

Lewes Board of Public Works and the City of Lewes
Joint Meeting
March 28, 2022

The joint meeting between Lewes Board of Public Works and the City of Lewes was held at 5:00 pm at the Margaret Rollins Community Center.

A. CALL TO ORDER

Mayor Becker called the meeting to order at 5:00pm.

B. ROLL CALL

Mayor and City Council:

Mayor Theodore Becker
Andrew Williams
Khalil Saliba
Timothy Ritzert
Carolyn Jones

BPW Board members:

D. Preston Lee, P.E.
A. Thomas Owen
Thomas Panetta, via zoom
Earl Webb
Richard Nichols

Others:

Ann Marie Townshend, City Manager
Austin Calaman, General Manger BPW
Robin Davis, Asst General Manger BPW
Mike Hoffman, Legal Counsel
Charlie O'Donnell, City Engineer
Sumner Crosby
Chip Davis
Paul Evold

C. DISCUSSION OF ARPA FUNDS

Mayor Becker stated that the city was awarded nearly \$1.8 million in ARPA funds. Those funds have specific guidelines of how they can be used. Ms. Townshend stated that there are several categories of use. One is premium pay related to COVID but is not an item that is asked for here. COVID mitigation efforts could be used: air filtration, increased cleaning, etc. The city has used some of the ARPA funds to upgrade technology so that meetings could be streamed. ARPA funds have not been used for revenue replacement, as the city has not seen a decline in revenues due to COVID. ARPA funds can be used for water and wastewater infrastructure. Mayor Becker stated that under the present legislative guidelines, these monies are required to be obligated by the close of 2024 and must be spent by 2026. The BPW distributed a large capital projects list, most of which would fit into the ARPA guidelines. President Lee stated that the capital project list has already been submitted to the state and to DNREC in September. Mayor Becker questioned if any of these projects have been identified for the legislature to consider. Mr.

Calaman stated that all of them are being considered. The state has allocated zero funds for ARPA. The push is for lead services and drinking water concerns. Lewes is heavy with the wastewater plant. It was discouraging that funds are leaning towards drinking water instead of clean water. The BPW Board submitted a letter of request of ARPA funds to the city that is geared to clean water, more specifically pump station work. President Lee stated that unfortunately, the BPW does not have many water projects and that's where the state is focusing. Mr. Ritzert questioned if the capital projects are listed in the order of priority. Mr. Calaman confirmed that they are. The highest priority is Savannah Road sewer extension. Mayor Becker stated that this project is already in the works and questioned if this was already funded in the current budget. Mr. Calaman confirmed that it is. Mr. O'Donnell recommends getting as many preapplications in by April 25th for the BIL. Mr. Ritzert questioned once the preapplication is filed, how long does it take for a response. Mr. O'Donnell stated that a priority recommendation list will likely be made at the June WIAC meeting. On the sewer side, there is \$40 million over five years statewide. Of the \$40 million, 49% must be grant or principal forgiveness. President Lee stated that even if the BPW was able to get loans for all projects at the lower interest, it is still a lot of money to pay back. President Lee is anticipating most of the money in loans, not grants. President Lee questioned if there is an opinion of how many of the BPW projects will qualify for grants. Mr. Calaman stated it would be 50% grants but prioritized by the state. Mr. Williams questioned how the BPW would use the ARPA funds that were requested from the city. Mr. Calaman stated that through the GHD study that was done on the major pump stations, the BPW would expand on the headworks project.

Mayor Becker stated that many communities within the state are going to be competing for these monies and DNREC's review is going to be contingent on how sensitive they feel the projects are to the community. President Lee pointed out that the BPW was aggressive in the five-year budget because money may be available. If the BPW fails to receive money, projects will have to be pushed to a later date. Mr. O'Donnell stated that the \$40 million was just for the sewer, and there is \$90 million available on the water side.

Mr. Webb questioned the amount of ARPA funds the city received. Ms. Townshend stated that total the city will receive \$1.8 million, which they have received half and the second half will be received in June. Some of the money has been spent on technology related to COVID and a workshop was held to discuss how to spend the remaining funds. There have been some requests from non-profits, but a framework has not been established for evaluating requests.

