

**Utility Commission**  
**December 2, 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 of Council, Vondell Spencer. Guests: Mayor Thomas Bauer, Rodney Brown, Farrah Morelli, and Joey Morelli.

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

**Approval of Minutes**

A motion was made, seconded (Nembhard/Lanier) and carried to approve the November 4, 2024 meeting minutes with a correction on page 2 under Town Manager’s Report. Commissioner Shaffer took a vote and the motion was passed with 5 Ayes.

**Unfinished Business –**

None.

**New Business–**

WPCRF and DWSRF Loan Closings

Town Mgr. Fleetwood explained to the commission that the first loan in the amount of \$1.8 million dollars is for Phase 3 of the Delaware Sewer Project. He further explained the status of that project.

Town Mgr. Fleetwood explained the second loan is for the amount of \$362,000 on the Delaware side for lead and copper. He further explained both of the loans will be paid from the utility side assuming the Utility Commission makes a favorable recommendation to the Mayor and Council and assuming the Mayor and Council approve both the resolutions that are for both loans. The closing for the two loans will take place a week from today. A conversation occurred.

Adopt Sussex County Hazard Mitigation Plan

Town Mgr. Fleetwood updated the commission about the Sussex County Hazard Plan that has been updated and he is looking for a favorable recommendation from this commission to the Mayor and Council for the town to adopt and be a part of Sussex County Hazard Mitigation Plan.

Town Mgr. Fleetwood explained the Sussex County Hazard Mitigation Plan. A conversation occurred.

**Town Manager’s Report –**

Town Mgr. Fleetwood thanked the commission for all the work they have done this year. He said the focus for fiscal year 2026 will be the WTP.

**Commission Comments –**

- 1.) Commissioner Nembhard commented what the town has accomplished is interesting so far. Also, whatever WTP Superintendent, Dr. Sophia Oberton has mentioned is something that the commission has to look forward to because the town has to be ready but the commission has to make that expense because it is necessary. Town Mgr. Fleetwood added he will email a year end summary to the commission of the town’s accomplishments.
- 2.) Commission Member Moore agreed with Commissioner Nembhard. He said he is happy to see the town jumped on the lead and copper rules.
- 3.) Council Member Lanier wished everyone Happy Holidays.

**Public Comments –**

None.

**Adjournment –**

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

Submitted by:

Vondell Spencer  
Clerk of Council