

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

December 7, 2023

4:00 p.m.

City Council Chambers

114 E. Third Street

ZOOM: <https://lewesbpw.zoom.us/j/83856995170>

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 [August 21, 2023, Contingency Committee](#), [August 29, 2023 Contingency Committee](#), [September 12, 2023 Contingency Committee](#), and [August 23, 2023 Regular Board Meeting](#). Receive Customer Comment Report.
- c. Receive Treasurer Report
 - [October 2023 R&E](#)
 - [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](#).

New Business

7. Open forum/general discussion on an annual donation to the Lewes Fire Department. INFORMATION/DISCUSSION/ACTION (Austin Calaman and Kimberly Bellere)
8. Open forum/general discussion on the acceptance resolution for the Tower Hill offsite improvements and onsite phases 1C-5. INFORMATION/DISCUSSION/ACTION (Austin Calaman, Robin Davis, Kimberly Bellere and Michael Hoffman)
 - [Bond Release Recommendation](#)
9. Open forum/general discussion on the [DelDOT/BPW agreement #T201907301](#) for the relocation of temporary utilities on New Road. INFORMATION/DISCUSSION/ACTION (Austin Calaman and Michael Hoffman)
10. Open forum/general discussion on the quotes/proposals for the [sludge line and foam pump projects](#) at the WWTP. INFORMATION/DISCUSSION/ACTION (Austin Calaman)
 - [Harry Caswell Proposal](#)
 - [Sprig Proposal](#)
11. Open forum/general discussion on the proposal for a [new/updated strategic plan](#). INFORMATION/DISCUSSION/ACTION (Austin Calaman and Thomas Panetta)
12. Open forum/general discussion on the awarding of the bid for the Well Field Common Header Replacement Project. INFORMATION/DISCUSSION/ACTION (Austin Calaman and GMB)

Old Business

13. Open forum/general discussion on the [water tower logo\(s\) and design\(s\)](#) with viewpoints. INFORMATION/DISCUSSION/ACTION (Austin Calaman, Robin Davis and GMB)
14. Open forum/general discussion on an extension proposal for Auditing Services from Z + A. INFORMATION/DISCUSSION/ACTION (Kimberly Bellere and Austin Calaman)
 - [2024-2028 Proposal](#)
 - [2024-2026 Proposal](#)

**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, September 28, 2023, and October 25, 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: November 30, 2023 - 4:00pm