

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

Thursday, April 19, 2018
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 February 27 & March 22, 2017 monthly meeting
 - b) Minutes of the February 27 & March 22, 2017 executive session
- 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) Resolution 2018-1; Honoring Robert S. Appleby
 - b) **Resolution 2018-2**; A Resolution Approving the establishment of a loan provision for employees 457(b) Plan with Nationwide Retirement Solutions as Plan Administrator and Pamela A. Patone, Plan Sponsor
- G. TREASURER'S REPORTS
 - a) April 2018 Disbursements
- H. DEPARTMENT REPORTS
 - a) Accounting & Customer Service Department Report
 - b) Electric Department Report
 - c) Water Department Report

I. FINANCIAL REPORTS

- a) Monthly Financial Reports

J. SECRETARY'S REPORT

- a) DEMEC
- b) Railroad License Renewal
- c) MSC-Charter
- d) City of New Castle Delaware Street Paving Project
- e) City of New Castle Police Dept-Active Shooter Plan
- f) MSC Facilities Tour- April 24, 2018

K. OLD BUSINESS

- a) FYE 3-31-19 Operating Budget

L. NEW BUSINESS

- a) Employee Handbook/Job Descriptions update
- 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, 2018- May 31, 2019

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