

**Utility Commission**  
**September 6, 2022**  
**MEETING HELD IN-PERSON AND VIA TELECONFERENCE**

The regular scheduled meeting of the Delmar Utility Commission was called to order by Council Member Smith. This meeting is available to the public, in person with limited seating and via teleconference. The phone number and access code for accessibility to the meeting for the general public is posted on the meeting agenda. In attendance were Vice Mayor Pase, Commissioner Unsell, Commission Member Dewald, Town Manager Jeff Fleetwood, Clerk of Council Vondell Spencer, WTP Superintendent Sophia Oberton, WWTP Superintendent Frank Daniels and Town Engineer Joshua Taylor. Guest: Tom Bauer and Linda Morris.

Council Member Smith took a roll call for attendance to establish a quorum and all were present.

**Approval of Minutes**

A motion was made, seconded (Unsell/Pase) to the August 1, 2022 minutes as amended with corrections, page one first paragraph period after Morris, page two fourth paragraph change mandate to mandates, add the word are in the first sentence, page two bottom paragraph correct spelling of Hertrich's, and page 3 changing the number of Ayes to 4. Council Member Smith took a roll call vote and the motion was passed with 4 Ayes.

**Unfinished Business –**

None.

**New Business –**

Town Mgr. Fleetwood explained the reallocation of funds for a replacement A/C unit at the WWTP. He said the money will be reallocated from outside skilled services increasing WWTP Superintendent, Frank Daniels', capital outlay in the amount of \$14,760.00.

Council Member Smith called for a motion to approve reallocation of funds for a replacement A/C unit in the WWTP. A motion was made/seconded (Dewald/Pase) and carried by roll call vote of 4 Ayes.

WWTP Superintendent, Frank Daniels, presented WWTP Capital Improvements. A conversation ensued. The powerpoint is attached.

DBF Senior Municipal Engineer, Mr. Joshua Taylor, presented a WWTP EDU Capacity Update. A conversation ensued. The powerpoint is attached.

WTP Superintendent, Sophia Oberton, discussed the DE Rural Water Association Apprenticeship Program background. She explained the apprenticeship program will be offered at Delmar High School in early October and ending mid-February 2023. A conversation ensued.

### **Town Manager Report –**

Town Mgr. Fleetwood updated the Commission on the fire hydrant status. He said they are down to 14 bagged hydrants now. He further said he and Acting Public Works Director, Robert Buck, met with a representative from Dover Plumbing and they enlisted the representative's help for the remaining bagged fire hydrants. Mr. Buck believes his PW staff can fix about half of the bagged hydrants; Dover Plumbing can fix the other half. Dover Plumbing should be in Town as early as next week.

Town Mgr. Fleetwood further updated the Commission; Town Hall and PD were power-washed.

Town Mgr. Fleetwood reminded the attendees the DE Election will be taking place October 3<sup>rd</sup>. The polls will be open from the hours of 7:00 a.m. – 7:00 p.m. The polling place will be the North Room of the Delmar Public Library.

Town Mgr. Fleetwood mentioned at the Mayor and Council meeting following this meeting; he will be seeking approval to replace the playground equipment in State Street Park and also at the West Tot Lot. He further mentioned for the replacement of the playground equipment in State Street Park the figure is about \$125,000.00 and for the West Tot Lot just north of \$80,000.00.

He further said the Town has partnered with Lee Outten, Wicomico County Highway Association, to grade the shoulders of Connelly Mill Road so we have better runoff. The Town is geared up to paving a sizeable number of roads in Town, Connelly Mill Road included.

### **Council Comments**

Commissioner Unsell had no comment.

Vice Mayor Pase commented this Commission gets weekly reports from Town Mgr. Fleetwood and other departments. She further commented she thought things were going really smooth and things are happening.

Commission Member Dewald commented she appreciated the mid-year reports.

Council Member Smith commented he is glad they received weekly and daily reports. It really helps in what's moving where and keeping up with what's happening.

Town Mgr. Fleetwood mentioned with the help of Clerk of Council, Vondell Spencer, complete mail packets are now available. He further mentioned attendees will start see a more detailed agenda, and the mail packet is online. All the information in the mail packets is public information.

Town Mgr. Fleetwood commented on State St. and about Eighth St. there is a dip in the road that is settling. He further commented from about the other side of Rt. 13 down to Old Mill is owned by MD State Highway Administration. Coming soon residents will see all sidewalks being repaired on Rt. 54 and then a total re-pavement. Between now and this time next year residents will see a completely repaired sidewalk/street scape and new paving. Also, MD Rt. 675 to Bi-State is in the plans to be paved very quickly.

### **Public Comments**

1. Tom Bauer commented all the repairs/renovations with the sewer lines are going to be \$2,800,000.00. He asked what about the rest of the Town, is there any projection for that? Town Mgr. Fleetwood answered funding is being sought. He further asked will it be \$10,000,000.00 at least? He further answered at least.

### **Adjournment**

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

Clerk of Council