

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

January 24, 2024

4:00 p.m.

City Council Chambers

114 E. Third Street

ZOOM: <https://lewesbpw.zoom.us/j/86267194395>

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 [September 27, 2023](#), regular Board meeting minutes, [October 25, 2023](#), regular Board meeting minutes, and [October 23, 2023](#), [November 6, 2023](#), and [November 14, 2023](#), Contingency Committee meeting minutes. Receive customer comment report.
- c. Receive Treasurer Report
 - [November](#) and [December](#) 2023 R&E
 - [Year to Date R&E](#)
 - [Q3 Quarterly Report](#)
 - [Q3 Budget Adjustments](#)
 - [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 the [2024 Election notice](#).
INFORMATION/DISCUSSION/ACTION (Sharon Sexton, Kris Keller, and Austin Calaman)
8. Open forum/general discussion on the request from Theodore Becker to consider a reduction in the Ready to Serve Fee for water/sewer for his property at 108 Front Street (Unit 1). INFORMATION/DISCUSSION/ACTION (Thomas Panetta and Austin Calaman)
9. Open forum/general discussion of an [easement agreement with the Cape Henlopen School District](#). INFORMATION/DISCUSSION/ACTION (Austin Calaman, Robin Davis, and Michael Hoffman)
10. Open forum/general discussion on the expectations for Engineering services.
INFORMATION/DISCUSSION/ACTION (Austin Calaman and Thomas Panetta)
11. Open forum/general discussion on potential [change order](#) for the EQ tank bracing under the M2 construction headworks project.
INFORMATION/DISCUSSION/ACTION (Austin Calaman)

Old Business

12. Open forum/general discussion on the prioritization of policies.
INFORMATION/DISCUSSION/ACTION (Austin Calaman, Thomas Panetta and Earl Webb)
13. Open forum/general discussion on the update for the Battery Energy Storage Project. INFORMATION/DISCUSSION/ACTION (Thomas Panetta)
14. Open forum/general discussion on the WWTP long range plan update and an update from the Wastewater Treatment Plant Contingency Committee.
INFORMATION/DISCUSSION (Thomas Panetta and Barbara Curtis)

15. 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.

16. CALL TO THE PRESS

17. 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 November 30, 2023, December 7, 2023, and December 20, 2023.*

18. Return to open session.

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

20. 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: January 17, 2024 - 4:00pm