant letter and application. Reason for the revision is that in past years the working group would have the same follow-up questions for each application being reviewed. It would make sense that these questions should be included in the grant application. By expanding the application, the DBC will receive a better quality application. Tom Hartley asked for a motion that the Council Chair will work with Drew Boyce and Brad Eaby on finalizing the letter and application without having to return to the council for final approval. Walt Bryan motioned and Tom Felice seconded the motion. All agreed, no one opposed. Motion passed.

Sending Council Members to Conferences AASHTO

John T. Fiori indicated that there is no money in FY2018 to send a council member to the AASHTO Spring Meeting in May 21-24 in Nashville. Walt Bryan asked what does AASHTO stand for, in which Robert McCleary explained it stands for the American Association of State Highway Transportation Officials. They conduct research and their role is to establish policy and standards so that the roadways are basically the same across the nation so drivers know what to anticipate when they drive through another state. This conference is a collection of State DOT's across the country including Puerto Rico and a few provinces in Canada. This conference does not really have a bicycle component.

Walk Bike Places Conference

The Walk/Bike/Places Conference is in September in New Orleans. James Wilson explained this conference began as Pro Bike to Pro Walk/Pro Bike to Pro Walk/Pro Bike/Pro Place to Walk/Bike/Places and has been around almost 40-years. Robert McCleary indicated that someone from his section will be attending the conference. At the April meeting Tom Hartley

would like to know if any council member is interested in attending the conference and to determine how much this would cost.

V. Old Business

Update Beach Route 1 Sidewalk & Countermeasures

At the December 2017 meeting there was a discussion about stencils and the council came to a decision as to what the stencil language should be. Since that time Matt Buckley has ordered the stencils and has placed them on sidewalks to see how they hold up over the winter. Matt showed two different types of stencils placed on concrete; one was a 6" legend on a smooth surface and the other was an 8" legend on a coarse surface. Over the course of 3-months the military grade ink has faded some from the ice, snow, and salt put on the sidewalks. The thought was to go with the elongated 8" legend and the cost is about \$51.00 for each stencil, in which Matt presented to stencil to the council.



Also needed is one quart of black ink, one roller, and one roller pad. Since there is about 400 or 500 stencils to install, Matt will order 10-sets, which costs about \$1000. To compare, decals were also discussed but the cost for them would be around \$18,000. Matt also demonstration of how the process works for installing the stencils. The stencils need to be placed 25-30 feet (about 4 or 5 concrete squares) from the entrance/intersection. The test stencils were installed with an outside temperature of around 50 degrees. Matt indicated the ink will dry quicker in warmer weather. The stencils will be installed between Five Points to The Rehoboth Canal along each side of SR 1. A map will be prepared showing where the stencils are recommended being installed. Mike Tyler and Bruce Kauffman will work on getting volunteers and a schedule to install the stencils. Lt. Whitmarsh indicated that some type of waiver/save harmless clause and safety rules for volunteers should be prepared. Lt. Whitmarsh and Brad Eaby will work on preparing those. Mike Tyler would also like to have media coverage on this safety campaign.

Vote on DBC's roll in implementing/endorsing the DE Bicycle Plan

The final Working Group meeting will be on March 28th from 3:00 p.m.-5:00 p.m. Robert McCleary explained the DE Bicycle Plan and the highlights of the plan that are pertinent to the council, to take on any additional roles and responsibility. Then once they have that, then the

council can debate whether those are appropriate roles that they can actually do or not. John Fiori will send out an email to Andrea to get the information out to the council members. James Wilson and Tom Hartley went over proposed changes to the Draft Blueprint for a Bicycle-Friendly Delaware Draft. These changes did not include what additional roles or responsibilities the DBC is willing to take on but were revisions to certain recommendations with the bike plan. Tom Hartley asked for a motion for Council to submit their proposed revisions to the recommendations for the Draft Blueprint for a Bicycle-Friendly Delaware. Lt. Jeff Whitmarsh motioned and Walt Bryan seconded. All agreed, no one opposed. Motion passed.

VI. Public Comment

Opportunity For Non-Council Members To Address The Council:

At the December 2017 meeting Chris Asay, a member of the Dover Bicycle and Pedestrian Subcommittee, had a concern about the shared-use path of the new POW-MIA Parkway that crosses the parkway at an un-signalized intersection with Ridgely Boulevard. Chris Assay had not received a response from the Council and was asking for an update. Traffic is still working on its study, in which it should be completed soon. Once the study is completed the results of the study will be forwarded to the Council and Chris Asay.

Tom Hartley entertained a motion to adjourn. Lt. Jeff Whitmarsh motioned and James Wilson seconded the motion at 7:08 p.m. All agreed, no one opposed. Motion passed.

Next meeting: Wednesday April 4, 2018 from 5:00 p.m. to 7:00 p.m. in the Felton-Farmington Conference Room.