

**Utility Commission**  
**April 3, 2023**  
**DELMAR TOWN HALL & VIA TELECONFERENCE**

The regular scheduled meeting of the Delmar Utility Commission was called to order by Commissioner Unsell. This meeting is available to the public, in person with limited seating and via teleconference. The phone number and access code has been provided to all the members as well as the public. In attendance were Commissioner Shaffer, Commission Members Dewald and Moore. Key personnel: Town Mgr. Jeff Fleetwood and Clerk of Council Vondell Spencer. Guests: Vince Luca, Mayor Bauer, Darrin and Beth Wyatt, Vice Mayor Jones, Jeff and Shannon Melvin and Megan Jenkins.

Commissioner Unsell took a roll call for attendance to establish a quorum and all were present.

**Approval of Minutes**

A motion was made, seconded (Shaffer/Dewald) and carried to approve the March 6, 2023 meeting minutes with changes to the guest list. Commissioner Unsell took a roll call vote and the motion was passed 3 Ayes 1 Abstain (Moore).

**Unfinished Business –**

None.

**New Business –**

Town Mgr. Fleetwood stated that Mr. Elton Ray Beauchamp owns a property off of Stage Road in Delmar, MD that currently does not have water or sewer hook-up on the property but water and sewer is available. Mr. Beauchamp purchased property in Delmar, DE some time ago and installed a holding tank and had it pumped. Mr. Beauchamp would like to do the same with the property in Delmar, MD. Town Mgr. Fleetwood further stated Mr. Beauchamp was supposed to appear before this Commission tonight but he is not present.

Town Mgr. Fleetwood presented a budget reallocation request for Public Works. The reallocation amount is \$10,175.00. He said the money would be transferred from the contingency account to water distribution “supplies and materials” account for water meters needed due to supply and demand. The water meters need to be ordered now due to receipt time of up to eight months.

Commissioner Unsell called for a motion to reallocate \$10,175.00 from the contingency account to water distribution “supplies and materials” account for water meters. A motion was made/seconded (Dewald/Moore) and carried by roll call vote of 4 Ayes.

**Town Manager Report –**

Town Mgr. Fleetwood reported: 1.) Invasive work began today on the roads in Town; patching to fix the issues with the subgrade. 2.) The concrete work for most of the street improvements was accomplished last week. 3.) Next week when schools are on spring break a contractor will start milling and overlaying by Delmar High School before the students return from spring break. 4.) Today on Connelly Mill Rd. grading of the shoulders of the road was done by Wicomico County.

**Council Comments –**

Commission Member Dewald wished everyone a Happy Easter.

Commissioner Shaffer asked Town Mgr. Fleetwood if Wicomico County is grading the shoulders of Connelly Mill Road at no cost to the Town. Town Mgr. Fleetwood answered that is correct. Commissioner Shaffer commented that is awesome.

Commissioner Unsell commented he had seen Wicomico County on Connelly Mill Rd. working and they are making good progress.

Commission Member Moore asked Town Mgr. Fleetwood if he has heard from Teal Construction. Town Mgr. Fleetwood answered yes. They are still mobilizing; they have been doing some camera work and slip lining. The intrusive work will be in the next week to ten days.

**Public Comments –**

None.

**Adjournment –**

A motion was made, seconded (Dewald/Shaffer) and carried to adjourn. By roll call, the motion passed with 4 Ayes.

Clerk of Council

Vondell Spencer