

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 November 8, 2011*

Authority Members present: Mr. Mark Dyer
Mr. Michael McFann
Mr. Michael Quinn
Ms. Tracy Torres
Mr. James Winchell

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

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 November 8, 2011. The meeting was called to order at 7:02 p.m. by the Chairperson, Mr. Dyer. It was noted that there were no items removed from the Consent Agenda.

Maintenance & Operations Status (Superintendent Report):

Mr. Scott distributed the period's Operation and Maintenance Report and discussed the same. Mr. Scott indicated that the pumps at the Walmart pump station, about which he had provided a report during the last Regular Meeting, had been hand-delivered to a repair facility in Pennsylvania for repairs. The repairs had been completed within hours and the pumps had been brought back on the same day, Mr. Scott noted. Mr. Scott indicated that the repair had cost the Authority approximately \$5,500. Newer recessed impeller pumps would be installed in the future to reduce instances of pump failure, Mr. Scott added.

Mr. Scott reported that brown water had been experienced by customers in the southern sector of the Authority's service area in the past period. Mr. Scott explained that the water distribution system had been disturbed by fire flow testing at Lowe's causing the settled iron oxide within the system to become suspended turning the water brown. As Mr. Scott had explained during the last Regular Meeting, a fire hydrant flushing program had been implemented using approximately 250,000 of water to systematically flush the Barclay Farms water distribution system.

Mr. Scott reported that an updated video system had been installed in the Authority's van and the old system was anticipated to be sold for \$4,000 to \$5,000.

Mr. Scott indicated that work had been in progress toward the preparation of the Authority's financial audit by Keith Thompson. Completion of the audit was anticipated within the next two months.

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

Mr. Scott discussed the Authority's billing and accounts' receivables aging. Mr. Scott noted that three Sheriff Sales had been scheduled for properties within the Authority's service area. Although late notices had been sent to delinquent account holders, Mr. Scott added, water shut offs on account of nonpayment, would not be scheduled until after the Thanksgiving Holiday.

Mr. Scott reported that the Authority had received a letter from the Kent County Recorder of Deeds Office indicating that the Authority was being back charged \$2,817.00 for fees associated with the placement of liens on delinquent account holders' properties, dating back to April of 2005. Mr. Scott indicated that, after the receipt of a recent correspondence from the Recorder of Deeds Office in which the Authority had been notified of errors in the Recorder of Deeds Office's billing for lien placements, the Authority had changed its charges for the placement of liens to be consistent with the Recorder of Deeds' fees for the same. In this regard Ms. Sherlock indicated that she had been contacted concerning the matter and noted that the Authority should not be financially responsible for retroactive charges on account of errors made by others. Additionally, Ms. Sherlock noted that the Authority was in possession of documents indicating that the subject fees had been waived. A letter would be sent to the Recorder of Deeds in connection with this matter.

Ms. Torres indicated that stormwater catch basin repairs had been discussed at a recent Town of Camden Mayor and Council Meeting. Ms. Torres indicated that the Authority was considered to perform the work and asked whether the Authority had the resources to help the Town with the project and expressed concern regarding the impact of the same on the current FOIA litigation. Mr. Scott noted that the Authority had the necessary equipment and human resources to handle the project, since the catch basins' repair work would be used as fill-in work for the Authority's crews. Mr. Scott also noted that the Town of Camden would save 30% to 40% of the project cost because the Authority charged the Town for the Authority's direct labor payroll cost and called the potential venture a win-win condition, for both, the Town of Camden and the Authority. Mr. Scott indicated that the same offer had been made to both, the Town of Camden, and the Town of Wyoming, for the Authority's construction crews, snow removal, grass cutting, etc. services at the Authority's hourly direct labor payroll cost. The citizens of the Towns of Camden and Wyoming, by and large, the Authority's customers should benefit from the resources available to the Authority, Mr. Scott added. A call for help by the towns would be answered by the Authority, however, the Authority would not participate in a bidding competition with commercial contractors, Mr. Scott added.

Engineering Report:

Gharebaghi indicated that the Authority's decision regarding the request made by the developer to be refunded prepaid impact fees for the Greens at Wyoming had been communicated to Mr. Salame.

Engineering Report (cont.):

Gharebaghi also reported that a response had been delivered to Mrs. Bailey of 105 Front Street addressing the questions and concerns she had submitted to the Board.

It was reported that, in a letter addressed to the Honorable Mayor Rife of the Town of Wyoming, the Authority's operation's appreciation for the Town's notice regarding the upcoming pavement of Remus Lane had been expressed and the Town's consideration for notifying the Authority regarding the town's plans to pave Remus Lane was applauded.

Legal Report:

Ms. Sherlock provided a brief status update concerning the Authority's legal matters.

Approval of the Consent Agenda:

Motion: Mr. Winchell made a motion to approve the Consent Agenda, seconded by Mr. McFann. Motion carried unanimously.

Visitors' Comments:

In response to Mr. McFann's inquiry concerning Kent County's Recorder of Deeds Office, Ms. Sherlock discussed Kent County Recorder of Deeds' lien process.

Mrs. McFann pointed out an error in the spelling of the word "Business" under item No. 6 of the Regular Meeting Agenda¹.

Adjournment:

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

The Regular Meeting adjourned at 7:30 p.m.

The next Regular Meeting will be held on December 13, 2011, at 7:00 p.m.

Respectfully Submitted,
CAMDEN-WYOMING SEWER & WATER AUTHORITY

Harold L. Scott, Sr.
CWS&WA Superintendent

¹ Author's Note: Future Meeting Agendas will reflect the spelling error correction.