

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

July 23, 2025

4:00 p.m.

City Council Chambers 114 E. Third
Street

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

Board Meeting will NOT be live streamed due to technical reasons

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

Amy Marasco, Mayor
Robin Davis, General Manager
Sharon Sexton, Assistant General Manager
Michael Hoffman, Legal Counsel

3. CONSENT AGENDA

- Receive Vice-President Report
- Receive Secretary Report
- Approval of minutes from the [June 25, 2025, regular meeting](#).
- Receive Asst. Treasurer Report

4. Call to the Public

Members of the public wishing to address the Board on any BPW-related matter, whether on tonight's agenda or not, should make their request known at this time. Please note that there will be no opportunity for additional public comment on matters listed on the agenda until the end of the meeting. Each speaker will be given three (3) minutes. No action or Board discussion, including to answer questions, will occur during the public comment period; 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.

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

- [Discharge Monitoring Report](#)
- [Gantt chart](#)
- [InSight Report](#)

- [Work Orders Completed](#)
- [Pump Station](#)

6. Receive the President's Report.

7. Receive the [General Manager's Report](#).

8. Receive Finance Manager's Report.

- [Revenue and Expense Report](#)
- [Quarter 1](#)
- [Year to Date](#)
- [Cash Graphs](#)
- [Cash Revenue Update](#)

Invitation

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

Old Business

10. Open forum/[general discussion on pump station resiliency study](#). INFORMATION/DISCUSSION/ACTION (R. Davis and GMB)

11. Open forum/general discussion on the WWTP long-range plan update. INFORMATION/DISCUSSION/ACTION (Thomas Panetta)

New Business

12. Open forum/general discussion on the final acceptance of Mariner's Retreat. INFORMATION/DISCUSSION/ACTION (R. Davis and M. Hoffman)

13. Open forum/general discussion on proposed [2025/2026 capital](#) and [O+M budget](#) amendment. INFORMATION/DISCUSSION/ACTION (K. Bellere)

14. Open forum/general discussion on the [Roosevelt Landing Developer's Agreement](#). INFORMATION/DISCUSSION/ACTION (R. Davis, M. Hoffman)

15. Open forum/general discussion on the [updated BPW Electric Tariff](#) based on [House Bill 62](#), relating to the termination of utility services. INFORMATION/DISCUSSION/ACTION (S. Sexton and M. Hoffman)

16. Open forum/general discussion on awarding the [contract for the Capes Coves water and sewer extension project](#). INFORMATION/DISCUSSION/ACTION (R. Davis and GMB)

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

18. CALL TO THE PUBLIC:

Members of the public wishing to address the Board on matters listed on the agenda should make their request known at this time. Each speaker will be given three (3) minutes. No action or Board discussion, including to answer questions, will occur during the public comment period; 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.

19. CALL TO THE PRESS

20. Executive Session- Discussion of an individual citizen's qualifications to hold a job or pursue training unless the citizen requests that such a meeting be open. This provision shall not apply to the discussion by a licensing board or commission which is subject to the provisions of § 8735 of this title, of an individual citizen's qualifications to pursue any profession or occupation for which a license must be issued by the public body in accordance with Delaware law; 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 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; Personnel matters in which names, competency and abilities of an individual employees or students are discussed, unless the employee or student requests that such a meeting be open ".29 Del C § 10004, (b)(1), (b)(4) (b)(6), (b)(9). Review executive minutes from June 25, 2025, and July 15, 2025

21. Return to open session.

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

23. 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.

*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: July 16, 2025- 4:00 pm

Revised: July 22, 2025 – 3:00 pm – remove the Zoom link due to technical reasons.