

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 December 9, 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

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 December 9, 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 Operations and Maintenance Reports for the past two periods, October and November 2014, and discussed the same. Mr. Scott indicated that the Authority crews had repaired a water service leak at Front Street and Caesar Rodney Avenue. Mr. Scott anticipated that pavement patching for the impacted areas would be completed prior to the seasonal closing of asphalt plants.

Mr. Scott indicated that the Authority crews had installed a new water service at Southern Boulevard where the existing water service had originated from an old 2-inch diameter water main. Mr. Scott noted that the elimination of the approximately 200-foot length of the old 2-inch dead end water main and providing water services from the 10-inch water main improved the quantity and quality of the water at customers' services.

Mr. Scott noted that the construction of the commercial building at Camden Corner had been substantially completed and occupancy was anticipated early in 2015.

Mr. Scott indicated that the Town of Wyoming had requested the Authority's assistance with the repair of several storm sewer catch basins at Southern Boulevard. Of the total of nine inlets, four had already been repaired and the remaining five would be completed when the weather conditions permitted the activity, Mr. Scott added.

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

Responding to Mr. Winchell's inquiry about the catch basins, Mr. Scott indicated that the old brick basins had deteriorated and needed rebuilding.

Mr. Scott indicated that the Authority's system balances for water and sewer operations were approximately \$27,900 and \$86,141, respectively. Mr. Scott noted that \$276,579 had been collected since the last period. Mr. Scott indicated that on December 2, 2014, forty (40) work orders had been issued for shut off of water services of seriously delinquent account holders. Of the 40, eight (8) remained shut off, Mr. Scott said. The services that remained shut off were mostly associated with unoccupied units that were undergoing foreclosure, Mr. Scott added. The next residential billing cycle would begin on December 17, 2014. Mr. Scott indicated that accounts receivables, aging more than 180 days, had totaled approximately \$66,000 for the period.

Mr. Scott indicated that the Authority's financial audit had been substantially completed and awaiting confirmations from the Authority's financial institutions to complete the annual audit report. Mr. Scott, who anticipated the completion of the audit report in January of 2015, noted that there had been no abnormalities identified by the auditors of the Authority's financial records.

Engineering Report:

Gharebaghi reported that an application had been received from the Wyoming Tavern for the inclusion of a new kitchen in the existing tavern building. The proposal included a privately owned and maintained sewer pump station to lift the generated wastewater from the proposed kitchen to an existing sanitary sewer clean out currently serving the tavern.

Gharebaghi indicated that he had met with the Weavers at 107 South Kimmer at Barclay Farms. It was explained that while the water from the bath sinks and tub faucets had been discolored, the water from a powder room faucet had been clear. The investigation into the source of brown water impacting some of the homes at Barclay Farms would continue, Gharebaghi added.

Regarding the capacity Development Project, Gharebaghi indicated that preliminarily, a well drilling contractor was scheduled to be recommended for selection by the year's end, followed by test well drilling, specific capacity and water quality testing, and the installation of the production well by the end of March 2015. The design and construction of a well house were also anticipated by the end of May 2015, Gharebaghi added. Gharebaghi also noted that Mr. Couming had delivered the Town of Camden's Resolution #2014-R-06, annexing the Authority's property at 3680 Upper King Road into the incorporated limits of the Town of Camden. Updated reports on the project would be presented at the Authority's future Regular Meetings, Gharebaghi added.

On the Laboratory for Learning Program, it was reported that the Authority's personnel, one of whom was a CR HS graduate, had made a presentation on water metering on October 23, 2014, at which 13 students had been in attendance.

Engineering Report (cont.):

On December 4, 2014, a professional traffic engineer had provided the 15 students, who had attended the session, a presentation on traffic signals, signs, and traffic engineering, and on December 18, 2014, an aerospace engineer from the Dover Air Force Base had made a presentation on aerospace and aeronautics engineering to 13 students who had attended the session.

Regarding Winterberry Woods, it was noted that in response to an Application which had been filed for the extension of the Authority's services, a Facilities Extension Feasibility Analysis (FEFA) had been provided to the project proponents. Updated reports on the project would be presented at the Authority's future Regular Meetings, Gharebaghi added.

Legal Report:

There was no legal report.

Announcement:

Ms. Torres announced that the Town of Camden administration had informed her that she would not be reappointed to serve on the Board of the Authority in 2015. Ms. Torres thanked the Board and indicated that she valued her time on the Authority Board.

Correspondence:

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

Visitors' Comments:

There were no visitors' comments.

Adjournment:

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

The Regular Meeting adjourned at 7:47 p.m.

The next Regular Meeting will be held on January 13, 2015, at 7:00 p.m.

Respectfully Submitted,
CAMDEN-WYOMING SEWER & WATER AUTHORITY

Harold L. Scott, Sr.
CWS&WA Superintendent