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Meeting Minutes

Meeting Location	Ellendale Volunteer Fire Department	Minutes No.	1516/CSC-1
Meeting Date/Time	July 20, 2011 7:00 – 8:30 PM	Client	Delaware Department of Transportation
Issue Date	July 28, 2011	Type	<input checked="" type="checkbox"/> Meeting <input type="checkbox"/> Conf. Call
Subject	Central Sussex County TMT Meeting	Project	Transportation Management Team Program
Prepared By	Megan Gould	Project No	Jacobs E3X36701

Attendees	Organization	Telephone	Email Address
Jim Clacher	DelDOT/TMC	302-659-4603	jim.clacher@state.de.us
Dwayne Day	DelDOT/TMC	302-659-4604	Dwayne.Day@state.de.us
Gene Donaldson	DelDOT/TMC	302-659-4601	gene.donaldson@state.de.us
Jennifer Duval	Jacobs	610-701-7000	jennifer.duval@jacobs.com
Megan Gould	Jacobs	215-355-3577	megan.gould@jacobs.com
Jay Jones	Ellendale Fire Company	302-422-7711	norm912@aol.com
Warren Knowles	Civil Air Patrol	302-854-9735	warren_knowles@hotmail.com
Gary Laing	DelDOT Public Relations	302-760-2523	gary.laing@state.de.us
Mike Nelson	DSP – Troop 4	302-856-5850	Michael.nelson@state.de.us
Lauren Wallace	Civil Air Patrol	302-854-9027	lwal216904@aol.com

Item	Comments	Responsible Party/Action	Date Due
1.	<p><u>Purpose</u></p> <p>This meeting reconvened the Central Sussex County TMT group which hasn't met in a few years. Jim Clacher (DelDOT) welcomed the group back and thanked everyone for participating.</p> <p>Agenda items for this meeting included: a presentation on the DelDOT Interactive Traffic Mapping Webpage, a presentation on the Yellow Trap Signal Operation Modification, a demonstration on accessing the Sussex County All-Hazards Evacuation Plan and multiple other updates (TMT Steering Committee, Snow Emergency Plan, Pilot Detour Tabletop Exercise, Pilot Towing Program, Emergency Crossovers and Detours).</p> <p>Jim Clacher (DelDOT) started the meeting with a round of introductions.</p>	None	None
2.	<p><u>Presentation: Yellow Trap Signal Modification</u></p> <p>Jim Clacher (DelDOT) presented the "Yellow Trap" Signal Operation Modification that applies to most 5-Section Signal displays in Delaware. DelDOT is mandated by the 2009 Manual on Uniform Traffic Control Devices (MUTCD) to prevent the "yellow trap" situation. Jim noted that not all permissive left-turns will be affected;</p>	None	None

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	<p>signs will be posted at non-affected intersections.</p> <p>The normal operation of a 5-Section Signal is as follows:</p> <ol style="list-style-type: none"> 1. Red ball/Green left arrow 2. Red ball/Yellow left arrow 3. Red ball 4. Green ball 5. Yellow ball 6. Red ball (end of cycle) <p>The “yellow trap” scenario exists on a highway when opposing directions have a green ball, and one direction changes to a yellow ball, while the opposing traffic continues to show a green ball. The “yellow trap” occurs when a left-turning vehicle with the yellow ball believes the opposing direction also has a yellow ball, and decides to turn across oncoming traffic believing they will be stopping on the yellow/red ball (when in reality opposing traffic still has a green ball). This is an unsafe condition and the “yellow trap” scenario can cause angle crashes.</p> <p>According to the 2009 MUTCD, the modifications to the 5-Section Signal operation will prohibit a protected left-turn from being served without first serving the side street. This scenario will generally occur during low volume times.</p> <p>The new signal modification does affect Emergency Preemption operation and DeIDOT will be presenting the material to all the Emergency Service Providers in the county. Emergency vehicles equipped with opticom will have to use lights and sirens when turning left at traffic signals with permissive left turns. Additionally, when pre-emption is activated by an approaching emergency vehicle, permissive left turns with 5-Section signal heads will NOT display a green arrow, a change from the current operation. North New Castle County has just started installing pre-emption and does not have nearly as many as Kent and Sussex so they are not as familiar with alerting traffic at the intersection with sirens and horns.</p> <p>At this time two intersections in New Castle County have been modified, Kirkwood Highway & Milltown Road, and Kirkwood Highway & Delaware Park. If the permissive left-turn cannot be removed from an intersection because of high volumes signs will be posted at the intersection that read “Oncoming traffic may have extended green.”</p> <p>The following discussion on this topic occurred:</p> <p>Warren Knowles asked what the accident rate is at the intersections that have been modified. Jim said it is too soon to tell, but over time this information will be collected.</p> <p>Mike Nelson (DSP Troop 4) brought up the topic of a “green trap” which occurs when through traffic stopped at a red light goes when the left-turn green arrow is called even though the through movement still has a red light. Jim knows this can occur, but is not sure what can be done besides eliminate the use of the 5-section signal head which is not enforceable at this point.</p>		

