

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 March 11, 2008*

Authority Members present: Mr. Mark Dyer
Mr. Michael Quinn
Mr. Gregory Harthausen
Ms. Jennifer Spence
Mr. Lester Stillson
Mr. Jack Fairfull

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 March 11, 2008. The meeting was called to order at 7:00 p.m. by the Chairperson, Mr. Dyer.

Consent Agenda:

There were no objections to the Consent Agenda.

Maintenance & Operations Status (Superintendents Report):

Mr. Scott referenced and discussed his report which had been distributed to the Board Members. Mr. Scott discussed the development of a safety program including staff training seminars and equipment maintenance. Mr. Scott recommended a line item in the Authority's future budgets for safety-related expenses.

Mr. Scott requested that the Authority's various account information, shown on financial reports and elsewhere, remain confidential to protect the CWS&WA from unauthorized transactions. Mr. Scott noted that a few unauthorized withdrawals from the Authority's bank account (less than \$1,000) had been experienced during the past period. Mr. Scott explained that the bank had corrected the error. However, Mr. Scott indicated that he had communicated with the Authority's financial institutions regarding safeguards to minimize the recurrence of the problem.

Engineering Report:

Mr. Gharebaghi discussed the sewer and water accounts of the Town of Camden's new Town Hall. Mr. Gharebaghi noted that the new Town Hall sewer and water accounts would both be administered by the CWS&WA. He thanked the Town of Camden's Administration for choosing the CWS&WA as the new Town Hall's water and sewer service provider.

Legal Report:

Ms. Sherlock reported that collection activities were in progress toward the satisfaction of an old account receivable.

Approval of Consent Agenda:

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

Old Business:

Motion: Mr. Harthausen made a motion to adopt Resolution 2008-01, formalizing the beginning time of the Authority's Regular Public Meetings for 7:00 p.m., seconded by Mr. Stillson. Motion carried unanimously.

New Business:

Irrigation Water Wells

Mr. Scott discussed his memorandum addressed to the Board, dated February 22, 2008, regarding the Authority's policy on irrigation water wells. It was confirmed that anyone could request a variance from the CWS&WA's policies for resolving exceptional practical difficulties. A request for such a variance would have to be filed by an applicant for an irrigation water well.

Audit

Mr. Dyer noted that copies of the CWS&WA Financial Audit had been distributed to the Board Members for their review. After discussion the following was decided:

Motion: Ms. Spence made a motion to accept the Authority's Audit for Fiscal Year 2006-07, seconded by Mr. Quinn. Motion carried unanimously.

Visitors' Comments:

There were no Visitors' Comments.

Adjournment:

Motion: Mr. Quinn made a motion to adjourn the meeting, seconded by Mr. Harthausen.
Motion carried unanimously.

The meeting adjourned at approximately 7:40 p.m.

The next Regular Meeting will be held on April 8, 2008, at 7:00 p.m.

Respectfully Submitted,
CAMDEN-WYOMING SEWER & WATER AUTHORITY

Jennifer Spence
Secretary