

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 10, 2018*

Authority Members present: Mr. Michael Quinn, Chairperson
Mr. Daniel Ridgely, Vice Chairperson
Mr. Thomas Ness
Mr. James Winchell

**Also in attendance representing
the CWS&WA:** Mr. Harold Scott, Authority Superintendent
Mr. Soheil Gharebaghi, P.E., Authority Engineer

Public in Attendance: There were no visitors in attendance

The Camden-Wyoming Sewer and Water Authority (CWS&WA) met at the CWS&WA Office on March 13, 2018. 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 Operation and Maintenance Report for the period and discussed the same. Mr. Scott indicated that MISS Utility tickets had taken up more time than usual - perhaps as a result of better weather for construction activities.

Mr. Scott noted that the impellers of the pumps at the Tamarac sanitary sewer pump station had been replaced by the Authority crews. Monthly water samples had been submitted to the State Laboratory in Smyrna, Mr. Scott added.

Mr. Scott indicated that the Authority operation's goal was to complete meter readings in one day. Mr. Scott indicated that the Authority operations would be evaluating the installation of a meter reader in the Authority's van, currently used for the CCTV video inspections, for meter reading. Mr. Scott indicated that rereads had been limited to eight out of approximately 2500.

Regarding the meter replacement program, Mr. Scott noted that 727 water meters had been replaced and approximately 29 meters remained to be installed in the first set of meter change-outs. Mr. Scott explained that, with the new water meters, the Authority would be able to remotely interrogate meters, including access to a 96-day history, which would benefit customers with possible water leaks.

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

Regarding brown water reports, Mr. Scott explained that a controlled house burn had been exercised by the Fire Company during which the Authority's fire hydrant had been used disturbing the older water mains resulting in discolored water. Mr. Scott indicated that notices had been hand delivered to the area residents who might have been impacted.

Regarding the Authority's finances, Mr. Scott indicated that the current system balance, as of April 10, 2018, was approximately \$384,000, and approximately \$114,000 had been collected since the last period. The accounts receivable (AR), aging longer than 180 days, was approximately \$57,000, Mr. Scott added. Additionally, \$592 had been collected for reconnection fees, Mr. Scott added.

In response to Mr. Winchell's question, Mr. Scott indicated that the ultimate goal of reducing the amount of time and staff, and other meter reading activities, was to move forward toward monthly residential billing. This would make customers aware of their water consumption on a monthly basis, and if excessive because of a flapper hang-up or other minor leaks for example, corrective measures could commence earlier, amounting to substantial savings to customers when compared to the Authority's existing quarterly residential billing.

Engineering Report:

Gharebaghi indicated that the 2017, calendar year, Delaware River Basin Commission (DRBC) Water Audit was completed before the end of March 2018 due date. The DRBC Water Audit would be available at the Authority Office for interested Board Members.

Regarding the Capacity Development Project; Gharebaghi noted that, the chlorine gas detection system at the water plant, Well #6 had been sent back to Regal Chlorinators, the manufacturer, for trouble shooting.

Gharebaghi indicated that work associated with the crossing of Norfolk Southern Railroad (NS), between the Greens at Wyoming and Camden Business Center for the installation of a 12-inch diameter water main had commenced in earnest. Gharebaghi indicated that he had reached out to a NS representative. The consulting firm of DMJM Harris had merged with AECOM operating out of Philadelphia. AECOM would review the design of the railroad crossing, act as owner's representative for the development of agreements and lease, if necessary, to whom the Authority must submit an Application package, Gharebaghi continued. Gharebaghi also noted that George & Lynch and Teal Construction had been invited to submit their price proposals for the work based on a set of assumptions to make their proposals an apple-to-apple comparable one. Additional reports would be presented in the next Regular Meeting.

Legal Report:

There was no legal report.

Comprehensive Planning Committee (CPC):

A Workshop Session was scheduled for April 24, 2018, at 7:00 p.m. at the Authority's Conference Room, for the discussion of the prioritized capital projects.

Correspondence:

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

Old Business:

There was no old business.

Visitors' Comments:

There were no visitors in attendance.

Adjournment:

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

The Regular Meeting adjourned at 7:50 p.m. The next Regular Meeting will be held on May 8, 2018, at 7:00 p.m. at the Authority's Conference Room.

Respectfully Submitted,
CAMDEN-WYOMING SEWER & WATER AUTHORITY

Harold L. Scott, Sr.
CWS&WA Superintendent