

Utility Commission
July 10, 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 Commission Members Dewald and Moore, Council Member Lanier and Commissioner Shaffer. Key personnel: Town Mgr. Jeff Fleetwood and Clerk of Council Vondell Spencer. Guests: Dennis Murray.

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/Lanier) with a correction of INI to I&I, line seven and carried to approve the June 5, 2023 meeting minutes. Commissioner Unsell took a roll call vote and the motion was passed 5 Ayes.

Unfinished Business –

None.

New Business/Town Manager Report –

Commissioner Unsell read the attached budget amendment reasoning for the repairs that were not completed at the WWTP approved in the FY'23 Budget. The request is for \$122,000.00 to be added to the FY'24 Budget by increasing revenue through the Investment Funds line item and increasing the budget line for Capital Outlay for the WWTP. Town Mgr. Fleetwood explained the FY'23 monies for the WWTP project have not been expended.

Commissioner Unsell asked for a motion to approve the requested budget amendment and will make a favorable recommendation to the Joint Body. A motion was made/seconded (Dewald/Moore) and carried by a roll call vote of 5 Ayes.

Town Mgr. Fleetwood reported: 1.) Phase 1 sewer project with Teal Construction is well underway on Chestnut St. It started on Pennsylvania Ave. and working west. Teal Construction is now headed to block three of that project. Teal Construction discovered an existing water main which is an old galvanized pipe that was crumbling/breaking. An amount of \$125,000.00 was previously approved from ARPA monies by the Delmar, MD Elected Body two years ago to revitalize that water main. Now Teal Construction's focus is the water main and sewer. The plan is to complete Chestnut St. in its entirety, Pine St. in its entirety, fix sidewalks and then a new road. 2.) Phase 2 of the sewer main replacement on the Delmar, MD side, was pending

funding approval with SRF money through the State of Maryland. SRF funding was not approved. By the end of July, we will have a better idea for true grant money for Phase 2. 3.) Phase 3, on the Delmar, DE side monies have been approved. When we finish Phase 1 then we will move Phase 3 then to Phase 2 and continue to pursue the additional money on the Delmar, MD side. 4.) There is a pre-bid meeting this Friday at the WWTP for the RFP that has gone out for the work on the Control Building. 5.) MD SHA is scheduled to be in Town tomorrow, Wednesday and Thursday to clean, pump out, and jet all the storm drains along State St. 6.) The Delmar Police swearing in ceremony is on July 13th at 6:00 p.m. at Camelot Hall. There will be some promotions and award recognitions for some of the officers that have gone above and beyond the call of duty. Fine food will follow and everyone is welcome. Town Mgr. Fleetwood publicly thanked everyone at St. Stephens Church that are preparing a meal for 100 people. 7.) In 2009/2010 a developer came before this Commission and wanted to build Delmar Square and was allocated 5 EDU's. It was discovered and acknowledged by the owner that he has only paid for 2 EDU's. The Town and the owner of Delmar Square have agreed that the owner will purchase the other 3 EDU's and the Town will give him a three-year time period to pay for the 3 EDU's. Town Mgr. Fleetwood said today the owner paid for 1 of the EDU's and the other two will be paid for over the course of the next two years. Town Mgr. Fleetwood said the Town has been paid for the usage of the 5 EDU's. 8.) Town Mgr. Fleetwood introduced the new Planning and Zoning Director Twain Evanson. He explained Mr. Evanson has been onboard with the Town for 10 days.

Commission Comments –

Commissioners Unsell and Shaffer, Council Member Lanier, and Commission Member Dewald had no comment.

Commission Member Moore asked Town Mgr. Fleetwood if the Town had a watermain at the apartments behind the Subaru dealership. Town Mgr. Fleetwood answered yes. He further asked if the new road back at the apartments watermain is currently through there. Town Mgr. Fleetwood further answered yes. A conversation ensued.

Public Comments –

None.

Adjournment –

A motion was made, seconded (Dewald/Shaffer) and carried to adjourn. By roll call, the motion passed with 5 Ayes.

Clerk of Council

Vondell Spencer