

**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 April 9, 2019*

**Authority Members present:** Mr. Daniel Ridgely, Chairperson  
Mr. Mark Girty  
Mr. Michael Quinn  
Mr. Thomas Ness  
Mr. James Winchell

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

**Authority Guest:** Mr. Greg Morris, Esq.

**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 Conference Room on April 9, 2019. The meeting was called to order at 7:02 p.m. by the Chairperson, Mr. Ridgely.

**Approval of the Consent Agenda:**

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

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

Mr. Scott distributed the Operation and Maintenance Report for the past period and discussed the same. Mr. Scott indicated that the Authority was in possession of a spare pump for the Nellie Stokes pump station for future use.

Mr. Scott noted that the construction of three new houses, and a model house, had been completed in Tidbury Crossing.

Mr. Scott indicated that, equipped with the new radio-read water meters, meter reading time had reduced to less than a day. Mr. Scott indicated that about 60 water meters would be replaced - some in Barclay Farms.

Mr. Scott indicated that the Authority's current system balance was \$397,628, of which \$37,459 was for commercial and \$384,025.19 was for first quarter residential accounts. The accounts receivable (AR), aging longer than 180 days, was approximately \$52,142, Mr. Scott remarked.

Mr. Scott discussed DelDOT's plans to add several lanes to Route 13. DelDOT had not yet completed the final plans for the project. This would postpone the Authority's plan to install 2,600-ft of water main to serve the Carter Development, Mr. Scott added.

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

Regarding the status of the property at 12 S. West Street, Mr. Scott indicated that work was in progress toward the purchase of the property.

**Engineering Report:**

Gharebaghi indicated that DNREC had engaged the services of Tetra Tech Engineering to conduct Statewide wastewater and drinking water needs' assessment for the next five years. The assessment was conducted every 5-years so as to provide DNREC with Statewide needs for the referenced infrastructure, Gharebaghi added. Gharebaghi reported that he had completed a set of extensive questionnaires for both, the Authority's wastewater and drinking water systems. He had also been interviewed by Tetra Tech representatives for about 4-hours, Gharebaghi noted.

Gharebaghi indicated that the Delaware River Basin Commission (DRBC), to whom the Authority was a Docket holder, required the submission of a Water Audit for the prior calendar year. Gharebaghi reported that he had conducted the 2018 DRBC Water Audit for the Authority's water storage and distribution systems and submitted the same to DRBC by March 30, 2019. The score provided by the DRBC software for the Authority was 87%, which was considered "excellent" by DRBC with respect to water losses. Copies of the Water Audit were available at the Authority Office, Gharebaghi added.

Gharebaghi provided a brief update on the water main crossing of Delmarva Central Railroad project and answered questions about the same. Updated reports would be provided at future Regular Meetings, Gharebaghi added. Gharebaghi anticipated the completion of the project's design by the Authority's May 2019 Regular Meeting.

**Legal Report:**

Mr. Greg Morris, Esq. who had been identified as a candidate to serve the Authority as its Attorney. Mr. Morris provided a brief background regarding his experience and requested to be considered for the position of Authority's Attorney.

Motion: Mr. Quinn made a motion to approve Mr. Morris's request to serve as the Authority's Attorney, seconded by Mr. Winchell. Motion carried unanimously.

Mr. Miller's request was approved by the Board to represent the Authority's best legal interests.

**Comprehensive Planning Committee (CPC):**

Mr. Ridgely indicated that a Workshop Session had been held on March 26, 2019, at 7:00 p.m. at the Authority's Conference Room, to review future capital projects' priorities and develop cost estimates for inclusion in capital projects in the Authority's future Budgets. Mr. Ridgely indicated that a CPC was tentatively scheduled for May 28, 2019.

**Correspondence:**

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

**Visitors' Comments:**

There were no visitors' comments.

**Adjournment:**

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

The Regular Meeting adjourned at 7:52 p.m. The next Regular Meeting will be held on May 14, 2019, at 7:00 p.m. at the Authority's Conference Room.

Respectfully Submitted,  
CAMDEN-WYOMING SEWER & WATER AUTHORITY

Harold L. Scott, Sr.  
CWS&WA Superintendent