

# 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 March 8, 2016*

**Authority Members present:** Mr. Jeffrey Connor  
Mr. Larry Dougherty, Sr.  
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 March 8, 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 indicated that the Authority crews had completed the repairs to a fire hydrant at Redners that had been struck by a car. Mr. Scott also discussed the routine pump stations' maintenance. Mr. Scott noted that the Authority crews had pumped out sanitary sewer holding tanks at Southside Baptist Church. The Church paid for this item, Mr. Scott added. Mr. Scott also indicated that the Authority crews had installed two new water services during the past period.

Mr. Scott noted that 41 orders for water shut offs had been issued for delinquent accounts of which 36 had been restored. Mr. Scott noted that the shut off date had been postponed because of cold weather. Twenty three re-connection fees had been collected, Mr. Scott added.

Mr. Scott indicated that the system balance was \$122,538, which included commercial accounts. Mr. Scott indicated that the goal for delinquent account collections had been \$84,000, and approximately \$88,000 had been collected. Mr. Scott noted that accounts receivables (AR) aging more than 180 days had totaled approximately \$68,000, down from approximately \$71,000 last period. Mr. Scott explained that the AR was mostly because of vacant properties or those in foreclosure.

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

Regarding water meter change outs, Mr. Scott indicated that 119 meters in Block #1 had been targeted for replacement and, to date, 68 had already been replaced. Appointments were being made with 39 property owners to gain access to their water meters for replacement, Mr. Scott added. The next Blocks targeted for water meter replacements were the first 150 meters at Block #2 and 150 meters at Block #10 in the Town of Wyoming, Mr. Scott added.

Referring to brown water complaints, Mr. Scott noted that the majority of the complaints had been caused by the disturbance that a cable company had started in the water distribution system by the unauthorized use of a fire hydrant for three days. In connection with brown water, Gharebaghi displayed a section of the curb stop and service pipes that had been replaced earlier on March 8, 2016, at 14 N. Main Street demonstrating the build up of rust in the old service pipes. A small amount of the accumulated rust could turn a large volume of water discolored, he explained. Even replacement of old water mains would not eliminate the accumulated rust in the service lines, Gharebaghi added.

### **Engineering Report:**

Regarding the Capacity Development Project, Gharebaghi reported that Caldwell Tanks crews had completed the construction of the 1 MG tank on February 25, 2016, nearly two months ahead of schedule. We are anticipating the receipt of Corrosion Control Corporation's schedule for the painting and sterilization of the tank in the near future, Gharebaghi added. Gharebaghi reported that the Authority had received FAA Form 7460-2 from Caldwell Tanks following the completion of the highest part of the tank.

Gharebaghi indicated that Mr. Scott and he had met with American Water Well Systems regarding the pump and motor for the new Piney Point well. The submission of shop drawings for the motor and pump were anticipated in the near future, Gharebaghi added. Gharebaghi noted that the Authority crews would be working on locating the well house piping system.

Gharebaghi indicated that the Authority was continuing to work with Abel Recon and Tri-State Grout to develop prices for sanitary sewer manhole rehabilitation at Mechanic Street and other manholes with infiltration and inflow (I & I) problems.

Gharebaghi reported that work was in progress on the Delaware River Basin Commission (DRBC) Water Audit for calendar year 2015, which was due by March 31, 2016. He offered the review of the 2015 water audit to interested Board Members when completed.

Regarding the Laboratory for Learning Program, Gharebaghi reported that Mrs. Michaelena Hayes of Millbrook Engineering had made a presentation on land development engineering to seven CRHS students and their Engineering teacher on February 25, 2016. Because the March 24, 2016 of the program coincided with the participants' Spring break, the session was cancelled and the next program session was scheduled for April 28, 2016, Gharebaghi added.

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

Mr. Ridgely offered to help with the architectural design of the well house when the dimensions and location had been defined. Mr. Scott explained that the plans for the well house included putting the well in service prior to filling the tank. This would allow the filling of the tank directly from the well, Mr. Scott added.

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

Mr. Ridgely asked if bringing the new tank on line would contribute to further brown water. Mr. Scott noted that putting the new tank into service would not cause any additional brown water. Mr. Ridgely also asked about an earlier meeting with Senator Bushweller and representatives of the Towns of Camden and Wyoming regarding brown water. Mr. Scott indicated that the Capacity Development Project, the new well and 1 MG tank had been discussed at the meeting. Mr. Scott noted that Mr. Couming - the then Authority Chairperson - was working on a follow up to the meeting which was to have been placed in the Towns' web sites and newsletters.

Mr. Ridgely indicated that on February 23, 2016, a comprehensive Planning Workshop had been held. The focus had been on maintenance and restoration, expansion, and funding alternatives, Mr. Ridgely added. Mr. Woodall had presented the idea of possibly selling surplus water as a source of revenue, Mr. Ridgely explained. Mr. Ridgely also indicated that a fire suppression fee had also been discussed as a source of revenue. Mr. Ridgely indicated that the discussion would continue at the next Comprehensive Planning meeting, scheduled for March 22, 16, at 7:00 p.m. The discussion at the workshop session would be shared with the Board during the Regular Meeting in April, Mr. Ridgely added.

### **Correspondence:**

Mr. Ridgely indicated that the three Towns of Camden representatives on the Board had received email correspondence from Mr. Chaffinch, Camden Town Manager, regarding the Town's permit fee for the new water tank. Mr. Ridgely distributed Mr. Chaffinch's email and the matter was briefly discussed. However, since the permit fee was not on the meeting Agenda, no action could be taken on the matter, Mr. Quinn explained. It was noted that, by law, items for discussion and action needed to be placed on the meeting agenda seven days in advance of the meeting. It was requested that the matter of the Town of Camden permit fees be placed on the Agenda of the next Regular Meeting.

### **Legal Report:**

There was no legal Report.

### **Visitors' Comments:**

There were no visitors' comments.

**Adjournment:**

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

The Regular Meeting adjourned at 7:56 p.m. The next Regular Meeting will be held on April 12, 2016, at 7:00 p.m.

Respectfully Submitted,  
CAMDEN-WYOMING SEWER & WATER AUTHORITY

Harold L. Scott, Sr.  
CWS&WA Superintendent