

# CAMDEN-WYOMING SEWER & WATER AUTHORITY

P.O. BOX 405, CAMDEN-WYOMING, DELAWARE 19934

*Minutes of the Camden-Wyoming  
Sewer and Water Authority  
Regular Session - Authority Meeting  
Held on June 14, 2016*

**Authority Members present:** Mr. Larry Dougherty, Sr.  
Mr. Daniel Ridgely, Vice Chairperson  
Mr. James Winchell  
Mr. Daniel Woodall

**Also in attendance representing  
the CWS&WA:** Mr. Harold Scott, Authority Superintendent  
Mr. Soheil Gharebaghi, P.E., Authority Engineer

**Public in Attendance:** Meeting Attendance/Sign-in Sheet;  
available at the CWS&WA Office

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The Camden-Wyoming Sewer and Water Authority (CWS&WA) met at the CWS&WA Office on June 14, 2016. In the absence of the Chairperson, the meeting was called to order at 7:00 p.m. by the Vice Chairperson, Mr. Ridgely.

There were no items removed from the Consent Agenda.

**Approval of the Consent Agenda:**

Motion: Mr. Dougherty made a motion to approve the Consent Agenda, seconded by Mr. Winchell. Motion carried unanimously.

Mr. Ridgely added "web site link" to the Authority's web site to assist low income households with water and sewer bills to the agenda.

**Maintenance & Operations Status (Superintendent Report):**

Mr. Scott distributed the Operations and Maintenance Report for the period and discussed the same. Mr. Scott discussed the routine sanitary sewer pump station maintenance. Mr. Scott noted that the Authority crews had repaired two water service laterals.

Regarding the sewer backup at 103 E. 3<sup>rd</sup> Street, about which Mr. McCulloch had addressed the Board during the last Regular Meeting, Mr. Scott noted that the problem had gone back to 2008. The Authority crews had CCTV inspected the sewer main; however the matter was still under review. Mr. Scott indicated that he would investigate the matter further and provide a report at the next Regular Meeting.

Mr. Scott indicated that there had been 40 water service shut-offs for delinquent accounts. Mr. Scott indicated that the system balance was \$112,259, and accounts receivable (AR) aging more than 180 days had totaled \$69,746, mostly because of vacant properties or those in foreclosure.

Mr. Scott explained that a fire flow test that had been performed for the proposed Aldi store and the flow requirements had not been met. More detailed explanation was provided to the Board Members in a correspondence in the Board's package, Mr. Scott added.

**Maintenance & Operations Status (Superintendent Report, cont.):**

Mr. Scott noted that there had been less brown water complaints during the past period. The matter was being investigated, Mr. Scott added.

Regarding the water meter change outs, Mr. Scott was happy to report that the Authority's crews had changed more than 150 water meters. Mr. Scott indicated that the goal had been 150 water meters. Mr. Scott indicated that a customer had asked what the consequences of not allowing the change of her water meter would be.

Mr. Scott indicated that Tri State Grouting had been paid approximately \$32,000 for rehabilitation of eight manholes and CCTV assessment of sewer mains at Mechanic Street.

Mr. Woodall asked about the fire flow test for the proposed Aldi store. He asked how far from the standard the test had been. Mr. Scott indicated that 1,200 to 1,500 Gal. Per minute was required and 700 gal. per minute was available. Mr. Scott noted that once the new water tank and well were completed, this issue would be resolved. In response to Mr. Ridgely's concern regarding fire protection, Mr. Scott indicated that a recent fire flow test for Lowe's had successfully passed.

Mr. Scott indicated that Ms. Sherlock had sent her response to the Town of Camden in connection with the Authority's complaint. Mr. Scott indicated that Ms. Sherlock's response was available at the Authority office for review by interested Board Members.

**Engineering Report:**

Gharebaghi reported that he had met with the Kent County Director of Public Works, Mr. Andrew Jakubowitch, regarding the County's sanitary sewer easement along the Townsend property. The Authority would like the County's permission to share the easement by installing a 10-inch or 12-inch water main from the Camden Square commercial center to the Carter development. The completion of the proposed Wawa, planned at Camden Square, would provide the Authority with the opportunity to extend its water main through the County's sewer easement, Gharebaghi added. Gharebaghi indicated that the cost of restoration would be substantially lowered if the water main did not have to traverse the right-of-way of Route 13. Mr. Jakubowitch would investigate the matter and provide the Authority with graphic information on the existing easement, Gharebaghi noted.

