

# The General Manager's Report

## January 2019

---

- Attended the following regular meetings
  - DEMEC Executive Committee Meeting
  - DEMEC Board Meeting
- Met with Mayor Becker, Ann Marie Townshend and D. Preston Lee for City/BPW coordination.
- Attended meeting with Dogfish Inn Operators and Austin Calaman to discuss their concerns.
- Conference call with John O'Neil of BlueOcean and Austin Calaman, Kris Keller and Josh Gritton to advance the future NCIS software change.
- Held benchmarking call with DEMEC, Stephanie Dove, Austin Calaman to get complete information on report.
- Attended Source water Assessment State working group meeting by Mathew Grabowski.
- Met Kris Keller and Austin Calaman on aging and financial issues.
- Attended Harbor Point progress meeting including GMB, George and Lynch and DBF engineering representatives.
- Met with Hans Medlars, Sussex County engineer discussing odor control and other contract issues.
- Met with Jack Leshner, Treasurer to review the BPW metrics and policy.
- Met with Mike Evans and Austin Calaman to discuss Whitmarsh running of the WWTP.
- Held BPW Workshop on issues and goals.
- Met with Ring Lardner of DBF and Charlie O'Donnell to discuss in city Showfield development progress.
- Held Special Board meeting to approve contractor bid for Abbott Park and secure loan for Abbott Park Electric project.
- Met with BioAir Representative to remedy odor at lift station #4.
- Held progress meeting with Mitchell Farm representatives and GMB.
- Attended conference call with PHI/Delmarva to discuss their re-metering the meter point on Savannah Road.
- Attend Water Workshop sponsored by the Lewes Planning Committee.

**Board Calendar 2018-2019**  
**Agenda items for consideration**

April	Approval of the 2019-20 O&M Budget and 2019-23 Capital Budget
May	Swearing in of officers Officers assignments
June	Review draft yearend audit financial report efforts
July	Accept annual financial audit for year ended March 31 First quarter review (April, May, June)
August	Projects review
September	DEMEC annual meeting
October	Six-month financial review- ended September 30
November/December	Lewes Fire Department donation
<b>2019</b>	
January	Strategic Planning
February	Budget presented after board workshop
March	Budget adoption