

**Utility Commission
September 8, 2025
DELMAR TOWN HALL & VIA TELECONFERENCE**

The regular scheduled meeting of the Delmar Utility Commission was called to order by Commissioner Cory Shaffer. This meeting is available to the public, in person seating and via teleconference. The phone number and access code have been provided to all the members as well as the public. In attendance was Commissioner Ronald Nembhard, and Commission Members Phillip Moore and Lori Dewald. Key Personnel: Town Mgr. Jeff Fleetwood, and Clerk of Council, Vondell Spencer. Absent: Council Member Todd Lanier.

Commissioner Shaffer called the meeting to order. A quorum was established with four members present.

Approval of Minutes

A motion was made, seconded (Nembhard/Moore) and carried to approve the August 11, 2025, meeting minutes pending a correction on page 1. Commissioner Shaffer took a vote, and the motion was passed with 4 Ayes 1 Absent (Lanier).

Unfinished Business –

None.

New Business–

Connelly Mill Rd. Lift Station Update

Town Mgr. Fleetwood reported the lift station is back running with one pump as of today. The second pump should be running by the end of next week. The power to that lift station originates at the administration building at the WWTP. The Connelly Mill Rd. lift station is tied to the generator at the WWTP. The long run for the electric from Connelly Mill Rd. is because it would be expensive for an additional generator to run to Connelly Mill Rd. lift station. Town Mgr. Fleetwood explained to the commission why the two pumps stopped working.

Water Treatment Plant Capital Upgrade Update

Town Mgr. Fleetwood reported the WTP is off bypass and back to normal, all of the equipment for the bypass has arrived and should be gone this week. The pack tower has a bad valve and the WTP staff was unaware. The valve was a \$4,000 change order and it will be replaced. The clear well has been sealed, filled, Bac T passed, and it is back to normal operation. There are four pumps that go from the clear well that pump the water into the WTP. Two of the pumps are operational and the other two are being replaced with bigger pumps. The pumps are anticipated to arrive in October. The other upgrades include replacing 3 sand filters in October, and 5 vessel valves inside the filters that are also scheduled to be replaced by the end of the year.

The aluminum railing and aluminum steps are scheduled to be installed soon as well. The exterior of the generator is weathered. Town Mgr. Fleetwood approved a \$2,700 expense to have it sandblasted and coated. Town Mgr. Fleetwood credited Barring Construction because it is a lot of invasive work and they have been careful.

Town Manager's Report

Town Mgr. Fleetwood reported: 1.) The MD side received a \$20,000 grant for trees which will be planted on the southwest corridor of town between Pennsylvania Ave. and Maryland Ave. 2.) The DE side received a \$20,000 grant for trees that will be planted in State St. Park and the West Tot Lot. The town may get a \$50,000 grant from DE Forestry for tree pruning and tree removal. PW Foreman, Trey Hopkins received a quote for \$5,000 for State St. Park. and Miller's Tree and Outdoor Service is going to come in and prune all the dead limbs at State St. Park. The bulk of the \$50,000 will help residents get some dead/decayed trees either removed or pruned. This will be first come first served. 3.) Heritage Day is September 20th from 10:00 a.m. to 2:00 p.m. with no rain date. The highlights will be free pumpkins, big equipment in the PD parking lot, significantly more food vendors, and oyster fritters. Shore Funeral Home has allowed the town to use their parking lot for the Farmer's Market as long as there are no funerals. Town staff will arrive at 8:00 a.m. 4.) The museum drywall is installed, it is completely painted, HVAC is almost complete, the floor should be installed soon. Significant concrete work has been completed over the last month. The concrete budget is almost depleted for the year. 5.) Concrete work has been completed on Chestnut St., Pennsylvania Ave and S. Pennsylvania Ave. 6.) MD Side: Town Mgr. Fleetwood received three quotes that vary between \$15,000 and \$36,000 for a ditch that runs over by Chestnut Manor to be maintained. 7.) DE Side: In the DE FY'26 capital it was requested to redo the stormwater component which is collapsing and a total repave of Lincoln Ave. from Pennsylvania Ave. to Bi-State Blvd. The materials will be delivered by the end of next week and the work will begin immediately. This project is mostly fully funded through Community Transportation by State Representative, Tim Dukes.

Commission Comments –

Commissioners Shaffer and Nembhard had no comment.

- 1.) Commission Member Moore commented it sounds like we have all good happening in the town. The town is not having any of the problems as other towns. He said he is appreciative of that when it comes to replacing more pipe.
- 2.) Commission Member Dewald commented she seen in the news on October 11th from 9:00 a.m. to 12:00 p.m. or until gone in Georgetown, DE and the DE Botanical Garden they are giving away free trees to every DE resident. This announcement is also on the DNREC website.

Public Comments –

None.

Adjournment –

A motion was made, seconded (Dewald/Nembhard) and carried to adjourn. The motion passed with 4 Ayes 1 Absent (Lanier).

Submitted by:

Vondell Spencer
Clerk of Council