

**CAMDEN-WYOMING SEWER & WATER AUTHORITY**  
P.O. BOX 405, CAMDEN-WYOMING, DELAWARE 19934

*Minutes of the Camden-Wyoming  
Sewer and Water Authority  
Special Session - Authority Meeting  
Held on July 14, 2020*

**Authority Members present:** Mr. Daniel Ridgely, Chairperson  
Mr. Thomas Ness, Vice Chairperson  
Ms. Maryann Faust  
Mr. Michael Quinn  
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 meeting was called to order at 7:05 p.m. by the Chairperson, Mr. Ridgely. Mr. Ridgely indicated that the Meeting was held telephonically for the public and would be recorded in its entirety. Mr. Ridgely explained the information that had been provided to the public in advance of the Meeting as well as the rationale and process incidental to teleconferences as follows:

*In accordance with Governor Carney's Proclamation No. 17-3292 and Declaration of a State of Emergency, as amended, the Camden Wyoming Sewer & Water Authority is holding all public meetings as telephone conferences until further notice.*

*The public may use telephones to dial into the meeting by calling the following number and using the Access Code as follows:  
Telephone number: +1 (866) 899 - 4679, Access Code: 703 - 730 - 053*

Mr. Ridgely noted that members of the public might only address the Board during the Public Comment period or if called upon. As a courtesy to others and to prevent unnecessary disruption, telephone lines were to be muted when the caller was not speaking, Mr. Ridgely added.

**Approval of the Consent Agenda:**

Motion: Ms. Faust made a motion to approve the Consent Agenda, seconded by Mr. Woodall. Motion carried unanimously.

**Maintenance & Operations Status:**

Mr. Scott distributed the Operation and Maintenance Reports covering April through June 2020, to the Board Members and discussed the same. Mr. Scott indicated that the Authority's crews had handled routine maintenance assignments as well as completing the 2<sup>nd</sup> and 3<sup>rd</sup> Streets construction - that replaced existing old 2-inch diameter water mains with 6-inch diameter PVC pipes.

### **Maintenance & Operations Status (cont.):**

Mr. Scott indicated that the next water main replacement project would be on Cedar Lane, including the installation of a fire hydrant. Mr. Scott indicated that the Authority crews' inspections at the Greens at Wyoming, Tidbury Crossing, and Wynsome Knoll, were suggestive of an accelerated pace of both, residential, and commercial land development activities within the Authority's service territory.

Regarding the Authority's finances, Mr. Scott indicated that the current CWS&WA Systems' balance was \$319,000, of which \$118,000 had been for water and \$200,000 for sewer funds. Mr. Scott noted that approximately \$174,000 had been collected to date. Mr. Scott indicated that the Authority's accounts receivables (AR), aging longer than 180 days, were approximately \$61,000 - more than usual. In response to Mr. Ridgely inquiry about the status of the Authority's revenues, Mr. Scott explained that, as much as, 8% drop in revenues could be expected due to the impact of the Corona virus pandemic. However, Mr. Scott continued, there have been no rate increases proposed on the Authority's upcoming fiscal year budget.

Mr. Scott reported that a preconstruction meeting had been held at the King Residential Development. Mr. Scott noted that three (3) foundations for apartment buildings had already been installed and anticipated an expeditious completion of the project. Construction on the proposed storm drainage and sanitary sewer systems were anticipated to commence in the very near future, Mr. Scott continued.

### **Engineering Report:**

Gharebaghi referenced his Engineering Report for the period ended September 30, 2020, which had been emailed to the Board Members, along with other meeting documents, and discussed the same.

### **Comprehensive Planning Committee (CPC):**

Mr. Ridgely indicated that the CPC had not met since a Workshop Session had convened on January 28, 2020. However, Mr. Ridgely continued, a spreadsheet on the *Summary of Projected Projects, Sanitary Sewer and Water Distribution Systems* would be reflected in the Authority's upcoming fiscal year budget.

### **Correspondence:**

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

### **Old Business:**

There was no old business for the Board's consideration.

**New Business:**

There was no new business for the Board's consideration.

**Visitors' Comments:**

There were no visitors' comments.

**Adjournment:**

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

The Camden-Wyoming Sewer and Water Authority Special Session<sup>1</sup>; Authority Meeting adjourned at 7:40 p.m. The next Authority Meeting will be a Budget Workshop, scheduled for September 8, 2020. The next Regular Meeting will be held on October 13, 2020, at 7:00 p.m. The next Meetings might need to be convened telephonically depending on the status of Governor Carney's Declaration of a State of Emergency.

Respectfully Submitted,  
CAMDEN-WYOMING SEWER & WATER AUTHORITY

Harold L. Scott, Sr.  
CWS&WA Superintendent

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1. The purpose of this Special Session, Authority Meeting, was to make up for the April 2020 Regular Meeting which had been cancelled on account of the Corona virus pandemic