

DELAWARE MUNICIPAL ELECTRIC CORPORATION  
**REGULAR MEETING**  
DEMEC ADMINISTRATIVE BUILDING  
SMYRNA, DELAWARE  
**October 12, 2023**

A meeting of the Board of Directors of the Delaware Municipal Electric Corporation was held on Thursday, the 12<sup>th</sup> day of October 2023 at DEMEC's Administrative Building, Smyrna, Delaware.

The meeting was called to order at 10:04 a.m. with Mr. Morris Deputy, Chair, presiding.

The following roll call was presented:

Present:

Morris Deputy, Chair  
    Representing Middletown  
Tyler Reynolds, Alternate  
    Representing Middletown  
Tom Coleman, Vice Chair  
    Representing Newark  
Dave Del Grande, Alternate  
    Representing Newark  
Charles Anderson, Treasurer  
    Representing Seaford  
June Merritt, Alternate  
    Representing Seaford  
Mary DeBenedictis, Secretary  
    Representing Clayton  
Robert Cote, Alternate  
    Representing Clayton  
Sheldon Hudson, Director  
    Representing Smyrna  
Scott Blomquist, Director  
    Representing the MSC of New Castle  
Ken Natale, Alternate  
    Representing the MSC of New Castle  
Austin Calaman, Director  
    Representing Lewes BPW  
Kim Bellere, Alternate  
    Representing Lewes BPW  
Mark Whitfield, Director  
    Representing Milford  
Kimberly Schlichting, President  
    Representing DEMEC

Absent:

Travis Stewart, Alternate  
Representing Smyrna  
Lou Vitola, Alternate  
Representing Milford

DEMEC Staff Attending: Marty Hale, Director of Human Resources; Tara LaGrassa, Accounting Analyst; Bruce Kitchens, Special Projects Manager; Stephan Siok, Director of Beasley Plant Operations & Compliance; Mark Pryor, Plant Operator; Chris Manganelli, IT Network Technician; Willie Marshall, Director of Finance; Christine Siok, Executive Assistant; Stephanie Dove, Chief Financial Officer; Kendra Friel, Training & Events Coordinator.

Guests and Attendees: Lauren DeLuca, Attorney, Connolly Gallagher; Lincoln Willis, Principal, The Willis Group.

### **APPROVAL OF MINUTES**

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

1. Minutes of September 14, 2023

Upon motion made by Newark, to approve the minutes of the meetings of September 14, 2023, seconded by Clayton, the motion passed unanimously.

### **TREASURER'S REPORT**

Monthly Financial Report – July 2023 –

Ms. Stephanie Dove, CFO, presented the July 2023 Financial Reports.

In the finance update, Ms. Dove stated the line of credit has been renewed, and the debt service payments were made timely.

Ms. Dove ended with the review of the monthly PJM invoices.

Upon motion made by Newark, to approve the Monthly Financial Report for July 2023, seconded by Milford, the motion passed unanimously.

### **PRESENTATIONS**

None.

### **APPOINTMENTS/ELECTIONS**

None.

## **RESOLUTIONS**

Resolution 2023-03 – A Resolution authorizing DEMEC to undertake a project for the benefit of the Town of Middletown relating to improvements to Middletown’s electric system infrastructure; authorizing DEMEC to enter into a project purchase agreement relating to such project; and declaring the official intent of DEMEC to reimburse capital expenditures for the project from the proceeds of tax-exempt indebtedness –

Ms. Dove, CFO, explained the purpose of Resolution 2023-03.

Upon motion made by Milford, to approve Resolution 2023-03 - A Resolution authorizing DEMEC to undertake a project for the benefit of the Town of Middletown relating to improvements to Middletown’s electric system infrastructure; authorizing DEMEC to enter into a project purchase agreement relating to such project; and declaring the official intent of DEMEC to reimburse capital expenditures for the project from the proceeds of tax-exempt indebtedness, seconded by Clayton, the motion passed unanimously.

## **COMMITTEE REPORTS**

Executive Committee – Mr. Morris Deputy, Director representing Middletown and Board Chair, stated the Executive Committee met this morning and reviewed the organizational chart. A budget review meeting will be scheduled on November 27<sup>th</sup>.

Finance Committee – Mr. Charles Anderson, Director representing Seaford and Treasurer, stated there was no report today.

## **PRESIDENT’S REPORTS TO BOARD**

### Recognition of New Employee

Ms. Kimberly Schlichting, President & CEO, introduced Marty Hale, Director of Human Resources.

### Legislative/Regulatory Update –

Mr. Lincoln Willis provided an update on the cost benefit analysis requested by Senator Hansen.

## **EXECUTIVE SESSION**

The Board went into executive session at 10:22 a.m. upon motion by Newark, seconded by Lewes, to discuss the following:

1. Legislative/Regulatory Update

## **RETURN TO REGULAR SESSION**

The Board ended executive session and returned to regular session at 10:29 a.m. upon motion by Clayton, seconded by Newark, the motion passed unanimously.

Motion made by Seaford, in support of Resolution of SEU funded cost analysis study, seconded by Clayton, motion passed unanimously.

## **PRESIDENT'S REPORTS TO BOARD - CONTINTUED**

### **Joint Training Yard & Lineworker Program –**

Ms. Schlichting thanked everyone for their support and attendance at the joint lineworker training yard ribbon cutting ceremony on October 3<sup>rd</sup>.

Ms. Schlichting noted that DEMEC staff is working to complete the metering, transformer training area, and the substation at the training yard and is currently working on rescheduling the apprentice training that is scheduled for the end of September.

### **Indian River –**

Ms. Schlichting will discuss during executive session.

### **Distribution Managers Workgroup –**

Ms. Schlichting stated the Distribution Managers Workgroup met on August 17<sup>th</sup> and staff will be working with Distribution Managers to set up the next meeting.

### **Governor's Energy Advisory Council Update –**

Ms. Schlichting shared that the Governor's Energy Advisory Council continues to meet monthly with a goal of making recommendations this month.

## **COMMUNICATIONS & OUTREACH**

Informational report provided in packets.

## **TRAINING & EDUCATION ACTIVITIES**

Informational report provided in packets.

## **SUSTAINABILITY & DEVELOPMENT**

Informational report provided in packets.

## **BUSINESS FROM THE FLOOR**

None.

## **EXECUTIVE SESSION**

The Board went into executive session at 10:32 a.m. upon motion by Newark, seconded by Lewes, to discuss the following:

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

3. 2024 Budget – Discussion
4. 2024 Personnel Budget – Review and Discussion
5. 2024 Corporate Goals – Review and Discussion
6. President & CEO Annual Evaluation
7. HR Discussions

### **RETURN TO REGULAR SESSION**

The Board ended executive session and returned to regular session at 11:28 a.m. upon motion by Clayton, seconded by Newark, the motion passed unanimously.

### **ACTION AFTER EXECUTIVE SESSION**

Upon motion made by Smyrna, to approve the President & CEO salary, seconded by Milford, the motion passed unanimously.

### **SET NEXT MEETING DATES**

The following meeting dates were set:

1. Thursday, November 9, 2023 - 10:00 a.m.
2. Monday, November 27, 2023 – 10:00 a.m.
3. Thursday, December 7, 2023 - 9:00 a.m.
4. Thursday, January 12, 2024 – 10:00 a.m.

### **ADJOURNMENT**

The Board Meeting adjourned at 11:30 a.m.