



The Town of Fenwick Island

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INFRASTRUCTURE COMMITTEE MEETING

December 10, 2024, at 10:00 a.m.

Town Hall

MINUTES

Members Present: Jack Armstrong (Zoom), Jon Miller (Zoom), Larry Bortner (Zoom), Geri Verlaque, Susan Brennan (Zoom), Tim Leahy (Zoom), Jay Ryan (Zoom)

Others Present: Anne Riley (Zoom), Natalie Magdeburger (Zoom)

Staff Present: Kathy Grab, Mike Locke

Flag salute and call to order at 10:00 a.m.

1. Approval of prior minutes from November 12, 2024.

a. Motion to approve the minutes from November 12, 2024 on a Tim Leahy/Jay Ryan motion.

Motion passed unanimously.

2. Formation of (Former Resiliency) Bayside Storm Water and Flood Protection Working Group Members and Organization.

a. Susan Brennan stated that this needs to be tabled for further discussion relative to FOIA requirements.

- The Town Solicitor is looking into this for us.
- Susan Brennan opened it up for discussion.
- Jon Miller asked if this meant following the same protocols of the full committee meeting. Tim Leahy responded that the option is to have the working group, they would be required to post the meetings a week in advance, an agenda is needed and minutes taken. It is the same but allows a smaller group to do focus work, asking Natalie Magdeburger if it is an option. Natalie Magdeburger stated yes but at the end of the day we must be sure we are doing it correctly.

- Natalie Magdeburger stated that we can continue to work, take measurements, and collect data, but meeting and discussion of that work cannot be done outside of a meeting.
- We can use the working group zoom account, set out an agenda, allow the public to participate just like any other committee. All documents being reviewed or discussed would need to be public as well.
- Tim Leahy asked if he could make a motion to move forward with setting up the working group if they follow all requirements, Natalie Magdeburger stated yes.

b. Motion to form the Bayside Storm Water and Flood Protection Working Group on a Tim Leahy/Jack Armstrong motion.

Motion passed unanimously.

3. Update from Tim Leahy.

a. Straughn Environmental Final Report.

- Final report has been delivered.
- Straughn was in town in early December and has completed all streets now. It was during the time there was some high flood water, and we were able to get some additional pictures and is a firm baseline.
- The report included a sample of invert elevations on Bora Bora St. It added two layers to the map, one is the town assets and actual elevations streets around town.
- Jon Miller asked if the report is in a PDF format, Tim Leahy replied yes. If we want, he can set up a zoom meeting so that Straughn can facilitate it.
- Tim Leahy is proposing that the town go ahead and the ArcGIS license then we will have the data, decide how we update the information and how much public access is available. He will go ahead and request a special guest log in.
- Susan Brennan stated that DNREC is doing GIS mapping in coastal towns. There was discussion about going to them and asking them if they wanted our information. They could pay for the information. Any ideas on how to do this? Tim Leahy stated that we need to connect with our contact at coastal towns. These would be files that we forward to them once filtered and approved. Also connecting with Julie at Straughn who has been very helpful.
- Tim Leahy stated this wasn't time sensitive, but this might help offset the cost of this project.
- Jon Miller asked if we knew what information DNREC is looking for. Tim Leahy stated no, but we have only town asset information. This is not an obligation.
- Susan Brennan asked if we should work on contacting DNREC, and who do we contact? She asked Mike Locke, he has a few contacts that may know who we should talk to.

b. BRIC Grant Update.

- We will need to get some guidance from the University of Delaware or directly from Phillip Cane about how the procurement process after award will take place. Guidance is needed.
- There is no new information from Phillip Cane, the only thing we can do is ask every two weeks.

c. Discuss Street End Flood Mitigation at Farmington Street, Design Concept and Budget – Jay Ryan.

- During the lunar cycle flooding in October, Jay Ryan was about biking around looking at different things and noticed at the end of Farmington Street seemed to a prime location for a test case to put in some kind of flood mitigation barrier and he was speaking with Tim Leahy about it and was told Straughn had mentioned the same thing.
- Jay Ryan spoke with John Bishop at Straughn about what type of design they were looking at and was told about the segmented containers. The pro of the design is they link across the road and give a nice barrier, but a con is that they are 3 feet high, but he said we can plant vegetation in them.
- A barrier that high is not needed. An existing cinder block retaining wall along there that is 14" high is plenty sufficient.
- Tim Leahy shared the Straughn slide regarding the HESCO Barriers.
- Jay Ryan stated that they were waiting on a cost estimate for making a sand barrier and recommendation of a bag material to use as well. A synthetic material that would have a long lifespan. This may be relatively cheaper.
- Jay Ryan spoke to John Verlaque about his idea, and it was suggested that we put these sand barriers outside of the current barriers which Jay Ryan thought to be a viable option. Asking for volunteers to fill the sandbags, it would not take much sand.
- Once we receive the recommended material and pricing, a discussion will be needed to see which direction we want to go.
- Jay Ryan felt this would be a good opportunity test.
- Jon Miller asked if this is a repeat issue in town or is it isolated. Tim Leahy stated that this condition repeats itself.
- We are waiting to hear back from John Bishop.

4. Update from Mike Locke.

a. Mitigation Updates.

- The 5 12" Proco backflow preventers were delivered, between those and the 10" ones that were already installed, there is money left over so he would like to buy a 6" one. The 12" ones have not been installed.
 - During the very low tide, they were able to go out and reevaluate the original five that they wanted to replace just to confirm. They will be replacing them.
- b. Review of Mott MacDonald Contract for 2024-2025 FI Road Maintenance.
- The contract is with Susan Brennan. Mike Locke is waiting for an approval.
 - Susan Brennan asked if everyone received the contract, knew who Mott MacDonald is and if they understood the process? Susan Brennan then asked if everyone was agreeable with the proposed direction of the paving? She gave a brief explanation that the cost is less to do one location at a time instead of moving equipment around the town.
- c. Motion to send the information to Natalie Magdeburger for approval and signature by Susan Brennan.**

Motion passed unanimously.

5. Old Business

- a. Back Bay Study Follow-up.
- No new information at this time.
- b. Possible Easements for Private Properties with Less Than 6" Pipes Causing Flooding in Public Areas of Town That May Require a Back Flow Preventor Flapper Follow-up.
- Susan Brennan had a follow up with Natalie Magdeburger regarding needing easements for the backflow preventers that are smaller than 6" diameter in a couple locations.
 - Susan asked Mike Locke if he thought we would need any easements. Mike Locke stated that they could probably have a couple.
 - The flapper maintenance or replacement is what is needed and not the backflow preventers and should be done once by the town, but this is the responsibility of the homeowner. Jon Miller asked if this is something the homeowner could actually do. Mike stated some may be able to do so and some may not. The town will need to go out and do another analysis.
 - Jay Ryan is willing to call a valve engineer that he has spoken to several times to get his opinion.

6. New Business

a. None

7. Public Participation

a. None

8. Next Meeting

a. January 14, 2025, at 10:00 a.m.

9. Adjournment

Motion to adjourn at 10:47 a.m. on a Jon Miller/Tim Leahy Motion.

Motion passed unanimously.