BPW Projects and Funding:

- Mayor Becker questioned if the headworks project has been funded. Mr. Calaman stated that it has been funded up to \$1.75 million, but whether it goes above and beyond depends on GHD findings.
- The New Road utility work is budgeted.
- The New Road well production has not been funded yet. Mr. Ritzert questioned if the BPW is committed to that program. Mr. Calaman stated that BPW has the land for it, but still in preliminary discussions with DNREC to see if it will be productive. President Lee stated that the other wells are all in one location and this will benefit if that area

gets contaminated. There will also be a small building to treat the one well. Mr. O'Donnell stated that there are two pieces: water quality and hydraulics. For water quality and redundancy, a well should be put there. For hydraulics a tower would be beneficial.

- Mr. Calaman stated that belt filter press is currently in the budget and waiting for approval. The pump four and generator switch is included in the headworks project. The is approved in the five-year budget but not in the FY23 budget.
- Mayor Becker questioned if the BPW will recover the Savannah 16 home cost. Mr. Calaman stated that the BPW will, but only as the properties come online.
- Mr. Calaman stated that the canal crossing is budgeted but there are no funds allocated for this project. Looking to the state for this funding. Mr. Webb questioned if the numbers are solid or if there is an anticipated increase due to inflation. Mr. O'Donnell stated that the numbers are solid as the BPW was aware of the increasing costs happening in September. If it gets any worse, then some revision may be needed. Mr. Webb stated that there is an unknown, which is a risk. Mr. Panetta stated that the supply chain is disrupted everywhere, not just here.
- Railroad and Monroe Avenue is a future project further out just as the elevated water storage tank project. Mr. Calaman stated that the water storage maybe one project where the BPW would seek a 50/50 planning grant. This would qualify to go under the \$90 million dollars. This would be located on the Jones Farm.
- The King's Highway project coordinates with DelDot and the five roundabouts coming. The BPW infrastructure falls in the center of the proposed roundabouts. Mr. Ritzert questioned if the BPW is anticipating relocating some utilities. The kickoff meeting was just held last week. Mr. Ritzert assumes that DelDot will absorb the costs of relocation of the utilities. Mr. Hoffman stated that there is a statute that DelDot will be obligated to the sole cost of moving those utilities.
- New equalization tanks are a project the BPW can seek funding for. This is to replace the existing EQ tank and possibly add a second tank. This would be a 50/50 planning grant. Mr. Ritzert asked to explain the 50/50 planning grants. This is where preliminary engineering turns into a project. The project itself is not part of the grant. The figures shown represents more than just the planning, it is turnkey. President Lee questioned what the engineering portion is compared to the project, in an average project. Mr. O'Donnell stated that it is around 20%.
- Cedar Street is the largest project on the list. Mr. Calaman stated that this is a massive project and has been looked at to be completed in phases because of construction fatigue. This would be water, wastewater, and stormwater. The figure shown only includes water and sewer.
- Donovan's Road sewer and water extension is from Savannah's Place towards Canary's Creek.
- Park and Johnson is a cast iron watermain that was identified several years ago. Mr. Ritzert questioned that since it is an iron water main, does it make this a priority. Mr. O'Donnell stated that it is dependent on the condition and the age of the pipe. If the condition is bad, it could move up on the priority list. The expectation is that it will be in better condition than Kings or Cedar.

- School Lane is a dead-end service that is older and needs to be evaluated.
- Mayor Becker questioned if Cedar Avenue manhole lining should be included the other Cedar Avenue project. It could be added to the project along with adding the cost. It would be two separate contractors so it could be done separately.
- King's Highway sewer lining would be teamed up with the King's Highway project.
- Hornkill water and sewer assumes that the 13 houses would come on board. This would include any of those small developments off New Road.
- King's Highway manhole lining has fallen on the priority list. Mr. Calaman stated that it is not a very impactful process. Mr. Ritzert question if this has to do with many of the manholes are sunk in and create irregularity on the road surface. Mr. O'Donnell stated that it does not and has more to do with infiltration inflow. Ground water would get in and clean water would be treated at the wastewater plant, which is not ideal.
- The New Road to Rodney loop is looping all the dead ends to New Road. Mr. Williams questioned if the city and the BPW could come together in June to decide on the ARPA funds since the preapplications would be in by April 25th. Mayor Becker stated that it needs to be known how much funding the BPW will receive from the BIL. Mr. Williams stated that the city needs to make decisions, as there have been other requests. Mayor Becker assumes that when the BPW goes to WIAC, there will be a sense of how receptive they are to some of the projects. The state has a good read on the area with acute need. Mr. O'Donnell reiterated that a document was sent, but now is the time to get the preapplications in. Mr. Calaman stated that WIAC notified the BPW last week that they were not allocating funds through ARPA and only going through BIL. Mr. Webb questioned the preapplication and if it would be an advantage to have a professional to do that. Mr. O'Donnell stated that he has completed 75 and has a good understanding of the ranking system. Ms. Jones questioned what WIAC stands for. Mr. O'Donnell stated that it stands for Water Infrastructure Advisory Council. DNREC Finance makes recommendations to the council, and they meet quarterly. Mr. Panetta stated that there has been a lot of discussion of what is budgeted and what is funded, but any money that the BPW gets from ARPA would help offset or fund other projects.

