

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, 2010*

Authority Members present: Mr. Mark Dyer
Mr. Michael Quinn
Mr. Lester Stillson
Mr. Michael McFann
Ms. JoAnn Lewin

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

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 CWS&WA Office on January 12, 2010. The meeting was called to order at 7:03 p.m. by the Chairperson, Mr. Dyer.

The Reorganization item was decided to be taken out of, and considered before the Consent Agenda for discussion/action.

New Business, Reorganization:

Mr. Quinn nominated the following slate of Officers for the CWS&WA Board for 2010:

Mr. Dyer, Chairperson
Mr. Quinn, Vice Chairperson
Ms. Tracey Green, Treasurer
Mr. Stillson, Secretary

Motion: Mr. Quinn made a motion to approve the nomination and slate of CWS&WA Officers for calendar year 2010, seconded by Mr. Stillson. Motion carried unanimously.

The CWS&WA slate of Officers and Board Members for 2010, is as follows:

Mr. Dyer, Chairperson
Mr. Quinn, Vice Chairperson
Ms. Tracey Green, Treasurer
Mr. Stillson, Secretary
Mr. McFann, Board Member
Ms. Lewin, Board Member

Maintenance & Operations Status (Superintendent Report):

Mr. Scott distributed the period's Operation and Maintenance Report and discussed the same. Mr. Scott noted that, at the request of the Town of Camden, the CWS&WA crews had assisted the Town with snow removal during the recent storm. The Town had been charged for the service, Mr. Scott added. Responding to Mr. Quinn's inquiry, Mr. Scott indicated that, to the extent practicable with respect to the Authority's human and equipment resources, the CWS&WA would be available to assist the Town of Wyoming as well with Wyoming's snow removal efforts. Mr. Scott offered the Authority's rates and charges for consideration by the Town of Wyoming's Administration.

Mr. Scott reported that approximately \$371,794 had been billed out for the period that included quarterly residential as well as monthly commercial accounts.

Mr. Scott discussed the current procedure for handling delinquent accounts and presented a proposal for future management of these accounts for consideration and action by the Board at the Authority's next Regular Meeting.

Engineering Report:

Mr. Gharebaghi discussed his memorandum addressed to the Board regarding a set of two draft housekeeping resolutions related to the Authority's operation, staffing, equipment and facilities, as well as sanitary sewer and water service laterals for consideration and action by the Board at the Authority's next Regular Meeting.

Legal Report:

Ms. Sherlock provided an updated report on the status of the Authority's collection activities surrounding the liens that had been recorded against the estate of the late A. J. Taylor.

Approval of the Consent Agenda:

With the exception of "Reorganization" there were no items removed from the Consent Agenda.

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

Correspondence:

Mr. Dyer acknowledged the receipt of a letter from Mr. Sanchez in which he had expressed privacy concerns related to the Authority's sewer and water billing. The matter was decided to be discussed at the Authority's next Regular Meeting.

Mr. Dyer acknowledged the receipt of the Town of Camden's correspondence appointing Ms. Lewin to represent the Town of Camden for a three-year term on the CWS&WA Board.

Correspondence (Cont.):

Mr. Dyer noted that a letter had been received from the Town Manager of the Town of Camden thanking the CWS&WA for assisting the Town with the Town's recent snow removal efforts.

Mr. Dyer also noted that a "Thank You" card had been received from the Authority staff thanking the Board for the Employee Recognizing Dinner and Award Program.

Items for consideration at the next CWS&WA Regular Meeting:

- 1) Delinquent Accounts Policy,
- 2) Draft Resolutions pertaining to the Authority's operation, staffing, equipment and facilities, as well as sanitary sewer and water service laterals.

New Business:

Wynsome Knoll

Mr. DiMondi, representing TLF Management, LLC, the developer of the proposed Wynsome Knoll townhouse community in the Town of Wyoming, was invited to address the Board. Mr. DiMondi delivered a presentation regarding the proposed land development and asserted that the strict adherence to the Authority's requirements for construction performance bonding for the proposed sewer and water works at the proposed Wynsome Knoll land development project would cause a hardship on the developers of the project. Mr. DiMondi requested a variance from the Authority's policy with respect to construction performance bonding to permit certain changes that would allow the surety to have the option of participating in the correction of deficiencies.

Following discussion regarding the matter, the following was decided:

Motion: Mr. Stillson made a motion to send the Wynsome Knoll construction performance bonding issue to the CWS&WA Superintendent and staff to work with the developer toward an amicable resolution of the matter, seconded by Mr. Quinn. Motion carried unanimously.

Visitors' Comments:

There were no comments by the visitors.

Adjournment:

The Regular Meeting was adjourned into an Executive Session for the discussion of legal matters at 8:20 p.m.

Motion: Mr. Stillson made a motion to adjourn the Regular Meeting into an Executive Session, seconded by Mr. Quinn. Motion carried unanimously.

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Following the Executive Session:

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

The Regular Meeting adjourned at 8:40 p.m.

The next Regular Meeting will be held on February 9, 2010, at 7:00 p.m.

Respectfully Submitted,
CAMDEN-WYOMING SEWER & WATER AUTHORITY

Lester Stillson
CWS&WA Secretary