

DELAWARE MUNICIPAL ELECTRIC CORPORATION  
**REGULAR MEETING**  
**Remotely Via Zoom**  
**November 17<sup>th</sup>, 2020**

A meeting of the Board of Directors of the Delaware Municipal Electric Corporation was held Tuesday, the 17<sup>th</sup> day of November 2020 remotely via Zoom.

The meeting was called to order at 10:07 a.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  
June Merritt, Alternate  
    Representing Seaford  
Mary Ellen DeBenedictis, Director  
    Representing Clayton  
Andrew Haines, Director  
    Representing Smyrna  
Darrin Gordon, Director  
    Representing Lewes BPW  
Pam Patone, Director  
    Representing MSC of New Castle  
Dr. Roy Sippel, Alternate  
    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; Charles Santo, Accounting Analyst

Guests and Attendees: Max Walton, Attorney, Connelly Gallagher; Michael R. Kupres, Sr. Project Manager, Miller Brothers

**MINUTES**

The minutes of the following meeting(s) were presented for approval:

1. Minutes of October 20, 2020

Upon motion made by Clayton to approve the minutes of the meeting of October 20, 2020, seconded by the MSC of New Castle, the motion passed unanimously.

**TREASURER’S REPORT**

Monthly Financial Report – September 2020

Mr. Tom Coleman, Director representing Newark, thanked staff for additional detail added to the report.

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

Invest Report Q3 2020

Mr. McCullar reviewed the report, noting that the data is for informational purposes only and does not require a vote. He then answered questions from the board. Ms. Pamela Patone, Director representing the MSC of New Castle, and Finance Committee Chair, shared that the committee will be reviewing these results and considering issuing an RFP for this service at a future meeting. She invited members to share questions and concerns with the committee.

**APPOINTMENTS / ELECTIONS**

None

**PRESENTATIONS**

Budget

Mr. McCullar reviewed the draft budget. Ms. Patone shared information gathered during the Finance Committee budget workshop with DEMEC staff. She stated that, per the committee charter, the Finance Committee will discuss the budget at their next meeting and make a recommendation to the board in December.

**RESOLUTIONS**

None

**COMMITTEE REPORTS**

Executive Committee –

Mr. Morris Deputy, in his capacity of Chair of the Executive Committee, offered a review of the meeting held this morning.

Finance Committee –

Ms. Patone stated that the Finance Committee review was offered under the “Budget” line item.

## **PRESIDENT’S REPORTS TO BOARD**

### **Generation Project Report:**

Mr. McCullar reported on the performance of all assets and opened the floor for questions, of which there were none.

### **Construction Project Status Report:**

#### **Middletown Transmission & Substation –**

Mr. McCullar reported that the project is gaining traction. He stated that more will be covered in Executive Session.

### **Economic Development Projects:**

Mr. McCullar noted that the members below all have development coming in and invited all to offer a report on their communities.

#### **Middletown Technology Center –**

Nothing new to report per Mr. Deputy.

#### **Newark STAR Campus –**

Nothing new to report per Mr. Coleman.

#### **Smyrna –**

Mr. McCullar reported that he and Ms. Schlichting attended the ground breaking for the Duck Creek Business Park.

#### **Clayton –**

Ms. Mary Ellen DeBenedictis, Director representing Clayton, reported that the biodiesel facility coming to Clayton is in a holding pattern due to COVID-19.

### **Legislative Status Report:**

Mr. McCullar shared that DEMEC staff is working to connect with the new leadership at Legislative Hall. Ms. Schlichting, COO/SVP Power Supply shared DEMEC sent a letter to Senator Carper in support of his work to extend solar tax incentives beyond 2020. The Senator also requested a virtual meeting with DEMEC, during which additional issues of importance to the membership were discussed including Covid-19 concerns. Planning for expected state initiatives will be provided in Executive Session.

### **Communications:**

No report.

### **AMI Updates:**

#### **New Castle –**

Mr. Scott Lynch, Vice President of Asset Management, reported on the following.

New Castle –

Currently getting up to speed on technology. Meeting with AMP tomorrow.

