

# 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**

**April 24, 2024**

**4:00 p.m.**

**City Council Chambers**

**114 E. Third Street**

ZOOM: <https://lewesbpw.zoom.us/j/89551293961>

## **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
- c. Receive Treasurer Report
  - [March 2024 R&E](#)
  - [Q4 Quarterly Report](#)
  - [Year to date R&E](#)
  - [Liquid Assets Cash Graph](#)
- d. Receive Asst. Treasurer Report

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

- [Attachments](#)

### **5. Receive the President's Report.**

6. Receive the [Assistant General Managers Report](#).

### **New Business**

7. Open forum/general discussion on a legal services contract with Connolly Gallagher, LLP. INFORMATION/DISCUSSION/ACTION (Tom Panetta and Michael Hoffman)
8. Open forum/general discussion on the selection of the use of the 2021 [Community Reinvestment Funds](#) Surplus of \$25,000. INFORMATION/DISCUSSION/ACTION (Austin Calaman, Robin Davis, and Kimberly Bellere)
9. Open forum/general discussion on the proposal from Potomac Testing for [switches](#) and relay replacement at the substation. INFORMATION/DISCUSSION/ACTION (Austin Calaman and Thomas Panetta)
10. Open forum/general discussion on developer of Mitchell's Corner easement request for the BPW wellfield and the Jones Farm properties.  
INFORMATION/DISCUSSION/ACTION (Austin Calaman and Robin Davis)
- Parcel 3-35 8.00 33.00- Wellfield:
    - [Temporary Easement Agreement](#)
    - [Permanent Easement Agreement](#)
  - Parcel 3-35 12.00 2.00- Jones Farm:
    - [Temporary Easement Agreement](#)
    - [Permanent Easement Agreement](#)
11. Open forum/general discussion on the power cost impacts on the BPW rates and rate review. INFORMATION/DISCUSSION/ACTION (Austin Calaman and Kimberly Bellere)
- [Capacity Amendment Scenarios](#)
  - [DPL Auction Highlights](#)
  - [DEMEC Adopted Budget Amendment package](#)

### **Old Business**

12. Open forum/general discussion on the update for the DEMEC GRIP funding and Letter of Commitment. INFORMATION/DISCUSSION/ACTION (Scott Lynch, Thomas Panetta and Austin Calaman)
13. Open forum/general discussion on the request from [108/110 Front Street](#).  
INFORMATION/DISCUSSION/ACTION (Austin Calaman and Thomas Panetta)
14. Open forum/general discussion on water/sewer extension request from Hoornkill Avenue. INFORMATION/DISCUSSION/ACTION (Austin Calaman, Robin Davis, and Michael Hoffman)

**15. 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)**

**16. 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.*

**17. CALL TO THE PRESS**

**18. 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 personnel matters in which the names, competency and abilities of individual employees or students are discussed, unless the employee or student requests that such a meeting be open ".29 Del C § 10004(b)(4), (b)(9). Review executive minutes from November 30, 2023, December 7, 2023, December 20, 2023, January 16, 2024, January 24, 2024, February 6, 2024, and March 15, 2024.*

**19. Return to open session.**

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

**21. 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: April 17, 2024- 4:00pm**