

DELAWARE MUNICIPAL ELECTRIC CORPORATION  
**ANNUAL MEETING**  
**Remotely Through Zoom**  
**September 9, 2020**

A meeting of the Board of Directors of the Delaware Municipal Electric Corporation was held Wednesday, the 9<sup>th</sup> day of September 2020 remotely via Zoom.

The meeting was called to order at 4:03 p.m. with Morris Deputy, Chair, presiding.

The following roll call was presented:

Present:

Morris Deputy, Board Chairman  
Representing Middletown  
Tyler Reynolds, Alternate  
Representing Middletown  
Mark Whitfield, Director  
Representing Milford  
Tom Coleman, Director  
Representing Newark  
Dave DelGrande, Alternate  
Representing Newark  
Charles Anderson, Director  
Representing Seaford  
June Merritt, Alternate  
Representing Seaford  
Mary Ellen DeBenedictis, Director  
Representing Clayton  
Andrew Haines, Director  
Representing Smyrna  
Darrin Gordon, Director  
Representing Lewes BPW  
Austin Calaman, Alternate  
Representing Lewes BPW  
Pam Patone, Director  
Representing MSC of New Castle  
Patrick McCullar, President  
Representing DEMEC

DEMEC Staff Attending: Kimberly Schlichting, COO/SVP Power Supply; Scott Lynch, VP of Asset Development; Jennifer Coulbourne, IT System Administrator; Stephan Siok, Director of Beasley Plant Operations & Compliance; Emily Greene, Energy Services Manager; Heather Contant, Director of Media Relations & Communications; Kendra Friel, Training & Events Coordinator; Stephanie Dove, Director of Accounting & Settlements

Guests and Attendees: None.

**MINUTES**

None.

**TREASURER'S REPORT**

Mr. Patrick McCullar, President and CEO, reviewed the financial report for July 2020.

Upon motion made by Clayton to accept and approve the July 2020 Financial Report, seconded by Smyrna, the motion passed unanimously.

**APPOINTMENTS / ELECTIONS**

**Corporate Treasurer:**

Ms. Pamela Patone, Director representing the MSC of New Castle and Chair of the Finance Committee, shared that the committee met and supports the Board's recommendation that the Chair of the Finance Committee also serve as the Corporate Treasurer. The Finance Committee also recommended that the Corporate Treasurer be part of the Executive Committee.

Upon motion made by Smyrna to assign the role of Corporate Treasurer to the Chair of the Finance Committee, seconded by Clayton, the motion passed unanimously.

**PRESENTATIONS**

None.

**RESOLUTIONS**

None.

**COMMITTEE REPORTS**

**Executive Committee –**

None.

**Finance Committee –**

Ms. Patone presented the committee's Inventory Policy for adoption by the Board. She also shared the new Finance Committee calendar.

Upon motion made by New Castle to adopt the Inventory Policy, seconded by Seaford, the motion passed unanimously.

**PRESIDENT'S REPORTS TO BOARD**

**Generation Project Report:**

Mr. McCullar reported that all assets performed well during the month of August.

**Construction Project Status Report:**

Middletown Transmission & Substation –  
Still working with Delmarva Power on details.

**Economic Development Projects:**

Middletown Technology Center –  
No update.

Newark STAR Campus –  
No update.

Smyrna–  
Mr. Andrew Haines, Director representing Smyrna, reported that two (2) new developments may be going in next year.

Clayton –  
Ms. Mary Ellen DeBenedictis, Director representing Clayton, reported that the Town is still waiting on biodiesel plant plans. Residential developments continue to go in.

**Legislative Status Report:**

Mr. McCullar shared that Lt. Governor Bethany Hall-Long has offered to make welcoming remarks for DEMEC’s virtual gathering. Ms. Kimberly Schlichting, COO/SVP Power Supply, reviewed information on the status of bills of interest. She noted that Mr. Lincoln Willis, Principal, The Willis Group, will be joining the board for the next meeting to discuss further. It was also shared that DEMEC has been invited by the Delaware State Chamber of Commerce to sit on their Environmental Committee.

