

**AGENDA**  
**MONTHLY MEETING OF THE**  
**MUNICIPAL SERVICES COMMISSION**  
**OF THE CITY OF NEW CASTLE**

**Thursday, April 20, 2017**  
**MSC Administrative Office**  
**216 Chestnut Street, New Castle, DE 19720**  
**4:00 pm**

- A. CALL TO ORDER.....4:00 P.M.
- B. ROLL CALL
- C. APPROVAL OF MINUTES
  - a) Minutes of the March 23, 2017 monthly meeting
- D. APPOINTMENTS/ELECTIONS
  - a) Reelection of Commission President Dr. Roy Sippel, Reappointment of Pamela A. Patone as Commission Secretary and Mary Jane Stubbs as Commission Treasurer.
  - b) Reappointment of Pamela A. Patone as DEMEC Board Member and Dr. Roy Sippel as DEMEC Alternate Member
  - c) Reappointment of Jay Guyer as Delaware Rural Water Voting Delegate and Ryan Jaeger as Alternate
  - d) Reappointment of Jay Guyer as Delaware Water/Wastewater Agency Resource Network Delegate and Ryan Jaeger as Alternate
  - e) Reappointment of Pamela A. Patone as Water Supply Coordinating Council Voting Delegate and Jay Guyer as Alternate
  - f) Reappointment of Pamela A. Patone as Delaware River Basin Commission Voting Delegate and Jay Guyer as Alternate
- E. PRESENTATIONS
  - a) None
- F. RESOLUTIONS
  - a) **Motion, Discussion and Vote on Resolution 2017-1;** A Resolution Approving the establishment of a 401(a) Plan and naming Nationwide Retirement Solutions as Plan Administrator and Pamela A. Patone, Plan Sponsor
- G. TREASURER’S REPORTS
  - a) March 2017 Disbursements
- H. DEPARTMENT REPORTS
  - a) Customer Service Department Report
  - b) Electric Department Report
  - c) Water Department Report

I. FINANCIAL REPORTS

- a) Unaudited Financial Reports For the Year Ending March 31, 2017

J. SECRETARY'S REPORT

- a) DEMEC

K. OLD BUSINESS

- a) Non-profit services update
- b) Well Ordinance-Revision

L. NEW BUSINESS

- a) Employee Handbook update-Policy updates
- b) DEMEC/CPower approval as exclusive provider of Demand Response (DR) and other DR ordinance allowed related service in the City of New Castle for Program Year June 1, 2017- May 31, 2018
- c) Tariff Changes

M. EXECUTIVE SESSION

- a) DEMEC strategic business and commercial generation operations, dispatch, negotiations and planning.
- b) Discuss consideration of purchase of real estate

N. SCHEDULE NEXT MEETING

O. ADJOURNMENT