

CAMDEN-WYOMING SEWER & WATER AUTHORITY

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

*Minutes of the Camden-Wyoming
Sewer and Water Authority (CWS&WA)
Regular Session - Authority Meeting
Held on January 10, 2023*

Authority Members present:

Ms. Maryann Faust, Vice Chair
Mr. Michael Quinn
Mr. Daniel Ridgely
Mr. James Winchell
Mr. Daniel Woodall

Also in attendance representing

CWS&WA:

Mr. Harold Scott, Authority Superintendent
Mr. Soheil Gharebaghi, P.E., Authority Engineer

Public in Attendance:

None

The Camden-Wyoming Sewer and Water Authority (CWS&WA) met at the CWS&WA Conference Room on January 10, 2023. The meeting was called to order at 7:00 p.m. by the Vice Chairperson, Mrs. Faust, who welcomed the Meeting attendees.

Approval of the Consent Agenda:

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

Maintenance & Operations Status:

Mr. Scott distributed the Operation and Maintenance Reports for the past period, to the Board Members, and discussed the same.

Mr. Scott noted that the Town of Smyrna had lost water services for one day. The cause of the water distribution system's interruption had been frozen pipe, Mr. Scott added. Mr. Scott indicated that the Authority's water services had been uninterrupted.

Mr. Scott discussed land development projects. Regarding the proposed residential development of the Abbott Farm, to be known as Savannah Farm, Mr. Scott indicated that the Authority had been contacted by Karins and Associates concerning the proposed development. At the request of the project developer(s) and engineer, a meeting was held on November 29, 2022, at the Authority Conference Room. According to the Project Engineer, Dev Sitaram, Karins & Assoc. had been in the process of finalizing the concept plan - which proposed 1,150 dwelling units. The project engineers needed the guidance of the Authority toward the provision of water distribution and sanitary sewer systems to serve the proposed Savannah Farm. It was our understanding that Savannah Farms would be on the upcoming Town of Camden's Planning Commission. Updated reports on the proposed land development will be provided at future Authority meetings.

Maintenance & Operations Status (cont.):

Concerning Sunset Village, Mr. Scott indicated that the sanitary sewer and water distribution systems for the 240-unit apartment complex had been substantially completed. The Town of Camden Southern Growth Area's Regional Sanitary Sewer Pump Station and Force Main construction had been underway, completion of which was anticipated in the near future, Mr. Scott added. Mr. Scott noted that the foundations for three apartment buildings had been installed, and, according to the developers, all 240 EDU's had been planned to be completed in 2023.

Regarding the Authority's finances, Mr. Scott indicated that approximately \$333,500 had been billed and approximately 10,842,000 gallons of water had been withdrawn from the Authority's three wells during the past period.

Mr. Scott distributed the audit of the Authority's finances to the Board Members, and indicated that there had been no abnormalities reported or suggestions made for any changes in the Authority's financial management, Mr. Scott continued.

Mr. Scott indicated that the Authority's accounts receivables (AR), aging longer than 180 days, were approximately \$54,000. Mr. Scott indicated that the Authority had placed liens on the properties with outstanding balances. These had been properties in foreclosure or bank-owned, Mr. Scott added.

Mr. Scott reported that DelDOT had purchased three properties on Willow Grove Road, (Route 10) to accommodate the various design elements, such as roundabouts, associated with West Camden Bypass. According to DelDOT's consulting design engineers, the project's construction would begin in the summer of 2023, Mr. Scott continued.

In response to Mr. Woodall's inquiry, Mr. Scott indicated that the Authority's financial reporting was moving toward one company, instead of separate sewer and water companies' reports.

Responding to Mr. Ridgely's question, Mr. Scott noted that for a simple water meter pit, the Authority had to wait for more than a year. The projects that the Authority had prioritized could not begin because of the shortage of construction materials and workers.

Engineering Report:

Gharebaghi referred to his Engineering Report for the period ended September 30, 2022, which was distributed to the Board Members, along with other meeting documents, and offered to address any questions the Board might have had on his report.

Legal Report:

Mr. Scott indicated that the Authority had received a Freedom of Information Act (FOIA) Request from a customer who had involved the Attorney General's Office. Mr. Scott indicated that the Authority's Budget and Financial Audit had been offered to the customer. The matter had been referred to the Authority's Attorney, Mr. Scott continued.

Correspondence:

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

Authority's Financial Audit for the fiscal year ended September 30, 2022:

Motion: Mr. Winchell made a motion to accept the Authority's Financial Audit for the fiscal year ended September 30, 2022, seconded by Mr. Quinn. Motion carried unanimously.

New Business: *Reorganization*

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

Motion: Mr. Winchell made a motion to nominate Mrs. Faust for Chairperson of the Authority Board of Directors, and himself for Vice-Chairperson of the same, for calendar year 2023, and become, if so voted and accepted by the nominees, the Chairperson and Vice-Chairperson of the Authority, seconded by Mr. Quinn.

Following acceptance of the nomination by Mrs. Faust and Mr. Winchell, Motion carried unanimously.

The Authority's Officers for calendar year 2023: Mrs. Faust, Chairperson, and Mr. Winchell, Vice-Chairperson.

Visitors' Comments:

There were no visitors' comments.

Adjournment:

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

The Camden-Wyoming Sewer and Water Authority Regular Session; Authority Meeting adjourned at 8:00 p.m. The next Regular Meeting will be held on April 11, 2023, at 7:00 p.m.

Respectfully Submitted,
CAMDEN-WYOMING SEWER & WATER AUTHORITY

Harold L. Scott, Sr.
CWS&WA Superintendent