

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 8, 2013*

Authority Members present: Ms. Barbara Blomquist
Mr. Michael Quinn
Ms. Tracy Torres
Mr. James Winchell
Mr. James Wood

**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

The Camden-Wyoming Sewer and Water Authority (CWS&WA) met at the CWS&WA Office on January 8, 2013. The meeting was called to order at 7:00 p.m. by Mr. Quinn. The interim Chairperson, Mr. Quinn, introduced Ms. Blomquist and Mr. Wood, the appointees of the Town of Camden to serve on the Authority Board of Directors, and welcomed the new Board Members. It was noted that a Town of Wyoming appointment to the Board had not yet been identified resulting in a vacancy on the Board.

There were no items removed from the Consent Agenda.

Maintenance & Operations Status (Superintendent Report):

Mr. Scott distributed the past two periods' Operation and Maintenance Report and discussed the same. Mr. Scott reported that the Authority's maintenance crews had assisted the CR School District by providing CCTV video inspection services at W.B. Simpson Elementary School's internal sewer collection system.

Mr. Scott discussed land development activities in the Authority's service area. He noted that a Walgreens Pharmacy had been planned, and Redner's was anticipated to open in the near future, at CR Plaza II. Mr. Scott also noted that construction of five individual new stores had been slated to commence in the near future at CR Plaza I.

The construction at CNB Bank Camden Branch in the Camden Town Center had been completed and occupancy was anticipated in the near future, Mr. Scott reported.

Regarding the under-construction Cheddar's restaurant, across Lowe's on Walmart Drive, Mr. Scott indicated that a newly installed 2-inch diameter water service line at the site had failed during the Christmas weekend resulting in a significant quantity of water loss, for which the land owner/developer would be held accountable, Mr. Scott added. The restaurant was anticipated to open in March of 2013.

Maintenance & Operations Status (Superintendent Report, cont.):

Mr. Scott noted that construction at the Dover Federal Credit Union parcel, across the slip ramp from the CNB Bank site on Walmart Drive, was anticipated to begin in the Spring of 2013.

Mr. Scott provided a brief background on Sunset Village, a 240 unit proposed senior housing land development adjacent to the State Police Troop 3 on Upper King Road. The planning and engineering of the project had begun in 2007. However, due to the downturn in the economy and the slump in the housing market, construction on the project had not commenced, Mr. Scott explained. Mr. Scott indicated that the Authority Engineer and he had recently met with the project's engineer during which the project engineer had described revisions to the original plans. The revision changed the senior housing land development of town houses to an apartment complex with close to 300 units. Mr. Scott explained that a regional sanitary sewer pump station had been planned and designed in 2007 to accommodate the conveyance of future sewer flows from the anticipated number of Equivalent Dwelling Units (EDU) planned at Sunset Village, Cooper Farm, Southside Baptist Church, and possibly Troop 3. The construction of the proposed regional pump station would be in the Authority's best interest, Mr. Scott said, and the Authority would encourage participation in the temporarily financing of the construction until the built out of all expected land uses, Mr. Scott added.

Mr. Scott indicated that the developers of Wynsome Knoll had purchased additional property in the back of Camden-Wyoming Little League and planned to increase the size of the development by 15 town houses there.

Regarding operations, Mr. Scott indicated that the last meter reading of the year had been completed on December 19, 2012, followed by billing which had been concluded on December 28, 2012. The due date for the quarter's billing was January 25, 2013, Mr. Scott noted. It was explained that on February 5, 2013, the Authority would mail late notices followed by service disconnections on February 19, 2013, weather permitting, since water services were not shut off in severe/cold weather.

Engineering Report:

A Project Summary Report and Analysis of Costs and Expenses which had been performed for the Sanitary Sewer System Rehabilitation Project within the Isaac's Branch flood plain area was presented for the Board's review and consideration. In his memorandum to the Board about the report, Gharebaghi recommended that an amount, no less than \$200,000 per year (\$250,000 per year would be preferable to increase buying power), be allocated in the Authority's annual budget toward the cost of sewer system infrastructure rehabilitation and improvements. The investment of resources toward rehabilitation of the Authority's aging sanitary sewer infrastructure would be in the best interest of the Authority's customers and could significantly contribute to maintaining steady rates, Gharebaghi added.

