

BOARD OF PUBLIC WORKS

Vision

The Lewes Board of Public Works exists to improve the quality of life of the customers we serve by providing quality and reliable utility services.

Mission

We are dedicated to providing our customers with electric, water, wastewater, stormwater management, and other value-added services in a safe, reliable, and economic manner with sound business practices, sustainable growth, community engagement, economic development, and environmental stewardship.

Regular Meeting

April 23, 2025

4:00 p.m.

City Council Chambers

114 E. Third Street

ZOOM: <https://lewesbpw.zoom.us/j/83780792124>

Agenda

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

2. ROLL CALL

Board Members

Thomas Panetta

Barbara Curtis

D. Preston Lee, P.E.

Richard Nichols

Bob Heffernan

Ex-Officio Members

Andrew Williams, Mayor

Robin Davis, General Manager

Michael Hoffman, Legal Counsel

3. CONSENT AGENDA

- a. Receive Vice-President Report
- b. Receive Secretary Report
 - Approval of minutes from [December 12, 2025 Regular Meeting Minutes](#), [January 22, 2025 Regular Meeting Minutes](#), [January 27, 2025 Joint Meeting Minutes](#), [February 18, 2025 Finance Committee Minutes](#), [March 18, 2025 Workshop Minutes](#), and [February 26, 2025 regular meeting minutes](#).
- c. Receive Treasurer Report
- d. Receive Asst. Treasurer Report

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

- February [Veolia Report](#), [Work Orders](#), [Flow](#), [DMR](#)

5. Receive the President's Report.

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

7. Receive Finance Managers Report.

- [Revenue and Expense Report](#)
- [Quarter 4 Report](#)
- [Year-to-date Report](#)
- [Cash Graph](#)

[Invitation](#)

8. Formal invitation to DEMEC's Annual Joint Council Dinner and presentation.
INFORMATION/DISCUSSION/ACTION (Scott Lynch)

[Old Business](#)

9. Open forum/general discussion on [exclusivity with DEMEC and CPower](#).
INFORMATION/DISCUSSION/ACTION (Scott Lynch)

10. Open forum/general discussion on the WWTP long range plan update.
INFORMATION/DISCUSSION/ACTION (T. Panetta)

11. Open forum/general discussion on possible upgrade options for pump stations as part of the Pump Station Resiliency Study. INFORMATION/DISCUSSION/ACTION (R. Davis and GMB)

- [Options provided 3/19/25](#)
- [Additional options provided 4/16/25](#)

12. Open forum/general discussion on the [resolution approving the supplemental funding for the elevated storage tank project](#).
INFORMATION/DISCUSSION/ACTION (M. Hoffman)

[New Business](#)

13. Open forum/general discussion on implementing credit card fees to payment transactions. INFORMATION/DISCUSSION/ACTION (K. Bellere)

14. Open forum/general discussion on water testing approach.
INFORMATION/DISCUSSION/ACTION (B. Curtis and Sharon Sexton)

15. Open forum/general discussion on communication strategies.
INFORMATION/DISCUSSION/ACTION (B. Heffernan)

**16. Open forum general discussion on the [request from parcel 335-8.00-5.04](#) (New Road) owner to connect to BPW water and sewer and discussion and consideration of resolution requesting CPCN.
INFORMATION/DISCUSSION/ACTION (R. Davis)**

**17. Open forum general discussion on [outside-city, water only rates](#).
INFORMATION/DISCUSSION/ACTION (T. Panetta and R. Davis)**

18. BOARD OR STAFF REQUESTS FOR AGENDA ITEM(S).

19. 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.

20. CALL TO THE PRESS

21. 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; discussion of the content of documents, excluded from the definition of "public record" in § 10002 of this title where such discussion may disclose the contents of such documents; 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)(6), (b)(9). Review executive session minutes from February 14, 2025, February 26, 2025, Part I and II, March 11, 2025, March 26, 2025, Part I and II.

22. Return to open session.

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

24. CALL TO THE PUBLIC

25. 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.

<p>THE BOARD RESERVES THE RIGHT TO TAKE ACTION ON ANY AGENDA ITEM. <i>Persons with disabilities requiring special accommodations, please contact the business office at 645-6228</i></p>

*Public comment during any agenda item is limited to a maximum of three minutes per person. Time cannot be transferred from one individual to another.

Posted: April 16, 2025- 4:00pm