

The Regular Meeting of the Board of Public Works was held in the Council Room of the City Hall in Lewes, Delaware on Thursday evening, December 16, 1993, at 8 p.m.

Members Present: Messrs. Thomas A. McClain, Richard Buckaloo, James Bell, Michael Hill, and Charles E. Hood.

Others Present: Mr. Ronald Donovan, General Manager
Mayor John Adams, City of Lewes
Mr. David Pavlik, Electric Dist. Dept.
Mr. Irving Walls, Electric Dist. Supervisor
Mrs. Bill Reynolds, Market Street
Mr. Bill Reynolds, Water Dept. Supervisor
Mr. George Cleaver, Mulberry Street
Mr. Gilbert Holt, Power Plant Supervisor
Mr. Chubby Joseph, Meter Dept. Supervisor
Mrs. Debbie Hubbard, WWTP Supervisor

President McClain Presiding:

Agenda 1. Motion was made to approve the agenda as presented.

Motion - Mr. Buckaloo Seconded - Mr. Bell

Yea Nay

Mr. Buckaloo x
Mr. Bell x
Mr. Hill x
Mr. Hood x

Minutes 2. Motion was made to approve the minutes of the Regular Meeting, November 18, 1993, as written.

Motion - Mr. Buckaloo Seconded - Mr. Bell

Yea Nay

Mr. Buckaloo x
Mr. Bell x
Mr. Hood x
Mr. Hill x

Invoices 3. Motion was made to authorize payment of an invoice from Williams Insurance Agency in the amount of \$3,675. for the Public Officials Liability Policy for the year 11/24/93 -11/24/94.

Motion - Mr. Hill Seconded - Mr. Buckaloo

Yea Nay

Mr. Hill x
Mr. Buckaloo v

Mr. Bell	x
Mr. Hood	x

Tree Trimming
Proposal

4. Mr. Donovan presented a proposal from Expert Tree Service Company of Wilmington, Delaware for tree trimming services in the amount of \$13,645. Mr. Walls, the Electric Department Supervisor, has prepared a list of the areas of town where the trees would be trimmed clear of the power lines.

Mr. Hood inquired if this work has been coordinated with the Parks and Recreation Commission of the City to which Mr. Donovan indicated that he did not believe it has. Mr. Hood then requested that the City trees which are included on the list be coordinated with the Parks and Recreation Commission. The major initiative of the Commission next year is to undertake an inventory of the City's trees especially in an historic area to determine the health of those trees and assess their worth before they set out a program of what to do with them. The coordination of the Board's project would consist of determining whether or not the trimming of any of the trees in the Board's project is also in the Parks and Recreation Commission budget for 1995. Further, they usually obtain three contractors input and stipulate certain things that may or may not be done such as the removal of dead or diseased trees, etc.

It was decided that a copy of the list prepared by Mr. Walls be forwarded to the Parks and Recreation Commission. If they see where there will be an overlap or a potential problem with any of the trees on the list, they can point them out to the Board and the Board's contractor will be steered away from those until the Parks and Recreation Commission can be consulted.

Motion was made to accept the proposal from Expert Tree Service Company in the amount of \$13,645. This company is to coordinate their work with the Parks and Recreation Commission.

Motion - Mr. Hill

Seconded - Mr. Bell

Yea Nay

Mr. Hill	x
Mr. Bell	x
Mr. Buckaloo	x
Mr. Hood	x

various sizes to replenish the inventory for the distribution department. Mr. Walls obtained a quote from Thomasson Lumber Company in

Philadelphia, Mississippi in the amount of \$7,337.05 for a total of 21 poles of various sizes. However, Mr. Donovan explained that four of the poles, (2) Class One 60 Ft. at \$310 each and (2) Class One 50 Ft. at \$318 each, were for the Lewes Little League and the Board would be reimbursed for same. (Copy of the quote is included and made a part of these minutes.)

Motion was made to accept the quote from Thomasson Lumber Company in the amount of \$7,337.05 for 21 utility poles.

Motion - Mr. Buckaloo Seconded - Mr. Hood

Yea Nay

Mr. Buckaloo	x
Mr. Hood	x
Mr. Bell	x
Mr. Hill	x

Loop System
Electric Dist. 6.