Gharebaghi indicated that the Authority's Consumer Confidence Report (CCR), or water quality report, for the 2015 calendar year was completed and submitted to the Office of Drinking Water and distributed to the office of the Public Advocate, the Administrations of the Towns of Camden and Wyoming, and the Post Office. The CCR was also available on the Authority's web site, Gharebaghi added. Gharebaghi indicated that a Notice on the Authority's water and sewer bill, anticipated to be mailed to the Authority's customers by June 30, 2016, would advise the customers regarding the availability of the CCR on the Authority's web site.

**Engineering Report (Cont.):**

Regarding the Laboratory for Learning Program, Gharebaghi reported that Mr. Brian Carbaugh, P.E. of WWES Associated had made a presentation to the program participants on May 19, 2016, about on-site wastewater disposal and treatment. Gharebaghi noted that the May 19, 2016 was the last scheduled 2-year long Laboratory for Learning Program session.

Gharebaghi noted that the Authority was working with Mrs. Weaver at Barclay Farms regarding brown water. Gharebaghi also indicated that he had spoken to Ms. Kay Wilson, legislative aide to Representative Yearick, regarding the Authority's Capacity Development Project which was anticipated to reduce occurrences of brown water.

**Legal Report:**

There was no legal Report.

**Correspondence:**

With the exception of those referenced above, there was no other correspondence.

**Comprehensive Planning and Rate structure review committees:**

Mr. Scott explained that Tri State Grouting had completed manhole rehabilitation at Mechanic Street. However the assessment work was continuing, Mr. Scott added. Mr. Scott indicated that smoke testing at Mechanic Street sanitary sewer mains, scheduled for the near future, would hopefully identify potential sources of Infiltration and Inflow (I & I) there. A Comprehensive Planning meeting was scheduled for Tuesday, June 28, 2016, at 7:00 p.m.

Gharebaghi explained that the Authority's Application for sewer and water services had been revised to reflect the new Kent County sewer Impact Fees, effective July 1, 2016.

**New Business:**        *Meter Replacement*

It was noted that 150 water meters had been changed and additional meter replacements were underway. Mr. Scott explained that this was the first water meter change out. Mr. Scott also explained that water meters never wore out in the Authority's favor. Water meters registering 15% lower than they should have, had been found, Mr. Scott added. However, some customers refuse to return our calls for appointments. Mr. Winchell suggested allowing 15-days to respond to the Authority's calls for water meter replacement, after the expiration of which the non-responsive customers would have their water service shut off. Mr. Woodall asked if customers could have their own plumbers replace water meters. Mr. Scott indicated that plumbers of customers' choice could replace water meters. However, the Authority's personnel needed to inspect the work and seal the meters, Mr. Scott added. Mr. Scott also noted that two (2) of the Authority's personnel changed the water meters. Mr. Dougherty indicated that he agreed with shutting off water services to customers who refused their meters replaced, but, did not think the reconnection fees should be charged.

It was decided to put the matter of notices to customers on the Agenda of the next Regular Meeting regarding meter replacements.

**Visitors' Comments:**

Ms. Scharmack, the tenant at 279 Thomas Harmon Drive, indicated that her water services had been shut off for the past two weeks because she had not paid her \$900 water and sewer billing. She indicated that her normal bill was \$200 and requested to have her water re-connected. She indicated that she had not been able to arrange a payment plan with the Authority office personnel. Mr. Scott had the records of the interaction of Ms. Scharmack and the Authority office. Mr. Scott noted that the property owner had indicated that he had observed children playing with hoses and the like. Mr. Scott also noted that it had been the Authority who had brought the matter to the customer's attention.

Mr. Scott indicated that the Authority would work with Ms. Scharmack after the payment of the Authority's first quarter billing by reading the meter on a weekly basis to confirm normal or high readings to determine if there were any leaks in the house. Mr. Winchell explained how a leaking toilet could result in abnormally high water meter readings.

**Adjournment:**

Motion: Mr. Winchell made a motion to adjourn the Regular Meeting, seconded by Mr. Woodall. Motion carried unanimously.

The Regular Meeting adjourned at 8:10 p.m. The next Regular Meeting will be held on July 12, 2016, at 7:00 p.m.

Respectfully Submitted,  
CAMDEN-WYOMING SEWER & WATER AUTHORITY

Harold L. Scott, Sr.  
CWS&WA Superintendent