

**Utility Commission
November 2, 2020
VIA TELECONFERENCE**

The regular scheduled meeting of the Delmar Utility Commission was called to order by Madam Chair Pase. Due to COVID-19, this meeting is taking place via teleconference. The phone number and access code has been provided to all the members as well as the public. In attendance were Commission Member Dewald, Council Member Smith, Deputy Mayor Unsell, Town Manager Bynum- King and Clerk of Council Vondell Spencer. Guest: Tom Bauer.

Madam Chair Pase took a roll call for attendance to establish a quorum and all members were present.

Approval of Minutes

Madam Chair Pase called for a motion to approve the October minutes. Commission member Dewald informed the Commission that she submitted some necessary edits prior to the start of the meeting. A motion was made, seconded (Dewald/Smith) and carried to approve the minutes to include the amendments as submitted. Madam Chair Pase took a roll call vote and the motion passed with 3 Ayes 1 Abstain (Pase).

Unfinished Business –

Town Mgr. Bynum-King noted as a follow up to the meeting last month, a letter of denial was mailed to Mr. Homens regarding his request for reimbursement for plumbing fees incurred due to a water leak at his property. She further said, to date he has made no further correspondence with regards to the matter.

Town Mgr. Bynum-King stated she along with the Director of Public Works, Jerome Reid, are in the process of finalizing a contract for the Water Treatment Plant roofing replacement project. She further stated the project was approved in the FY21 Budget and the Town solicited bids from qualified contractors. She further mentioned, that Public Works has had a few water main breaks at different locations in town which kept them very occupied last month.

Town Mgr. Bynum-King mentioned last year the Town had to replace the east tertiary drive unit at the WWTP. The west side drive is not functioning properly so it is scheduled to be repaired in January 2021. The Town has contracted with Breakwater Construction & Environmental; this same company performed the replacement on the east side tertiary. Otherwise, the WWTP is continuing to function well and with all of the rainfall that has taken place the plant is able to stay within its permit.

Town Mgr. Bynum-King informed the Utility Commission the annual financial audit report for utilities will be presented next month along with the DE and MD reports at their respective

meetings. Madam Chair Pase inquired, for clarification, which plant needed a new roof? Town Mgr. Bynum-King replied the Water Treatment Plant.

New Business – None Reported.

Town Manager Report – None Reported.

Council Comments

Madam Chair Pase mentioned she has great appreciation for the support she has received from her friends and Delmar Community. She thanked Deputy Mayor Unsell for running the meeting last month in her absence. Deputy Mayor Unsell replied it was his pleasure to help out.

Commission Member Dewald, Deputy Mayor Unsell, and Council Member Smith had no comments.

Madam Chair Pase inquired if there were any public comments? Mr. Tom Bauer, guest, requested Caller 1 and Caller 2 be identified. He mentioned it would have been helpful if he could know who was speaking during the meeting. Town Mgr. Bynum-King explained everyone online this evening is appointed and elected Utility Commission Members. Caller 1 is Vice Mayor Mary Lee Pase, a Delaware Council Member and is also the Chair of this Commission. Caller 2 is Commission Member Lori Dewald a Maryland resident member. He replied thank you.

Adjournment

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

Clerk of Council
Vondell Spencer