D. DISCUSSION OF CAPITAL PROJECTS BOTH CURRENT AND FUTURE

Mayor Becker stated that Railroad and Monroe Avenue is a future project that has been highly discussed and involves both the city and the BPW. Mayor Becker stated that the surface of the street should not be touched if there are infrastructure issues below the street that need to be addressed. Mr. O'Donnell stated that Phase 26 street improvements is funded for FY 2022-2023 in the amount of \$140,000. Ms. Townshend stated that this is Marina Drive and Fourth Street from Park Avenue to Chesnutt. Phase 26 is the second phase of the five-year plan. This is the city's portion. Streets that do not have utility issues were identified in the five-year plan. Monroe is the exception. There has been a meeting with the residents of Monroe and Railroad and received their feedback. There is a second follow up meeting scheduled mid-April and layout the options. This will concern more of the top side and not the underground. After the meeting Mr. O'Donnell will begin discussing the design of utilities with the BPW. The idea is to do Railroad and Adams Avenue at the start of the fall this year and follow up with Monroe under

a different fiscal year. Mayor Becker stated that as Monroe is being looked at, Freeman needs to be as well. Freeman will be paved in the fall. Mr. O'Donnell stated that it definitely a part of the planning process. There was concern from DRBA and DelDot in terms of the signalization. Mr. O'Donnell stated that the whole Monroe/Railroad/Adams corridor project is \$2.341 million for both city and BPW combined. It is split almost half and half.

Mr. Ritzert referred to the Marina Drive project at the university. Mr. Ritzert and Mr. O'Donnell met at the location recently and Mr. Ritzert voiced his concerns with the stormwater assets. There is a need for the road to be corrected as there is no curb or gutters there. There are drainage boxes that do not appear in the city code book. Mr. Ritzert stated that these boxes were deep and questioned if they were a risk for people cutting grass or walking by. Mr. O'Donnell stated that this is a small lot. To upgrade the stormwater portion of the project, would increase the cost and is something that would need to be discussed. Ms. Townshend questioned the work on Marina and just being mill and overlay not curb and gutter. Mr. O'Donnell confirmed and stated that it would be a different project. Mr. Ritzert recommends at least completing a study and that it should at least be considered. Mr. O'Donnell stated that if the city and the Board were to decide to move forward with a study of the stormwater management system, then the small section of Marina would be pushed back from this year and replace it with something else. Mr. Calaman stated that in the BPW budget allocates funds for things that come up in street projects. Mr. O'Donnell stated that it should be cross referenced with the city's plans.

Mr. Ritzert stated that he was reminded of the lack of stormwater management in terms of curb and gutter when walking down Pilottown Road. The BPW is committed to repaving Pilottown Road from Market Street to the end and is broken into two phases. Mr. Ritzert's concern is the opportunity to address the curb, gutter, and stormwater. The contractor removed portions of concrete sidewalks to do the laterals and replaced with temporary asphalt. This is an opportunity for the city to evaluate the sidewalks. Mr. Ritzert understands that this something that will not be done overnight and that both parties should consider. Mayor Becker questioned if the BPW is under a mandate to repave Pilottown Road. Mr. Calaman stated that it is not a mandate, but everything has been approved by DelDot such APA ramps. The big projects are expensive because at the end of the day the state gets a new road. Mr. Ritzert stated that he is not suggesting that the cost be shifted onto the BPW, but a good opportunity for project planning. There are sidewalks that are not in safe condition and driveway aprons are in disrepair. Mr. Ritzert reiterated that this is an opportunity to look into these items. Mr. Williams stated that the city code puts the cost of sidewalks onto the property owner and questioned if Mr. Ritzert is suggesting repair those sidewalks and bill back those properties. Mr. Ritzert stated that this is one way of doing it. Ms. Townshend stated that this is in the Charter. Mr. Mandalas stated that this is not a state requirement and is Charter produced. Mr. Williams stated that there are sections that do have damage, but others are fine. How will it be determined to repair? Ms. Townshend stated that GMB did a citywide sidewalk assessment on the city's behalf. The plan is to put together a sidewalk program this spring that would be put out to bid. Typically, sidewalks are done in pieces, not large stretches. The homeowners will be contacted to make sure they understand that they will be billed.

