

Kent



County

Department of Public Works

Engineering Division

(302) 744-2430

Fax (302) 736-2100

555 Bay Rd., Dover, DE 19901

Wastewater Facilities Division

(302) 335-6000

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139 Milford Neck Rd., Milford, DE 19963

KENT COUNTY REGIONAL SEWER ADVISORY BOARD FOUR HUNDRED THIRTY-FOUR (434TH) MEETING DECEMBER 7, 2022 at 5:00 PM

SAB members will meet in the Levy Court Chamber. While the public is welcome to attend, capacity is limited due to social distancing.

Join the meeting via Webex by going to: <https://kentcountyde.webex.com/kentcountyde/j.php?MTID=m023a8ecca56d8d3b82b2d948f5ffa680>

Or by phone, by calling 1-408-418-9388

Meeting number (access code): 2350 3392 961 #

ROLL CALL AND DETERMINATION OF QUORUM

MINUTES OF THE PREVIOUS MEETING AND ACTION THEREOF

REPORTS OF OFFICERS, COMMITTEES AND STAFF

A. KCRRRF OPERATIONS AND MAINTENANCE REPORT

1. September 2022
2. October 2022

B. ENVIRONMENTAL PROGRAMS REPORT

1. September 2022
2. October 2022

C. SEWER ADVISORY BOARD – LEVY COURT ACTIONS

D. OLD BUSINESS

E. NEW BUSINESS

1. SAB Budget Committee, January 18, 2023, Levy Court Conference Room #221, 4:00PM
2. SAB Annual Dinner, January 11, 2023, Fraizer's Restaurant at 5:00PM
3. SAB 2023 meeting schedule
4. Nominations for Chair and Vice Chair

COMMENTS

ADJOURNMENT

POSTED: November 22, 2022

TAKEDOWN: Upon Replacement

dtg

Kent



County

Department of Public Works

KENT COUNTY REGIONAL SEWER ADVISORY BOARD (SAB) FOUR HUNDRED THIRTY-THIRD (433RD) MEETING MINUTES

October 5, 2022, 5:00 PM

Kent County Levy Court Complex

555 Bay Road, Levy Court Chambers, Dover, DE

MEMBERS PRESENT

Rodney Slaughter – Attended Virtually
Gerald Pepper - Attended Virtually
Edward Strouse - Attended Virtually
William Yonker, Chairman
Robert Haynes
Lee Dean
Harold Scott- Attended Virtually
Jason Lyon – Attended Virtually
Mike Svaby
Jason McNatt - Attended virtually
Jacob Mitchell – Attended Virtually

REPRESENTATIVE

1st District
2nd District
3rd District
4th District
5th District
6th District
Camden-Wyoming
Dover
Milford
Smyrna - Alt
Smyrna - Alt

MEMBERS ABSENT

Edward Welch
Bryan Ashby
Matthew Jordan
James Puddicombe

REPRESENTATIVE

At Large
DNREC - Alt
DAFB
Milford - Alt

OTHERS PRESENT

Diana Golt
Brian Hall
Austin Hart
Hollie Ford
Mark Kennedy
Kent County Public Works
Kent County Public Works
Kent County Public Works
Kent County Public Works
Kent County IT

INSTRUCTIONS FOR TELECONFERENCE: *Prior to the official start of the meeting, Mrs. Golt introduced herself and reviewed the instructions for the teleconference participants. The statement noted that this was a public meeting which was being recorded and described the public participation process. Roll call was conducted.*

ROLL CALL AND DETERMINATION OF QUORUM

Roll call was completed, and it was determined that there was a quorum present. The meeting was called to order by Mr. Yonker, Chair at 5:03 pm

Approval of Meeting Minutes – Mr. Yonker asked if everyone had reviewed the minutes and asked for questions or comments. Mrs. Golt noted that Harold Scott was indicated as present and absent on the August 3, 2022, meeting minutes. Mrs. Golt indicated that the minutes will be updated to reflect Mr. Scott's attendance virtually. No other corrections or questions were noted. A motion was made by Mr. Hayes and seconded by Mr. Dean to accept the minutes of the August 3, 2022 meeting, as amended. **Motion carried unanimously.**

REPORTS OF OFFICERS, COMMITTEES AND STAFF

OPERATIONS AND MAINTENANCE REPORT(S)

Operations and Maintenance Report – July 2022 - Mrs. Golt summarized the report. There were no odor complaints or power outages for the month of July. There were four enterococcus exceedances and no sanitary sewer overflows. The average flow was 12.03MGD which was lower than the 12-month average and 18-month average as shown in Table 1 of the report.

