

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 11, 2017*

Authority Members present: Ms. Mary Ellen Gray
Mr. Thomas Ness
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

The Camden-Wyoming Sewer and Water Authority (CWS&WA) met at the CWS&WA Office on April 11, 2017. The meeting was called to order at 7:03 p.m. by the Chairperson, Mr. Quinn.

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 Ms. Gray. Motion carried unanimously.

Maintenance & Operations Status (Superintendent Report):

Mr. Scott distributed the Operation and Maintenance Report for the period and discussed the same. Mr. Scott indicated that the late Mr. DeBloois - who had served on the CWS&WA Board of Directors several years ago - had subdivided a number of residential lots at Harrison Drive of which two remained undeveloped. Because of changes in the perimeter boundary lines of the remaining lots, sewer and water service lines to one, or both, of the lots might need to be reinstalled such that both remaining lots could be individually served with sewer and water service laterals, Mr. Scott explained. Mr. Scott also indicated that the cost of the replacement laterals would be borne by the lot owners.

Mr. Scott reported that a piece of machinery had struck a sprinkler head at Lowe's. Unable to stop the flow from the sprinklers, Lowe's personnel had called the Authority's after-business-hours line, Mr. Scott continued. Mr. Scott indicated that the Authority personnel had called the fire protection company serving Lowe's and stopped the flow from sprinklers. Mr. Scott also noted that the Authority had received a consumption/usage of water during the event from Lowe's fire protection company. Mr. Scott added that Lowe's would be invoiced for the volume of water lost and 4-hours of the Authority's crew time.

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

Mr. Scott noted that the Authority crews had pumped out the temporary sanitary sewer holding tank at Southside Baptist Church. As usual, the church was invoiced for this service, Mr. Scott added.

Mr. Scott indicated that electric power had been established at the site of the new well house at Upper King Road. Mr. Scott anticipated that the pumps and motor would be installed by the next month and the chlorine gas scrubber was anticipated to be delivered in May. Mr. Scott indicated that the North Well (Well #4) would be next to have its pumps and motor removed for investigation of whether the pumps could be lowered to increase the flow out of Well #4.

Mr. Scott reported that the Authority crews had continued to change out old water meters in the Mechanic Street area. The meter change out would continue toward changing as many of the old meters to the new radio read meters. Mr. Scott noted that the time for meter reading had been reduced to 21-crew hours from 50-crew hours because of the installation of radio read water meters.

Mr. Scott explained that the sanitary sewer laterals of the Greens at Wyoming for proposed houses would be CCTV inspected by the Authority crews to confirm the adequacy and uniformity of the slope of the laterals prior to the commencement of construction of houses. The developer was invoiced for this activity, Mr. Scott added.

Mr. Scott was pleased to report that the Authority had received only three complaints relating to brown water during the past period.

Regarding the Authority's finances, Mr. Scott indicated that the total system balance, the billing for which had just been completed, was approximately \$405,000, of which approximately \$341,000 was for residential and approximately \$36,000 for commercial accounts. The Accounts Receivables (AR) aging longer than 180 days was approximately \$63,000, down about \$3,000 from the last period, Mr. Scott added. Mr. Scott noted that two properties had been scheduled for Sheriff Sale within the Authority service area.

Mr. Scott indicated that a half-day Driver Safety Course had been offered through AARP at the Authority Conference Room in which 25 Authority and the Town of Camden employees had participated.

Responding to Ms. Gray's inquiry, Mr. Scott indicated that liens were placed against the properties with unpaid sewer and water balances of \$200 or greater since there were costs associated with the recordation of liens in Kent County. Mr. Scott also noted that all of the Authority's charges were the responsibility of the property owner and 100% collectable.

Responding to Mr. Ridgely's question, Mr. Scott indicated that fire flow test data for the proposed Wawa - performed by Bear Industries - had not yet been submitted to the Authority.

Engineering Report:

Gharebaghi indicated that Mr. Scott and he had met with an engineer from Bohler Engineering, representing the proposed Wawa and commercial land developments at the northeast corner of Routes 10 and 13. According to Bohler Engineering, final water utility plans would be submitted to the Authority in the near future. Gharebaghi noted that the development's sanitary sewer discharge would be conveyed through the Kent County sewer system directly. According to Bohler Engineering, Wawa was anticipated to open sometime in the summer of 2017, Gharebaghi added.

As reported during the last Regular Meeting of the Authority, a water audit needed to be performed and submitted to the Delaware River Basin Commission (DRBC) by March 31, 2017, Gharebaghi noted. Gharebaghi reported that the Authority's water Audit was completed and transmitted to DRBC on March 17, 2017. Gharebaghi indicated that the Authority had scored 87 out of 100 with respect to "unaccounted for" water. The Audit was available at the Authority Office for review by interested Board Members, Gharebaghi said. Gharebaghi also reported that DRBC had started to charge water purveyors in the Basin, 450 per year, beginning with the current year.

Regarding the Capacity Development Project, Gharebaghi indicated that Delmarva Power had established electric power to the site of the new well house.

Gharebaghi indicated that following a meeting with representatives of Tidewater Utilities, Inc. (TUI) on February 28, 2017, he had received correspondence from the president of TUI, Gerard Esposito, in which he had explained, in more detail, TUI's proposal for an interconnection with the Authority's water distribution system.

In response to Mr. Ridgely's inquiry regarding the status of the Capacity Development Project's budget, Mr. Scott indicated that the budget was very close to that anticipated.

Legal Report:

There was no legal report.

Comprehensive Planning Committee (CPC):

Mr. Ridgely indicated that the CPC had not convened since last summer to gauge the status of the prioritized projects and their budgets. However, Mr. Ridgely suggested that perhaps the CPC ought to investigate the TUI matter. For discussion and evaluation of TUI's proposal, a Workshop Session, on the 4th Tuesday of the month (May 23, 2017, at 7:00 p.m. at the Authority's Conference Room) was scheduled by the CPC. This matter would also be placed on the Agenda of the Authority's next Regular Meeting.

Correspondence:

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

Visitors' Comments:

Mr. McFann asked about the manner with which Kent County charged its customers for sanitary Sewer services. Mr. Scott indicated that the County used a flat rate without regard to usage.

Adjournment:

Motion: Mr. Ness made a motion to adjourn the Regular Meeting, seconded by Ms. Gray. Motion carried unanimously.

The Regular Meeting adjourned at 7:45 p.m. The next Regular Meeting will be held on May 9, 2017, at 7:00 p.m.

Respectfully Submitted,
CAMDEN-WYOMING SEWER & WATER AUTHORITY

Harold L. Scott, Sr.
CWS&WA Superintendent