

**Utility Commission
June 3, 2019**

The regularly scheduled meeting of the Delmar Utility Commission was called to order by Vice Mayor Pase. In attendance were Commission Member Dewald, Council Member Smith, Deputy Mayor Unsell, Town Manager Bynum- King and Clerk of Council Fisher.

Approval of Minutes

Commission Member Dewald made a motion to approve the May, 2019 minutes as circulated. Council Member Smith seconded the motion which passed with 4 ayes.

Unfinished Business

Grove Street- Water Main Project

Town Manager Bynum-King informed the Commission that the contractor is installing the laterals on Grove Street between 5th Street and Bi-State Blvd, basically everything on the east side of Bi-State Blvd. There has not been a progress meeting this month but the project is going along very well.

She also stated that the hydrants on Second Street will be moved so they are closer to where the main crosses over. The hydrant that currently is covered will be repaired and the one located by the American Legion will be removed.

New Business

Town Manager Bynum-King said that she received 2 recommendations by DB&F for the Commission to accept the utilities for the Delmar Assisted Living Facility and for the Delmar Business Park.

On May 24th, DB&F verified the restoration list for 2710 linear feet of force main running along Rt. 54 for the Delmar Assisted Living Facility. DB&F is recommending the acceptance as of May 24, 2019 for the utilities by the Utility Commission.

Council Member Smith made a motion to accept DB&F's recommendation to accept the utilities for the Delmar Assisted Living Facility as of May 24, 2019. Deputy Mayor Unsell seconded the motion which passed with 4 ayes.

Town Manager Bynum-King stated that DB&F is also recommending the Utility Commission accept the utilities for the Delmar Business Park with the contingency that the contractor provide to DB&F the project 'as-built' and the execution of the Utility Easement signed off by all the adjoining property owners. To date, all property owners have signed off on the easement except Advanced Auto. A meeting with a representative from Advanced Auto property, Town Attorney Robert Benson, Town Engineer Josh Taylor and the Town Manager met to discuss potential traffic concerns by using the easement to the rear of the property as a short-cut to avoid using US Rt. 13 to get to the Nanticoke Heath Services building. Also on May 15th, representatives from the Town, Gillis Gilkerson, along with the inspector from DB&F met on-site to verify completion of the items on the punch list. All utilities have been installed according to the

Town's Standards. The Town is holding \$5,000 in escrow to cover the 2 year maintenance bond. The Town will hold the funds until the contractor has submitted the 'as-built' and they execute the Utility Easement associated with the project.

Deputy Mayor Unsell made a motion to accept the utilities for the Delmar Business Park as of May 24, 2019 with the contingency that the contractor provides DB&F with the as-built cap as well as the execution of the utility easement. Council Member Smith seconded the motion which passed with 4 ayes.

Town Manager's Report

Town Manager Bynum-King said that Well- 3A has been redeveloped and as part of that process the pump and motor has to be sent out for inspection by an outside vendor. Based on the result of the inspection, if equipment is found to be faulty, the Town has to decide to either repair or replace. The inspection revealed that there are issues with the pump and the flow meter motor. In order to get the back-up well to original working operation, the pump will be repaired and the flow meter motor will be replaced. The total cost is approximately \$11,788. The Director of Public Works and the Financial Supervisor are looking through the budget line items to see if funds could be re-allocated to cover the expense.

This past Tuesday, a resident called in about a sink hole on Chestnut and Fifth Street. This sink hole is associated with a sewer main. The contractor is on-site this week to do the repair. There was a vehicle damaged because the front wheel went into the sink-hole. The sink hole is now covered with a steel plate.

Adjournment

Hearing no comments, Council Member Dewald made a motion for adjournment which was seconded by Deputy Mayor Unsell. The motion passed with 4 ayes.

Submitted by:

Cindy Fisher
Clerk of Council