Mr. Yonker asked if there were any questions/comments on the July 2022 Operations and Maintenance Report. Receiving none, Mr. Yonker asked for a motion to accept the July 2022 Operations and Maintenance report. A motion was made by Mr. Strouse and seconded by Mr. Scott to accept the report. **Motion carried unanimously**

Operations and Maintenance Report – August 2022 - Mrs. Golt summarized the report. There were no odor complaints or power outages for the month of August. There were four enterococcus exceedances and no sanitary sewer overflows. Mrs. Golt noted that the performance data for the plant is noted in Tables 1, 2 and 3. Electric usage and solar production are also noted in the report. The Wastewater Facilities Division activities included bi-weekly operations meetings, repairing UV units, rebuilding basin diffusers, completing CCTV work on gravity systems and laterals. Wet wells were cleaned. At PS 43 a wet well blower was replaced. The biosolids section processed 11.82 million gallons of sludge and spread 2,018 tons of biosolids on area fields.

Mr. Yonker asked if there were any questions/comments on the August 2022 Operations and Maintenance Report. Receiving none, Mr. Yonker asked for a motion to accept the August 2022 Operations and Maintenance report. A motion was made by Mr. Svaby and seconded by Mr. Dean to accept the report. **Motion carried unanimously**

ENVIRONMENTAL PROGRAMS REPORT(S)

Environmental Programs Report – July 2022 – Mrs. Golt summarized the report. Sample collection was conducted at Garrison Energy Center, SeaWatch, and DSWA. Under the Septage Hauler Program, logs were collected and verified by video for billing. Staff worked with haulers to update the master list of haulers, renewed permits and conducted truck inspections. FOG permits were issued for seven (7) food service facilities.

Mr. Yonker asked for any questions/comments on the July 2022 Environmental Programs Report. Receiving none, Mr. Yonker asked for a motion to accept the July 2022 Environmental Programs Report. A motion was made by Mr. Dean and seconded by Mr. Scott to accept the report. **Motion carried unanimously.**

Environmental Programs Report – August 2022 – Mrs. Golt summarized the report. The Industrial Pretreatment Program worked on the 24-hour PCB testing. Staff worked with the lab and entered data into tracking spreadsheets. Sample collection was conducted at DSWA, Dover Wipes, Kraft, and Garrison Energy Center. Under the Septage Hauler Program, FOG permits were issued for twelve (12) food service facilities.

Mr. Yonker asked for any questions/comments on the August 2022 Environmental Programs Report. Receiving none, Mr. Yonker asked for a motion to accept the August 2022 Environmental Programs Report. A motion was made by Mr. Svaby and seconded by Mr. Haynes to accept the report. **Motion carried unanimously.**

SEWER ADVISORY BOARD -LEVY COURT ACTIONS –

OLD BUSINESS – NONE

NEW BUSINESS

1. KCSDD1 Proposed Extension (Double Run Area) – Felton Apartments

The Engineering Division received a request for County sanitary sewer service from both Paris Investments, Inc., legal owner, and Carson Development, LLC, equitable owner. There are two parcels (NM-00-120.00-01-10.01-000 & -11.00-000) being considered for service. The proposed use is a 48-unit apartment complex and a community building/rental office. Properties are located on the east side of Dupont Highway adjacent to Canterbury Crossing MHP. Based on the Technical Feasibility Study (TFS) the proposed sanitary sewer requires internal gravity mains, a duplex grinder pump station and associated forcemain, which would connect to the existing 4-inch force-main (FM) located on Barney Jenkins Road. There is adequate capacity in the existing downstream County sewer system to serve proposal.