Engineering Report (cont.):

A mock bill was presented to the Board comparing Gharebaghi's home water bill, which he had received from Tidewater Utilities, Inc. (TUI), to a hypothetical Authority bill if he had been an Authority customer. The comparison had revealed startling facts, Gharebaghi shared. For water usage of about 11,000 gallons in one quarter, Gharebaghi had paid TUI \$161.61, for water service only, versus \$80.86, which he would have had to pay for the same water usage if he had been an Authority customer. Gharebaghi, who resides about 5 miles from the Authority's service area, indicated that, hypothetically, he would have only paid about \$22 more than TUI's water billing for the Authority's water *and* sewer services. Gharebaghi cautioned that the Authority's rates were, in his professional opinion, woefully below those charged by for-profit water purveyors, even after considering the implications of profits and overhead charges by private utilities and recommended thoughtful consideration of the matter during the next fiscal year budget deliberations.

Legal Report:

There was no legal report.

Correspondence:

Mr. Quinn read into the records of the meeting a letter, dated November 15, 2012, from the Honorable Mayor Rife of the Town of Wyoming, addressed to the Authority Superintendent. In her letter, the Town of Wyoming's Mayor had expressed gratitude and appreciation for the Authority's assistance with the Town's drainage issues during hurricane Sandy, Mr. Quinn said.

New Business: *Reorganization*

Mr. Quinn nominated Mr. Winchell and Ms. Torres for the positions of Chairperson and Vice Chairperson, respectively. After acceptance of the nominations, the following was decided:

Motion: Mr. Quinn made a motion to approve the nominations of Mr. Winchell for the Chairperson position and Ms. Torres for that of Vice Chairperson as the CWS&WA Officers for calender year 2013, seconded by Mr. Winchell. Motion carried unanimously.

Approval of the Consent Agenda:

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

Old Business: *Rates*

Because the CWS&WA's approved budget for FY 2012-2013, did not include an escalation in both, water and sewer user and flat rates, as a housekeeping measure, the following action was approved by the CWS&WA Board Members:

Motion: Ms. Torres made a motion to temporarily suspend the user fees and flat rates portion of CWS&WA Resolution No. 2000-03, requiring the automatic escalation of all CWS&WA fees and charges by an annual rate of 5%, to allow for holding steady the user rates and flat charges for calendar year 2013, seconded by Mr. Quinn. Motion carried unanimously.

Visitors' Comments:

Mr. Shuba spoke, emphatically, against the once proposed land development of Winterberry Woods in Kent County, about 3 miles from the Town of Wyoming. The Authority had once agreed to provide water and sewer utilities to the then proposed land development and Mr. Shuba sought to urge the Board not to provide water and sewer services in the future to the proposed land development.

It was explained that although the Authority held the Certificate of Public Convenience and Necessity (CPCN), granted by the Delaware Public Service Commission (PSC), for the property, there were no current agreements with any developers or any sewer or water capacity commitments to any entity in connection with sewer and water utility services at winterberry Woods. It was also pointed out that any future agreement for water and sewer services for Winterberry Woods was subject to the approval of the Authority's Board of Directors if, and when, such an agreement was requested. The Authority would not take any hypothetical action to not do that which it had not yet been requested to do, Mr. Winchell remarked. Mr. Winchell also noted that land use and subdivision matters and approvals for any land development proposal in Kent County was subject to the approval of Kent County Levy Court to whom objections about land development proposals ought to be addressed.

Financial Audit:

Ms. Torres made a motion to table the consideration of the Authority's last fiscal year Financial Audit until the next Regular Meeting to provide time for review of the Audit by all Board Members, seconded by Ms. Torres. Motion carried unanimously.

It was noted that the Audit would not be shared with the Towns of Camden and Wyoming, or anyone else for that matter, because the Audit had not yet received the Board's approval and remained a Draft until its approval by the Board.

Adjournment:

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

The Regular Meeting adjourned at 8:05 p.m.

The next Regular Meeting will be held on February 12, 2013, at 7:00 p.m.

Respectfully Submitted,
CAMDEN-WYOMING SEWER & WATER AUTHORITY

Harold L. Scott, Sr.
CWS&WA Superintendent