

BOARD OF PUBLIC WORKS

Vision

The Lewes Board of Public Works exists to improve the quality of life of the customers we serve by providing quality and reliable utility services.

Mission

We are dedicated to providing our customers with electric, water, wastewater, stormwater management, and other value-added services in a safe, reliable, and economic manner with sound business practices, sustainable growth, community engagement, economic development, and environmental stewardship.

Regular Meeting

August 28, 2024

4:00 p.m.

City Council Chambers

114 E. Third Street

ZOOM: <https://lewesbpw.zoom.us/j/84202151112>

Agenda

1. WELCOME, CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE

2. ROLL CALL

Board Members

Thomas Panetta

Barbara Curtis

D. Preston Lee, P.E.

Richard Nichols

Bob Heffernan

Ex-Officio Members

Andrew Williams, Mayor

Austin Calaman, General Manager

Robin Davis, Assistant General Manager

Michael Hoffman, Legal Counsel

3. CONSENT AGENDA

- a. Receive Vice-President Report
- b. Receive Secretary Report- Review [January 29, 2024](#), Special Meeting minutes, and [June 26, 2024](#) revised regular meeting minutes.
- c. Receive Treasurer Report
 - [July R&E](#)
 - [YTD R&E](#)
 - [2024 Cash Graph](#)
- d. Receive Asst. Treasurer Report

4. Receive the [Inframark Report](#).

5. Receive the President's Report.

6. Receive the [General Managers Report](#).

New Business

7. Open forum/general discussion on the development agreement(s) for Mitchells Corner. INFORMATION/DISCUSSION/ACTION (Austin Calaman and Michael Hoffman)
8. Open forum/general discussion on the Appointment of two Board members to serve on a City and BPW ad-hoc steering committee that will discuss the planning and development of the municipal complex at the Army Reserve Center, Schley Avenue master plan as it relates to City and BPW owned properties, and the current City Hall. INFORMATION/DISCUSSION/ACTION (Thomas Panetta)
9. Open forum/general discussion on the updated Strategic Plan. INFORMATION/DISCUSSION/ACTION (Thomas Panetta)
10. Open forum/general discussion on a resolution related to the AFFF Settlement. INFORMATION/DISCUSSION/ACTION (Austin Calaman and Michael Hoffman)
 - [TYCO and BASE Settlement Resolution](#)
11. Open forum/general discussion on the acceptance of Olde Town at Whites Pond BPW improvements. INFORMATION/DISCUSSION/ACTION (Austin Calaman, Michael Hoffman and GMB)
12. Open forum/general discussion on proposals to add additional offices to the BPW upstairs space. INFORMATION/DISCUSSION/ACTION (Austin Calaman and Robin Davis)
 - [Kuhn Quote](#)
 - [EDIS Quote](#)
 - [Douglas and Company Quote](#)
 - [Second Floor Renovation](#)

Old Business

13. Open forum/general discussion on the potential uses for the ARPA funds allocated from the City of Lewes totaling \$900,000. INFORMATION/DISCUSSION/ACTION (Austin Calaman, Thomas Panetta and Robin Davis)
14. Open forum/general discussion on the review of BPW Bylaws. INFORMATION/DISCUSSION/ACTION (Michael Hoffman)
 - [Bylaws Amendment](#)
15. Open forum/general discussion on the approval of the [23/24 FY Audit](#). INFORMATION/DISCUSSION (Kimberly Bellere and Austin Calaman)

**16. Open forum/general discussion on the new watermain canal crossing update.
INFORMATION/DISCUSSION/ACTION (Austin Calaman)**

**17. Open forum/general discussion on the WWTP long range plan update.
INFORMATION/DISCUSSION (Thomas Panetta)**

18. BOARD OR STAFF REQUESTS FOR AGENDA ITEM(S).

19. CALL TO THE PUBLIC:

Members of the public wishing to address the Board on matters not listed on the agenda should make their request known at this time. Time permitting, each presentation will be given approximately three (3) minutes. No action or Board discussion will result from public comments on matters not listed on the agenda; however, the Board President may ask staff to review a matter, and individual members of the Board may ask that a matter be put on a future agenda.

20. CALL TO THE PRESS

21. Executive Session- *A strategy session including those involving legal advice or opinion from attorney-at-law where an open meeting could have adverse effect on the position of the public body with respect to pending or potential litigation; and discussion of the content of documents, excluded from the definition of "public record" in § 10002 of this title where such discussion may disclose the contents of such documents." .29 Del C § 10004, (b)(4), (b)(6).*

22. Return to open session.

23. Discussion and action on items from Executive Session, if applicable.

24. ADJOURNMENT

The items listed may not be considered in sequence. This agenda is subject to change to include additional items and Executive Sessions or the deletion of items including Executive Sessions that may arise prior to and at the time of the meeting.

THE BOARD RESERVES THE RIGHT TO TAKE ACTION ON ANY AGENDA ITEM.

Persons with disabilities requiring special accommodations, please contact the business office at 645-6228.

***Public comment during any agenda item is limited to a maximum of three minutes per person. Time cannot be transferred from one individual to another.**

Posted: August 21, 2024- 4:00pm, **Agenda amended on August 23, 2024 to incorporate emergency discussions.**