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 9, 2013

Authority Members present:	Ms. Barbara Blomquist Mr. Jeffrey Connor Mr. Michael Quinn Ms. Tracy Torres Mr. Winchell
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 9, 2013. The meeting was called to order at 7:00 p.m. by the Chairperson, Mr. Winchell.

There were no items removed from the Consent Agenda.

Approval of the Consent Agenda:

Motion: Mr. Quinn made a motion to approve the Consent Agenda, seconded by Ms. Torres. Motion carried unanimously.

Maintenance & Operations Status (Superintendent Report):

Mr. Scott distributed the period's Operation and Maintenance Report and discussed the same. Mr. Scott discussed the issue of unnecessary and costly maintenance activities at the Authority's sanitary sewer pump stations due to discharges of grease, adult wipes, and other material into the sewer system.

Mr. Scott reported that Kent County Public Works Department had collected sanitary sewer effluent samples at the old wastewater treatment plant metering station. Mr. Scott indicated that, although a formal report had not been issued by Kent County regarding the matter, no abnormalities had been detected in the Authority's discharges through the metering station.

Mr. Scott provided updated information about land development activities within the Authority's service area. Pending Town of Camden building permits were anticipated to be issued for a proposed Walgreens at CR Plaza II and commercial buildings at CR Plaza I, following the approval of construction plans by the Fire Marshal, Mr. Scott added. Mr. Scott also indicated that the Cheddar's restaurant at Camden Town Center was anticipated to open for business in early May 2013.

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

Mr. Scott indicated that, at the Town's request, the Authority's crews had assisted the Town of Camden with snow removal.

Mr. Scott indicated that the period's billing activities had been completed for commercial accounts and the same for residential accounts would be completed by April 4, 2013, with mailings of late notices on May 6, 2013, and disconnect notices on May 21, 2012. Approximately $366,000 had been billed for the past period, of which approximately $34,000 had been associated with commercial accounts, Mr. Scott added.

Mr. Scott reported that receivables (AR) which had aged more than 180 days amounted to approximately $61,000, and were mostly associated with residential properties in foreclosure or other financial distress.

Engineering Report:

Gharebaghi began his report by showing the Board a long cloth material which had been the cause of a malfunction at the Wal-Mart pump station. He noted that the repair of the pumps had cost the Authority about $1,000 in crew and equipment usage time and urged the Board to advise customers that only wastewater was permitted to be discharged into the Authority's sanitary sewer system. Mr. Winchell explained the function of check valves at pump stations and indicated that cloth and other like materials could cause check valves to malfunction and remain open causing irregular cycling at pump stations. Appeals would be emailed and shared with the Towns of Camden and Wyoming for dissemination toward minimizing the discharge of grease and cloth-like materials into the Authority's sewer system.

Gharebaghi reported that the Authority was working with the Utilities Coordinator of the Delaware Department of Transportation (DelDOT) regarding the state's plans to reconstruct the bridge over Isaac's Branch on West Railroad Avenue (Bridge 2-195A). Copies of DelDOT's maintenance of traffic plans for the project were distributed and it was noted that a complete set of construction plans was available at the Authority office for review by interested customers.

Gharebaghi advised that he would be visiting family overseas and would be out of the Country the last week of April through the first week of May. He would be accessible by email and telephone in case Gharebaghi needed to be contacted.

Legal Report:

There was no legal report.

Delaware Mutual Aid and Assistance Agreement:

Mr. Scott distributed copies of the Authority Attorney's letter of no objection regarding the Delaware Mutual Aid and Assistance Agreement about which Mr. Scott had provided a report during the last Regular Meeting.

Delaware Mutual Aid and Assistance Agreement (cont.):

Motion: Ms. Torres made a motion to approve the Delaware Mutual Aid and Assistance Agreement for Intrastate Water/Wastewater Agency Response Network (WARN), seconded by Mr. Quinn. Motion carried unanimously.

Visitors' Comments:

Ms. Fulcher discussed the posting of the Agenda for Authority's Regular Meetings and asked whether they were posted on the Authority's web site. It was noted that Agendas were posted at the Authority's office and would also be posted on the web site.

Adjournment:

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

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

The next Regular Meeting will be held on May 14, 2013, at 7:00 p.m.

Respectfully Submitted,
CAMDEN-WYOMING SEWER & WATER AUTHORITY

Harold L. Scott, Sr.
CWS&WA Superintendent