

**Utility Commission**  
**March 10, 2025**  
**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.

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

**Approval of Minutes**

A motion was made, seconded (Moore/Lanier) and carried to approve the February 3, 2025 meeting minutes pending corrections to page 1 and page 2. Commissioner Shaffer took a vote and the motion was passed with 5 Ayes.

**Unfinished Business –**

None.

**New Business–**

None.

**Town Manager's Report –**

Town Mgr. Fleetwood reported:

Personnel Update

Town Mgr. Fleetwood stated Mr. Ron Bailey onboarded as the Water Treatment Plant Superintendent today. He said Mr. Bailey's employment is contingent on moving forward with prescreening testing today. Town Mgr. Fleetwood further stated he investigated Mr. Bailey's background thoroughly and for the next 6 months Mr. Bailey will be under his microscope.

Town Mgr. Fleetwood said he gave Mr. Bailey some milestones for the next six months. He further said he wanted Mr. Bailey to finish the SOP's and O&M Manual for the Water Treatment Plant.

Town Mgr. Fleetwood informed the commission Water Treatment Plant Superintendent, Dr. Sophia Oberton and Mr. Bailey have a meeting with Davis, Bowen and Friedel on Wednesday, March 12<sup>th</sup> to discuss the potential FY'26 capital projects to have oversight.

Town Mgr. Fleetwood stated he has very rough budget numbers and Chief Finance Officer, Heather Chandler will be out of the office today and Tuesday but she will return for the Utility Commission 2<sup>nd</sup> budget workshop on Wednesday, March 12<sup>th</sup>. He further stated Mrs. Chandler informed him today the for the Utility Commission that shows an \$800,000 deficit with the planned capital but the rate increase that was recommended by this commission a year ago from an operational perspective the town is fine. Town Mgr. Fleetwood said the issue is the capital. On the general fund Maryland side is in good standing but on the Delaware side there is about \$150,000 deficit.

### **Commission Comments –**

- 1.) Commissioner Nembhard commented he hopes the new Water Treatment Plant Superintendent, Mr. Bailey performs closely to the present Superintendent, Dr. Sophia Oberton and Commission Member Moore agreed.
- 2.) Council Member Lanier questioned if the newly hired Water Treatment Plant Superintendent, Mr. Bailey can run the capital project. He said they will not know until Wednesday. Town Mgr. Fleetwood responded he thinks that Mr. Bailey can. Council Member Lanier further commented the town received a fair amount of water again and he is happy to say Sixth Street did not flood so it looks like a lot of the problems have been fixed.
- 3.) Commission Member Dewald commented next month on April 14<sup>th</sup> she will be at a conference in Long Beach, CA. She said she might be able to call in to attend the meeting but it depends on when her flight arrives in Salt Lake City, UT and when her next flight leaves.
- 4.) Commissioner Shaffer commented the bar has been set by the soon to be former Superintendent, Dr. Sophia Oberton and expectations are high. He said he did like Town Mgr. Fleetwood's oversight and we will see how it goes.

### **Public Comments –**

None.

### **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