

**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 May 10, 2016*

**Authority Members present:** Mr. Michael Quinn, Chairperson  
Mr. Daniel Ridgely, Vice Chairperson  
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

**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 May 10, 2016. The meeting was called to order at 7:02 p.m. by the Chairperson, Mr. Quinn.

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. Ridgely. 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 discussed the routine sanitary sewer pump station maintenance. Mr. Scott noted that the Authority crews had responded to an after-hours call to stop a water leak. Mr. Scott indicated that the Authority crews had sewer jet and video inspected a section of the sewer main on Carter Lane. Mr. Scott also noted that the Authority crews had pumped out the holding tank at Southside Baptist Church.

Mr. Scott explained that the Authority crews had installed a portion of the 12-inch water main from the new 1 MG tank to the future well house location. Mr. Scott noted that 50 feet remained to tie the 12-inch water main to the existing 12-inch water main at Upper King Road. This work was not completed because of the stop work order placed on the site by the Town of Camden.

Regarding the water meter change outs, Mr. Scott explained that after Chapel Croft (Block 1), work would continue on Block 2 (East of Main Street), Block 10 (Pharsalia to Wyoming Mill), and Block 9 (North of Camden-Wyoming Avenue).

Mr. Scott indicated that the system balance was \$139,532. Mr. Scott indicated that \$187,666 had been collected since the last period. Mr. Scott noted that accounts receivables (AR) aging more than 180 days had totaled approximately \$70,000, mostly because of vacant properties or those in foreclosure.

*Steve McCullough, 103 E. 3<sup>rd</sup> Street*

Mr. McCullough indicated that he had called a plumber to clear his sewer lateral when the plumber informed Mr. McCullough that the manholes were full and requested a reimbursement of approximately \$220 for his plumber. Mr. Scott indicated that, because the matter was not on the Meeting Agenda, he would investigate the matter and provide a report at the next Regular Meeting.

### **Engineering Report:**

Regarding the Capacity Development Project, Gharebaghi indicated that American Water Well Systems (the Authority's well drilling contractor) had purchased a Floserve Pump and motor set to be installed at the new well. It was also reported that much of the 12-inch water main from the new tank to the future site of the well house had been installed by the Authority crews before the Town of Camden's Stop Work order. Approximately 50-feet of 12-inch water pipe remained to connect to the existing 12-inch water main at Upper King Road, Gharebaghi added.

Gharebaghi indicated that the Authority was anticipating a schedule, in the near future, from Corrosion Control Corporation for the painting and tank sterilization.

Gharebaghi indicated that the Authority's Consumer Confidence Report (CCR), or water quality report, for the 2015 calendar year was anticipated to be completed and on the Authority's web site in early June. The CCR was due by June 30, 2016, Gharebaghi said. Further updates on the CCR would be presented at the Authority's next Regular Meeting, he added.

Regarding the Laboratory for Learning Program, Gharebaghi reported that Mr. Albert Gukes, P.E., Esq. of Hertrich Family of Auto Dealerships had made a presentation to the program participants on April 28, 2016, on auto dealership land development process. Mr. Brian Carbaugh, P.E. of WWES Associated was scheduled for the last Laboratory for Learning Program session, scheduled for May 19, 2016, to discuss on-site wastewater disposal and treatment, Gharebaghi added.

Mr. Woodall suggested completing the remaining 50-feet of the 12-inch water pipe to make the connection to the existing 12-inch water main at Upper King Road and asked why this work could not be completed despite the Town of Camden Stop Work order on the tank. Mr. Quinn indicated that he would discuss the matter with the manager of the Town of Camden.

Mr. Ridgely indicated that, during the last Town of Camden Mayor and Council Meeting, the issue of assistance for water and sewer billings and impact fees for low-income home owners had been discussed and asked about the Authority's policy on the matter. Mr. Scott explained that the Authority did not have a policy for financial assistance to its low-income customers. The Authority followed Kent County in this regard, Mr. Scott added. Mr. Scott noted that other, already existing agencies, such as the Catholic Charities, provided financial assistance for utility bills to qualified homeowners. Mr. Ridgely asked if the Authority customers could be directed, via a link on the Authority web site, to sites that provided financial assistance to qualified low-income homeowners.

Mr. Scott indicated that he would look into Mr. Ridgely's inquiry and provide a report at the next Regular Meeting.

**Legal Report:**

There was no legal Report.

**Correspondence:**

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

**Comprehensive Planning and Rate structure review committees:**

Mr. Ridgely indicated that Wawa was undergoing DelDOT review and could be constructed in the near future. Mr. Ridgely reported that on April 26, 2016, a Comprehensive Planning Workshop had been held. Prioritized projects had been reviewed beginning with assessment work to identify the magnitude of the necessary repairs, Mr. Ridgely added. Mr. Ridgely indicated that much of the assessment work would be performed by the Authority's in-house resources. Mr. Ridgely explained the Summary of Projected Projects, updated on April 26, 2016, for the benefit of the Board, to assess a preliminary cost estimate to assist with the development of the Authority's next fiscal year budget.

Mr. Scott indicated that Tri State Grouting had been engaged by the Authority to repair eight (8) sanitary sewer manholes, which would help with the development of a budget for reducing inflow and infiltration (I & I).

**Old Business:**

Regarding the Capacity Development Project and the Town of Camden permit issue, Mr. Quinn indicated that Ms. Sherlock, the Authority Attorney, would be filing a complaint for temporary restraining order, permanent injunctive relief and declaratory judgement in connection with the Town of Camden permit for the project. Updated status reports on this matter would be presented at the next Regular Meeting, Mr. Quinn added.

**Visitors' Comments:**

Mr. McFann asked about the welds on the new tank and how long before they might be compromised. Mr. Scott noted that it would be preferable to paint and sterilize the tank as soon as Corrosion Control Corporation could schedule and perform the work. Mr. Scott noted that rusts on the seams of the tank were not deep and sand blasting by Corrosion Control prior to painting the tank would eliminate the rust.

**Adjournment:**

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

The Regular Meeting adjourned at 8:07 p.m. The next Regular Meeting will be held on June May 14, 2016, at 7:00 p.m.

Respectfully Submitted,  
CAMDEN-WYOMING SEWER & WATER AUTHORITY

Harold L. Scott, Sr.  
CWS&WA Superintendent