

**CITY OF LEWES
BOARD OF PUBLIC WORKS
Regular Meeting Minutes
February 24, 2021**

The Wednesday, February 24, 2021 regular meeting of the Lewes Board of Public Works was held at 4:00 P.M. via Zoom.

1. WELCOME, CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE

President Lee called the meeting to order at 4:00 P.M. and led the Pledge of Allegiance.

2. ROLL CALL

Board Members Present:

D. Preston Lee, P.E.
A. Thomas Owen
Robert J. Kennedy, III
Thomas Panetta
Earl Webb

Ex-Officio Members Present:

Theodore Becker, Mayor
Darrin Gordon, General Manager
Michael Hoffman, Legal Counsel

Others Present:

Austin Calaman, Assistant General Manager
Kristina Keller, BPW
Michael Wolgemuth, Inframark
Charlie O'Donnell, GMB
Scott Andres, University of DE, USGS
Scott Lynch, DEMEC
Brandon Poddany, AMP
Jackie Doherty, Recording Secretary

3. REVISIONS AND/OR DELETIONS TO THE AGENDA

President Lee stated agenda items would be taken out of order.

4. CONSENT AGENDA

- a. Receive Vice President Report**
- b. Receive Secretary Report—approval of minutes January 27, 2021**
- c. Receive Treasurer Report**
- d. Receive Assistant Treasurer Report**

ACTION: *Mr. Owen made a motion to accept the consent agenda as presented; Mr. Webb seconded the motion, which passed unanimously.*

8. Presentation with discussion and questions on the Excellent Recharge Study of the Lewes BPW service area. INFORMATION/DISCUSSION/ACTION (Scott Andres, University of DE, USGS)

Mr. Andres stated he was here today to speak on the issues of water resources in Lewes. He also met with the Planning Commission for discussion of resource protection areas. The Delaware Geological Survey publishes all results and posts to the website for review. One of the more recent publications is ‘Analysis of Geology, Hydrology, and Ground Water Quality at Cape Henlopen State Park Associated with Wastewater Treatment’.

Presentation and discussion by Mr. Andres included:

- Water table mapping; sea level rise changes to the water table depth; increased sea level and saltwater intrusion into aquifers.
- Graphs and tables showing three sea level rise scenarios with data from 2010 to the 2100 projections; how the three scenarios translate into water table rise measured in feet over the next 80 years; impact of curve in Delaware to 2050 and 2060; how far inland sea level rise will be seen.
- Monitoring in Lewes at the power plant well and the two wells at the library area; sea level rise has impacted ground water in Lewes since 1985; impact from Hurricane Irene in 2011 and lunar high tide in 2012.

Mr. Kennedy questioned how flooding has a pressure effect causing saltwater to move down and laterally, will it have a lasting effect once the tide recedes.

Mr. Andres stated the freshwater pressure will eventually push the saltwater back into the bay or ocean.

Mr. Panetta requested Mr. Andres review the protection of excellent recharge on Lewes Beach relative to the impact on the wetlands.

Mr. Andres spoke about changes to the City with saltwater intrusion including the complete loss of freshwater plants and the overgrowth of phragmites; the canal being a hydraulic barrier for stormwater intrusion between wellfields and excellent recharge area; monitor impact of groundwater under the canal; concerns about the wellfield regarding drainage associated with Canary Creek.

Mr. Andres also discussed the fact that there is no problem with the amount of water available, it is the cost for water treatment that is the issue; problems associated with moving wells or locations for future wells; no information available on the production well that was taken out of service in Cape Henlopen State Park.

Mr. Gordon stated there is no concern for the Lewes water supply when discussing protecting water quality with an increase in purification systems. BPW has the best water in Delaware equal to bottled water coming from the faucets.

Sumner Crosby, who is a member of the Planning Commission's Sea Level Rise Subcommittee, asked if there will be higher rates of saltwater intrusion in the wells as the flood frequency increases over time, and should the intrusion be an issue for placement of a new well off New Road. Also, is it time to rerun the WHPA delineation.

Mr. Andres addressed Mr. Crosby's first question in earlier discussion. Mr. Andres and Mr. Gordon will discuss the question of the well on New Road at a later time. The WHPA model should be rerun with updated water use information.

Mr. Webb questioned if there are other towns to consult with on how they handle the concerns regarding their aquifers.

Mr. Andres stated the delineations for Lewes, Rehoboth Beach, and Tidewater were done at the same time due to shared resource.

Mr. Owen stated the County has approved about 100% development around the wellfields, what can we expect from this development.

Mr. Andres said the products being used by people in their homes and yards will go into the ground, and possibly, into water from the wells. Monitoring the quality of untreated water from the wellfield will be needed by a qualified expert who is familiar with the contaminants to be tested. This is an expensive process.