Mr. Ritzert stated that there are grading issues along Pilottown Road, and the road does not drain properly. This is historic and has nothing to do with the current BPW project. There are large puddles in the traffic lanes and the sidewalks also do not drain correctly. Mr. O'Donnell stated that it must be kept in mind that it is a DelDot road and that they are responsible. Mr. Ritzert stated that this is a stormwater piece. Mr. O'Donnell stated that it depends where the catch basins are located, but DelDot should be responsible for the water in the right-away. It does get a little fuzzy on the sidewalks.

E. DISCUSSION OF STORMWATER STUDY FOR LEWES BEACH

Ms. Townshend stated that one of the things being heard, especially from the cottages being removed and larger homes replacing them, is the concerns about stormwater and drainage. There is not stormwater management on Lewes Beach. It has been discussed to use ARPA funds to do a stormwater study on Lewes Beach and to look for the major drainage issues and solutions other than pipe whether it is rain gardens or infiltration. There are several unimproved alleys. Mayor Becker questioned if Ms. Townshend is thinking about rain gardens in these public spaces. Ms. Townshend that it may be a possibility. Mr. Calaman stated that the city/BPW also does not want to reinvent the wheel. Possibly look to other coastal cities, such as Charleston, and their thoughts. This would be an additional resource.

Mr. Williams referred to the area on Savannah Road in front of Dairy Queen. It is a state-owned road. Mr. O'Donnell stated that DelDot actually has a preliminary plan in place and reported that it is in the hands of Delaware decision makers. Mr. O'Donnell recalls one catch basin on the plan in the vicinity of Dairy Queen and one just before Alaska and Cape Henlopen Drive. Mayor Becker stated that there is just a French drain there now. The catch basins on Bayview worked poorly and the slope of the pavement eased the pooling. Mr. Ritzert questioned the design work for Savannah and Cape Henlopen. Mr. O'Donnell stated that it is the state's hands because it is a DelDot project, and they are looking for funding through legislation.

Mayor Becker questioned if there is any prospect of cost for the study. Ms. Townshend stated that she is looking for concurrence of the council and the board. Mayor Becker stated that the issues that Lewes Beach is seeing warrants this kind of study. President Lee is in agreement. Mr. O'Donnell stated that there is \$250,000 in 50/50 surface water planning grants available. Mr. Ritzert questioned why the state would not be responsible for the stormwater piece on Cedar Ave since it is a state road. Mr. O'Donnell stated that DelDot would likely be responsible for issues in their right-of-way, but there are other issues as well. On the beach side, these are localized issues. President Lee stated that California is a good example of a bad example. If something had been done when the house was built, it would have minimized the flooding. If more of this would happen there would be less issues. Ms. Townshend stated that there has been great resistance from the property owners when management was discussed on site. Mr. Panetta questioned why the rest of the citizens should pay for the coverage. Ms. Townshend stated that other areas of the city have stormwater infrastructure and the area of Lewes Beach does not and pays the same stormwater management fee. Mr. Panetta stated that the \$5 a

month fee does not pay for the infrastructure and barely pays for the maintenance. A reduction of runoff by pervious driveways, patios, etc. would help to alleviate what is a larger issue. Mr. Calaman stated that it could be an option to look at the town holistically and prioritize what needs to be done sooner. Mayor Becker stated that it may be too many projects and may be better to start in a more regionalized area where there is currently nothing. Mr. Ritzert stated that the soil is also different on the beach side of town. Ms. Townshend stated that this is affected when building occurs and results in a change of drainage patterns. There is funding for the planning and funding for implementation.