Middletown –

Iron will be out to Middletown to assess needs for the project.

Milford & Seaford –

Proceeding as expected per Mr. Lynch.

Clayton –

Mr. Lynch has met with the Town of Clayton Council. Another meeting is scheduled for tomorrow to answer further questions.

Other AMI Projects –

None

Mr. McCullar took a moment to share how bond refinancing will affect AMI, he then answered questions about the refinancing as well as the high ratings issued to DEMEC by the rating agencies. It was decided that DEMEC staff will work with the Finance Committee to potentially improve DEMEC's ratings even further.

**Strategic Plan:**

Ms. Schlichting asked that all comments be forwarded to her attention today or tomorrow, noting that the greenlighting of the process relies on these comments. A discussion ensued about the City of Dover. Both Ms. Schlichting and Mr. McCullar noted that staff plans to reach out to the city in the future.

**Joint Training Yard:**

Ms. Schlichting shared that a potential property has been identified. More will be discussed in executive session.

**TRAINING AND EDUCATION**

Ms. Kendra Friel, Training and Events Coordinator, reviewed recent trainings, as well as a list of upcoming trainings and events. She also shared that the DEMEC Training and Events Portal is now live and ready for use and encouraged the members to share this information with their involved staff.

**GREEN ENERGY PROGRAM STATUS REPORT**

Demand Response Update –

Mr. Lynch reported that CPower will be at the December board meeting to report the results of this year's program. With the three-year contract due to expire on May 31, 2021, Mr. Lynch is currently working with CPower on a new contract. Mr. Lynch will keep the board updated on this process.

**ENERGY EFFICIENCY PROGRAM STATUS REPORT**

Energy Efficiency Advisory Council (EEAC) –  
Has not met.

Energy Efficiency Program Update –  
Ms. Emily Greene, Energy Services Manager, reported that Ms. Carolyn Dehorty, Efficiency Smart’s newly assigned Account Manager, has been meeting with the DEMEC membership this week. Ms. Greene shared information provided by Mr. Tom Coyle of Efficiency Smart regarding program goals. She then reviewed her report.

EM&V Committee -  
Has not met.

Renewable Energy Task Force Meeting Update -  
Has not met.

Low Income Energy Efficiency Committee -  
Has not met.

Ms. Greene here reported on the Electric Vehicle Supply Equipment Rebate through DNREC. The program year ends on December 31, 2020. To receive the incentive communities will need to have purchased the equipment by this date, completed installation is not required. She shared a map showing interest in Delaware for electric vehicles and noted how the implementation of charging stations can help with economic development. She invited all interested parties to reach out if they would like to pursue.

A discussion ensued about installing charging stations at the DEMEC Administrative Offices and adding an electric car to the DEMEC fleet. It was decided that Ms. Greene will work on a budget for implementation which the board will review.

**INFORMATION TECHNOLOGY**

IT Update –  
Ms. Jennifer Coulbourne, IT System Administrator, reported on several projects she is working on including ongoing cybersecurity training for staff, implementation of a back up to the Operational Technology Network at Beasley, the scheduling a Cybersecurity roundtable for member IT staff, attendance at the APPA Cybersecurity Summit, and other projects.

**BUSINESS FROM THE FLOOR**

None.

**EXECUTIVE SESSION**

The Board went into executive session at 11:06 a.m. upon motion by MSC of New Castle, seconded by Lewes BPW 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 11:37 a.m.

**RETURN TO REGULAR SESSION**

Upon motion made by New Castle MSC to approve the CEO's compensation as recommended in executive session and seconded by Lewes, the motion passed unanimously.

Upon motion made by Smyrna to purchase a specific parcel of land for a joint linemen training yard with parameters as set in executive session and seconded by Milford, the motion passed unanimously.

**NEXT MEETING DATES**

The following meeting dates were set:

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

Tuesday, January 19, 2021 – 10:00 a.m.

Tuesday, February 16, 2021 – 10:00 a.m.

**ADJOURNMENT**

Upon motion by New Castle, seconded by Seaford, the Board Meeting adjourned at 11:39 a.m.