

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 October 9, 2007*

Authority Members present: Mr. Mark Dyer
Mr. Gregory Harthausen
Mr. Michael McFann
Mr. Michael Quinn
Ms. Jennifer Spence
Mr. Lester Stillson

**Also in attendance representing
the CWS&WA:** Mr. Harold Scott, Authority Superintendent
Mr. Soheil Gharebaghi, P.E., Authority Engineer
Ms. Mary Sherlock, Esq., Authority Attorney
Mr. George Luff, CPA, Authority Accountant

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

The Camden-Wyoming Sewer and Water Authority (CWS&WA) met at the Camden-Wyoming Fire Hall¹ on October 9, 2007. The meeting was called to order at 7:30 p.m. by the Chairperson, Mr. Dyer.

Mr. Harthausen requested the placement of his proposal regarding the repeal of the Authority's automatic annual 5% rate escalation under the Old Business item of the Agenda.

Approval of Agenda: (October 9, 2007)

Motion: Mr. Stillson made a motion to approve the amended Agenda, seconded by Ms. Spence. Motion carried unanimously.

Approval of Minutes: (September 11, 2007)

Motion: Mr. Harthausen made a motion to approve the minutes of the Authority Minutes September 11, 2007, Regular Meeting, seconded by Mr. Quinn. Motion carried unanimously.

¹ Because of the last minute change in the Regular Meeting venue on account of the large number of visitors, the Regular Meeting was not tape recorded.

Approval of Financial Statements:

Motion: Mr. Harthausen made a motion to approve the Authority Financial Statements as presented for the period ended August 31, 2007, subject to audit, seconded by Mr. Stillson. Motion carried unanimously. Copies of the Financial Statements are available at the CWS&WA Office.

Committee Reports:

There were no committee reports.

Maintenance & Operations Status (Superintendents Report):

Mr. Scott indicated that the Authority's customer base increased by 66 new customers over the last year to a current total of 2,168 accounts.

Mr. Scott reported that the quarterly billing activities for the past billing cycle had been completed. Mr. Scott noted that the water billing had totaled \$239,636 for the quarter and about \$885,800 for the year.

Mr. Scott indicated that road way patching costs, necessitated by the repair of water main leaks, had totaled approximately \$45,000 in the past period. Mr. Scott noted that the increase in road patching costs had been due to a rise in materials costs as well as changes in DelDOT policies governing road patches.

Regarding the Green at Wyoming pump station, Mr. Scott indicated that an agreement had been reached with the project's developer for the required upgrades to the pump station. Mr. Scott noted that the upgrade would be performed using in-house resources. The upgrading activities at the pump station would be completed within the next two months, Mr. Scott added.

Mr. Scott reported that boring of water mains under the Norfolk Southern Rail Road property as well as under the Isaac's Branch associated with the Wyoming United Methodist Church project had been completed. Mr. Scott anticipated the completion of the project in the near future.

Mr. Scott noted that Tidbury Crossing had been the only active land development project during the past period. Mr. Scott indicated that the subdivision's sewer and water main construction would be completed in the near future.

Engineering Report:

In consideration for the large number of Barclay Farms residents in attendance, Mr. Gharebaghi did not provide an Engineering Report.

Legal Report:

In consideration for the large number of Barclay Farms residents in attendance, Ms. Sherlock did not provide a Legal Report.

Old Business:

2007-2008 Fiscal Year Budget

Mr. Luff discussed the Authority's proposed 2007-2008 Fiscal Year Budget, which had been distributed to the Board Members, and addressed the Board Members' questions. Ms. Spence expressed concern regarding a discrepancy in the budget figures associated with the Authority's FY 2006-2007 Budget. Mr. Dyer explained that the line items associated with the previous year's budget might have changed to better reflect the actual numbers for comparison with the proposed 2007-2008 FY Budget. In this regard, Mr. Luff indicated that he would reexamine the figures and provide clarification.

After discussion regarding the proposed budget the following was decided:

Motion: Mr. Quinn made a motion to accept the Authority's 2007-2008 Fiscal Year Budget as presented, seconded by Mr. Dyer. The roll call vote for the approval of the 2007-2008 Fiscal Year Budget was as follows:

Yeas - Mr. Quinn, Mr. Dyer, Mr. Stillson (3)
Nay - Mr. Harthausen (1)
Abstentions - Ms. Spence, Mr. McFann (2)

The proposed 2007-2008 Fiscal Year Budget was approved by a majority vote².

² In an email addressed to the Board Members, dated October 11, 2007, Mr. Dyer explained that the proposed 2007-2008 Fiscal Year Budget had been erroneously declared defeated. Copies of Ms. Sherlock's legal opinion letter regarding this matter as well as Mr. Dyer's referenced email are available at the CWS&WA Office.

Old Business (cont.):

Proposal to repeal the Authority's automatic annual 5% rate escalation

Mr. Harthausen discussed his proposal and recommended that in lieu of the current 5% annual rate escalation, the Authority ought to base its annual rate escalation on an inflation index. After discussion regarding Mr. Harthausen's proposal the following was decided:

Motion: Mr. Harthausen made a motion to do away with the Authority's annual 5% rate escalation and to base future annual rate escalations on an inflation index.

The motion was not seconded and did not advance.

New Business:

Mr. Harthausen discussed signatures on disbursement of CWS&WA funds and requested the same to be placed on the Authority's next Regular Meeting Agenda.

Correspondence:

None.

Visitors' Comments:

Mr. Dyer requested that the members of public limit their comments to no more than two minutes, each, so as to allow participation by the large number of visitors from Barclay Farms.

Several residents of Barclay Farms asked questions about and expressed opinions regarding the Authority's budgeting and audit process, annual escalation of rates and the basis for the same. Mr. Dyer and other Board Members discussed the public's concerns. Concluding the Visitors' Comments portion of the Regular Meeting, Mr. Dyer welcomed the participation of the Authority's customers and encouraged the public to continue attending the Authority's Regular Meetings. Mr. Dyer noted that the CWS&WA, its Board Members, staff and advisors were charged with the responsibility to serve the CWS&WA customers' best interests.

Adjournment:

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

The meeting adjourned at approximately 9:00 p.m.

The next Regular Meeting will be held on November 13, 2007, at 7:30 p.m.

Respectfully Submitted,
CAMDEN-WYOMING SEWER & WATER AUTHORITY

Jennifer Spence
Secretary