Sumner Crosby, 558 Pilottown Road, stated that planning spent considerable amount of time looking at these issues. Both the BPW and the city have heard presentations by Delaware Geological Survey on how sea level rise will drive ground water. Mr. Crosby has a video from a storm in February 2021 of water bubbling up and has heard testimony from various residents. Mr. Crosby wants to keep in mind precipitation and the role ground water will play and will create more of an impact on the surface. Mr. Crosby stated that this is not just the beach but any low area.

President Lee stated that he is for the stormwater study. Mayor Becker questioned what the general consensus is. Mr. Webb questioned if this was something in the city's budget that is approved because it is not in the BPW's budget. Ms. Townshend stated that it is not budgeted but she was considering ARPA but could look to do a planning grant. Mr. O'Donnell stated that that the pre-application is due April 25th. Mr. Webb stated that his only concern was what the costs were and what ARPA would and would not cover and that a prioritization needs to take place.

The consensus is to investigate the possibility of the stormwater study.

F. SCHLEY AVENUE MASTER PLAN FOR FACILITIE IN GENERAL

Mayor Becker stated that the city has a finite amount of land and has been growing. City Hall is getting crowded. There is land that is owned jointly with the BPW on the Schley Avenue corridor, and it has been discussed on how it can be utilized more efficiently. The city is actively looking and has expressed interest should the Army Reserve space becomes available. The city is not first priority, as the Federal Government has first option, and then organizations within the state. It is a 5-acre parcel. The building does not meet the city's or BPW's needs, and a new building would need to be built.

Mr. Nichols and Mr. Panetta have been working on compiling a list of desired space that includes activities, square footages, and existing usage for both the city and the BPW on Schley Avenue. When the idea of the Reserve building came up, discussions dissipated.

Ms. Townshend stated that the immediate space needs that the city has is a concrete pad next to where the city shop is. When the city improves the Otis Smith parking lot in the fall, they will no longer have a space for the millings, sweet sweeping, etc. Mr. Panetta stated that the BPW

has their list, but a joint meeting was never had to discuss the city's list. The only item that is active is that the BPW has gone out for bids for battery storage at the old power plant building. Mr. Panetta stated that Mr. Calaman has been discussing with Lewes and Bloom and their space needs since they use the back of the power plant. Mr. Williams questioned if it makes sense to form a staff committee to better understand the usage of the facilities and the day-to-day needs. Mr. Panetta stated that would be left to Mr. Calaman. President Lee questioned how close the BPW is to receiving the battery storage proposals. Mr. Panetta expects the bids back by the mid-April and negotiations will start. Mayor Becker stated that the Lewes and Bloom group is concerned with the battery opportunity and the impact it has on their production. It is not that they are being displaced, but there are other opportunities for that space. Mr. Panetta stated that the BPW is sympathetic to their needs and asked for them to put together their space needs, which is largely outdoor. Mayor Becker stated that those conversations have started with Lewes and Bloom. Mr. Calaman stated that one of Lewes and Bloom's ideas was to use the blue house, but then the BPW loses that space. The blue house is utilized by five guys and the BPW is looking to add up to two more. Mr. Calaman stated that all facilities should be looked at, not just Schley Avenue. Ms. Townshend stated that there is a short, medium, and long term to look at. With the long term there are unknowns, but more opportunity. Mr. Calaman stated that he supports Mr. Williams idea of a committee. Ms. Townshend suggested not making it a committee but just a working group of staff and Lewes and Bloom. Mr. Ritzert questioned if the BPW's equipment yard meet expectation/needs. Mr. Calaman stated that some aspects are being modified to meet needs. The middle of the yard houses transformers, fire hydrants, etc. The older buildings are not as accommodating as vehicles are getting larger and larger. A new bucket truck was ordered and will not fit in the front so it must go in the back, only a foot to work with. The garage door needed to be modified by removing a cinder block to make the truck fit. Mr. Ritzert questioned what purpose the blue house serves now. Mr. Calaman stated that the water/stormwater offices are housed here. Mr. Ritzert questioned if the BPW is working with GMB to redesign space or just making do with what is there. Mr. Calaman stated that the BPW is making do. Not only will Lewes and Bloom need a new space, but the BPW equipment that is housed in the old plant will need to be relocated as well. Mayor Becker stated that he has noticed some pieces of city equipment siting in an open area because of the space issue. The working group can get together and make some recommendations. Mr. Williams stated that dividing in short-, medium- and long-term goals could benefit both the city and the BPW.

