

**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 August 8, 2017*

**Authority Members present:** Mr. Michael Quinn, Chairperson  
Mr. Daniel Ridgely, Vice Chairperson  
Ms. Mary Ellen Gray  
Mr. Thomas Ness  
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  
Mr. George Luff, CPA, Authority Accountant  
Ms. Alicia Sumpter, Authority Administration

**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 August 8, 2017. The meeting was called to order at 7:00 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 Ms. Gray. Motion carried unanimously.

The Meeting Agenda was reordered for the consideration of New Business first. Mr. Quinn introduced Mr. Luff, CPA, Authority's Accountant, and turned the floor over to him for presentation of the Authority's Draft Fiscal Year 2017-2018 Budget (October 1, 2017 to September 30, 2018).

**New Business:** *FY 2017-2018 Budget Consideration*

Using an overhead projection of the Authority's Draft FY 2017-2018 Budget, Mr. Luff explained the Authority's historic costs based on which the Draft Budget had been prepared. Mr. Luff explained the Draft Budget - Line item by Line item - and addressed the Board Members' questions and comments.

Following Mr. Luff's presentation of the Authority's FY 2016-2017 Draft Budget, a Budget Workshop was scheduled for 7:00 p.m., August 22, 2017, at the Authority Conference Room.

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

Mr. Scott distributed the Operation and Maintenance Report for the period and discussed the same. Mr. Scott noted that very few complaints had been filed with the Authority during the past period.

Mr. Scott indicated that the difficulties associated with the North Well (Well No. 4) would be further studied toward the development of a corrective plan, the implementation of which was anticipated in the very near future. An updated report regarding this matter would be presented at the Authority's next Regular Meeting, Mr. Scott added.

Regarding the Capacity Development Project, Mr. Scott reported that the De Nora Water Technologies, Inc. Chlorine Gas Scrubber for the new chlorination room at 3680 Upper King Road, had been delivered and installed. A start-up had been conducted, with representatives of De Nora, on July 21, 2017, Mr. Scott noted.

Mr. Scott indicated that construction inspection of water and sewer infrastructure and service laterals for the Greens at Wyoming, Wynsome Knoll, and Tidburry Crossing had been in progress during the past period. An updated report regarding this matter would be presented at the Authority's next Regular Meeting, Mr. Scott added.

Mr. Scott noted that the Authority crews had assisted the Town of Wyoming with moving some of the Town's equipment.

### **Engineering Report:**

Gharebaghi reported that as-built plans and profiles of the water and sewer infrastructure, constructed by Alpine Construction Co. on the 4<sup>th</sup> Phase of Wynsome Knoll, had been received by the Authority.

Regarding the North Well, Gharebaghi indicated that Mr. Scott and he were working with American Water Well Systems to develop a plan of action to address the deficiencies at the North Well. In this regard, Gharebaghi noted that Mr. Scott had located reports on the well, dated as far back as 1969, based on which we had a better understanding of the well's construction and the development of potential repairs to restore as much of the yield and function of the North Well as possible.

It was noted that the Authority had received utility plans for the King Commercial Development in the Town of Camden.

Regarding the Capacity Development Project, Gharebaghi indicated that a Standard Operating Procedure for the chlorination room, at the new well house on Upper King Road, had been developed to minimize detrimental health effects resulting from exposure to chlorine gas.

**Engineering Report (cont.):**

Gharebaghi indicated that, pursuant to Mr. Ridgely's recommendation during the last Regular Meeting regarding potential Authority charges for fire protection, the fire suppression charges of the City of Milford, City of Newark, City of Dover, City of Harrington, and the Town of Smyrna had been investigated toward the development of potential Authority fire protection charges for non-residential land uses.

**Legal Report:**

There was no legal report.

**Comprehensive Planning Committee (CPC):**

Mr. Ridgely indicated that a Comprehensive Planning Committee (CPC) workshop meeting had convened on July 25, 2017, for the discussion of the Authority's capital projects and their funding.

The Authority's capital projects and the budget allocation for the same had been discussed and the list of prioritized capital projects revised for incorporation into the Authority's FY 2017-18 Budget, Mr. Ridgely noted.

Gharebaghi indicated that, pursuant to Mr. Ridgely's recommendation, reusable and sustainable energy usage at the Authority had been investigated and Energize Delaware Revolving Loan Fund program objectives and eligibility had been reviewed. The Authority would continue to evaluate solar energy applications at the Authority.

**Correspondence:**

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

**Visitors' Comments:**

There were no Visitors' comments.

**Adjournment:**

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

The Regular Meeting adjourned at 8:02 p.m. The next Regular Meeting will be held on September 12, 2017, at 7:00 p.m.

Respectfully Submitted,  
CAMDEN-WYOMING SEWER & WATER AUTHORITY

Harold L. Scott, Sr.  
CWS&WA Superintendent