



**Delaware Bicycle Council
April 5, 2017
Tatnall Building
Meeting Notes**

Members Present

Greg Tulowitzky, Department of Education
Walt Bryan, Sussex County Representative
Fran Cardaci, At Large Representative
Tom Felice, DelDOT
Tom Hartley, Kent County Representative
Richard Klepner, Office of Highway Safety
Mike Krumrine, DNREC
Mike Tyler, At Large Representative
James Wilson, At Large Representative

DelDOT Support Staff

Brad Eaby, Deputy Attorney General, DelDOT
Anthony Aglio, Planning Supervisor, DelDOT
John Fiori, Bicycle Coordinator, DelDOT
Christina Thomas, Administrative Assistant, DelDOT

Members Absent

Fred Breukelman, Department of Public Health Representative
Jim Ireland, Trails & Greenways Council
Marty Lessner, Council & Transportation
Roger Roy, At Large Representative

Guests

Andrea Trabelsi, Whitman, Requardt and Associates, LLP.
Bruce Kauffman, DelDOT
Paul Moser, DelDOT
Chip Kneaval, DelDOT

I. Welcome/Introductions

This meeting was called to order at 5:00 PM by Tom Hartley.

Minutes/Agenda Review and Approval:

Tom Hartley entertained the motion to begin the meeting with accepting the meeting minutes from February 2017. James Wilson motioned and Mike Tyler seconded the motion to accept the minutes. No one opposed. Motion passed to accept the February 2017 meeting minutes.

II. Old Business

DelDOT Bicycle Plan Update:

Andrea Trabelsi updated the Bicycle Policy Plan with a presentation. Since the last DBC meeting progress on the plan included finalizing a Vision statement, continuing to gather information on existing situation and processes, conducting key stakeholder interviews, continuing to collect feedback from the survey and Wikimap, and gathering relevant best practices information. We had received around 300 survey responses at last check. The Wikimap and Survey as well as other information about the project are available at the project page, which can be accessed at http://www.deldot.gov/information/projects/blueprint_bicycle_friendly_delaware/

The May working group meeting will be used to review with the working group the findings from the work completed over the last 5 months or so. The May working group meeting and subsequent meetings through the summer will focus on developing recommendations and implementation strategies.

Electing Vice-Chair:

Tom Hartley asked if anyone was opposed or supported having a Vice-Chair. No one opposed with most Council members being in support of having a Vice-Chair. Walt Bryan nominated himself. There were no additional nominations in which Tom Hartley made a motion for nominations to close. Mike Tyler motioned and Mike Krumrine seconded the motion to close nominations. No one opposed and the motion passed.

Tom Hartley made a motion for the voting of Vice-Chair. Mike Tyler motioned and Mike Krumrine seconded the motion. All were in favor and no one opposed. Walt Bryan was elected Vice-Chair of the Delaware Bicycle Council.

Establishing By-Laws:

Tom Hartley wanted to discuss the need for the Council to have by-laws. It was determined to form a working group to establish draft by-laws to be reviewed at the June council meeting. The draft by-laws would need to be reviewed by Brad Eaby prior to the accepted and voted on by Council. Tom Hartley entertained nominations for the By-Law Working Group. Council members nominated were Mike Tyler, Richard Klepner and Tom Felice.

Tom Hartley made the motion for the voting of the By-Law Working Group and Walt Bryan seconded the motion. There was one dissenting vote by James Wilson, while the rest voted in favor. The By-Law Working Group consists of Mike Tyler, Richard Klepner and Tom Felice. Brad Eaby will review and provide legal opinions of the by-laws.

FY2018 Council Budget:

Tom Hartley wanted to discuss the need to have a budget working group to prepare the FY2018 for the Delaware Bicycle Council. There were no objections in which it was determined to form a working group to establish a draft budget to be reviewed at the June council meeting. Anthony Aglio indicated that it is anticipated that the budget will be \$40,000 but that cannot be confirmed until the bond bill is approved. Tom Hartley entertained nominations for the Budget Working Group. Council members nominated were James Wilson, Fran Cardaci and Tom Hartley. All were in favor and no one opposed. The Budget Working Group consists of James Wilson, Fran Cardaci and Tom Hartley.

Innovation Grant:

Walt Bryan has accepted being on the Innovation Grant Working Group.

III. New Business

Walkable Bikeable Delaware Summit:

The walkable, bikeable Delaware Summit will be held at the green in Dover on May 4th. James Wilson gave a presentation on explaining house hold expenses and car expenses and what can be afforded. Trying to get more bike-to-work or bus uses for people interested. Working on getting communities and business to work together on supporting bike-to-work.

IV. Updates

Bicycle Coordinator Report:

John Fiori updated everyone on the bicycle helmets. For bicycle helmets, \$5,000 was awarded by the Council at the February meeting, with 525 helmets being purchased. 108 helmets were for the Bike Rodeo while the remaining 417 helmets were purchased towards the Bicycle Checkpoints. All helmets have been delivered. The Bicycle Checkpoint for the 2017 schedule will be finalized within a week. There will be 11 checkpoints in Sussex and 2 checkpoints at the University of Delaware. The checkpoints in Sussex are to try and focus more on the international students this year. There will be a checkpoint at each of the Churches, which will be at Epworth, Lutheran, and St. Edmond. They will have them during Church dinners where they have a large number of attendees. Any basic repairs work on bicycles will be done while they have their dinner. Hopefully with a large amount of attendees there will be a lot of interaction with the

students. Trying to get the schedule finalized and on the Delaware Bicycle website within a week.

At the February council meeting, \$3,500 was awarded for the purchase of a second storage container to be located at the Rehoboth Park and Ride for bike storage. Sussex County Planning and Zoning wants Fire Marshal's Office approval prior to issuing a permit. The storage container will be 8'x40'. The application was sent to the Fire Marshal's Office in March and still waiting for a response.

Town of Milton Shared-Use Path:

Tom Felice and Paul Moser met with the Town of Milton on March 1st to discuss the shared-use path from Federal Street to Lavinia Street and the \$8,000 grant awarded by the Delaware Bicycle Council. In order to perform an accurate study of the railroad bridge the estimated cost would be \$40,000.00. DelDOT would do this project under its Bike/Ped Program however the Town would need to transfer the \$8,000.00 to DelDOT and the remaining \$32,000 match will come from federal funds shall pay for the feasibility study and concept plan. The railroad bridge structure that is going to be converted into a shared-use path has to have a feasibility study performed in order to make sure it is structurally sound. The Town is in favor of the project and issued a letter stating to turn the funds over to DelDOT for the shared-use path from Federal Street to Lavinia Street. Century Engineering is doing the survey. If the project is deemed feasible then the project can move forward and begin design the fall of 2017 with construction anticipating beginning in the summer of 2019. Paul Moser and Tom Felice will be conducting a site visit. The Town is going to be holding the public meeting for the project with support from DelDOT. Anyone from the Delaware Bicycle Council is welcome to attend. Advanced notice will be given when the public meeting is scheduled.

Motion to adjourn was made by Mike Krummrine, second by Mike Tyler at 7:00pm. No one opposed. Motion passed.

Next meeting: Wednesday June 7, 2017 5:00 p.m. to 7:00 p.m. at the Tatnall Building