

**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 May 13, 2008*

**Authority Members present:** Mr. Mark Dyer  
Mr. Michael Quinn  
Mr. Lester Stillson  
Ms. Jennifer Spence  
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

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The Camden-Wyoming Sewer and Water Authority (CWS&WA) met at the CWS&WA Office on May 13, 2008. The meeting was called to order at 7:03 p.m. by the Chairperson, Mr. Dyer.

**Consent Agenda:**

There were no items removed from 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 Authority's new vac-truck usage. Mr. Scott indicated that he would be working with Mr. Jack Webb of Kent County Public Works Department regarding the grease problem at pump stations.

Mr. Scott reported that the Tamarac pump station's pumps had been taken to a Norristown, Pennsylvania pump repair facility where the impellers of the pumps had been changed while the Authority staff waited. Mr. Scott expressed satisfaction with the pump repair company who had exchanged the two impellers in a few hours.

Mr. Scott noted that the exterior of the Authority's 300,000 gallon elevated water storage tank had been painted by Corrosion Control Corporation as a part of their maintenance agreement with the Authority.

Mr. Scott explained the Authority's recent collection activities toward the improvement of account receivables' aging.

### **Maintenance & Operations Status (Superintendents Report, cont.):**

Mr. Scott indicated that water shut-offs had been necessary at 16 account holders' properties to urge seriously delinquent (120 days) customers to pay. Mr. Scott noted that 7 of the 16 accounts had already been made current. Mr. Scott also indicated that he had requested Mr. Harthausen's assistance with two delinquent accounts at Barclay Farms. Mr. Scott indicated that the total of delinquent accounts (120 days or more) had been brought down to less than \$10,000.

### **Engineering Report:**

Mr. Gharebaghi discussed the Authority's Geographic Information System (GIS) which would be used as an inventory of the Authority's underground assets. Mr. Gharebaghi noted that the Authority's GIS had been developed by the Authority in-house staff and capabilities. The updated mapping would be demonstrated at the Authority's next Regular Meeting, Mr. Gharebaghi added. Mr. Dyer was joined by other Board members in expressing the Board's appreciation for the Authority Conference Room's new audio/visual projection system. It was noted that, with the exception of the electrical work, the system had been designed and built through in-house capabilities resulting in substantial financial savings.

### **Legal Report:**

There was no Legal Report.

### **Approval of the Consent Agenda:**

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

### **Visitors' Comments:**

Mr. McFann inquired about the inspection of grease traps. Mr. Scott indicated that a Kent County Inspector was responsible for the inspection of grease traps since Kent County processed grease traps' permits. Mr. Scott noted that the Authority could, through a resolution, establish mechanisms with which to manage the grease problem. It was also noted that the Town of Camden could be requested to include grease traps in the Town's code enforcement. Mr. Scott explained that data collection had already begun and in about six months the grease problem could be quantitatively evaluated. The Kent County Levy Court could be presented with the collected data, Mr. Scott added, and requested to assist in the resolution of the problem.

**Adjournment:**

Motion: Mr. Stillson made a motion to adjourn the meeting into an Executive Session for the discussion of legal matters, after which the Authority would not reconvene, seconded by Mr. Quinn. Motion carried unanimously.

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

The next Regular Meeting will be held on June 10, 2008, at 7:00 p.m.

Respectfully Submitted,  
CAMDEN-WYOMING SEWER & WATER AUTHORITY

Jennifer Spence  
Secretary