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	<p>Jim shared the use of a 4-section signal head for protected/permitted left turns that has been studied for possible implementation, replacing the 5-section signal head. The 4-section signal head has a red arrow, yellow flash arrow, solid yellow arrow, and green arrow. The protected left turn phase is called with a green arrow, followed by a solid yellow arrow, and a red arrow. The permitted left turn phase begins when following the red arrow a yellow flash arrow is called to allow drivers the opportunity to turn, but only after yielding to oncoming traffic and pedestrians. The yellow flash arrow eliminates the “yellow trap” scenario through the use of the red arrow. The 4-section signal head for protected/permitted left turns is not ready for implementation and still being studied by DeIDOT in relation to driver behavior.</p>		
<p>3.</p>	<p><u>Presentation: Interactive Traffic Mapping Demonstration</u></p> <p>Gene gave a presentation on the data that is now available to the general public on DeIDOT’s website (www.deldot.gov) under the Interactive Traffic Maps link on the left side of the home page. The maps display the information that is available to DeIDOT from its traffic sensors, weather stations, and CCTVs. The messages that are displayed on the Department’s Variable Message Signs and the status of the Woodland Ferry can also be viewed. WTMC’s live radio program is also available on the site. The map is based on Google Maps and can be zoomed into a particular area. The data displayed on the map (traffic sensors, CCTV, weather, etc) can be changed by clicking across the top of the map on the kind of data to be displayed. Clicking on the icon on the map will pull up the detailed live data or live camera image. The website is a work in progress and will continue to be updated to include more of the data that is available to the TMC. DeIDOT has Roadway Weather Information Systems (RWIS) displayed on the map and has plans to deploy 40 to 50 over time that will be able to read the weather conditions, including pavement conditions.</p> <p>The TMC is working on displaying travel times on the website and is interested in collecting the data through Bluetooth technologies using a MAC address. Posting travel times will provide drivers with the ability to click on a roadway and display how long it takes to travel from Point A to Point B. If the time posted is longer than normal, than that indicates traffic congestion, which can also be indicated by slower speed limits shown on the map. The first corridor to test travel times will be I-95, from SR 141 to the Maryland state line.</p> <p>DeIDOT has plans to deploy 511, the National Traveler Telephone Number, which is based on voice recognition to provide drivers with traffic conditions en-route, including transit information.</p> <p>Gene also mentioned that an Apple App and Android App are being developed for DeIDOT’s traffic conditions that will be based on voice recognition so that you can use them while driving to get the latest traffic conditions.</p> <p>Mike Nelson (DSP Troop 4) asked if the CCTV cameras record. The</p>	<p>None</p>	<p>None</p>

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	cameras are not recording. The TMC has the ability to record for a study or training purposes only.		
4.	<p><u>Presentation: Sussex County All-Hazards Evacuation Plan Access</u></p> <p>Jen Duval (Jacobs) reminded the group that hurricane season is upon us and the Sussex County All-Hazards Evacuation Plans are available on the TMT Project Page. Jen demonstrated to the group how to access the TMT Project Page and All-Hazards Evacuation Plans and Appendices. Additionally, CDs were also available at the meeting containing all three county level evacuation plans.</p> <p>Access to the TMT Project Page: go to www.deldot.gov > select Projects (left side menu) > scroll to bottom of page, select Transportation Management Team > select Project Documents (right side menu). The Sussex County All-Hazards Evacuation Plan and Appendix A of maps and intersection diagrams can be found on this page.</p>	None	None
5.	<p><u>TMT Steering Committee</u></p> <p>Gene reported that a TMT Steering Committee was convened on April 18th. The TMT Steering Committee is comprised of the management level of the TMT member agencies. The committee will be instrumental in planning the future topics and focus for the TMT program on a statewide level. In the recent meeting, one development was the decision for DelDOT to work through the Delaware State Fire School to coordinate better with the Fire Service.</p> <p>The TMT Steering Committee will be meeting every six months.</p>	None	None
6.	<p><u>Snow Emergency Plan</u></p> <p>Gene provided an update on the Snow Emergency Plan (SEP) that is being developed to document the general operation of DelDOT during a snow emergency. DelDOT learned a lot during last year's major snow storms. The SEP outlines snow operations based on different levels of snowfall, including a snow emergency. Gene stressed that the SEP is a DelDOT document. At this point it has only been circulated around the traffic department, and still needs to be reviewed internally by other DelDOT 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>	None	None
7.	<p><u>Detour Authentication Tabletop Exercise</u></p> <p>Gene pointed out the Detour Authentication Tabletop Exercise (TTX) Flyer that was provided as a handout. The flyer highlights the purpose of the exercise, participants, and topics covered. The TTX evaluates the detour implementation process and not the</p>	None	None

