

BOARD OF PUBLIC WORKS

Vision

The Board of Public Works exists to improve the quality of life of the customers we serve.

Mission

We are dedicated to providing our current and future customers with utility and other value-added services in a safe, reliable, and economical manner consistent with sustainable growth, community involvement, and environmental stewardship.

Regular Meeting

October 25, 2023

4:00 p.m.

City Council Chambers

114 E. Third Street

ZOOM: <https://lewesbpw.zoom.us/j/81888117473>

Agenda

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

2. ROLL CALL

Board Members

Thomas Panetta

Earl Webb

D. Preston Lee, P.E.

Richard Nichols

Barbara Curtis

Ex-Officio Members

Andrew Williams, Mayor

Austin Calaman, General Manager

Robin Davis, Assistant General Manager

Michael Hoffman, Legal Counsel

3. CONSENT AGENDA

- a. Receive Vice-President Report
- b. Receive Secretary Report – approval of minutes from [July 26, 2023](#), Regular Meeting minutes, [August 22, 2023](#), Joint Meeting minutes.
- c. Receive Treasurer Report
 - [September 2023 R&E](#)
 - [Q2 ending September 30, 2023](#)
 - [Year to Date R&E](#)
 - [Liquid Assets Graph](#)
- d. Receive Asst. Treasurer Report

4. Receive the [Inframark Report](#).

- [Attachments](#)

5. Receive the President's Report.
6. Receive the General Managers Report.

Presentations

7. Open forum/general discussion on a presentation from GMB regarding Stormwater Infrastructure in the City of Lewes. INFORMATION/DISCUSSION (Charlie O'Donnell)

New Business

8. Open forum/general discussion on an extension proposal for Auditing Services from Z + A. INFORMATION/DISCUSSION/ACTION (Kimberly Bellere and Austin Calaman)
 - Audit Extension Letter 2024-2028
 - Audit Extension Letter 2024-2026
9. Open forum/general discussion on proposals for lease to own options for upcoming delivery of our TEREX bucket truck. INFORMATION/DISCUSSION/ACTION (Kimberly Bellere and Austin Calaman)
 - Terex Quote
 - First American Quote
10. Open forum/general discussion on resolution for supplemental funding for the WWTP Headworks/Pump Station project from DNREC. INFORMATION/DISCUSSION/ACTION (Austin Calaman and Michael Hoffman)
11. Open forum/general discussion on a selection of a date for our Nov/Dec combined meeting. INFORMATION/DISCUSSION/ACTION (Austin Calaman)
12. Open forum/general discussion on updating section 4.3.4 Water Meters policy. INFORMATION/DISCUSSION/ACTION (Austin Calaman and Robin Davis)
13. Open forum/general discussion on BPW policies and possibly set a workshop date. INFORMATION/DISCUSSION/ACTION (Austin Calaman, Earl Webb and Thomas Panetta)

Old Business

14. Open forum/general discussion on the water tower logo(s) and design(s) with viewpoints. INFORMATION/DISCUSSION/ACTION (Austin Calaman, Robin Davis and GMB)
15. Open forum/general discussion on the cross-connection control plan. INFORMATION/DISCUSSION/ACTION (Robin Davis)
 - Resolution
16. Open forum/general discussion on the WWTP long range plan. INFORMATION/DISCUSSION (Thomas Panetta)

17. CALL TO THE PUBLIC:

Members of the public wishing to address the Board on matters not listed on the agenda should make their request known at this time. Time permitting, each presentation will be given approximately three (3) minutes. No action or Board discussion will result from public comments on matters not listed on the agenda; however, the Board President may ask staff to review a matter and individual members of the Board may ask that a matter be put on a future agenda.

18. CALL TO THE PRESS

19. Executive Session- *A strategy session including those involving legal advice or opinion from attorney-at-law where an open meeting could have adverse effect on the position of the public body with respect to pending or potential litigation and Preliminary discussions on site acquisitions for any publicly funded capital improvements, or sales or leases of real property".29 Del C § 10004(b)(4) 10004 (b)(2)). Review executive minutes from July 26, 2023, August 9, 2023, September 27, 2023 and September 28, 2023.*

20. Return to open session.

21. Discussion and action on items from Executive Session, if applicable.

22. ADJOURNMENT

The items listed may not be considered in sequence. This agenda is subject to change to include additional items and Executive Sessions or the deletion of items including Executive Sessions that may arise prior to and at the time of the meeting.

THE BOARD RESERVES THE RIGHT TO TAKE ACTION ON ANY AGENDA ITEM.

Persons with disabilities requiring special accommodations, please contact the business office at 645-6228.

Posted: October 18, 2023 - 4:00pm