

BOARD OF PUBLIC WORKS

Regular Meeting Minutes

July 26, 2016

4:00 p.m.

City Hall Council Chambers

114 E Third Street

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

At 4:00 PM President Alfred welcomed everyone, called the meeting to order and led Pledge of Allegiance. A moment of silence was observed for our troops serving our country.

2. ROLL CALL

President Alfred stated all Board members are present. Also present are Darrin Gordon, General Manager, Glenn Mandalas, Legal Counsel and City of Lewes Mayor Ted Becker.

3. REVISIONS AND/OR DELETIONS TO THE AGENDA

None

4. CONSENT AGENDA

- a) Receive the General Manager Monthly Report
- b) Receive Severn Trent Report for June 2016
- c) Receive President Report
- d) Receive Vice-President Report
- e) Receive Secretary Report, Approve Regular Minutes June 22, 2016
- f) Receive Treasurer Report
- g) Receive Asst. Treasurer Report

ACTION: A motion was made by D. Preston Lee. All in favor; motion carried.

5. Open forum/general discussion of the 2015-2016 Fiscal Year Audit Report given by PKS, LLC. The report to be received by a Board vote.

INFORMATION: Andy Hayne, PKS & Company, P.A. presented the Board with the Full Audit Report prior to this meeting and presented the financial highlights for year ending March 31, 2016 with comparative figures for year ended March 31, 2015. Copy of Press released attached as part of the minutes.

DISCUSSION: Jack Leshar stated that we spent almost 3 million in improvements to our system without taking out loans, which is slightly depleting our reserve funds. President Alfred, we cannot run a solid system without upgrades to our infrastructure.

ACTION: a motion was made by Jack Leshar with a second by Tom Owen. All in favor. Motion approved.

6. Open forum/general discussion of an Emergency Water Interconnection Agreement with Tidewater Utilities, Inc.

INFORMATION: Darrin Gordon presented the Board with an agreement with Tidewater Utilities to connection at Tidewater lines to our well field that will be metered. For emergency purposes only, if we need water from Tidewater or if Tidewater should need water from us. The Connection and Agreement is in place.

DISCUSSION: President Alfred said this is a good to time have this Agreement with the construction of our water tower and having a second water source available. Preston Lee a few modifications need to be made to Agreement; Attach Exhibit A, add and surrounding area, item 4 add & obtain BPW concurrence n design and of line. Darrin; there is also a typo on line 13.

ACTION: Motion was made to Authorize General Manager to make correction to agreement and then execute. D. Preston Lee made a motion to accept with changes and Tom Owen second. All in favor. Motion approved

7. Open forum/general discussion for the assignment of Austin Calaman as the Alternate Director for the Delaware Municipal Electric Corporation (DEMEC).

INFORMATION: Darrin Gordon presented the Board with an example Resolution to add Austin and the Alternate Director for DEMEC.

ACTION: a motion was made by Jack Leshar, second by Tom Owen. All in favor. Motion approved.

8. Open forum/general discussion to increase the Sewer Impact Fee Zone 1a Harbor Point of \$200,000 or \$2,899 per EDU.

INFORMATION: Darrin Gordon; the Board approved the Resolution and Sewer study last month but neglected an item. Canary Creek built a lift station and in the contract it states the BPW must reimburse Canary Creek Lender \$200,000. The homes at Harbor Point sewer impact fee will be increased to \$5,439.00 per connection. A motion by Tom Owen was made to accept the change to 1a on Resolution 16-003 to \$5,439.00. second by Jack Leshar. All in favor. Motion approved.

9. Open forum/general discussion on the Water Tank qualifications.

INFORMATION: Darrin; we received one bid to refurbish the water tank. I had \$680,000 in the budget and the bid came in as \$830,000. We have received a letter from MBA consultants to hold and rebid. They feel the new time line will be better for the qualified contractors to complete the project.

ACTION: Motion was approved to put out to rebid.

10. MEETINGS ATTENDED BY BOARD MEMBERS OR STAFF.

D. Preston Lee attended the City Council Meeting, Highland Acres Construction Progress Meeting, Met with Paul Evald about electric cars and EV charging stations.

Robert Kennedy attended the Highland Acres Construction Progress Meeting and the City/BPW workshop.

President Alfred stated Robert Kennedy has been appointed to the City Annexation Committee.

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

None

12. CALL TO THE PUBLIC: Dennis Reardon, City Council, Kristina Keller, Lewes BPW, James and Wanda Berrigan, Residents, Nick Roth,

Cape Gazette, Andy Haynie, PKS & Company, Paul Eckrich, City Manager, Austin Calaman, Asst. General Manager

Mrs. Berrigan noticed in the News Journal about the power grid between Delaware and New Jersey. How will it affect us?

Darrin said it will affect us in our Transmission cost. DEMEC is our voice and we need to wait and see.

13. CALL TO THE PRESS:

None

A motion was made to adjourn the meeting and move into executive session at 4:42pm

14. EXECUTIVE SESSION