The property owners have accepted the Technical Feasibility Study and are responsible for the design, permitting and construction of the proposed infrastructure. They are also responsible for the payment of fees for commercial sewer permits as well as both district and county-wide impact fees per EDU of growth as required. Staff supports the extension for the two parcels.

Mr. Yonker asked if there were any questions or discussion of the proposed extension. Receiving none, Mr. Yonker asked for a motion that the Sewer Advisory Board recommend the Kent County Levy Court move forward with the KCSDD1 (Double Run Area) Felton Apartments for Parcels Nos. NM-00-120.00-01.10.01-000 & -11.00-000 following its procedures. The motion was made by Mr. Dean and seconded by Mr. Svaby. **Motion passed unanimously.**

2. Proposed Dissolution (Magnolia Area) Munyan & Related Properties

The Engineering Division received a request in late July 2022 to remove four (4) properties from KCSDD1. The properties are located at the northeast intersection of Briarbush Road and Millchop Lane. There are five properties involved. The majority were those which were intended to be a 57-lot residential subdivision when the district extension was completed. The parcels ending in -75.01, -76.01, -76.02, -76.00, and -76.03 were intended to be the subdivision. Since the original request was received, Mr. Munyan has sold two of the properties.

Staff has Mr. Munyan's request for parcels 76.00 & 76.03 along with written requests from the new owners of parcels 75.01 and 76.01 supporting dissolution. This represents four out of five properties in favor of the dissolution. The original 57-lot subdivision was expunged and there are no existing sewer systems, and none are proposed to serve the properties. The aerial map shown on the screen. Based on staff analysis it is recommended that the five (5) properties be removed from KCSDD1.

Mr. Yonker asked if there were any questions or discussion of the proposed dissolution. Mr. Svaby sought clarification that the formerly proposed subdivision (Invitational Fields) was expunged and that the existing properties are currently on septic systems. Mrs. Golt stated that homes currently existing on the properties are on septic systems; any future homes built will also have on-site septic systems. Mrs. Golt also stated that there are no plans to extend county sewer to this area. Mr. Svaby asked that if at any time in the future any of properties were to experience septic system failures would DNREC renew permits for septic systems and if there are any efforts to reduce the number of septic renewals in favor of sanitary sewer for environmental reasons. Mrs. Golt stated depending upon the type of septic system installed and to her knowledge DNREC has no plans to reduce the number of permits for septic systems.

Mr. Dean asked where the closest Kent County sanitary sewer system was located. Referring to the aerial map, Mr. Hall indicated that the closest existing system was in the Grandview Meadow Subdivision. Mr. Svaby asked where the closet pump station was that would service the area and the properties proposed for dissolution. Mr. Hall, referring to aerial map displayed, stated that the closest pump station is pump station #11 (Magnolia) at Linkside.

Mr. Yonker requested a motion to recommend that Kent County Levy Court remove five (5) properties with Parcel Nos. NM-00104.00.02-75.01-00; NM-00-104.00-02-76.00-000; NM-00-104.00-02-76.02-000 and NM-00-104.00-02-76.03-000 from KCSDD1 following its procedures. The motion was made by Mr. Svaby and seconded by Mr. Slaughter. **Motion carried unanimously.**

3. Long Range Wastewater Master Plan Status Summary

Mrs. Golt stated that the project is underway and that Task #2 - Data Collection is fifty percent (50%) completed. Task #3 - Wastewater Flow Projections is thirty percent (30%) complete. More detailed information is contained in the attached report. Letters have been sent to the contract user municipalities which notify them that KCI, our consultant, will be contacting them for more information. Mr. Hall reiterated cooperation is needed to ensure the project is completed in a timely fashion.

COMMENTS

Mrs. Golt introduced new staff member, Ms. Hollie Ford. She is the Office Support Specialist II and will be attending meetings going forward.