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	<p>participants. The Pilot TTX was held with Little Creek and Magnolia Fire Companies in Kent County and proved to be a great learning experience for all participants. The pilot group walked through a scenario to test the process of activating a TMT-developed detour (participants were not evaluated). The goal is to train all TMT members on the use of the detours as well as develop a Quick Reaction Checklist (QRC) for the TMC Technicians. The intent is to conduct a similar exercise with all of the TMTs.</p> <p>DeIDOT will be working with the Delaware State Fire School to coordinate the TTX with Sussex County Fire Service.</p>		
<p>9.</p>	<p><u>Pilot Towing</u></p> <p>Jim Clacher (DeIDOT) reported that the Pilot Towing Program is being developed by DeIDOT as a joint venture 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 vehicles which may be abandoned, immediate roadway hazards, or disabled. The program enjoys broad support within both DSP and DeIDOT and the intent is to quickly expand the program from the pilot area (along I-95, I-495 in New Castle County) to the major roadways throughout the state.</p> <p>The program has been designed to make use of a computer aided dispatch (CAD) connection that was recently established between the DeIDOT Transportation Management Center (TMC) and RECOM, KENTCOM and Kent Center. Additionally, DeIDOT has been coordinating with DSP to gain access to E-TOW, a DeJIS program and just found out that they have been approved to use the program. This program will allow DeIDOT to enter and track the tows in the same system as DSP reducing the communications burden between the agencies. The next steps for DeIDOT are to get background checks for operators to use DeJIS. The interstate will be the pilot corridor for this project, but the goal is to take the project statewide.</p>	<p>Background checks to be performed on DeIDOT operators of DeJIS</p>	<p>ASAP</p>
<p>10.</p>	<p><u>Crossovers</u></p> <p>Gene reported that he understands crossovers are an item of significant importance to the TMT groups in the northern portion of the State. Due to this, Gene has held an internal meeting to hopefully reach consensus on how crossovers are handled statewide with the Chief Engineer, Natalie Barnhart. DeIDOT is in agreement that meetings should be held prior to designing a new road on the preferred locations of crossovers. It's important to realize that existing crossovers may not be easy to move or modify, but DeIDOT is willing to work out a better method of locating new crossovers prior to new projects being started. A second internal DeIDOT meeting is being scheduled to discuss further. Once agreement is reached with this internal group it will be disseminated through the TMTs.</p>	<p>None</p>	<p>None</p>

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11.	<p><u>Detours</u></p> <p>Gene reported that as detours are developed in Central Sussex by Jacobs, they will be shared with DeIDOT and a packet presented to the TMT group for their review. The review of detours at meetings will be kept to a minimum and he would encourage TMT members to review the detours prior to the meeting and bring their comments with them. While detours are important, Gene wants the TMTs to focus on more than just detours during the meeting.</p>	None	None
12.	<p><u>Open Discussion</u></p> <p>Gene opened the meeting to discussion on any recent incidents or anything else that they group wanted to discuss.</p> <p>Mike Nelson (DSP 4) mentioned that the signalized intersection at Rt. 24 & Rt. 113 has been backing up in the southbound direction to north of Rt. 20 on Friday and Saturdays. He asked if the signal can be re-timed. Jim shared that this signal has been re-timed and is on a coordinated signal system. Mike asked if there is a traffic camera at Rt. 113 & Rt. 20. There is not, however DeIDOT could put a portable there to view what is happening and determine if signal timings need adjustment.</p> <p>Mike realizes that traffic is being sent to Rt. 113 on the weekends because of construction on the Inlet Bridge and expects to see a change in traffic patterns following the completion of the Inlet Bridge construction. A portable CCTV camera located at the Bridge has proven to work well for viewing traffic congestion from construction work because DeIDOT has been able to adjust construction set-ups based on how they see it operating from the TMC.</p> <p>Mike also asked if the Inlet bridge project was on schedule. Gene said the project is on schedule to shift traffic from the old bridge to the new bridge with 1 lane in each direction around December/January. The bridge should be finished early Summer 2012.</p> <p>It was decided that meetings would be held every 3 months and Gene expressed to the group that TMT meetings are good opportunities for presentations on project updates from Project Managers. He asked the group if they had any projects they wanted to hear about to let him or Jen Duval know and it could be included in an upcoming meeting.</p>	DeIDOT to consider locating portable CCTV camera at Rt. 20 & Rt. 113	ASAP
13.	<p><u>Next Meeting</u></p> <p>It was decided that the third Wednesday is a good night to hold Central Sussex County TMT meetings. The meeting will be scheduled for every three months to start. The next meeting is scheduled for Wednesday, October 19th, 7:00 pm at the Ellendale Volunteer Fire Department.</p>	Jacobs to send meeting notice with meeting minutes	ASAP