

# 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 November 12, 2013*

**Authority Members present:** Mrs. Barbara Blomquist  
Mr. Jeffrey Connor  
Mr. Peter Couming  
Mr. Michael Quinn  
Ms. Tracy Torres  
Mr. James Winchell

**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

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The Camden-Wyoming Sewer and Water Authority (CWS&WA) met at the CWS&WA Office on November 12, 2013. The meeting was called to order at 7:00 p.m. by the Chairperson, Mr. Winchell.

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.

Mr. Winchell indicated that the Authority's responses to the eleven (11) questions which had been posed by the Sewer Committee and discussed during the Authority's October 8, 2013, Regular Meeting, were distributed and made available for public review, without discussion. Mr. Winchell explained that because none of the members of the Sewer Committee were in attendance at the Regular Meeting, the Authority's responses would not be further discussed.

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

Mr. Scott distributed the period's Operation and Maintenance Report and discussed the same. Mr. Scott reported that the Authority's crews had addressed an outage at Walmart pump station. The pump station had remained off-line, and had been operated by the Authority's by-pass pumping system, for a period of three (3) days to provide time for the necessary repairs, Mr. Scott explained. Mr. Scott indicated that the Authority's crews had replaced transducers and alarm floats that had failed to operate properly at the pump station wet well, following which, the station had been placed back in service, he added.

Mr. Scott cited the report he had provided during the Authority's October 8, 2013, Regular Meeting, regarding Tamarac pump station, and indicated that the Authority's crews had removed the malfunctioning pump and replaced its impeller. Mr. Scott displayed the severely damaged impeller, which had been removed from one of the pumps at Tamarac pump station, showing the damaged impeller vanes. Mr. Scott speculated that debris, such as small pieces of gravel or the like, might have been responsible for the damaged impeller.

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

Mr. Scott reported that, assisted by MGK Construction, the Authority's crews had completed the rebuilding of Nellie Stokes sanitary sewer pump station. Mr. Scott noted that check valves and by-pass flanges, hitherto inside of the pump station wet well, had been set up within a newly installed reinforced concrete valve vault adjacent to the pump station's wet well. The station's old pumps had been repaired and repaired for future emergency use, Mr. Scott added.

Mr. Scott indicated that the Authority's crews had assisted, and would continue to assist, the Town of Wyoming with the Town's storm water drainage system.

Mr. Scott indicated that the Authority systems' balance was \$196,367 for residential, and \$36,907 for commercial accounts. Mr. Scott noted that the Authority's accounts receivables, aging more than 180 days, amounted to approximately \$65,000, mostly due to foreclosures and abandoned structures.

In response to Ms. Torres' question, Mr. Scott indicated that, similar to electric companies' charges, the Authority's current rate structure did not provide for discounts to non-profits.

Mr. Couming inquired about the status of the Authority's budget line items' year-to-date percentage comparison to annual budgeted amounts. Mr. Scott indicated that, overall, the Authority's operations were under budget. However, Mr. Scott continued, because of emergencies and unforeseen circumstances, some line items of the budget could appear to have been exceeded, but, Mr. Scott indicated that the Authority's overall operations were on track and under budget from a year-to-date standpoint. Mr. Scott reminded the Board about the emergency repairs which had to have been performed at well #2R in 2009, and said that the more-than-\$100,000 costs associated with the repairs had not been specifically budgeted for the fiscal year during which the repairs had occurred. Adjustments to, and the timely review of the Authority's budgets - on a monthly basis - allowed for the efficient management of the necessary realignment of prioritized activities to provide for a budget allowance for the unforeseen, Mr. Scott added.

Responding to Mr. Couming's question about the time allotted for the review of the Authority's annual budgets by the Board, Mr. Scott explained the Authority's Resolution regarding Budget Review and Approval Process (Resolution No. 2011-01, adopted in 2011).

### **Engineering Report:**

It was reported that sewer and water construction plans for the forth phase of Wynsome Knoll, which had been submitted to the Authority by the developer's engineers, had been approved for construction. According to the proposed plans, the forth phase of the project would include 15 additional townhouse lots at Wynsome Knoll, Gharebaghi said.

It was reported that sewer and water service connections were anticipated to be installed in the near future to serve the speculative building adjacent to Cheddar's restaurant at Camden Town Center.

Gharebaghi reported that an Application for the Authority's services had been filed with the Authority by Walgreens for the anticipated four (4) Equivalent Dwelling Units (EDU's) at the proposed Walgreens adjacent to Redner's.

**Engineering Report (cont.):**

It was reported that work had continued to be in progress toward acquiring a suitable site for the Authority's Source Water Development and Water Storage Tank Project. A parcel of land was targeted for further evaluation, Gharebaghi added. He indicate that updated reports on this matter would be provided at the Authority's future Regular Meetings.

**Legal Report:**

There was no legal report.

**Old Business:**

Mr. Winchell discussed the implications of the decision that was made by the Board at the October 8, 2013, Regular Meeting concerning CWS&WA Resolution 2000-3. Mr. Winchell indicated that there had been unintended consequences associated with the revisions to Resolution 2000-3, which he hoped to clarify by bringing the matter before the Board for reconsideration at the Authority's next Regular Meeting. Mr. Winchell summarized the history of the subject resolution vis-a-vis automatic 5% escalation of all of the Authority's fees and charges, including, but not limited to, the Authority's sewer and water Impact and Application fees for new land developments, Construction Inspection charges for new sewer and water distribution systems construction, and Closed Circuit TV Video Inspection of newly installed facilities. In addition to user rates and charges, Resolution 2000-3 had been envisioned to be made applicable to all of the Authority's other fees and charges referenced above, Mr. Winchell explained. The matter would be further discussed at the Authority's December 10, 2013, Regular Meeting, Mr. Winchell added.

**Correspondence:**

With the exception of those referenced above, there were no other correspondence.

**Visitors' Comments:**

There were no Visitors' Comments.

**Adjournment:**

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

The Regular Meeting adjourned at 8:00 p.m.

The next Regular Meeting will be held on December 10, 2013, at 7:00 p.m.

Respectfully Submitted,  
CAMDEN-WYOMING SEWER & WATER AUTHORITY

Harold L. Scott, Sr.  
CWS&WA Superintendent