

# 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

February 26, 2025

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  
Robin Davis, Interim General Manager  
Michael Hoffman, Legal Counsel

### 3. CONSENT AGENDA

- a. Receive Vice-President Report
- b. Receive Secretary Report
  - Approval of minutes from [September 11, 2024 Finance Committee Minutes](#), [December 12, 2024 Regular Meeting Minutes](#), and [February 3, 2025 Finance Committee Minutes](#)
- c. Receive Treasurer Report
- d. Receive Asst. Treasurer Report

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

- January [Veolia Report](#), [Work Orders](#), [Flow](#), [DMR](#)

**5. Receive the President's Report.**

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

**7. Receive Finance Managers Report.**

- [Revenue and Expense Report](#)
- [Year-to-date Report](#)
- [Cash Graph](#)

[Presentation](#)

**8. Presentation of the [Strategic Plan](#) by Spotts Stevens and McCoy.  
INFORMATION/DISCUSSION/ACTION (Spotts, Stevens, and McCoy)**

[Old Business](#)

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

**10. Open forum/general discussion on the Indian River Plant shutdown and the  
impact to BPW rates. INFORMATION/DISCUSSION (Robin Davis and K. Bellere)**

[New Business](#)

**11. Open forum/general discussion on possible upgrade options for Pump Station  
#4. INFORMATION/DISCUSSION/ACTION (Robin Davis and GMB)**

**12. Open forum/general discussion on undergrounding electric on Fourth Street.  
INFORMATION/DISCUSSION/ACTION (Barbara Curtis)**

**13. Open forum/general discussion on 2025/2026 Capital Budget.  
INFORMATION/DISCUSSION/ACTION (Kimberly Bellere)**

**14. Open forum/general discussion of the 2025/2026 O+M Budget.  
INFORMATION/DISCUSSION/ACTION (Kimberly Bellere)**

**15. Interview of General Manager Candidate. (Thomas Panetta)**

**16. Open forum/general discussion on General Manager position.  
INFORMATION/DISCUSSION/ACTION (Thomas Panetta)**

**17. BOARD OR STAFF REQUESTS FOR AGENDA ITEM(S).**

**18. 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.

**19. CALL TO THE PRESS**

**20. Executive Session-** Discussion of an individual citizen's qualifications to hold a job or pursue training unless the citizen requests that such a meeting be open. This provision shall not apply to the discussion by a licensing board or commission which is subject to the provisions of § 8735 of this title, of an individual citizen's qualifications to pursue any profession or occupation for which a license must be issued by the public body in accordance with Delaware law; 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)(1), (b)(4) (b)(6). Review executive session minutes from December 12, 2024, part I and part II, January 22, 2025, and February 5, 2025.

**21. Return to open session.**

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

**23. CALL TO THE PUBLIC**

**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: February 19, 2025- 4:00pm