ADJOURNMENT

Receiving no other comments, questions or business, Mr. Yonker requested a motion for Adjournment. A motion to adjourn was made by Mr. Svaby and seconded by Mr. Dean. **Motion carried unanimously.** The meeting adjourned at 5:29 p.m.



Kent County
Department of Public Works
Wastewater Facilities Division

MEMORANDUM

Date: October 26, 2022

To: Sewer Advisory Board Members

From: Diana T. Golt, P.E., Public Works Director *dtg*
Colby Harrington, Assistant Director of Public Works

RE: **KCRRRF OPERATIONS & MAINTENANCE REPORT**

REPORTING PERIOD: September, 2022

Odor Complaints: There were no odor complaints in the month of September.

Power Outages: There were no power outages in the month of September.

SSOs & Permit Exceedances:

There were two enterococcus exceedances and one sanitary sewer overflow (SSO) in September. The SSO was due to a broken force main associated with PS#18 in South Bowers. The estimated spill amount was less than 1,000 gallons. The enterococcus exceedances are listed in Table A below.

Table A. Enterococcus Exceedances

Date	<i>Before UV Disinfection:</i> Enterococcus (col/100ml)	<i>Final Effluent:</i> Enterococcus (col/100ml)	<i>Daily Max Limit:</i> Enterococcus (col/100ml)
09-05-22	218.0	109.5	104
09-18-22	613.0	156.5	104

PERFORMANCE DATA:

The September average flow of 11.20 MGD is lower than the 12-month average and lower than the 18-month average shown in Table 1. The peak daily flow was 14.06 MGD.

Table 1. Effluent Flow, MGD (Ave):^a

Permit Basis ^a	September	12 Month	18 Month
20	11.20	11.92	12.20

Notes:

- a. A daily average discharge rate of 20 MGD was used by DNREC to determine mass-based effluent limits.

Table 2. KCRRRF Performance ⁽¹⁾ and UV Disinfection Performance ⁽²⁾:

Parameter	Concentration In (Daily Avg)	Concentration Out (Daily Avg)	Permit Limit (Daily Avg)	Removal (% or lbs/day)
TSS Ave ⁽¹⁾	268.3 mg/L	2.6 mg/L	15 mg/L	99.0%
CBOD Ave ⁽¹⁾	269.3 mg/L	1.78 mg/L	544 lbs/day May - Sept	99.3%
Nitrogen ⁽¹⁾	40.5 mg/L	2.80 mg/L	327,405 lbs/yr	3,520 lbs/day
Phosphorous ⁽¹⁾	4.7 mg/L	0.30 mg/L	51 lbs/day	411 lbs/day
Enterococcus ⁽²⁾	799.1 col/100 ml	9.5 col/100 ml	Geo.Mean 33 col/100 ml	99.9%

Notes:

1. KCRRRF Performance for removal of TSS, CBOD, Nitrogen, and Phosphorus is calculated based on a comparison of plant influent samples to plant effluent samples.
2. UV Disinfection Performance is calculated based on UV influent samples (after the clarifiers) to plant effluent samples.

The current NPDES permit has moving 12-month cumulative load limits as well as seasonal limits from May through September for Nitrogen (N), Phosphorus (P), and Carbonaceous Biochemical Oxygen Demand (CBOD). All parameters are within the rolling average. See Table 3 below.

Table 3. KCRRRF Performance related to cumulative load limits:

		TN	TP	CBOD
PERMIT LIMIT	Moving 12-mo cumulative load, lbs	327,405	18,615	198,560
	Seasonal Daily Avg: May - Sept, lbs	NA	51	544
EFFLUENT RESULTS	Moving 12-mo cumulative load, lbs	90,940	11,216	117,360
	Seasonal Daily Avg: May - Sept, lbs	236	24.78	167
	% Effluent Results of 12-mo Limit	28%	60%	59%

ELECTRIC USAGE & SOLAR PRODUCTION:

Table 4. Electric Usage		
Timeframe	Peak Demand	Daily Average
September 2022	1.663	27,866
Prior Month	1.663	29,903

