

Utility Commission
August 5, 2024
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 with limited seating and via teleconference. The phone number and access code has been provided to all the members as well as the public. In attendance was Commissioner Ronald Nembhard, Council Member Todd Lanier, and Commission Members Lori Dewald and Phillip Moore. Key Personnel: Town Mgr. Jeff Fleetwood, and Clerk II Valerie Seefried. Guests: Chris Brown, Demetrius Jones, and Jerilisha Jones.

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

Approval of Minutes

A motion was made, seconded (Dewald/Nembhard) and carried to approve the July 8, 2024 meeting minutes. Commissioner Shaffer took a vote and the motion was passed with 4 Ayes, 1 Absent (Lanier).

Unfinished Business –

None.

New Business–

Stage Village and Holly Oak Mobile Home Parks Water Service

David, Bowen, and Friedel Engineer, Jason Loar updated the commission on existing mobile home parks Stage Village and Holly Oak just outside of town limits. He said both mobile home parks have received bond bill money from the State of Delaware to replace their existing water systems. Stage Village Mobile Home Park has multiple leaks and one well. The Holly Oak Mobile Home Park has two wells and one has PFAS.

A discussion occurred involving the town’s existing water lines located by Stage Village and Holly Oak Mobile Home Parks, installation, Delmar’s water capacity to serve the parks, lots, number of dwellings that need service, number of hook-ups, funding, number of wells, number of fire hydrants, previous Memorandum of Understanding, town standards, number of residents in each park, approximate costs, DelDot permitting, ages of residents, the age of Stage Village Mobile Home Park, timeline for permitting and construction for both mobile home parks, number of valves, lead and cooper evaluations for the mobile homes, and new service lines for the mobile homes.

Commissioner Shaffer called for a motion for favorable recommendation to allow Stage Village and Holly Oak Mobile Home Parks to connect to the Town of Delmar water service and developing a Memorandum of Understanding. A motion was made/seconded (Nembhard/Moore) and carried by a vote of 4 Ayes 1 Abstain (Lanier).

General/Utility Reserve Fund Policy

Town Mgr. Fleetwood explained the General/Utility Reserve Fund Policy and made the commission aware of the amount of reserve funds as it pertains to the Utility Commission.

Commissioner Shaffer called for a motion for a favorable recommendation to move \$1,000,000 from Unrestricted to a Capital Reserve Fund in the Utility Fund. A motion was made/seconded (Dewald/Lanier) and carried by 5 Ayes.

Town Manager's Report –

Town Mgr. Fleetwood reported: 1.) Town Mgr. Fleetwood received a written request from a 5-year-old that stated State St. Park did not have a recycle can. He said there are now two recycle bin at State St. Park. 2.) The town now has a new side by side tractor. 3.) Town staff met with two contractors in reference to Sixth St. flooding. Town Mgr. Fleetwood said he is now awaiting written pricing to proceed with the stormwater utility fix. 4.) The Historical and Art Society had a brick wall dedication August 3rd at the soon to be museum. 5.) The west Tot Lot State St. Park will have shade sails installed in the next two months. 6.) Market Masters have been changed for the Farmer's Market. 7.) The Phase I sewer project on the MD side is fairly well complete.

Commission Comments –

None.

Public Comments –

- 1.) Ms. Denys Powell asked if there has been any feedback from the lawyer in reference to septic tie-ins for Highland Ave. Town Mgr. Fleetwood answered the town has agreed to proceed with an MOU (Memorandum of Understanding) that will be actioned at the next MD meeting. A conversation occurred.

Adjournment –

A motion was made, seconded (Dewald/Nembhard) and carried to adjourn. The motion passed with 5 Ayes.

Submitted by:

Vondell Spencer
Clerk of Council