G. 5G UPDATE AND WIRELESS ANTENNAE'S UPDATE

Mayor Becker stated that every surrounding community has had 5G going up and Lewes is behind the curve, in terms of working directly with them. Mr. Hoffman stated that there are two sides to this: zoning and lease. Zoning is the city side, and the lease is the BPW side. The BPW has not done anything specific with the pole lease other than be reactive. Mr. Calaman stated that two years ago, a policy was done. It was a joint application that has BPW and city portion. Ms. Townshend stated that the zoning was passed and in position, but no one has applied. Mayor Becker stated that the surrounding communities should be looked at as far as what the poles look like and what is allowed. Ms. Townshend stated that this was done. Mayor Becker

suggested reviewing this. Ms. Townshend stated that the city was very specific to the appearance, especially in the historic district area and what was developed will work. Dewey Beach had a number of problems, primarily that most of the roads are DelDot roads. Mr. Mandalas stated that 5G communication companies are aggressive and questions the city ordinances and if there is built in protection. Rehoboth and Dewey have used Julia Elias at CTC technologies and if Lewes wants to hire a consultant to review the ordinances, she has done an excellent job. Mayor Becker stated that it is worth reviewing to make sure it is still consistent. Mr. Mandalas stated about two years ago, there was a case in the US Supreme Court where Oregon challenged the FTC regulations. This resulted in a little bit of relaxation of what municipalities can do as far as aesthetics and may have opportunities to add some of that language into Lewes's ordinance.

H. LEWES BPW AND CITY OF LEWES DEEDS UPDATE

Mr. Mandalas stated that the deeds have been drafted by Mr. Hoffman and discussions have been had between the two regarding language. There is one small edit that will be made and then they will be good to go. Mr. Hoffman agreed and stated that it will be done shortly. Mayor Becker thanked Mr. Hoffman for the work on this project.

I. DISCUSSION OF BPW AND CITY RATES

Mr. Calaman stated that the biggest question was the rates concerning light poles. There are 876 light poles in the city. The rate is structured by getting the reading from one pole and multiplying by 876 and that is what is billed. This has been structured this way previously before Mr. Calaman was at the BPW.

Mr. Ritzert stated that approximately ten years ago there was an initiative that brought a change in type of lighting, LED, for the streetlights. With LED lighting, the cost of the fixtures and the bulbs needed to be accounted for. The economy that these lights produce presents an opportunity for a savings. The operation costs are less because they consume less electricity. This is an opportunity to adjust the formula and more accurately bill the city. Mr. Ritzert stated the second concern is that there is a joint responsibility/ownership between city and BPW. The city may be able to remove the responsibility from the city and the different applications through the city. The poles, the fixtures, the maintenance would be handled by one party, BPW. The BPW would receive the calls and respond to the service calls. Mr. Ritzert suggested a flat rate, which is typical for municipals to use. The oversight would be removed from the city, but still would be responsible for paying for the lights. The management piece would be BPW. Mr. Calaman stated that the BPW manages this to a degree. Mr. Calaman gave an example of a development all having the same streetlights and one owner requests to change one streetlight or all streetlights. This is taking the standard and becoming a nonstandard. This is more of a HOA and city decision. With these changes, the light may have to be retrofitted that be above and beyond general maintenance. Mr. Panetta stated that street lighting is currently in zoning codes and planning commission determines if streetlighting is acceptable with GMB. The BPW has no input into this part. Mr. Ritzert responded that there would be a need for a portfolio, a product

offering, that would be approved by the planning commission and endorsed by the city council. The planning commission would assign an application for a subdivision. Once installed, the BPW would be responsible for keeping in stock the correct type of bulbs and fixtures to support that infrastructure. Mr. Panetta does not disagree with Mr. Ritzert's intent but the way the system is now, there is not a list. The developer is choosing a light fixture that is harmonious with their community. President Lee stated that the BPW should not be involved in picking out the light fixture and the only role the BPW should be installing the light poles. Mr. Calaman stated that the developer installs the fixture. Ms. Townshend stated that the BPW is responsible for replacement. President Lee feels that the BPW should be responsible for putting in poles and changing them out, that the city or developer ask for and charging for the time it takes to do so.

