

DELAWARE MUNICIPAL ELECTRIC CORPORATION  
**QUARTERLY MEETING**  
DEMEC ADMINISTRATIVE BUILDING  
SMYRNA, DELAWARE  
**February 8, 2024**

A meeting of the Board of Directors of the Delaware Municipal Electric Corporation was held on Thursday, the 8<sup>th</sup> day of February 2024 at DEMEC's Administrative Building, Smyrna, Delaware.

The meeting was called to order at 10:06 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  
Kimberly Schlichting, President  
    Representing DEMEC

Absent:

Travis Stewart, Alternate  
    Representing Smyrna  
Mark Whitfield, Director  
    Representing Milford

Anthony Chipola, Alternate  
Representing Milford

DEMEC Staff Attending: Chris Manganelli, IT Administrator; Willie Marshall, Director of Finance; Christine Siok, Executive Assistant; Stephanie Dove, Chief Financial Officer; Kendra Friel, Training & Events Coordinator; Marty Hale, Director of Human Resources; Tara LaGrassa, Accounting Analyst; Bruce Kitchens, Special Projects Manager; Heather Contant, Director of Government and Community Relations; Stephan Siok, Director of Beasley Plant Operations & Compliance; Mark Pryor, Plant Operator; Scott Lynch, VP of Asset Development.

Guests and Attendees: Katia Frock, Director, PFM Asset Management; Max Walton, 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 January 11, 2024

Upon motion made by Seaford, to approve the minutes of the meetings of January 11, 2024, seconded by Newark, the motion passed unanimously.

### **TREASURER'S REPORT**

#### Monthly Financial Report – November 2023 –

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

In the current finance update, Ms. Dove stated there was a Fun with Budget workshop with the DEMEC staff a few weeks ago and the presentation is available in board packets.

Ms. Dove noted there will be a Finance and Accounting Roundtable on March 12<sup>th</sup> and she encourages members' finance staff to attend.

The audit final fieldwork is scheduled for the week of February 26<sup>th</sup>.

Ms. Dove reviewed the member financing pipeline projects.

The remainder of the monthly financial report (credit rating) will be discussed in executive session.

Upon motion made by Seaford, to approve the Monthly Financial Report for November 2023, seconded by Clayton, the motion passed unanimously.

### **PRESENTATIONS**

#### Annual Investment Portfolio Presentation

Ms. Katia Frock, Director, PFM Asset Management, presented on the annual investment portfolio. A brief discussion ensued.

## **APPOINTMENTS/ELECTIONS**

None.

## **RESOLUTIONS**

None.

## **COMMITTEE REPORTS**

Executive Committee – Mr. Morris Deputy, Director representing Middletown and Board Chair, stated the Executive Committee met this morning and discussed the corporate goals, progress of hiring, and a few items that will be discussed during executive session.

Finance Committee – Mr. Charles Anderson, Director representing Seaford and Treasurer, noted the Finance Committee will be meeting on February 20<sup>th</sup>.

## **PRESIDENT’S REPORTS TO BOARD**

### Legislative/Regulatory Update

Mr. Lincoln Willis, Principal, The Willis Group, provided updates on the legislative budget hearings and the upcoming elections.

Legislatively, the net metering resolution, SJR3, has passed both chambers.

Mr. Willis noted there is a draft bill on local energy code standards.

## **EXECUTIVE SESSION**

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

1. Offshore Wind

## **RETURN TO REGULAR SESSION**

The Board ended executive session and returned to regular session at 10:44 a.m. upon motion by New Castle, seconded by Newark, the motion passed unanimously.

## **PRESIDENT’S REPORTS TO BOARD**

### APPA Legislative Rally –

Ms. Kimberly Schlichting, President & CEO, noted that DEMEC staff will be attending the APPA Legislative Rally at the end of the month.

### City of Dover Membership –

To be discussed in executive session.

Light Up Navajo V –

Ms. Schlichting shared that a crew from the Town of Middletown volunteered to go to the Navajo Nation the week of April 21<sup>st</sup>.

**COMMUNICATIONS & OUTREACH**

Ms. Heather Contant, Director of Government and Community Relations, presented the December 2023 and January 2024 Communications and Outreach report. She highlighted the Energy Stakeholders meeting key takeaways.

Ms. Contant noted that DEMEC Day is scheduled for March 27<sup>th</sup> and encourages board members to attend.

Ms. Contant provided updates on the DNREC 40101D grant, new community leader requirement, and Apogee customer engagement tool.

**TRAINING & EDUCATION ACTIVITIES**

Ms. Kendra Friel, Training and Events Coordinator, presented the January 2024 Training and Events report. She highlighted on training, workforce development, and the Learning Management System (LMS).

The Art of Effective Public Speaking and Communications is scheduled for March 5<sup>th</sup>. She encourages members' staff to attend.

**SUSTAINABILITY & DEVELOPMENT**

Mr. Scott Lynch, VP of Asset Development, presented on the Energy Efficiency program renewal. He is asking for Board approval to renew contracts for the MSC of New Castle, Town of Clayton, City of Milford, and City of Seaford.

Upon motion made by Lewes, to approve renewing the three (3) year base program contracts with Efficiency Smart for the MSC of New Castle, Town of Clayton, City of Milford, and City of Seaford, seconded by Newark, the motion passed unanimously.

**BUSINESS FROM THE FLOOR**

Mr. Tom Coleman, Vice Chair representing Newark, stated he provided Ms. Schlichting's contact information to a land developer about potential solar.

### **EXECUTIVE SESSION**

The Board went into executive session at 11:03 a.m. upon motion by Newark, seconded by New Castle to discuss the following:

1. IT Update
2. To discuss personnel actions, strategic business and commercial generation operations, dispatch, negotiations, and planning.
3. 2023 Corporate Goals – Final Report
4. Employee Handbook Update
5. New Positions Update
6. Office Space Update

### **BREAK FOR LUNCH**

The Board broke for lunch at 12:02 p.m.

### **EXECUTIVE SESSION**

The Board returned to executive session at 12:44 p.m.

### **RETURN TO REGULAR SESSION**

The Board ended executive session and returned to regular session at 1:14 p.m. upon motion by Newark, seconded by Lewes, the motion passed unanimously.

### **ACTION AFTER EXECUTIVE SESSION**

Upon motion made by Newark, to approve the real estate proposal as outlined in executive session, seconded by Seaford, abstained by Smyrna.

Upon motion made by Newark, to approve the HR proposal as outlined in executive session, seconded by New Castle, the motion passed unanimously.

### **SET NEXT MEETING DATES**

The following meeting dates were set:

1. Thursday, March 14, 2024 - 10:00 a.m.
2. Thursday, April 11, 2024 – 10:00 a.m.
3. Thursday, May 9, 2024 – 10:00 a.m. (*Quarterly meeting, lunch to be provided*)

### **ADJOURNMENT**

The Board meeting adjourned at 1:16 p.m.