

**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 August 12, 2008*

**Authority Members present:**

Mr. Mark Dyer  
Mr. Michael Quinn  
Mr. Gregory Harthausen  
Mr. Lester Stillson  
Ms. Jennifer Spence  
Mr. Jack Fairfull

**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

**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 Office on August 12, 2008. The meeting was called to order at 7:02 p.m. by the Chairperson, Mr. Dyer.

**Consent Agenda:**

There were no items removed from the Consent Agenda.

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

Mr. Scott distributed and discussed the Authority's July 2008 Maintenance Report. Mr. Scott highlighted the sidewalk restoration that had been completed at Old North Road by the Authority's in-house resources. A video tape of the concrete curb and sidewalk installation was available for review immediately following the Regular Meeting, Mr. Scott added.

Regarding the Wal-Mart pump station grease problem, Mr. Scott indicated that he planned to discuss the Authority's expenses associated with the maintenance of the pump station at the next Regular Meeting. The discussion would include staffing and Vac-truck expenses, Mr. Scott noted.

Mr. Scott indicated that Tudor Electric Contracting had been awarded the contract for the electric upgrade work at the Authority's Well #4. Photographs of the contractor's work in progress were available for review immediately following the Regular Meeting, Mr. Scott said.

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

Mr. Scott reported that nine (9) delinquent account holders' water services had been shut off. Of these, Mr. Scott noted, four (4) were unoccupied houses in various stages of foreclosure / sheriff sale. Following discussion regarding the matter, it was decided to place "*Water Services Disconnections; Delinquent Accounts*" on the meeting agenda under New Business for further consideration.

Mr. Scott indicated that a Budget Workshop Session had been scheduled for 7:00 p.m. on August 26, 2008, for the consideration of the Authority's fiscal year 2008-2009 budget. Mr. Scott indicated that Mr. Luff, the CWS&WA Accountant, would be making a Power Point Presentation surrounding the various aspects of the proposed fiscal year 2008-2009 budget. Mr. Scott indicated that the proposed budget would not include any increases to the Authority's user rates. However, impact and other fees and charges were proposed to be increased, Mr. Scott added.

**Engineering Report:**

Mr. Gharebaghi indicated that the Authority's appreciation for the tour of the Kent County wastewater treatment facility on July 8, 2008, had been communicated to the Kent County Public Works Director and his assistant.

Mr. Gharebaghi noted that construction on the proposed Dover Federal Credit Union was anticipated in the near future at the Camden Town Center. The Authority's impact fees for the facility had been paid, Mr. Gharebaghi added.

Mr. Gharebaghi indicated that the water and sewer service connections for the Camden Town Hall project had been completed.

Mr. Gharebaghi indicated that he would be working with Ms. Sherlock, the CWS&WA Attorney, to facilitate the ownership transfer of the property on which the Tamarac pump station had been constructed from the project developer to the CWS&WA. Other CWS&WA pump station sites would also be evaluated and property ownership transfers arranged as necessary, Mr. Gharebaghi noted.

Mr. Gharebaghi reported that an application had been filed with the CWS&WA by TLFD Management, LLC for sewer and water services to a proposed 65 unit townhouse land development planned at the Cox property on Route 10 in the Town of Wyoming.

**Legal Report:**

Ms. Sherlock indicated that she would be working with Mr. Gharebaghi on the preparation of the deed and necessary documents for the Tamarac pump station parcel.

Ms. Sherlock also indicated that she would discuss legal matters at the Executive Session following the Regular Meeting.

**Approval of the Consent Agenda:**

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

**New Business:** *Water Services Disconnections; Delinquent Accounts*

Motion: Mr. Stillson made a motion to authorize the CWS&WA staff to correspond with the administrations of the Towns of Camden and Wyoming advising the Towns that certain delinquent customers of the CWS&WA were without water services for nonpayment of the Authority's billings and to notify the Towns that they may request the names and addresses of such delinquent customers by writing and requesting the same from the Authority, seconded by Mr. Harthausen. Motion carried unanimously.

**Old Business:**

There were no Old Business items.

**Visitors' Comments:**

Mr. Peterseil indicated that there had not been any water usage at his property at 233 North Railroad Avenue for the past several years. Mr. Peterseil also indicated that the store at the subject property had been closed since June of 2000, and asked the CWS&WA for its rationale for expecting the payment of minimum charges.

Mr. Dyer indicated that generally, the minimum charges for sewer and water services, also known as "Flat Rates" and "Facilities Charges," cover the basic cost of construction, operation, and maintenance of the Authority's sanitary sewer and water distribution systems so that sewer and water utility services would be available when needed. Mr. Dyer advised Mr. Peterseil that the Authority would respond to his inquiry in writing.

**Adjournment:**

Motion: Mr. Fairfull made a motion to adjourn the Regular Meeting into an Executive Session for the discussion of legal matters, after which the Authority would not reconvene, seconded by Mr. Harthausen. Motion carried unanimously.

The Regular Meeting adjourned at 7:40 p.m.

The next Regular Meeting will be held on September 9, 2008.

Respectfully Submitted,  
**CAMDEN-WYOMING SEWER & WATER AUTHORITY**

Jennifer Spence

Secretary