Mr. Ritzert referred to the possible over charging and may be based on mercury vapor and sodium vapor not LED lighting. President Lee stated that he understands and agrees that it needs to be reviewed. Mr. Ritzert suggested that the rate structure be changed to a flat rate based on the type of fixture, cost, projected life, and hardware. This would be more accurate. Mr. Williams questioned the maintenance part of this. Mr. Ritzert stated that the maintenance of the poles is part of the city's infrastructure presently and is suggesting that the BPW would have that maintenance cost in the flat rate structure. President Lee questioned why the BPW would not just charge the cost that was incurred because two light poles may take different man hours. Mr. Ritzert suggested standardizing the rate. President Lee questioned why it should be standardized because the BPW may be shorted, or the city charged too much. Ms. Townshend stated that the BPW does not charge now. Mr. Calaman stated that it becomes complex when a development requests to change out a type of bulb, for example. This is not standard maintenance. President Lee stated that the BPW should be charging for this. The fixtures in Cape shores are unique and part of the city's system and believes that they would be difficult to maintain. There is a mixture of fixtures in that community, may be due to lack of parts. Mr. Calaman will confirm. Mr. Calaman stated that if a service call is made for burnt out bulb, the BPW goes and replaces it. It is becoming more prevalent for requests to change out a type of bulb not because of maintenance but preference. The BPW does not own that light and is directing that call to the city. President Lee stated that this is not BPW's decision. Mr. Ritzert questioned if the decision is made to become a dark sky, is that a city expense. President Lee stated yes. Mr. Webb stated that right now the BPW does not charge the city for replacing light bulbs. Mr. Ritzert stated that the BPW is compensating for that through the way the lighting is metered. Mr. Webb stated that the BPW is charging for the electric consumption only. Mr. Webb stated that the BPW could look at charging for time and material. Mr. Ritzert stated that no, he is suggesting streamlining this and a product that the BPW provides. Mr. Panetta stated that right now the BPW is replacing light bulbs, maintenance, and electricity. The rate structure can be resolved but the decision of what lights are installed must stay with the city because it is a health and safety issue and aesthetic issue. Mr. Ritzert stated he would like to discuss in greater detail. Mayor Becker stated that the takeaway is that the BPW is going to look at the rates first. President Lee agreed since there is a mix of bulbs, but eventually they will all be LED.

J. DISCUSSION OF ELECTRIC VEHICLE CHARGING STATIONS

Mayor Becker stated that the state has a program that will expire on June 30th where they would refund up to 90% of the cost of the equipment of installation of EV stations. The city could qualify for six, the limit. Mr. Calaman stated that more could be purchased but there could only be six at a location. Mayor Becker stated that the EVs have taken off in this country and more and more are seen on the streets.

Mr. Crosby stated that since there was not a charger available, he had a charger installed in his garage. When purchasing his car. Mr. Crosby was told that a lot of cars are being sold in Lewes and thinks it is great that the EV chargers are being purchased and installed.

Mayor Becker stated that the four the city has, were gifted. The BPW is using the green energy fund to pay for those currently and they are free to use. This program would allow the city to charge for the EV use if chosen too. The ferry currently has two and Wawa has many. This is where Lewes is headed, but the issue becomes location and cost. The state is paying for the equipment not the installation. The cost is dependent upon the proximity of the location to the electricity that will serve them. The city has a variety of reports for the different costs of different locations. The city has been looking mostly at parking lots as possible locations. If the electricity must go a long distance, it becomes very expensive. Two were recently installed at the Memorial bridge for \$40,000 each. 1812 Park, Canal Front Park, Third Street lot, additional stations at Schley parking lot or Otis Smith parking lot, and the trail head have been looked at. Mr. Calaman stated that once locations are identified as ideal locations, then the BPW could figure out the cost to get electricity to them. Mayor Becker stated that the recently had a two headed charger installed at the inn for about \$8,000 including equipment. It was installed in the courtyard.

