



General Managers Report

September 2021 is our last month before our large capital projects kick off. Pilottown Rd water and sewer will be mobilizing at the beginning of October. We have plenty of projects going on and all continue to move forward with the help of staff, GMB, etc... We are also keeping an eye on the COVID-19 situation. I've had conversations with Ann Marie to make sure we were both in the loop if anything changes procedurally with our organizations.

Meetings Attended/Significant Events

- Attended the public hearing on fire suppression put on by the mayor and city council.
- Attended monthly City Council meeting.
- Attended Bay/Oregon Ave minor subdivision hearing.
- Met with Charlie O'Donnell and Ben Hearn on verbiage being added to the city code regarding fire suppression.
- Attended monthly meeting with Ann Marie, the Mayor and Pres Lee.
- Conducted interviews of Water Operator position and Assistant General Manager position.
- City of Lewes billing insert for Code Red and Smart 911.
- Worked with Sharon Sexton to create magnets for "No Wipes in the Pipes" campaign.
- Met with Hydrocorp on cross connection program and draft ordinance.
- Met with GMB, Larry Anderson and Harry Caswell to finalize pricing for the Savannah Rd sewer extension (16 homes).
- Met with Atlantic Surveying and GMB to correct elevation certificates at WWTP.
- Attended DEMEC annual meeting and monthly Board meeting.
- Met with Sargent & Lundy, Tom Panetta and Scott Lynch to finalize the BESS timeline before putting the RFP out to the vendors.
- Met with Charlie O'Donnell on stormwater rate study.
- Met with GMB and Mike Hoffman on Lewes Waterfront Preserve cost breakdown.
- Celebrated Bob Barnes retirement from the Lewes BPW!!! 39 years!!
- Continued working with Mike Hoffman on mutual aid agreements.
- Recruiting and interviews continue to fill Assistant GM, water technician and customer service rep positions.



Board Calendar 2021-2022

Agenda Items for consideration

2021

October- Household Hazardous Waste, Quarterly Financial Review

November/December- Fire Department Donation

2022

January- Budget Discussions (Capital/O&M)

February- Strategic Planning review and new goals

March- Approval of O&M and Capital Budget, Financial Review

April- Possible Rate Changes

May- Election (Mayor)

June- Project Review, APPA National Conference

July- Audit Presentation, First Quarter Financial Review

August- Audit Acceptance

September- Hydrant Flushing insert