

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, 2014*

Authority Members present: Mr. Jeffrey Connor
Mr. Peter Couming
Mr. Larry Dougherty, Sr.
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
Mr. George Luff, CPA, Authority Accountant
Mr. Tyler Luff, CPA, Luff & Assoc.

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 August 12, 2014. 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: Mr. Couming made a motion to approve the Consent Agenda, seconded by Ms. Torres. Motion carried unanimously.

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 crews had continued work on water service repairs at Camden-Wyoming Avenue. Mr. Scott noted that Delaware Department of Transportation (DelDOT) might overlay the pavement of Camden-Wyoming Avenue in the near future depending upon the impact of the work on the area school bus traffic.

Mr. Scott explained that deliveries of gas chlorine tanks for raw water disinfection were rearranged so as to receive two deliveries for the Authority's two well sites. The measure eliminated the need for the Authority's crews to transport chlorine gas from one plant to the other, Mr. Scott added.

Mr. Scott indicated that the Authorities crews had worked on sewer main clearing at Pharsalia and had continued work on rebuilding and maintaining fire hydrants during the past period. Two of the Authority's employees had also attended a water sampling certification program at Delaware Rural Water Association in July, Mr. Scott added.

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

Mr. Scott indicated that the Authority's system balance for water and sewer operation was approximately \$191,000. Approximately, \$204,000 had been collected since the last billing, Mr. Scott noted. Mr. Scott indicated that commercial billing that had just been completed amounted to approximately \$33,980. He also indicated that certified notices had also been mailed to customers with delinquent accounts regarding water service disconnections, scheduled for August 26, 2014, for seriously delinquent accounts.

In response to Ms. Torres' inquiry, Mr. Scott explained that commercial accounts were billed monthly, and residential accounts quarterly, for the Authority's services. Mr. Scott noted that applicable rates for sewer and water usages were the same for both, residential and commercial accounts. Mr. Scott noted that the Authority relied upon the Towns of Camden and Wyoming with respect to land use classification/zoning of properties.

Engineering Report:

Gharebaghi reported that he had visited Mr. Drapola, Ms. Moore, and Ms. Weaver - who were residents of Barclay Farms - in mid-July regarding brown water issues. It had been decided that kitchen faucets would be continuously run, immediately following the discovery of discolored water, and the time recorded so as to enable the computation of the volume of water necessary to clear the discoloration. Gharebaghi indicated that the residents had agreed to report the incident to the Authority office as soon as possible after noticing discolored water to assist in determining whether occurrences of discolored water were synchronized among the homes in the community. Gharebaghi indicated that, at the request of Mrs. Moore, the Office of Drinking Water had collected water samples from Ms. Moore's residence at Barclay Farms in mid-July and reported that their test results had concluded that the water met the primary (health related) maximum contaminant levels as specified by the Safe Drinking Water Act and the regulations of the State of Delaware Governing Water Systems. Updated reports on this matter would be provided at future Regular Meetings, Gharebaghi added.

Gharebaghi provided a status update on the matter of the Authority's application for a Certificate of Public Convenience and Necessity (CPCN) which he had filed with the Public Service Commission (PSC) in September of 2010. Gharebaghi indicated that at its meeting, held on July 23, 2014, the PSC had granted the CPCN to the Authority for the three properties on Lochmeath Way.

Regarding the Authority's Capacity Development Project, Gharebaghi indicated that well drilling proposals for the Authority's proposed Piney Point Aquifer well and potential water treatment and disinfection systems were being evaluated for the Authority's Capacity Development Project. Updated reports on the progress of the Project would be presented at future Regular Meetings, Gharebaghi added.

Legal Report:

There was no legal report.

Old Business: *Winterberry Woods*

Gharebaghi indicated that a completed Application for Winterberry Woods had been received by the Authority on August 11, 2014 (one day before the Regular Meeting). Updated reports on this matter would be provided at future Regular Meetings, Gharebaghi added.

A Laboratory for Learning

Mr. Couming provided an updated report on the progress of the Program on which he had reported during the Authority's last several Regular Meetings. Mr. Couming indicated that efforts would continue toward enrolling eligible students to participate in the program which was scheduled to begin on September 25, 2014.

161 Center Street Property

Pursuant to the Board's discussion on the property at 161 Center Street during the Authority's previous Regular Meeting, the following was decided:

Motion: Mr. Couming made a motion to put the property up for sale by owner, for \$50,000, seconded by Mr. Quinn. Motion carried unanimously.

A "For Sale by Owner" sign would be placed on the property to attract potential buyers.

New Business: *Presentation of the Authority's 2014-2015 Fiscal Year Budget:*

Assisted by Mr. Tyler Luff, Mr. George Luff presented the Authority's Draft 2014-2015 Fiscal Year Budget. Using overhead projection of a power point presentation, Mr. Luff discussed the Draft Budget and explained the rationale for the development of the same. A Budget Workshop Session was scheduled for Tuesday, August 26, 2014, at 7:00 p.m. at the Authority's conference room for the purpose of discussion surrounding the Authority's Fiscal Year 2014-2015 Budget.

Correspondence:

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

Visitors' Comments:

There were no public comments.

Adjournment:

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

The Regular Meeting adjourned at 8:25 p.m.

The next Regular Meeting will be held on September 9, 2014, at 7:00 p.m.

Respectfully Submitted,
CAMDEN-WYOMING SEWER & WATER AUTHORITY

Harold L. Scott, Sr.
CWS&WA Superintendent