Mr. Donovan explained the need for a loop system on the Board's electric distribution system in order to serve a proposed development known as Pilottown Village Phase II which consists of 141 residential lots. The developer has gone through the preliminaries with the Planning Commission and the project is now in the engineering review stage. During the course of the engineering review, it was discovered that the Board could not serve the 141 lots from the Burton Avenue Substation via Fourth Street Extended because it would entail extending a radial feed from the existing Harbor Healthcare nursing home. To extend the feed any further would cause voltage drops, etc. It will be necessary to serve the development from a different area and the engineers and the Board's Line Crew agree that the system should be looped over to New Road. This loop system is being planned for and would involve two developments, Pilottown Village Phase II and Pilottown Park Phase II. The developers have been contacted with regard to the required 80% of the cost that would be incurred as a result of the developments but no definitive action has been taken at this point.

However, in order for the Board to prepare for the service of electric to Pilottown Village Phase II, the developer must pay 80% of the cost that will be incurred to run the feed from Swanendael Acres

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Estimated cost of this work is \$10,000, which includes \$775 for AKS Land Surveying to do the surveys required for the three easements that will need to be obtained from property owners involved.

Further explanation of the proposed loop system was provided by Mr. Pavlik through the use of maps showing exactly what was planned.

Motion was made to move ahead with the project, have AKS Land Surveying do its portion, begin clearing the area, and proceed with the \$10,000 portion of the project.

Motion - Mr. Hood Seconded - Mr. Hill

Yea Nay

Mr. Hood	x
Mr. Hill	x
Mr. Bell	x
Mr. Buckaloo	x

Executive
Session

Motion was made to adjourn into an Executive Session for litigation and personnel matters.
Time: 8:57 p.m.

Motion - Mr. Buckaloo Seconded - Mr. Bell

Unanimously agreed.

Regular
Meeting

The Regular Meeting reconvened at 10:23 p.m.

Intervention
in FERC docket

Motion was made to join with the other municipalities in the intervention of the DP&L Appeal of Commission Order in the Current FERC rate docket, ER93-96-000 with regard to the Keystone/Conemaugh coal mine buyout surcharge issue and based upon the Board's attorneys' recommendation contained in their letter under date of December 14, 1993.

Motion - Mr. Hood Seconded - Mr. Buckaloo

Yea Nay

Mr. Hood	x
Mr. Buckaloo	x
Mr. Bell	x
Mr. Hill	--

Pension Plan

Motion was made to amend the Board of Public Works Restated Pension Trust for its employees by adopting a resolution changing the number of years of continuous service from 15 to 12 years. (Copy of resolution included and made a part of these minutes.)

Motion - Mr. Hill

Seconded - Mr. Bell

Yea Nay

Mr. Hill	x
Mr. Bell	x
Mr. Buckaloo	x
Mr. Hood	x

There being no further business, the meeting was declared adjourned at 10:30 p.m.


Recording Secretary

BOARD OF PUBLIC WORKS

AUTHORIZED BY AN ACT OF THE GENERAL ASSEMBLY MARCH 15th, 1901
TO ESTABLISH, CONTROL AND REGULATE AN ELECTRIC LIGHT PLANT
WATER WORKS AND A SEWER SYSTEM FOR THE TOWN OF LEWES

P.O. BOX 518
LEWES, DELAWARE 19958

At a duly constituted meeting of the Board of Public Works of Lewes, Delaware Restated Pension Trust, called and held on Thursday, December 16, 1993, at which meeting a quorum was present and duly acting throughout, it was

Voted: That the Board of Public Works of Lewes, Delaware Restated Pension Trust be, and it hereby is, amended so that the eligibility requirement to elect an Early Retirement Benefit under such Plan shall be reduced from 15 years to 12 years; and

Voted: That Ronald Donovan the General Manager, be and hereby is authorized and empowered to take those measures and engage those professionals as he may deem to be necessary and/or appropriate to effectuate the foregoing votes.

Attest



(SEAL)

THE BOARD OF PUBLIC WORKS HAS NO SEAL. NOT INCORPORATED.