

The General Manager's Report

November/December 2017

- Attended the following regular meetings
 - Mayor and City Council meeting
- Attended meeting with Sussex County, GMB, George and Lynch Construction for project progress and review for the interconnection and 1812 Parking lot project.
- Attended/held the Citizens group meeting, Robert Kennedy was in attendance.
- Met with the City Manager, Mayor Becker and DELDOT representatives for Savannah and Front Street intersection coordination.
- Held the Lewes BPW Household Hazardous Waste and drug take back collection day.
- Met with GMB, Vince Luciani, Mayor Becker and Deldot representatives to discuss requirements for ADA ramp and road crossing requirements for Front and Savannah Roads.
- Phone conference with Harry Lis, Potomac Electric Engineer, Marje Garbini, PHI and other PHI representatives to further the Breaker replacement at the electric metering station, Savannah Road.
- Phone call with AMP, Scott Lynch (DEMEC) about solar development at the BPW well field.
- Held special Board meeting for the approval of the Front Street project to Teal Construction.
- Attended 2 meetings with the Chamber of Commerce to support the businesses of Lewes, especially those in close proximity of the Front, Savannah and Gillsneck road construction.
- Met with Sussex County Emergency Director, Joseph Thomas and other representative to plan a table top exercise for an area water quality issue.
- Held the Mariners Retreat and Tax Ditch project review meetings.
- Met with Ray Ebaugh, Jeff Deats of Whitemarsh for the review of the WWTP operations.
- Began the SEU energy audit of the WWTP. Report to be forth coming.
- Phone call to Hometown Connections, D. Preston Lee. P.E., to prepare for the strategic planning efforts to begin January 5, 2018.
- Attended the Donovan Smith Annexation Committee meeting. Also visited Donovan Smith MHP with D. Reardon, Sussex Conservation Representative to inspect the stormwater system of Donovan Smith MHP. Also attended the Utility Subcommittee meeting on Donovan Smith.
- Attended meeting with a citizen of Breakwater and City Manager, Ann Marie Townshend to answer questions about annexation.

- Met with Chuck Ward, WRDE and Dennis Reardon about putting a camera on top of the Lewes BPW water tank.
- Held the Annual BPW Safety luncheon.
- Met with Lisa Locke, Delaware Interfaith Power and Light – SEU Energy efficiency program Director, and Austin Calaman to organize our offering to the Lewes Churches.

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	Second quarter financial report (July, August, September) Six-month financial review- ended September 30 Current Project Review
November/December	Lewes Fire Department donation
2018	
January	Special budget/Strategic Planning
February	Budget presented after board workshop 3 rd Quarter financial report ended for December 31
March	Budget adoption