



**Delaware Bicycle Council  
August 5, 2015  
DelDOT Administration Building  
Meeting Minutes**

**Members Present**

Walt Bryan, Sussex County Representative  
Fran Cardaci, At Large Representative  
Tom Felice, DelDOT Representative  
Tom Hartley, Chair  
Jim Ireland, DE Greenways Council  
Roger Roy, At-Large Representative  
Mike Tyler, At-Large Representative  
James Wilson, At-Large Representative

**DelDOT Support Staff**

Anthony Aglio, Bicycle Coordinator DelDOT  
Drew Boyce, Director, Planning  
Annie Cordo, Deputy Attorney General, DelDOT

**Members Absent**

Dean Betts, Dept. of Education  
Fred Breukelman, Department of Public Health Representative  
Sgt. George Heberling, DE State Police Representative  
Alison Kirk, Office of Highway Safety  
Mike Krumrine, DNREC Representative  
Amy Wilburn, At-Large Representative  
Ted Williams, Council on Transportation

**Guests**

Karen Zakarian, City of Rehoboth Beach  
Todd Pryor, Planning, DelDOT  
Paul Moser, Planning, DelDOT

**DelDOT Support Staff Absent**

Elizabeth Campbell, Administrative Support, DelDOT  
Kari Glanden, Administrative Support, DelDOT

**I. WELCOME**

The meeting was called to order at by Tom Hartley. All guests were introduced.

**Minutes Review:**

James Wilson made a motion to accept the minutes with the correction of Kari Glanden being removed from members absent and moved to DelDOT support staff as a change, it was seconded by Tom Harley. No one opposed. Motion passed.

A suggestion was made that all members provide a response if they will or will not be in attendance of the meetings. Clarify members and non-voting memberships with the minutes and sign in. They also discussed membership of members who have and haven't been in attendance. Tom Hartley said he would call Dean Betts and Ted Williams to see if they still wanted to be on the council.

**II. Old Business**

**Council FY 2016 Budget**

Tom Hartley and Anthony Aglio presented a draft budget. The budget is for \$23,000.00. The innovation/grant fund of \$10,000.00 was added this year. The purpose of the grant/seed fund is to give funding to projects that were accepted by the council by groups that applied through a grant application process. The particulars of the grant are still to be decided on. The grant funding would be around \$3,000.00 per grant awarded. Tom Hartley will send out his thought for the grant in an email to the council. Roger Roy asked if the municipalities have to matching funds if they are participating in the program. Tom Hartley said they could ask on the application if the municipality has the ability to match. This will help with the project selection.

Bike Council			
Starting Balance			\$ 23,000.00
Date	Vendor	Cost	Balance
	Safety Programs/ Lights	\$ 7,000.00	\$ 16,000.00
	Bike Month	\$ 3,500.00	\$ 12,500.00
	Grant	\$ 10,000.00	\$ 2,500.00
	Travel	\$ 2,500.00	\$ -
			\$ -
		\$ 23,000.00	

A motion to pass the budget was made by Walt Bryan it was second by James Wilson. All were in favor. Motion passed.

**Cycling Innovation Fund**

Tom Hartley will draft a letter to the local municipalities to make them aware of the new program available. The letter will request applications to be submitted before the next council meeting so projects can be selected at the October meeting. Kari Glanden will send the letters out to the municipalities.

### **2016 Goals “Ten Projects”**

The projects haven't been officially adopted. Some of the projects are in process and the council is only lending support. Tom Hartley will send the project file to the council for comments. The list was handed out at the past two council meetings.

Amy's asking the council to fund the LAB Traffic Skills Training if it isn't funded by another source. It will cost approximately \$300.00.

Roger asked if the fix it stations were part of the “ten project” money. He would like to see funds set up for more fix it stations. Secretary Small will put three fix it stations in Sussex County. One will be at Gordon Pond, one at Herring Point and one along the old Breakwater Trail. Roger asked

A motion was made to adopt ten projects and add two additional goals to the one of which is to support DNREC and put a pump station along the trail network, one in each county and the second would be to have the LAB program taught to DelDOT Engineers. A motion was made by Roger Roy and it was second by Walt Bryan. No one opposed. Motion passed.

### **Agency Staff Remarks**

Paul Moser thanked the council for sending him to the National Bike Summit in March. He said it was very educational and he brought a lot of information back to the agency.

## **III. NEW BUSINESS**

### **Cycling Deaths**

The recent bicycle vs. bicycle head on fatality was mentioned.

