

The General Manager's Report

July-August 2017

- Attended the following regular meetings
 - DEMEC Board meeting
 - Mayor and City Council meeting
 - DEMEC Board meeting
- Met with PKS for audit review and questions with Jack Leshner.
- Met with GMB and their Electric Engineering division for designing the 1812 Park lighting.
- Met with Hugh Grunden, GM of Easton Utilities and Ted Book Communication Supervisor Austin Calaman on the FTTH Project.
- Met with Mike Sutherland and Wendell Alfred on the HMS/Selective insurance renewal.
- Attended City of Lewes Mitigation meeting discussing emergency response.
- Had a phone meeting with CCI, a fiber engineering company.
- Attended meeting with Dick Beville of Broad valley for progress on estimate of cost for a true engineering design of a FTTH project.
- Attended AMP/DEMEC fraud training webinar.
- Attended DNREC Clean Water and Drinking Water SRF loan public workshop.
- Attended phone conference with Anixter representative on staff training for FTTH project.
- Met with Jason McDonald of Selective association and C. Wendell Alfred to discuss and receive quote for the defined benefits.

- Met with Sussex County Engineer, Hans Medlarz, GMB Engineers for the County Flow Diversion Project.
- Met with DNREC Rep Greg Pope to discuss permitting requirements and project design of the County Flow Diversion project.
- Met with Empower, Nationwide, UBS representative to coordinate the defined benefits “Put” and transfer to new provider.
- Met with Ann Marie Townsend, Councilman Beaufait and Reardon on the TAP project drainage at Savannah Road beachside.
- DEMEC Financial Statement review with Lou Vitola, DEMEC and Jack Leshner.
- Attended the DelDot Bridge Project proposal at the Cape Henlopen H.S.
- Met with Chief Spell and Capt. Mozato of the Lewes PD to coordinate future road closures and Savannah/Gillsneck and Front Street project.
- Met WBOC at the Otis Smith park for Electric vehicle charging station information.
- Met with Warren Goldie, Lewes in Bloom, GMB and City officials to discuss landscaping of the 1812 repair design.
- Attended the Phase 22, McFee Street final walk through.
- Held a phone conference with Ginny Gardea of CHR- Fiber design company with Austin Calaman, Josh Gritton on design proposal.
- Attended a webinar by Baker Tilley on cyber security.
- Attended City/BPW coordination meeting with Mayor Ted Becker, Ann Marie Townsend, City Manager and Wendell Alfred.
- Held a meeting with Savannah Place citizens, Preston Lee, Hans Medlarz, Michael Hoffman, Vince Luciani to answer concerns about the project and the ability to reduce costs.

- Attended 4 public meeting for the customers and commercial business owners and proprietors impacted by the Savannah, Gillsneck and Front Street project.
- Met with Dave Potter, Abbotts Park, GMB, Andrew Lyons on project advancement.
- Onsite meeting with Hans Medlarz, GMB engineers, BPW Staff, D. Preston Lee, P.E., and County on call contractor to discuss the County Diversion project.

PRELIMINARY BOARD DOCUMENT

Board Calendar 2017-18
Agenda items for consideration

April	Financial report for year ended March 31, 2017 Safety award
May	Swearing in of officers Officers assignments
June	Receive draft yearend audit financial report
July	Accept annual financial audit for year ended March 31 First quarter review (April, May, June)
August	Projects review
September	DEMEC annual meeting
October	Resolution review Second quarter financial report (July, August, September) Six-month financial review- ended September 30
November/December	Lewes Fire Department donation
2018	
January	Special budget workshop date set
February	Budget presented after board workshop 3 rd Quarter financial report ended for December 31
March	Budget adoption