5. Receive the Inframark Report

Mr. Wolgemuth reported:

- Inspection of the screens in February did show significant wear; report on the more detailed inspection with price quotes for an upgrade to allow more removal of fibrous materials will be available this week.
- Trane #4 was set for standby in November and this continues; there was a cleaning of the clogged aeration diffuser, chlorine and acid recovery cleanings, one cassette is fully cleaned and the second will be finished on Friday, third cassette to be cleaned next week.
- The same cleaning process will begin on Trane #3 including the clogged aeration diffuser; the issue of clogged aeration diffusers will be addressed with increased cleaning; air leak valves were installed on all four filters on Monday; the goal is to have standby filters in rotation to wear equally.
- Health and Safety audit issues are being addressed; Inframark advisors found no critical issues.
- Effluent nitrogen and phosphorus levels are tested every day to track daily totals; nutrient levels are controlled to stay in permit range; installation of flow signals to flow pace the effluent samples for qualified permit.

Mr. Kennedy questioned if there were any issues found that have not been discussed with Mr. Gordon regarding Inframark's higher-level observation of the water production facilities.

Mr. Wolgemuth stated the only work for the water treatment facility so far was the visit prior to the beginning of their contract. Expert consultants and a Computerized Maintenance Management System may have been part of the agreement.

6. Receive the President’s Report

President Lee stated he had nothing additional to report.

7. Receive the General Manager’s Report

Mr. Gordon reported the approval for the Jones Farm loan has been received through the State Revolving Fund.

Mr. Calaman stated BPW has received the RP3 designation by APPA.

Mr. Kennedy stated he received an email from the Director of the Cape Shores HOA thanking BPW for clearing the undergrowth around the sewer lift station on the property.

9. Presentation of options through the Delaware Municipal Electric Corporation (DEMEC) and AMP representatives for a possible AMI (Automated Metering Infrastructure) installation. INFORMATION/DISCUSSION/ACTION (Scott Lynch, DEMEC)

Mr. Lynch reported Seaford and Milford have completed AMI and Middletown will also be completed soon.

Brandon Poddany, Program Manager for AMP, gave the presentation including an overview of the operational benefits of AMI. President Lee stated that the Board was given the presentation in advance for review.

Mr. Lynch and Mr. Poddany reviewed the three options requested by BPW.

Option 1—Cost \$191,703	Ongoing \$70,005	(MDM only)
Option 2—Cost \$594,379	Ongoing \$81,851	(25%)
Option 3—Cost \$1,393,834	Ongoing \$81,851	(100%)

Mr. Webb requested a referral or conversation with another town similar in size to Lewes who is using AMI regarding their results. Also, survey information from customers on their usage, benefits, value, and understanding would be helpful in BPW ‘s decision.

Mr. Panetta stated an advantage of having AMI may be time-of-day rate structuring.

President Lee said the Board will have continued discussions before any decision is made.

OLD BUSINESS

10. Open forum/general discussion for the approval of the PROPOSED 2021-2022 Operations and Maintenance Budget. INFORMATION/DISCUSSION/ACTION (D. Gordon)

Mr. Gordon reported the budget has been completed one month early to provide information on the review of rates with UFS and hiring additional Staff. The budget shows BPW to be financially sound, physically stable, and doing well.

Mr. Gordon spoke about the RKL Study showing that there are employees being overpaid, and also underpaid, and how this is being corrected. The corrections and RKL recommendations are included in the budget.

Mr. Kennedy stated there are reasons why some employees are being paid above scale including length of employment and other factors. We are still receiving value from our Staff at the current pay levels.

Mr. Webb questioned if there is information available regarding the installation of pipes on the beach side that would require a review of the expenses and if the right technology is being used relating to saltwater in the pipes. Mr. Webb also stated he will be reviewing the reserve policy.

Mr. Gordon said the study continues with GMB, and we have asked the State for a planning grant to pay for 50%. This will be moving forward in a few weeks when the grant money is received. The budget reflects what is needed for the coming year.

ACTION: *Mr. Kennedy made a motion to accept the budget as proposed; Mr. Webb seconded the motion, which passed unanimously.*

11. Open forum/general discussion for the completion of the Root Cause Analysis Report of the December 2019 WWTP bypass. INFORMATION/DISCUSSION/ACTION (T. Panetta)

Mr. Panetta stated the memo reviews all the root causes and corrective actions in the original report and gives the current status and closure mechanisms. Those items still in process are on Mr. Gordon's project list to be tracked in moving forward. Inframark has reviewed the initial root cause report to be sure their emergency response procedures are in accordance with preventing this from happening again.

President Lee spoke about the importance of the monthly and quarterly checkups and review of the monthly Inframark reports.

The report was accepted by common consensus.

12. CALL TO THE PUBLIC

None

13. CALL TO THE PRESS

Nick Roth of the Cape Gazette was present.

14. ADJOURN TO EXECUTIVE SESSION

ACTION: *Mr. Owen made a motion to adjourn to executive session; Mr. Kennedy seconded the motion, which passed unanimously.*

15. RETURN TO OPEN SESSION

16. DISCUSSION AND ACTION ON EXECUTIVE SESSION ITEMS, IF APPLICABLE

17. ADJOURNMENT

The meeting adjourned at 6:00 P.M.

Respectfully submitted,
Jackie Doherty, Recording Secretary
Lewes Board of Public Works