### **Dangerous Grates & Trail Maintenance**

Tom Hartley brought up a complaint about a grate turned incorrectly in Camden. He asked what his options are to have it fixed. He was advised to contact the Town of Camden.

James Wilson reported the protected bike lanes on the bridge of the St. George's trail looked fine. He didn't ride the trail but from driving he said it looked to be in fair shape. Drew asked for the council members to continue to look at the trails and comment if something needs to be fixed.

Tom Hartley mentioned having the shoulder swept on Willow Grove Rd b/c of trash trucks losing debris going over a large bump in the road. Anthony Aglio asked Tom to email him the information and he would ask for it to be swept.

Roger Roy mentioned a complaint about the new trail. The grade coming off the trail to Gills Neck Road with no shoulder is too steep. Anthony Aglio said a post is supposed to be put there along with trees removal and signs will be added for the cyclists. There will also be additional signs added for motorists.

Mike Tyler brought up maintenance on Rt. 9. He wanted to know if the new policy rumble strips will be put back in place of the old rumble strips. Anthony stated since it is new construction the rumble strips will have to be to the new spec.

Roger Roy also mentioned the intersection off the Junction Breakwater trail where the school is located. A large sidewalk closed sign is in the way. There is no way to get back on the trail.

### **New Bike Council Website**

A new website was put up in May. Tom Hartley is requesting members to submit a few sentence biography, contact information and a picture if the member would like. Tom Hartley asked for this information to be submitted to Anthony Aglio by the end of August.

### **Link to White Clay & other clubs/sites showing events**

Tom Hartley asked for links to White Clay, Sussex Cyclist, and other bike club websites. He would like to see more traffic on the website. He would also like events to be submitted to be put up on the webpage. Anthony Aglio doesn't have the authority to make changes to the webpage, all information has to be submitted and posted.

### **Council Members**

This item was discussed under membership and council website information.

## **IV. Updates**

### **Followed/Critical Projects**

Anthony Aglio handed out the most recent pave and rehab lists to the council. He can send them electronically if needed. Anthony explained the column information to the members and asked them to look the list over. If the project is listed as a 1 it is New Castle County, if it has a #2 it is Kent County and if it has #3 it is Sussex County. BMP means beginning mile point where paving will begin and EMP means ending mile point where it will end. It also shows the total point to be repaved. There is a list of tar and chip roads, and tar and chip to conversion also included on page two. Comments should be submitted by next meeting.

In addition Anthony provided status of projects in the Trails and Pathways Program.

### **Completed Projects**

1. Hopkins Road Pedestrian Improvements
2. C&D Canal Mainline Trail
3. C&D Canal Trail, Branch Canal Section
4. Capital City Trail Phase I
5. Talley Road Trail Improvements
6. Capital City Trail Phase II
7. Capital City Trail Phase III
8. Route 273 Multi-Use Trail
9. C&D Canal, Branch Canal Section
10. Garfield Parkway Pedestrian and Bicycle Improvements
11. Junction & Breakwater Trail

**Construction Projects:**

**1. Junction & Breakwater Trail**

Finalizing project – signs and clearing still needed

**2. C&D Canal, Mainline to MD border**

All Tier 1 paving is complete. Need to install a few site amenities. Tier 2 paving will be completed next spring.

**3. Rt. 10 Bridge Crossing to Gateway Shopping Center**

Scheduled to be completed in November

**4. Delaware State University Pedestrian Safety Improvement Project**

Project under construction

**Final Design Projects:**

**5. C&D Canal, Mainline to MD border (trailhead facility)**

Looking to complete hand off package to contractor in August

**6. Georgetown to Lewes Rail with Trail, Phase I**

Working on Final Engineering package

**7. New Castle Industrial Track, Phase III**

Final Plans – October 13<sup>th</sup>, 2015

**Conceptual Planning Studies:**

- West Street Sidewalk Improvements
- West Dover Connector Trail extension into Brecknock Park.
- Junction Breakwater Rehoboth Connection

**V. Upcoming Events**

**VI. Public Comment**

Karen Zakarian of Rehoboth Beach reminded the council about the importance of the Forgotten Mile section of SR1 between Rehoboth and Dewey. Several bicyclists use this corridor and it should not be forgotten when improvements are being made to the area.

**ADJOURN**

Motion to adjourn the meeting was Roger and Walt. No one opposed. Meeting adjourned at 7:00pm.

**NEXT MEETING Wednesday October 7<sup>th</sup>, 2015**