

**Members Present**

John Sisson, Chair	WILMAPCO/DTC
Rich Vetter, Co-Chair	Dover/Kent MPO
Paul Moser	DelDOT
Tom Nickel	DelDOT
David Nicol	DelDOT
Linda Osiecki	DelDOT
William Payne	Citizen Representative
Jennifer Walls	Sussex County
Debra Young	EmpowerAbility

DelDOT Support Staff

Maria Andaya	DelDOT
Sarah Coakley	DelDOT

Members Absent

Todd Webb	DelDOT
Adam Weiser	DelDOT

Guest

Joe Hofstee	Aecom
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I. CALL TO ORDER

The meeting was called to order at 1:35 pm by Chair John Sisson.

II. INTRODUCTIONS

All members, staff, and guests introduced themselves.

III. ACTION ITEM- APPROVAL OF THE AGENDA

Mr. Nickel made a motion to approve the agenda. The motion was seconded by Mr. Sisson and approved by all members present.

IV. ACTION ITEM- APPROVAL OF THE MARCH 23, 2017 MEETING MINUTES

Mr. Moser made a motion to approve the minutes. The motion was seconded by Mr. Payne and approved by all.

V. OLD BUSINESS

Review and vote on Report a Road Condition website revision recommendation. A motion to adopt the recommendation below was made by Mr. Payne, seconded by Ms. Osiecki and approved by all:

“A recommendation that DelDOT revise the “Report an Issue” website page, to include reporting of pedestrian facility conditions and access concerns; such as traffic signal/pedestrian signal; bus stop; sidewalks, shared-use paths, curb ramps; bike safety.”



Update on Pedestrian Accessibility Standards (PAS) and Shared-Use Paths. Mr. Nicol reported that they are close to finishing the PAS. Major changes include a) an increase in the minimum width of sidewalks from 3 feet to 4 feet; b) parking requirement will be focused on parking created within the limits of the project; c) reduction in the size of the document by eliminating duplication with the MUTCD.

Parking projects are typically left to the municipalities but if a municipality wants to adopt the DelDOT standards, they can do it with an ordinance.

ADA Transition Plan. It is expected to be finalized within this month. The draft plan is still on the DelDOT website.

VI. NEW BUSINESS

Recommendation to encourage municipalities/counties to prepare local pedestrian plans. The City of Dover Pedestrian Plan was funded and developed by the Dover-Kent MPO. Funding for this kind of plan is usually a problem for municipalities, though the MPOs can provide funding in their annual work programs.

Mr. Vetter asked if DelDOT can have an open-ended contract with consultants who can create plans for municipalities. Mr. Sisson suggested that we make a recommendation to the Governor saying that this is a problem that needs to be addressed. The Governor can task the Office of State Planning to include this in the checklist for the development of comprehensive plans.

Mr. Vetter will draft a recommendation to the full council to make them aware that we have identified that municipalities play a bigger part of the issue.

Discussion of subcommittee membership. As brought up by Ms. Jana Simpler at the last Pedestrian Council meeting, we should look at committee membership and make sure that we have the right skill set. Mr. Sisson believes we need someone from DelDOT's Project Development. Ms. Osiecki recommended Tom Lawless who is with PD North.

VII. PUBLIC COMMENTS

Mr. Sisson opened the floor to public comment. There were none.

VIII. ADJOURN

Mr. Nickel made a motion to adjourn. Mr. Payne seconded. Next meeting is on Thursday, July 13, 2017, 1:30 pm.

Meeting Minutes reported by:
Maria Andaya