

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 February 12, 2013*

Authority Members present: Ms. Barbara Blomquist
Mr. Jeffrey Conner
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

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 February 12, 2013. The meeting was called to order at 7:00 p.m. by the Chairperson, Mr. Winchell. Mr. Winchell introduced Mr. Conner, the appointee of the Town of Wyoming to serve on the Authority Board of Directors, and welcomed the new Board Member.

There were no items removed from the Consent Agenda.

Approval of the Consent Agenda:

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

Maintenance & Operations Status (Superintendent Report):

Mr. Scott distributed the period's Operation and Maintenance Report and discussed the same. Mr. Scott discussed the issue of frozen water meters. The meters were the homeowners' responsibility and all meters removed or replaced were bench tested for accuracy, he added.

Mr. Scott reported that the pumps at Lowe's sanitary sewer pump station had been removed from the wet well by the Authority's crews. Mr. Scott delivered the pumps to Bridgeport, Pennsylvania, to have them rebuilt. Mr. Scott noted that the pump station was back in operation in less than three days for the maintenance work.

Mr. Scott indicated that, of the Authority's total accounts receivables (AR) of approximately \$177,000, AR's which had aged more than 180 days amounted to \$63,417 and were mostly associated with residential properties in foreclosure.

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

Mr. Scott indicated that the Authority's monthly water production reporting would hereafter be submitted to Delaware Department of Natural Resources and Environmental Control (DNREC) online at DNREC's world wide web site.

Mr. Scott reported that an unusual number of customers who had received late notices had already paid, according to their bank records. But, the Authority had not received their payments. Mr. Scott indicated that customers with proof of on-time payment would have late fees removed from their accounts.

Mr. Scott noted that 34 residential water services had been shut off for seriously delinquent accounts. The Towns of Camden and Wyoming had been advised regarding the shut offs, Mr. Scott added.

Engineering Report:

Gharebaghi explained that a newly installed water main serving Cheddar's restaurant had failed in late December of 2012. The Authority was in the process of discussing the matter with the property owners and construction contractors toward an amicable resolution of the water loss associated with the pipe failure, Gharebaghi added. The faulty installations had been removed and correctly reinstalled, Gharebaghi said.

Gharebaghi indicated that following the substantial completion of water distribution and sanitary sewer systems at CR Plaza I and II, as-built drawings for the installations had been received by the Authority from the project's engineers.

Gharebaghi reported that a set of proposed construction plans for the forth phase of the residential land development of Wynsome Knoll had been received by the Authority and reviewed for conformity with the Authority's construction standards. Regarding Phase 4 of Wynsome Knoll, Mr. Scott noted that the property on which phase 4 had been planned was being investigated to determine whether it was situated within the incorporated limits of the Town of Camden or that of the Town of Wyoming.

Gharebaghi reported that Delaware Department of Transportation (DelDOT) had presented the Authority with a set of preliminary construction plans for the reconstruction of the bridge over Isaac's Branch on West Railroad Avenue (Bridge 2-195A). The reconstruction plans, which impacted the Authority's underground assets, would be discussed with DelDOT representatives at a meeting scheduled for Tuesday, February 19, 2013, at the Authority's conference room, Gharebaghi added. Interested individuals were invited to attend the meeting, however, it was noted that the agenda of the meeting with DelDOT would be limited to discussion surrounding the impact of the proposed construction on the Authority's 10-inch water main crossing Isaac's Branch along Mill Road. The administration of the Town of Wyoming would be advised to contact DelDOT toward the scheduling of a meeting to discuss other impacts of the bridge reconstruction such as during-construction traffic detours. According to DelDOT, the work was anticipated to commence in June 2013, Gharebaghi noted.

Legal Report:

There was no legal report.

Approval of Financial Audit:

This matter was tabled at the Authority's January 8, 2013, Regular Meeting.

Motion: Mr. Quinn made a motion to approve the Authority's financial Audit for the past fiscal year, seconded by Ms. Torres. Motion carried unanimously.

Visitors' Comments:

Questions regarding the Authority's independent financial auditors were answered. Following discussion surrounding DeIDOT's proposed Bridge 2-195A reconstruction and its potential impact on the Town, it was noted that Ms. Pam Haddick of the Town of Wyoming would be assisted by Mr. Conner toward identifying DeIDOT's project manager to schedule a meeting for the purpose of discussing traffic and other impacts of the proposed work with DeIDOT representatives.

Adjournment:

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

The Regular Meeting adjourned at 7:35 p.m.

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

Respectfully Submitted,
CAMDEN-WYOMING SEWER & WATER AUTHORITY

Harold L. Scott, Sr.
CWS&WA Superintendent