

**CITY OF LEWES  
BOARD OF PUBLIC WORKS  
Regular Meeting Minutes  
January 22, 2020**

**The Wednesday, January 22, 2020 regular meeting of the Lewes Board of Public Works was held at 4:00 P.M. in Lewes City Hall, 114 E. Third Street, Lewes, Delaware.**

**1. WELCOME, CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE**

President Lee called the meeting to order at 4:00 P.M. and led the Pledge of Allegiance. A moment of silence was observed.

**2. ROLL CALL**

Board Members Present:

D. Preston Lee, P.E.  
Jack Lesher  
A. Thomas Owen  
Robert J. Kennedy, III  
Thomas Panetta

Ex-Officio Members Present:

Theodore Becker, Mayor  
Darrin Gordon, General Manager  
Michael Hoffman, Legal Counsel

Others Present:

Austin Calaman, Assistant General Manager  
Kristina Keller, BPW  
Deputy Mayor Fred Beaufait  
City Manager Ann Marie Townshend  
City Councilman Rob Morgan  
BPW Electric Supervisor Bob Barnes  
Jackie Doherty, Recording Secretary

**3. REVISIONS AND/OR DELETIONS TO THE AGENDA**

None

**4. CONSENT AGENDA**

- a) **Receive the White Marsh Environmental Systems, Inc. Report**
- b) **Receive Vice President Report**
- c) **Receive Secretary Report, approval of regular meeting minutes December 3, 2019**
- d) **Receive Treasurer Report**
- e) **Receive Assistant Treasurer Report**

**ACTION:** *Mr. Owen made a motion to approve the consent agenda as presented; Mr. Panetta seconded the motion, which passed unanimously.*

## **5. Receive the President's Report**

President Lee stated he had nothing additional to report.

## **6. Receive the General Manager's Report**

Mr. Gordon stated regarding the White Marsh report, the investigation continues into the causes of the incident and we are waiting for the report. The manufacturer of the microfilters has sent a report. There will be a joint meeting with the City on January 29<sup>th</sup> at 6:00 P.M. in the Rollins Center to present the information available.

President Lee said he spoke to Bruce Patrick, Vice President of White Marsh, requesting the report be provided by January 27<sup>th</sup>, or earlier, for the meeting date. Mr. Patrick said he would try to have the report by that time.

Mr. Hoffman stated all questions regarding the investigation will be discussed when the reports are received.

## **OLD BUSINESS**

### **7. Open forum/general discussion distributing the preliminary Electric System Study performed by Sargent & Lundy. INFORMATION/DISCUSSION/ACTION (D. Gordon)**

Mr. Gordon reported the preliminary Electric System Study by Sargent & Lundy has been provided to everyone for review and a meeting is scheduled for January 30<sup>th</sup>.

Mr. Panetta's discussion of the report included:

- Problem with Transformer #1 has been addressed and repaired with a new report from Potomac Testing due shortly.
- Concerns about pole-top transformer loadings with additional evaluation needed; recommend thermography during the peak season; Bay Avenue and Cedar Avenue pole tops are being changed to stainless steel if showing signs of rust.
- Growth in the area will create 8.5% margin on a single transformer at the substation and recommending replacement in the next three years; also recommend upsizing the transformers; lead time is six to eight months.
- University of DE wind turbines grounding concerns need to be checked.
- Recommend 9 megawatts of battery, 1 megawatt of solar and smart meters.
- Estimate that 50% of cars in Lewes will be electric vehicles in 10 years.

Mr. Kennedy requested additional information from Sargent & Lundy regarding the wind turbines, electric vehicles in our service area in comparison to Columbus, Ohio, and the transformer distribution system as mentioned in the study.

## **NEW BUSINESS**

### **8. Open forum/general discussion to set a date for a Budget Workshop in preparation of the 2020-2021 Operations and Maintenance Budget and other strategic planning. INFORMATION/DISCUSSION/ACTION (D. Gordon)**

Meeting is scheduled for February 11<sup>th</sup> from 10:00 A.M. to 2:00 P.M.

### **9. Open forum/general discussion for review of the 2020 Board of Public Works election. INFORMATION/DISCUSSION/ACTION (D. Gordon)**

Mr. Gordon stated the schedule includes:

- January 31<sup>st</sup> to post notice of solicitation for candidates on the website and newspaper.
- Two postings in February and March with the Board of Elections.
- February 3<sup>rd</sup> thru April 2<sup>nd</sup> open to file for two seats—President Lee and Mr. Owen.
- April 2<sup>nd</sup> is the last date for candidates to file.
- Absentee ballots available on April 14<sup>th</sup>.
- BPW office will be open on a Saturday, date to be determined, 9:00 A.M. to 12:00 Noon for voters to register. This includes all who receive BPW services.
- Last date to register is April 24<sup>th</sup>, absentees votes by May 8<sup>th</sup>, election day will be May 9<sup>th</sup>.

## **10. MEETINGS ATTENDED BY BOARD MEMBERS OR STAFF**

Mr. Panetta reported he attended the Lewes Planning Commission and Mayor and City Council meetings.

Mr. Leshar reported he attended the S.C.A.T. meeting.

Mr. Owen reported he attended the S.C.A.T. and Lewes Planning Commission meetings.

President Lee reported he attended the Mayor and City Council meeting.

## **11. BOARD OR STAFF REQUEST FOR AGENDA ITEM(S)**

Mr. Panetta requested an update on his previous request to discuss loose wires including cable wires with some being on the ground.

Mr. Gordon and Mr. Barnes stated Staff is working on this and Verizon has been contacted.

## **12. CALL TO THE PUBLIC**

None

## **13. CALL TO THE PRESS**

Nick Roth of the Cape Gazette was present.

**14. EXECUTIVE SESSION**

**15. RETURN TO OPEN SESSION**

**16 ADJOURNMENT**

**ACTION:** *Mr. Owen made a motion to adjourn to executive session; Mr. Panetta seconded the motion, which passed unanimously.*

The meeting adjourned at 4:30 P.M.

Respectfully submitted,  
Jackie Doherty, Recording Secretary  
Lewes Board of Public Works