

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 January 12, 2016*

Authority Members present: Mr. Jeffrey Connor
Mr. Larry Dougherty, Sr.
Mr. Michael Quinn
Mr. Daniel Ridgely
Mr. James Winchell
Mr. Daniel Woodall

**Also in attendance representing
the CWS&WA:**

Mr. Harold Scott, Authority Superintendent
Mr. Soheil Gharebaghi, P.E., Authority Engineer
Ms. Mary Sherlock, Esq., Authority Attorney

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 January 12, 2016. The meeting was called to order at 7:10 p.m. by the Chairperson, Mr. Winchell.

Mr. Winchell welcomed Mr. Woodall to the Board. Mr. Woodall was appointed to the Board by the Town of Camden Council to replace Mr. Couming.

There were no items removed from the Consent Agenda.

Approval of the Consent Agenda:

Motion: Mr. Ridgely made a motion to approve the Consent Agenda, seconded by Mr. Dougherty. 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 noted that the Authority crews had repaired a water leak at Front Street. The repair had included a service line from the water main to the curb stop, Mr. Scott added.

Mr. Scott discussed the routine maintenance reflected in his report and added that the Authority crews had been investigating the reports of rusty water at Barclay Farms. Mr. Scott explained that a water meter had been removed from one of the houses at Barclay Farms and the service line between the water main and the meter had been allowed to flow until the water had run clear. After the re-connection of the water meter - following observed clear water from the water service line - the water in the house had still exhibited rusty water, Mr. Scott added. Mr. Scott indicated that the Authority personnel had followed up with the impacted Barclay Farms residents who had not reported any further occurrence of rusty water. Mr. Scott explained that the Authority had not observed any reason or cause for the manner with which the residents of Barclay Farms were impacted by rusty water and would continue to monitor the situation.

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

Regarding a customer complaint about high water usage, Mr. Scott explained that, using blue tablets in a customer's toilet tanks, the Authority personnel had revealed that the customer's high water usage had been as a result of the constant running of the toilet.

Mr. Scott reported that the Authority crews had assisted with sewer blockages, on the customer side, on N. Caesar Rodney Avenue and on Medallion Circle.

Mr. Scott indicated that Abel Recon would be returning to repair three manholes in Isaac's Branch crossing area.

Mr. Scott explained that a single car accident on South Street had caused a fire hydrant to be struck. The sudden water loss from the hydrant lead had caused a number of rusty water calls received by the Authority, Mr. Scott added.

Mr. Scott indicated that, of the 38 water service shut-offs for delinquent accounts, 34 had been reconnected after payments had been made. Regarding the Authority's finances, Mr. Scott reported a balance of \$368,978. Mr. Scott also noted that approximately \$119,000 had been collected since the last period. Re-connection fees of approximately \$2,500 had also been collected, Mr. Scott added. Mr. Scott noted that accounts receivables (AR) aging more than 180 days had totaled approximately \$69,000, which he explained was a significant reduction since the past period. Mr. Scott indicated that the Authority's current billing totaled approximately \$276,000.

Regarding the complaint log, Mr. Scott indicated that the Authority had addressed all of the calls and noted that the Authority personnel were tracking brown water reports from Barclay Farms toward finding a solution. In this regard, Mr. Ridgely requested the plan of Barclay Farms and the tracking of brown water reports.

Mr. Scott distributed copies of the Authority's financial audit to the Board Members and noted that the audit did not contain any negative remarks from the auditors.

In response to Mr. Woodall's inquiry about Barclay Farms, Mr. Scott explained the removal of one of the water meters and flushing of the water service line there. Mr. Woodall asked if the source of brown water had been inside of the house. Mr. Scott indicated that we would track the problem to see if it recurred.

Engineering Report:

On the Capacity Development Project, Gharebaghi reported that, on December 10, 2015, Caldwell Tanks had set up the hoist cables the boom and the mast on the tank's center column. The top sections of the tank's eight columns had been delivered and placed on top of the lower sections of the tank's legs. It was also reported that the torus bottom sections of the tank had been lifted in position and fitted. Welding of the eight torus bottom sections would continue until completed, Gharebaghi added. CTI crews had also started to weld the roof sections on the ground, he added.

Engineering Report (cont.):

Gharebaghi explained CTI crews' work schedule, and in response to Mr. Ridgely's inquiry, indicated that the 1 MG water tank construction work was, so far, very close to the schedule that was submitted by CTI.

Gharebaghi reported that the Authority had received CTI's certificate of insurance for the calendar year 2016. It was also noted that two articles about the project had been published in the December 30, 2015, issue of Dover Post and the January 5, 2016, issue of Delaware State News.

Regarding the Laboratory for Learning Program, Gharebaghi indicated that Mr. Jim Vescovi, P.E., an environmental engineer with the Delaware Solid Waste Authority would be the guest speaker for the next program session, scheduled for Thursday, January 28, 2016, at 6:30 p.m. at the Authority's Conference room.

Gharebaghi indicated that progress was being made on the summary of projects toward a comprehensive plan. However, because of the priority assigned to the Capacity Development Project - the water tank construction and the well house - the progress had been slow. Following discussion on the matter, a Comprehensive Planning Committee Workshop was scheduled for Tuesday, January 26, 2016, at 7:00 p.m. at the Authority's Conference room. It was noted that Mr. Quinn, Mr. Ridgely and Mr. Winchell served on the Comprehensive Planning Committee.

In response to Mr. Woodall's inquiry about chlorination, Mr. Scott indicated that the Authority used chlorine gas which was injected at a constant rate into the water distribution system.

Legal Report:

Regarding AT&T's lease for the space atop the existing 1 MG tank at Brenda Lane, Ms. Sherlock reported that she had been contacted by a second company (a different one from the company on which Mr. Scott had reported during the last Regular Meeting) to renegotiate AT&T's lease. Ms. Sherlock indicated that she would contact the second company's representative toward a lease that would be in the Authority's best interest.

Correspondence:

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

New Business: *Reorganization*

Mr. Winchell explained that a Chairperson and a Vice Chairperson of the Authority's Board of Directors were the positions for which the Board needed to vote.

Motion: Mr. Ridgely made a motion to nominate Mr. Quinn for the Chairperson position and himself for the Vice Chairperson position for calendar year 2016, seconded by Mr. Dougherty. Motion carried unanimously.

Mr. Quinn and Mr. Ridgely will serve the Authority Board as the Board's Chairperson and Vice Chairperson, respectively, for calendar year 2016.

Visitors' Comments:

There were no visitors' comments.

Adjournment:

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

The Regular Meeting adjourned at 7:53 p.m. The next Regular Meeting will be held on February 9, 2016, at 7:00 p.m.

Respectfully Submitted,
CAMDEN-WYOMING SEWER & WATER AUTHORITY

Harold L. Scott, Sr.
CWS&WA Superintendent