

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 January 12, 2021*

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

The meeting was called to order at 7:00 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: 562 - 243 - 485

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

Maintenance & Operations Status:

Mr. Scott distributed the Operation and Maintenance Reports, covering the period January through March 2021, to the Board Members, and discussed the same. Mr. Scott presented the Authority's finance reports, as of December 31, 2020, including the following: The Authority collected \$170,678. Mr. Scott indicated that late fees, disconnection of water services for delinquent accounts, as well as Sheriff Sales had been placed on hold due to the Pandemic.

Maintenance & Operations Status (cont.):

Mr. Scott indicated that the Authority's accounts receivables (AR), aging longer than 180 days, were approximately \$77,000. Mr. Scott indicated that due the Corona virus pandemic, the Authority could neither shut water services off on account of delinquency, nor collect on liens against delinquent account holders because there had been no Sheriff Sales.

The Authority's Financial Audit for the last Fiscal Year

Mr. Scott indicated that a "clean" Audit of the Authority's finances had been completed. The Authority was financially sound, Mr. Scott added. It might have appeared that the Authority had excess funds, Mr. Scott added. However, \$1.5 M, the King property development fees, which had been paid, would be reduced by cost of the regional pump station there.

Mr. Scott discussed land development potentials for the Board's information. Mr. Scott indicated that the development of Tidbury Crossing would be completed by the end of Spring 2021. Mr. Scott also indicated that Horton Builder had purchased 54 lots at the Greens at Wyoming, who was interested in beginning construction immediately.

Regarding the King Residential Development (Apartments), Mr. Scott indicated that the development's sewer and water infrastructure had been completed, and six of 8 apartment building foundations had already been constructed, two of which had been under roofs, and three framing crews had been active there. All applicable Impact Fees for the King Residential Development (Apartments) had been paid up front, Mr. Scott noted.

Regarding Sunset Village, Mr. Scott indicated that the last activity had been in 2007. Sunset Village, initially planned as an age restricted townhouse community, Sunset Village had appeared resurrected and the land use had been revised as an Apartment complex.

Mr. Scott presented DeIDOT's plans for the east and the west Camden bypass conceptual sketches and discussed the same. The actual construction of the Camden bypass project had been planed in two years, according to DeIDOT's response to Mrs. Faust.

Mr. Scott discussed undeveloped lands, already in the incorporated limits of the Towns of Camden and Wyoming. The Abbott farm for example, which was annexed into both, the Town of Camden and The Town of Wyoming could increase the Authority's service area by 2,000 EDU's (almost double the existing systems' customers). The Evens Farm was another example of lands within the limits of the Town of Camden that had remained undeveloped, Mr. Scott added. Mr. Scott indicated that the Authority needed to be prepared to effectively provide the Authority's services to the new land developments.

In response to Mr. Woodall's inquiry about the Authority's capacity to serve new developments, Mr. Scott indicated that the Authority Operations and Engineer had been investigating a new source water well. At that point, when the new source water becomes operational, Mr. Scott noted, the North Well (No. 4), would become a standby well.

Engineering Report:

Gharebaghi referenced his Engineering Report for the period ended September 30, 2020, which had been distributed to the Board Members, along with other meeting documents, and discussed the same. Status updates were provided by Gharebaghi for ongoing development activities - King Residential Development (Apartments), Sunset Village and Buckson Subdivision and 118 N. Main Street, were among the development activities discussed in greater detail in his Engineering Report, Gharebaghi added.

Comprehensive Planning Committee (CPC):

Mr. Ridgely tentatively scheduled a CPC Workshop Session on March 23, 2021, at 7:00 at the Authority's Conference Room, if needed.

Correspondence:

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

Old Business: *Acceptance of the Authority's Financial Audit*

Motion: Mr. Ness made a motion to accept the Authority's financial Audit, as presented, seconded by Mrs. Faust. Motion carried unanimously.

Authority Action with Respect to Resolution No. 2000-03:

Motion: Mr. Woodall made a motion to suspend the automatic annual user rate adjustment of 5% - as provided in Resolution 2000-03 - seconded by Mr. Ness. Motion carried unanimously.

New Business: *Reorganization*

Election of the Authority's Board of Directors' for Officers:

Motion: Mr. Woodall made a motion to nominate Mr. Ridgely for Chairperson of the Authority, and Mr. Ness for Vice-Chairperson, for calendar year 2021, and become, if so voted and accepted by the nominees, the Chairperson and Vice-Chairperson of the Authority beginning this January 12, 2021, Regular Meeting, seconded by Mrs. Faust. Following Mr. Ridgely's and Mr. Ness's acceptance of the nomination, Motion carried unanimously.

The Authority's Officers for calendar year 2021 are: Mr. Ridgely, Chairman, and Mr. Ness, Vice-Chairman.

Visitors' Comments:

There were no comments from the online Public.

Adjournment:

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

The Camden-Wyoming Sewer and Water Authority Regular Session; Authority Meeting adjourned at 7:45 p.m. The next Regular Meeting will be held on April 13, 2021, at 7:00 p.m. The next Meeting 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