

**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 April 14, 2015*

**Authority Members present:** Mr. Jeffrey Connor  
Mr. Peter Couming  
Mr. Larry Dougherty, Sr.  
Mr. Michael Quinn  
Mr. Daniel Ridgely  
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 April 14, 2015. The meeting was called to order at 7:00 p.m. by the Chairperson, Mr. Couming.

There were no items removed from the Consent Agenda.

**Approval of the Consent Agenda:**

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

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

Mr. Scott distributed the Operations and Maintenance Report for the period and discussed the same. Mr. Scott indicated that a property owner on Old North Road had replaced their property's sewer lateral and the Authority crews had used the opportunity to install a new sanitary sewer clean out there. Mr. Scott also reported that the sanitary sewer lateral at 205 E. Camden-Wyoming Avenue had been video inspected by the Authority crews and a collapsed lateral had been found.

Mr. Scott noted that a sanitary sewer manhole at S. Railroad Avenue had been checked by the Authority crews for flow conditions and had found no problems with the flow in the manhole.

Mr. Scott indicated that the Authority crews had sewer-jetted and flushed a sanitary sewer line for a business for which the business had been charged by the Authority. Mr. Scott also reported that the Authority crews had assisted the Town of Wyoming with sanitary sewer service lines at Railroad Avenue. The Town had been invoiced for the work, Mr. Scott continued.

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

Mr. Scott indicated that because of accumulated adult wipes at the Tamarac pump station, the Authority had handed out notices to the residents to make them aware of the problems associated with clearing adult wipes from the pump station.

Mr. Scott noted that additional future construction phases were possible at the Wynsome Knoll residential development in Wyoming, according to the project developers.

Mr. Scott explained that the Authority had agreed to assist the Town of Wyoming with the cleaning of a storm sewer pump station at S. Layton Avenue. The Authority crews had provided a load of water to confirm the operation of the storm sewer pump station, Mr. Scott added.

Mr. Scott indicated that residential and commercial water meter readings had been completed. As of the end of March 2015, approximately \$370,000 had been billed out for the quarter and approximately \$130,000 had been collected since the sewer and water billing. Mr. Scott explained that water usage had been more than normal in many cases because some customers had left their water running slightly to prevent freezing of water service pipes. Mr. Scott noted that accounts receivables aging more than 180 days totaled approximately \$69,000.

Mr. Scott reported that the Authority's North Well was back in service after having had its bowl assembly, head shafts and spider gears reconditioned. In response to Mr. Couming's inquiry, Mr. Scott indicated that the cost of the repairs had totaled approximately \$28,000.

Regarding the period's Response Log and reported instances of brown water, Mr. Scott explained that the Fifer School's internal plumbing and water pressure differential that might have been caused by water hammer, could have contributed to the reported brown water. Additionally, the Camden-Wyoming Fire Company had exercised fire hydrants that could have also contributed to the problem, Mr. Scott continued. Mr. Scott indicated that the Authority was working with the school to resolve the pressure drop within the School's plumbing and fire suppression system. Mr. Scott noted that the water pressure outside of the School was maintained at approximately 45 psi. In response to Mr. Ridgely's question about back flow prevention at the School, Mr. Scott noted that there were limitations to back flow prevention because of the School's fire suppression system.

Mr. Dougherty asked about the calls that were made to the Authority office after business hours, on weekends and on holidays. Mr. Scott explained that after hour calls were received by the Authority's answering service who delivered messages to the Authority's on-call personnel. The Authority's crews would then take appropriate action in response to the call, Mr. Scott added.

### **Engineering Report:**

On the Capacity Development Project, Gharebaghi indicated that arrangements had been made for the performance of differential level surveys associated with the proposed water tank project. Dr. Carmine Balascio, P.E., a member of the Delaware Association of Professional Engineers and a professor at the University of Delaware, three Laboratory

### **Engineering Report (cont.):**

for Learning Program participants (CR High School students), Mr. Couming and the Authority Engineer had run a level loop approximately 2.5 miles between the Authority's existing water tank at 16 S. West Street to the site of the proposed water tank at 3680 Upper King Road, Gharebaghi added. Gharebaghi indicated that a Delaware State News article and a Dover Post write up about the activity had been published in the April 7, 2015, and April 8, 2015, issues of the newspapers, respectively.

It was also reported that the work of coordination of field surveys, geotechnical investigations and soil borings for the proposed tank's foundation design by the tank manufacturer were in progress. Gharebaghi also indicated that American Water Well Systems had received a Permit for the pilot well phase of the well project from the Delaware Department of Natural Resources and Environmental Control (DNREC) and had scheduled the pilot well drilling for April 20, 2015, weather permitting.

It was reported that the Authority had received water testing data from the Office of Drinking Water for the Authority's 2015 Annual Water Quality Report / Consumer Confidence Report (CCR), reporting the status of the Authority's water quality for calendar year 2014. The CCR would be completed before the end of June 2015, and made available to the Authority's customers on the Authority's web site, Gharebaghi added.

#### *A laboratory for Learning*

Regarding the Laboratory for Learning Program, Gharebaghi reported that on March 26, 2015, Mr. Keith Harrison, Trainer / Educator at the Office of Drinking Water had made a presentation to nine students who had attended the session. For the next Laboratory for Learning session, scheduled for April 23, 2015, Gharebaghi thanked Mr. Ridgely for agreeing to make a presentation on Architecture.

### **Legal Report:**

There was no legal report.

### **Comprehensive Planning Committee (CPC):**

A meeting of the Comprehensive Planning Committee was schedule for April 22, 2015, at 2:00 p.m., for the purpose of continuing work on CPC projects.

### **Correspondence:**

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

Mr. Dougherty indicated that he had observed the Authority staff returning to work after about two hours following last year's Holiday luncheon and suggested that the staff be given the afternoon off after the next Holiday luncheon. Mr. Scott thanked Mr. Dougherty for his concern for the Authority staff and indicated that the Authority staff had opted to return to work after the previous Holiday luncheon so that they might have the day after Christmas off.

**Visitors' Comments:**

Mr. and Mrs. Mullinax of 204 Cambridge Road discussed their experience with brown water. Mr. Mullinax indicated that the discolored water had cleared within about an hour and asked if the brown water could be prevented. Mr. Scott explained that the Fire Company had opened fire hydrant for non-emergency use without notifying the Authority. This could have contributed to the short burst of discolored water in some parts of the distribution system, Mr. Scott added.

Mr. and Mrs. Mullinax inquired about the Authority's quarterly billing and asked if the Authority's billing could be done monthly. Mr. Scott explained that the Authority's commercial accounts were billed monthly. Mr. Scott also explained that when in the future old water meters were replaced with radio and remote read meters, residential monthly billing could be evaluated in further detail. Mr. Dougherty also explained that monthly residential meter reading and billing were currently cost prohibitive. Mr. Dougherty also suggested the investigation of monthly billing for residential customers based on quarterly meter readings.

Mr. McFann asked about the pilot well at 3680 Upper King Road after the installation of the production well. Mr. Scott explained that it would be sealed according to DNREC regulations.

Mr. Ridgely indicated that per Mr. Scott's request he had developed conceptual architectural plans for the proposed well house at Upper King Road which he shared with the Superintendent for consideration.

**Adjournment:**

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

The Regular Meeting adjourned at 8:47 p.m. The next Regular Meeting will be held on May 12, 2015, at 7:00 p.m.

Respectfully Submitted,  
CAMDEN-WYOMING SEWER & WATER AUTHORITY

Harold L. Scott, Sr.  
CWS&WA Superintendent