

**Utility Commission**  
**June 3, 2024**  
**DELMAR TOWN HALL & VIA TELECONFERENCE**

The regular scheduled meeting of the Delmar Utility Commission was called to order by Commissioner 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 Nembhard, Council Member Lanier, and Commission Member Dewald. Key personnel: Town Mgr. Jeff Fleetwood, Town Engineer, Josh Taylor, and Clerk of Council Vondell Spencer. Guests: Mayor Bauer, Chase Dykes, and Andy O’Neal. Absent: Commission Member Philip Moore.

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

**Approval of Minutes**

A motion was made, seconded (Nembhard/Lanier) and carried to approve the May 6, 2024 meeting minutes. Commissioner Shaffer took a vote and the motion was passed with 4 Ayes 1 Absent (Moore).

**Unfinished Business –**

None.

**New Business –**

Request for EDUs Lots 7 and 8 on Maple Avenue.

Mr. Chase Dykes Bay to Beach Exteriors presented three lots. He said he is requesting sewer tie-in only. Commissioner Shaffer noted the three lots are in the county.

Council Member Lanier questioned Mr. Dykes about annexing the property into town. Town Mgr. Fleetwood responded a lot of the time annexation is the property owner’s choice. The penalty is the rate Mr. Dykes will be charged which is one and a half times the rate for sewer service. Town Engineer, Josh Taylor explained there is an agreement between the county and the town to charge 150% of the utility rate, not for the connection but for the meter water/sewer. Town Mgr. Fleetwood added Mr. Dykes will be charged a flat rate. He further added for the record the connects will be done to town standard, and the road repair will be done to county standard.

Town Mgr. Fleetwood stated he, Mr. Taylor and MDE have had discussions about the current status of capacity at the WWTP about in-fill and commercial highway regional zoning and will continue to monitor them. Mr. Dykes added the sewer line bypasses right in front of the

property. Commissioner Shaffer asked Town Mgr. Fleetwood how many EDUs will be used. Town Mgr. Fleetwood answered three.

Commissioner Shaffer called for a favorable recommendation for Mr. Chase Dykes on Lot 7 and 8 on Maple Avenue. A motion was made/seconded (Lanier/Nembhard) and carried by a vote of 4 Ayes 1 Absent (Moore).

Council Member Lanier made a motion to amend the first motion and noted 3 EDUs will be used instead of 2. The motion was seconded by Commissioner Nembhard with a vote of 4 Ayes 1 Absent (Moore).

#### Delaware Avenue I&I Project

Town Engineer, Josh Taylor from Davis, Bowen and Friedel discussed the DE I&I project as the second step in the attack on the I&I issue, that is limiting the town's capacity at the WWTP, and what it included, the budgeted cost, and pricing from the contractor Teal Construction. Town Mgr. Fleetwood added the engineer's construction estimate is \$563,000. The funds that are on hand are from State Representative Tim Dukes and Senator Bryant Richardson and is \$263,000, funds from Mike Vincent from Sussex County are in the amount of \$174,000, and two and a half years ago the DE side pledged \$150,000 in ARPA funds. There is the potential of a \$13,000 savings verses what the town has in money.

#### Sixth St. Stormwater

Town Engineer, Josh Taylor from Davis, Bowen and Friedel discussed an inaccessible alleyway back between the homes on Sixth St. with a storm drain with complications that is affecting the adjacent properties and the park on the west side of Sixth St., applicable methods of fixing the storm drain issues, and locations that will be involved in the repairing the storm drain. A conversation occurred.

Town Mgr. Fleetwood shared the cost to fix the storm drain is estimated between \$150,000 and \$200,000. Mr. Taylor mentioned the technique that will be used is pipe bursting. Town Mgr. Fleetwood mentioned Sixth St. and Seventh St. will be closed for a good period of time when the repairs are made. A conversation occurred.

Town Mgr. Fleetwood stated Stage Village Mobile Home Park on Old Stage Rd. is not in town, their well is running dry, and they want to tie-in to the town water only. They have thirty-one units. Holly Oak Mobile Home Parks located off of Bi-State Blvd. has seventy-one units and their well has PFAS. In the future both mobile home parks will appear before this commission to tie-in to water only. Half of the Holly Oak Mobile Home Park currently has town water and the other half does not. Right now, they are fully funded from the state and there will be no cost to the town, and everything will be done to town standard. A conversation ensued.

#### **Commission Comments –**

None.

**Public Comments –**

None.

**Adjournment –**

A motion was made, seconded (Dewald/Lanier) and carried to adjourn. The motion passed with 4 Ayes 1 Absent (Moore).

Submitted by:

Vondell Spencer  
Clerk of Council