

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 January 9, 2018*

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

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 January 9, 2018. 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: Ms. Gray made a motion to approve the Consent Agenda, seconded by Mr. Ridgely. Motion carried unanimously.

The Meeting's Agenda was rearranged for consideration of New Business - Reorganization.

The Chairperson, Mr. Quinn, requested nominations for the Authority's Chair and Vice Chair persons' positions for 2018.

Motion: Mr. Winchell made a motion to nominated the current slate of officers, and approve the same for 2018, seconded by Ms. Gray. Motion carried unanimously.

Mr. Quinn, Chairperson, and Mr. Ridgely, Vice Chairperson, will continue to be recognized as the Officers of the Camden-Wyoming Sewer and Water Authority in 2018.

Maintenance & Operations Status (Superintendent Report):

Mr. Scott distributed the Operation and Maintenance Report for the period and discussed the same. Mr. Scott indicated that, in addition to routine maintenance, the Authority crews had worked on the preparedness of the Authority's equipment in anticipation of severe weather.

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

Mr. Scott noted that the Authority personnel had been working with the developer's representatives on the sanitary sewer system of the Greens at Wyoming. The Authority crews had CCTV inspected the sanitary sewer laterals for individual lots being permitted for construction to correct deficiencies, Mr. Scott added.

Mr. Scott also indicated that the Authority crews had provided inspection services for sixteen townhouses at Tidbury Crossing.

Regarding the Authority's finances, Mr. Scott indicated that the current system balance was approximately \$429,000 and approximately \$71,000 had been collected since the last period. The accounts receivable (AR), aging longer than 180 days, was approximately \$58,000, Mr. Scott added. Mr. Scott also noted that five properties in the Authority's service area had been included in the Sheriff Sale Listings.

Mr. Scott was happy to present the Authority's financial Audit Report, prepared by Dingle and Kane, dated December 22, 2017. Mr. Scott indicated that the Auditors had not expressed any concern or found any discrepancies with respect to the Authority's finances. Mr. Scott noted that the cost of the Financial Audit had been approximately \$16,000 and cautioned that next year's budget ought to take this into account.

Motion: Mr. Winchell made a motion to accept the Authority's Financial Audit Report, prepared by Dingle and Kane, dated December 22, 2017, for fiscal year 2016-2017, seconded by Mr. Ness. Motion carried unanimously.

It was noted that there had been no brown water complaints during the past three months and Mr. Quinn congratulated the Authority Operations and staff.

Engineering Report:

Gharebaghi indicated that in July 2005, the Authority had requested that the exclusive right of providing water utility services within all of the current and future incorporated limits of the Towns of Camden and Wyoming be granted to the Authority through a joint ordinance or resolution of the two Towns. The then Authority Board Members had conveyed their belief to the Mayors and Councils of the Towns of Camden and Wyoming indicating that the proposed action would be in the best interest of the current and future residents of both Towns as well as that of the Authority¹. The Certificate of Public Convenience and Necessity (CPCN), granted by the Public Service Commission (PSC) to water utility purveyors was discussed as it related to property annexations into the incorporated limits of either of the two Towns and planning for future infrastructure expansions.

This matter was decided to be placed on the Authority's next Regular Meeting for further discussion.

¹ The Authority's correspondence, dated July 20, 2005, addressed to the Administrations of the Towns of Camden and Wyoming is attached hereto for clarity.

Legal Report:

There was no legal report.

Comprehensive Planning Committee (CPC):

Mr. Ridgely indicated that the planning for, and prioritization of, capital improvements' projects would resume in the Spring of 2018.

Correspondence:

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

Old Business:

There was no old business.

Visitors' Comments:

Mr. Kenley introduced himself and indicated that he was the new member of the Council of the Town of Wyoming. Mr. Kenley inquired about capital improvements projects and financing of the same. Mr. Scott explained the Authority's Impact Fee structure and indicated that current customers would not be financing capital improvements' projects.

Adjournment:

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

The Regular Meeting adjourned at 7:37 p.m. The next Regular Meeting will be held on February 13, 2018, at 7:00 p.m.

Respectfully Submitted,
CAMDEN-WYOMING SEWER & WATER AUTHORITY

Harold L. Scott, Sr.
CWS&WA Superintendent

CAMDEN-WYOMING SEWER & WATER AUTHORITY

P.O. BOX 405, CAMDEN-WYOMING, DELAWARE 19934

TEL (302) 697-6372 FAX (302) 697-2735

July 20, 2005

The Honorable Mayors and Council Members
of the Towns of Camden and Wyoming

Subject: **Water Utility Services**

Dear Honorable Mayors and Council Members of the Towns of Camden and Wyoming:

At its July 12, 2005, Regular Public Meeting, the Camden-Wyoming Sewer & Water Authority (CWS&WA) Board Members unanimously voted to request your consideration regarding the following matter.

The CWS&WA would like to respectfully request that the exclusive right of providing water utility services within all of the incorporated limits of the Towns of Camden and Wyoming be granted to the CWS&WA. The Authority Board Members believe that this action would be in the best interest of the current and future residents of both Towns as well as the Authority's.

As you know, the CWS&WA endeavors to be prepared to provide water and sewer utility services to the growth areas identified in the Comprehensive Plans of the Towns of Camden and Wyoming. This effort includes infrastructure planning as well as construction improvements necessary for the provision of water and sewer utility services to these areas. Considering the recent growth experienced by the Towns of Camden and Wyoming through annexation of properties, it is imperative that the Authority's efforts in this regard are coordinated with the development activities within the incorporated limits of the two Towns. The improvements and extension of the Authority's water and sewer utility services for new developments include substantial capital expenditures for which the CWS&WA is normally reimbursed through its impact fee structure. If other water utility companies were to be permitted to provide water utility services within the boundaries of the Towns of Camden and Wyoming, the Authority would not be able to effectively plan its water distribution system expansion needs. Additionally, the cost associated with the planned water distribution system improvements would not be reimbursed, shifting the burden of payment to current customers.

It is our sincere hope that the Towns of Camden and Wyoming will consider granting the exclusive right of providing water utility services within all of the incorporated limits of the Towns of Camden and Wyoming to the CWS&WA.

Please do not hesitate to call should you have any questions or if we may provide further information regarding this matter.

Very truly yours,
Camden-Wyoming Sewer & Water Authority

Jeanine Kleimo
Chairperson

Harold L. Scott, Sr.
Superintendent

cc: CWS&WA Board Members