Table 5. Solar Production		
Period	Total Monthly Production	Avg. Daily Production
September 2022	123,710 kW	4,124 kW
Prior Month	117,520 kW	3,791 kW

WASTEWATER DIVISION ACTIVITIES

Plant Operations:

1. Worked with outside vendor to service photovoltaic solar field
2. Repaired chains and diffusers in the North and South Aeration Basin
3. Completed installation and start-up on new influent screens #1 & #2
4. Cleaned troughs in UV disinfection chambers
5. Cleaned distribution holes in clarifiers
6. Replaced motors on Blower #1 and Blower #3
7. Started up parallel solids processing press
8. Held 2 Operations staff meetings
9. Finished the August eDMR and submitted
10. Processed a total of 335.87 MGal in September for a YTD total of 3.29 billion gallons

Maintenance:

1. Repaired UV units as needed and cleaning UV bulbs
2. Completed dryer repairs (hot end bearings, turn heads and conveyors)
3. Installed blower motors #1 & #3
4. Worked with contractor on installation of new influent screens
5. Cleaned wet wells on recycle pump stations
6. Removed fallen trees from PS#14 & LS#1
7. Worked on force main in South Bowers and North Bowers
8. Cleaned wet wells
9. Jetted gravity systems and laterals
10. Replaced multiple ARV's throughout County Transmission system
11. Serviced trucks, equipment, and generators
12. Replaced packing on pumps at PS#4
13. Completed 1,718 hours of repairs and preventive maintenance

Electrical:

1. Wired and tested new influent screens
2. Wired and tested rental BDP belt filter press
3. Replaced duplex pump control panel at PS#29A
4. Completed service with contractor on solar inverters
5. Upgraded 16 station radios addressing and Smyrna Tower scanning program

Biosolids:

1. Processed 9.486 million gallons of sludge at 1.0% solids
2. Gas usage: 3,439 MCF (1-MCF = 1000 cu/ft). Usage is 156 MCF lower
3. Average belt press solids were 17.4% and final dryer (Dryer #3) solids equal to 50.2%
4. Average sludge flow = 340 gpm

AgOPS:

1. Hauled and spread 972 tons of biosolids on area fields
2. Completed grass cutting, weed eating & weed spraying around the facility
3. Performed PM work on heavy equipment



Kent County
Department of Public Works

MEMORANDUM

DATE: October 18, 2022
TO: Sewer Advisory Board
FROM: Diana T. Golt, P.E., Public Works Director *dtg*
F. James Burk, Environmental Program Manager
RE: **Environmental Programs Report – September 2022**

1. Industrial Pretreatment Program:
 - a. Reviewed ALS invoices related to lab testing for plant and pretreatment.
 - b. Received US EPA email on 09/20/22 with grades for 2019, 2020 and 2021 annual pretreatment reports.
 - c. Contacted ALS about missed sample pickups affecting results due to sample holding times.
 - d. Started 24-hour, hourly sampling for PCB analysis on 09/20/220 and finished 09/23/2022.
 - e. Entered all pretreatment/kentorganite/monthly and semi-annual monitoring data into tracking spreadsheets.
 - f. Working with EEC on revised report for US EPA local limits.
 - g. Staff cross-trained on microscope use and counted microbe species on a weekly basis.
 - h. Completed industry sample collection as follows:

09/06/22	thru 09/15/22	Perdue
09/20/22		Garrison Energy Center
09/30/22		SeaWatch
2. Septage Hauler Program:
 - a. Collected hauler log sheets from KCRRRF, PS1 (Smyrna) and PS17 (Harrington) Monday through Friday. Log data was confirmed by review of video; and logs were faxed to Finance for billing.
 - b. Worked with haulers and monitored operations during Firefly (September 22 – 25).
3. FOG (Fats, Oils, and Grease) Program:
 - a. Completed several FOG inspections to verify proper cleaning of interceptor and/or grease trap(s).
 - b. Ten (10) FSFs were permitted as follows:

09/01/22	Milano Pizza	Camden
09/01/22	China Wok	Milford
09/01/22	Buffalo Wild Wings	Dover
09/10/22	Easy Speak Spirit	Milford
09/10/22	Burger King	Milford
09/16/22	Speedway Cafe	Dover
09/16/22	Mt. Fuji Japanese Steakhouse	Milford
09/20/22	TGI Friday's	Dover
09/30/22	Starbucks Coffee	Camden
09/30/22	Doverama Bowling Lanes	Camden

Environmental Programs Report includes the Industrial Pretreatment Program, the Fats, Oil & Grease Program, the Septage Hauler Program, and PCB compliance monitoring.



Kent County
Department of Public Works

MEMORANDUM

DATE: November 15, 2022

TO: Sewer Advisory Board

FROM: Diana T. Golt, P.E., Public Works Director *dtg*
F. James Burk, Environmental Program Manager

RE: Environmental Programs Report – October 2022

1. Industrial Pretreatment Program:
 - a. Reviewed ALS invoices related to lab testing for plant and pretreatment.
 - b. Drafted response letter to the 09/20/22 email from US EPA with grades of 2019, 2020 & 2021 annual reports to include transmittal of 2019 priority pollutant scan.
 - c. Prepared a cover letter to be sent to EPA with the accompanying report and spreadsheets.
 - d. Sent a Notice of Violation letter to Sea Watch for exceeding Chromium metals limit and requiring a retest.
 - e. Entered all pretreatment/kentorganite/monthly and semi-annual monitoring data into tracking spreadsheets.
 - f. Completed a site visit of Capitol Cleaners and reviewed requirements to submit an Industrial Waste Discharge Permit application.
 - g. Started notifying all SIU's of upcoming annual inspections and to set dates for the visits.
 - h. Completed industry sample collection as follows:
10/18/22 DSWA

2. Septage Hauler Program:
 - a. Collected hauler log sheets from KCRRRF, PS1 (Smyrna) and PS17 (Harrington) Monday through Friday. Log data was confirmed by review of video; and logs were faxed to Finance for billing.
 - b. Prepared notification to haulers indicating discharge velocity should be minimal and prevent damage to County screening equipment when rocks are in discharge.

3. FOG (Fats, Oils, and Grease) Program:
 - a. Completed several FOG inspections; verified proper cleaning of interceptor and/or grease trap(s).
 - b. Answered State agency inquiry about fee requirement; ordinance has no government exemption.
 - c. Sent eight (8) letters with permit applications to FSFs with expired permits.
 - d. Nine (9) FSFs were permitted as follows:

10/03/22	Stevenson House Detention Center	Milford
10/07/22	China House	Dover
10/07/22	Tomeka's Homestyle Eatery	Dover
10/10/22	Popeye's Chicken	Milford
10/20/22	Cheddar's Scratch Kitchen	Camden
10/25/22	China King	W Dover
10/25/22	Capitol Cadia Healthcare	W Dover
10/31/22	Flavor of India	Dover

Environmental Programs Report includes the Industrial Pretreatment Program, the Fats, Oil & Grease Program, the Septage Hauler Program, and PCB compliance monitoring.

**THE KENT COUNTY LEVY COURT
SEWER ADVISORY BOARD**

Requests the honor of your presence at the:
ANNUAL DINNER MEETING
Wednesday, January 11, 2023
at 5:00 PM



**9 EAST LOOCKERMAN STREET
DOVER**

PLEASE RSVP BY DECEMBER 21, 2022
To Hollie Ford at 302-744-2430 or via email
to hollie.ford@kentcountytde.gov

We look forward to seeing you all there!

2023 SAB Meeting Schedule

January						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February						
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March						
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April						
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30						

May						
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June						
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July						
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30	31					

August						
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September						
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October						
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29	30	31				

November						
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December						
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24	25	26	27	28	29	30
31						

555 Bay Road
Dover DE 19901



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JANUARY 11, 2023 - ANNUAL DINNER
JANUARY 18, 2023 - BUDGET SUBCOMMITTEE

dtg