Mr. Ritzert stated that there will be a complication if the city is trying to charge for parking and trying to recover the kilowatt cost. Mr. Ritzert met with a representative from DRBA, Jeff Foster, and discussed the installation of the fast-charging stations at the Memorial Bridge and the cost is approaching \$500,000. Mr. Ritzert stated that he does not think that Lewes has the means do a fast-charging station here. This rebate program identifies the local two stations, J1772 connectors, 240 volts. With two heads at a station, it becomes a shared power source and the rate charged is lessened when two cars are connected. The cost received from Mr. Foster in New Jersey, were significantly higher than \$8,000. With hardware, material cost, site preparation, etc. the estimate was slightly of \$34,000. There is a software component to the charging stations and licensing that comes with that. Mr. Calaman stated that he researched what other cities are charging customers. Ocean City includes the charges in the usage of the parking lots. Bethany Beach charges per minute per use plus a fee to use a credit card. There is discussion of what the new technology will look like including generic chargers that do not have much of an existence in the state right now. The state recognizes how fast the industry is moving. Mayor Becker noted that it will be worth looking into the location of electric feeds to the various lots that are being discussed so that the city and BPW can obtain quotes. The rebate program is time sensitive. The equipment is not readily available. Mayor Becker stated that he

ordered his in November and it was installed last week. Mr. Calaman requested the city provide a list of lots that could be potential locations. Mayor Becker stated that they will get those to Mr. Calaman. President Lee questioned if there are any three phase areas that are readily available. Mr. Ritzert stated that three phase is not needed. President Lee questioned if there is an area where it would not be a major cost to get it there. Mr. Calaman stated that three phase is at most pump stations, but he is not a fan of putting a charger at the pump stations because of access. Ocean City has a rapid charger at the convention center.

Mayor Becker stated that the city and the BPW both own one EV each and could look at relocated chargers to City Hall and Schley Avenue so they could be plugged in at night. Ms. Townshend stated that it has been discussed to do exactly that when the parking lots are redone. Mr. Webb questioned if there is an issue with transformers. Mr. Calaman state that transformers would have to upgraded for three phase. Mr. Ritzert stated that the state has a completely different review process for the rapid charging stations because they recognize that demand of the super charges place on the infrastructure is very impactful. The J1772, is equivalent to a dryer. Mr. Panetta stated that the DC fast chargers is only required for in-transit vehicles, on highways. For local areas it is not required. An average car can get on 20KW charge while shopping or dining. Mr. Panetta does not see the demand for the fast charger here in Lewes. Mr. Panetta stated that there is a slight lull in perception of EV acceptance and the availability of cars but expect a large increase. President Lee stated that if gas prices stay where they currently are will affect this as well. Mr. Panetta stated that the break-even points for an EV to be competitive is \$4.00 a gallon. Mayor Becker stated that a list can be provided, and Mr. Calaman will get an estimate and feasibility. Mr. Ritzert questioned if the BPW has decided to pull back on their commitment to add stations. Mr. Calaman stated that it does not make sense at this time. President Lee stated that the BPW will install and supply the power for the charges and the city can decide the location. Mr. Ritzert stated that the BPW will be responsible for making sure there is a drop to the meter base and everything else will be handles by an electrical contractor.

Agreed to look at the parking lots discussed and sent to the BPW for an estimation of cost to get the electricity to the chargers.

Chip Davis, 115 East Third Street, stated that he is a member of the bicycle pedestrian committee. Mr. Davis commended the city and BPW for getting together and discussing the previous topics. Mr. Davis reminded the council and the BPW not to forget about the e-bikes. E-bikes are like the EVs and that if there were more available, they would be here. Most e-bikes go up to 40 mph and once the trail from Georgetown, Mr. Davis believes more e-bikes will be owned. Mr. Owen questioned if e-bikes use the same charging station. Mr. Davis stated that they do not but would be complimentary to the EV chargers. Mr. Panetta stated that some EV chargers have 110 outlets to accommodate the bikes.

Paul Evald stated that he is happy to provide an additional information if needed.

ACTION: *Mr. Owen motioned to adjourn to executive session. Mr. Nichols seconded the motion, which passed unanimously. City Council motioned to adjourn and was seconded, which passed unanimously.*

K. EXECUTIVE SESSION

Mayor Becker adjourned to executive session at 7:42 pm.

L. ADJOURNMENT

Mayor Becker adjourned the meeting.

Respectfully Submitted
Sharon Sexton, BPW
Executive Assistant