

MINUTES OF THE TOWN OF SELBYVILLE
Special Meeting
November 8, 2023

Mayor Duncan called the Special Meeting of the Mayor & Council to order at 4 o'clock pm. Councilwoman Dr. Carol Cary, and Councilmen Snader, Hudson, and Steffen were in attendance. Also in attendance were Town Administrator Stacey Long and Maintenance Supervisor and Water Operator Kevin Murray.

The meeting was properly posted.

Mayor Duncan turned the meeting over to Dave Wilson with LB Water Service to discuss an advanced metering infrastructure system that his company provides. Mr. Wilson explained that the older meters that the town has throughout the system are called "R" radios and utilize a different frequency than the newer meters that we are currently using. A survey of the system shows 879 older radios and 1,200 newer radios. The newer ones are referred to as "migratable radios" that can be read by drive by, walk by, or fixed network systems. He has presented a quote for the town to move to the fixed network system. This will require the town to install a base station with an antenna that will pick up all readings in town. This will allow for multiple readings and reports per day and allow the town to be proactive in finding water leaks on a much quicker basis. Currently, a leak is found only during the quarterly readings, which costs the residents a lot of money if they are not aware of it. LB Water Service was offered a free base station through their manufacturer, Census, and Mr. Wilson is offering this to Selbyville. There are other representatives of this company that this offer was extended to, and they are giving this same opportunity to their customers. It is on a first come, first served basis, and it's a one-time deal for a free base station. This will also free up the water operators from reading meters daily, monthly, and quarterly as it will pick up the readings where the base station is situated. The quote is approximately \$75,000 for installation, set up, etc., and with the free base station, that is a savings of \$45,000. There is also an annual fee each year starting at \$16,798 with an annual increase of 3% per year. We currently pay around \$2,600 per year for our existing system. Mr. Wilson stated that we would never outgrow the base station as it can handle over 50,000 accounts, however, we may need more than one in the future. Millsboro, for example, currently only needs one base station at this time but is purchasing two for redundancy, and if one is down, they have a backup. They have approximately 5,000 meters in Millsboro, and Selbyville has approximately 3,000 meters. If we choose to go this route, we will have to change out the MXU's in the older meters to have those read through this system, however, the 1,200 newer ones are migratable to this system. The older meters are around 16 years old with a 20-year warranty, so the older meters will soon need to be changed out anyway. To change the older ones out all at one time would be approximately \$150,000, however, there would not be a need to change them out until they stop working. We would still have the system we use now in place to read the older meters. It takes one day for one operator to read meters utilizing the current system. However, when a settlement occurs, an operator has to go out and conduct a final reading. When the developments are fully built, it would take approximately 2 days to read the

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meters. They are read quarterly, although they are broken up into several cycles, so they are staggered, and a reading occurs every month. Then add on settlement readings and re-reads, there is additional time and manpower. With annual maintenance on the base station, its typical life span is 20 plus years.

Discussions occurred on the number of leaks that are found at each reading and how this system would detect the leak much quicker than the quarterly reads. Three months of a steady leak turns into a very high-water bill, and then the sewer charge is based on the water charge, so that is significant as well. Mr. Wilson concluded his presentation and left the meeting.

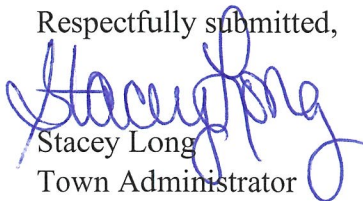
The Mayor & Council inquired with Mr. Murray about the need for this system versus continuing to utilize the existing system. He stated that he wanted to bring this to the Mayor & Council's attention mainly because of the \$45,000 free base station. His department does not have any issues continuing to read the way they currently are. His only reasoning is that this is a cost savings and wanted to allow them to have this option if they chose to. The biggest benefit of this system is not having to wait three months until you find out if someone has a water leak. By that time, their bill is massive.

Councilman Hudson inquired if there are more important repairs/replacements needed in the water plant over this reading system. The backwash recovery system and water tower are two very expensive projects that the town will be funding in the near future, which supersedes this reading system.

The Mayor & Council discussed this reading system further, and all were in agreement that it would be beneficial, however, they do not feel like now is the time to make this purchase when other projects are more important. Councilman Snader made a motion to decline the quote submitted by LB Water. The motion was seconded by Councilman Steffen and carried by all.

There being no further business, Councilman Steffen made a motion to adjourn the meeting. The motion was seconded by Councilman Snader and carried by all.

