

Milton Town Council Meeting May 26, 2015 Preliminary Minutes

Call to Order

The meeting was called to order in the Milton Public Library at 6:30 PM on May 26, 2015 by Mayor Jones. A moment of silence was then observed, followed by the pledge of allegiance to the flag.

Roll Call:

Theodore Kanakos, present
Emory West, present
Estheda Parker-Selby, present
Michael Cote, present
Sam Garde, present
Edward Kost, absent
Marion Jones, present
Seth Thompson, the Town Solicitor was not present

These Preliminary Minutes:

These preliminary minutes cover only the high points of the meeting. The discussions were recorded, and will be transcribed. The transcription will serve as the final minutes of the meeting. Documents included in the Council Package are not included as attachments to these preliminary minutes.

Additions or Corrections to the Agenda

There were no additions or corrections to the Agenda brought forward.

Agenda Approval

A motion was made, seconded and unanimously approved to approve the Agenda as presented.

New Business: Discussion and Possible Vote on the Following:

a. **Award of Magnolia Street Parking lot Project - Remove & Replace Curb and Sidewalk**
Town Clerk Rogers presented a memo regarding the bidding process, the main points of which are summarized below.

- Two rounds of bidding had preceded the most recent bidding.
- The results of the prior processes were rejected due to not receiving competitive bids.
- The project was selected for use of a \$10,000 Economic Development and Infrastructure Grant from Sussex County.
- The terms of the Grant require that the grant “must be used by June 30, 2015.”
- This short term deadline was the principal reason for calling this Additional Meeting of the Mayor & Town Council.
- The Mayor and Town Council opined that the terms of the grant essentially required the project to be completed by June 30.

After discussions, a motion was made, seconded and unanimously approved to award the project to Shea Concrete Ltd, who submitted the lowest responsible bid, for the sum of \$32,150.00.

b. Drinking Water Matching Planning Grant Application

Town Clerk Rogers presented a memo regarding the Matching Planning Grant, the main points of which are summarized below.

- The first phase of the mapping process was funded in the FY 2015 budget in the amount of \$25,600, and has been underway for the past 2 months, and includes identification of locations of the main components of the Milton water system.
- Water system modeling projects are eligible for such Grants.
- The full objectives of our project are to collect data, and prepare a model that can be used as a critical planning tool for future water infrastructure.
- Pennoni prepared a Task Order for the next phases of the project in the amount of \$49,400, increasing the total to \$75,000.
- If the Mayor & Council approve, that would mean an additional \$11,000 would have to be budgeted to bring the Town's total to \$37,500. (The additional \$37,500 would come from the Matching Grant.)

The Town Engineer, Carlton Savage from Pennoni Associates, Inc., provided an oral summary of the mapping process currently underway.

- The first phase of the project is going well.
- The next step in the process is to create a 3-D model of our system, including locations of all pumps, valves, meters and piping using a software program that meets the State's requirements.
- The follow-on step is to calibrate the model with such information as flow rates at varying locations, as measured by hydrant flow testing.

After discussions, a motion was made, seconded and unanimously approved to approve Resolution 2015-014 to apply to the Delaware Water Infrastructure Advisory Council of the State of Delaware for a Drinking Water Matching Planning Grant and to approve the Task Orders Associated with the scope of work for the Water System Modeling Project as Described.

The Resolution was signed and attested at end of the meeting.

Adjournment

A motion was made, seconded and unanimously approved to adjourn.

Approval

These minutes were approved at the Town Council meeting held on June 15, 2015.

Very Respectfully submitted,
James C. ("Sam") Garde,
Secretary of the Town Council