**AMI Updates:**

Mr. McCullar reported the following:

New Castle –  
Still evaluating.

Middletown –  
The contract has been signed and equipment is on order. Work is also being done to get their phase two (2) agreement together.

Milford –  
Mostly complete.

Other AMI Projects –  
None.

**Strategic Plan:**

Ms. Schlichting shared that she and Mr. McCullar are scheduled to meet with the consultant, Mr. Tim Blodgett tomorrow. The board will be meeting for the final session on Friday, September 11, 2020 at the DEMEC Training Facility.

**RP3:**

Ms. Stephanie Dove, Director of Accounting & Settlements, reminded members that the application will be closing on September 30, 2020 and offered to help as needed.

**Joint Training Yard:**

DEMEC is still exploring properties.

**Welcome Book:**

Mr. McCullar stated that the feedback shared after the last meeting has been reviewed. Ms. Schlichting asked that any other feedback be submitted as soon as possible as she is ready to publish this version.

**TRAINING AND EDUCATION**

Ms. Kendra Friel, Training and Events Coordinator, reviewed the list of upcoming trainings and events.

**Communications Update:**

Ms. Heather Contant, Director of Media Relations & Communications, shared that Ms. Greene was selected as one of the “40 Under 40” by Delaware Business Times. She shared that Public Power Week billboards will start going up next week. She also noted that the June billboards in North Dover & South Dover were still up since they do not get replaced until a new contract starts, resulting in the billboards being up for four months when we only paid for one.

**GREEN ENERGY PROGRAM STATUS REPORT**

**Annual MRPS Update –**

Mr. Scott Lynch, VP Asset Development, reminded the board that this report is presented to members’ governmental bodies, the General Assembly, and the Delaware Energy Office each year. He shared that DEMEC has successfully implemented the RPS for the 2019 – 2020 compliance year. Mr. Tom Coleman, Director representing Newark, along with Ms. Patone, asked for clarification on the calculations used. It was requested that Mr. Lynch attend a future Finance Committee meeting to review the calculations in depth.

**Demand Response Update –**

Mr. Lynch reported that this year has seen twenty-one (21) Power Savers events. He anticipates all five (5) PJM peaks were caught but is awaiting confirmation. He does not anticipate any within the next ten (10) days.

**ENERGY EFFICIENCY PROGRAM STATUS REPORT**

Ms. Greene offered the following reports:

Energy Efficiency Advisory Council (EEAC) –

No update.

Energy Efficiency Program Update –

The appliance recycling program is up and running. Efficiency Smart customer service reps were provided a corrected script to resolve a previous error in information shared and customers were called and given the correct information.

Renewable Energy Task Force Meeting Update -

No update.

**INFORMATION TECHNOLOGY**

IT Update –

Ms. Jennifer Coulbourne, IT System Administrator, shared that everything is running well and that she will have project information to share at the next board meeting.

**BUSINESS FROM THE FLOOR**

Ms. Patone shared that Ms. Schlichting has been invited by New Castle to speak to the City Council and Commission at their October meeting.

**EXECUTIVE SESSION**

The Board went into executive session at 4:51 P.M. upon motion by New Castle, seconded by Newark to discuss the following:

- a. To discuss personnel actions, strategic business and commercial generation operations, dispatch, negotiations, and planning.

The Board ended executive session and returned to regular session at 4:56 P.M.

**RETURN TO REGULAR SESSION**

Upon return to regular session no further action was taken.

**NEXT MEETING DATES**

The following meeting dates were set:

Tuesday, October 20, 2020 – 10:00 a.m.

Tuesday, November 19, 2020 – 10:00 a.m.

Tuesday, December 17, 2020 – 10:00 a.m.

**ADJOURNMENT**

Upon motion by Clayton, seconded by Milford, the Board Meeting adjourned at 4:56 P.M.