Respectfully submitted,


Stacey Long
Town Administrator



TOWN OF SELBYVILLE
MEETING SIGN-IN SHEET

Special Meeting
Type of Meeting

Date: 11/8/23

	Name (Please Print)	Representing
1.	<u>DAVID WILSON</u>	<u>LB WATER</u>
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QUOTATION

L/B Water Service, Inc.
 35 PLEASANT VALLEY ROAD
 EPHRATA, PA 17522
 717-738-0389



Quote Number	
1887173	
Quote Date	Page
10/10/2023	1 of 3

Quote Expires On: 10/17/2023

Proposal Submitted to: 17926
 TOWN OF SELBYVILLE
 PO BOX 106
 SELBYVILLE, DE 19975

Ship To:
 TOWN OF SELBYVILLE
 1 WEST CHURCH STREET
 SELBYVILLE, DE 19975

302-436-8314

Requested By: Kevin Murray
 Cell Phone: 302-853-0855

PO/Job Name		Salesperson	Entered By		
FLEXNET QUOTE 2023		Dave Wilson	MEGAN_RITCH		
Quantity	Item ID	Item Description		Unit Price	Extended Price
Quoted	UOM				

Customer Note: S.S. nuts and bolts only for large meters

DUE TO CURRENT SUPPLY CHAIN DISRUPTIONS, MATERIALS ARE SUBJECT TO PRICING AT TIME OF SHIPMENT. MATERIAL AVAILABILITY AND TIMELINESS OF SHIPMENTS CANNOT BE GUARANTEED. THIS TERM SUPERSEDES ALL OTHER CONTRACTUAL PROVISIONS.

INFRASTRUCTURE

1.00	EA	M400 BASESTATION M400B2 BASESTATION WITH SPM-900	\$0.00	\$0.00
<p><i>**FREE BASE STATION IS A LIMITED TIME OFFER**</i> <i>IF ADDITIONAL BASE STATIONS ARE REQUIRED, THEY WILL BE BILLED ACCORDINGLY</i></p>				
1.00	EA	M400 INSTALLATION M400 INSTALLATION	\$30,000.00	\$30,000.00
1.00	EA	CRADLEPOINT TB3-600C150M-NNN 3-YR NETCLOUD IOT ESSENTIALS PLAN AND IBR600C ROUTER WITH WIFI (150 MBPS MODEM) & AC ADAPTER	\$1,700.00	\$1,700.00
1.00	EA	CRADLEPOINT CABLE 170585-001 GPIO CABLE, SMALL 2X2 BLACK 3M 22AWG; USED WITH IBR1700, IBR900, IBR600C/IBR650C, IBR200, R1900	\$100.00	\$100.00

ONE TIME SET-UP FEES AND TRAINING

QUOTATION

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Quote Number	
1887173	
Quote Date	Page
10/10/2023	2 of 3

Quote Expires On: 10/17/2023

Quantity		Item ID	Item Description	Unit Price	Extended Price
Quoted	UOM				
1.00	EA		RNI SETUP RNI SETUP	\$7,957.00	\$7,957.00
1.00	EA		SENSUS ANALYTICS SET-UP FEE SENSUS ANALYTICS SET-UP FEE	\$3,750.00	\$3,750.00
1.00	EA		ANALYTICS BILLING & SYNC FILES SENSUS ANALYTICS BILLING & SYNC FILES INTEGRATION	\$6,500.00	\$6,500.00
1.00	EA		SENSUS AMI TRAINING SENSUS AMI TRAINING ED VAR CERT	\$5,500.00	\$5,500.00

ANNUAL HOSTING FEES

**YEAR 1
 ANNUAL FEES INCREASE 3% PER YEAR**

1.00	EA		ANNUAL RNI SAAS FEE ANNUAL RNI SAAS FEE	\$9,064.00	\$9,064.00
1.00	EA		ANNUAL SENSUS ANALYTICS-ENHANCED ANNUAL SENSUS ANALYTICS ENHANCED-WATER	\$7,734.00	\$7,734.00

**BASE STATION EXTENDED WARRANTY
 ANNUAL FEE AFTER YEAR 1
 FEES INCREASE BY 3% PER YEAR**

1.00	EA		BASE STATION EXTENDED WARRANTY SP BASE STATION EXTENDED WARRANTY SP M400B2	\$1,963.59	\$1,963.59
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Total Lines: 17

SUB-TOTAL:	74,268.59
TAX:	0.00
EXTENDED QUOTE \$\$\$:	74,268.59

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Quote Expires On: 10/17/2023

Quantity		Item ID Item Description	Unit Price	Extended Price
Quoted	UOM			

L/B Water Service, Inc.
TERMS AND CONDITIONS OF SALE

Please see full terms and conditions at www.lbh2o.com. These terms and conditions (these "Terms") apply to the purchase and sale of products ("Goods") from L/B Water Service, Inc. (the "Seller") and are subject to change by Seller without prior written notice at any time, at Seller's sole discretion. Any purchases by Purchaser after written notice by Seller of such changes either via its website or other writing will constitute Purchaser's acceptance of and agreement to the Terms.

I/we, _____, hereby agree to purchase the goods presented on this quotation and to accept the terms and conditions listed above.

 Signature

 Title

 Date