

Municipal Services Commission Monthly Meeting
April 21, 2022, 8:30 a.m.
216 Chestnut Street New Castle, Delaware

The meeting was called to order at 8:30 a.m. with Dr. Roy Sippel, Commissioner, presiding.

Present: Dr. Roy J. Sippel, Commissioner, President
Daniel F. Knox, Commissioner
Scott L. Blomquist, Secretary
Mayor Michael J. Quaranta

Staff in Attendance: Kendrick Natale, Comptroller
Artie Granger, Manager, Electric Utility
Jay Guyer, Manager, Water Utility

Mr. Blomquist convened the meeting at 8:30 a.m. Roll call followed and a quorum to conduct business was declared.

Minutes

A motion was made by Commissioner Knox and seconded by Dr. Sippel to approve the Minutes of the March 17, 2022, regular session as presented. Mayor Quaranta recused himself from voting. On vote, the motion unanimously passed.

A motion was made by Commissioner Knox and seconded by Dr. Sippel to approve the Minutes of the March 17, 2022, executive session. Mayor Quaranta recused himself from voting. On vote, the motion unanimously passed.

Appointments & Elections

Mr. Blomquist noted that the Board would vote on appointments and elections. The Commissioners agreed to vote on all appointments and elections at one time. Mayor Quaranta asked that a brief description of each organization be provided for his benefit.

Mr. Guyer explained the various organizations that were unfamiliar to the Mayor:

- Delaware Rural Water Association (DRWA) - DRWA is designed to help small water utilities and be a resource when needed to help with various issues, including training. It is managed by a 5-member Board that conducts monthly meetings. Mr. Guyer attends the annual Conference.
- Delaware Water & Waste Water Agency - This is a volunteer group of utilities helping utilities.
- Water Supply Coordinating Council (WSCC) - The WSCC was set up in 2000 by Governor Carper and was charged with developing additional water supply and storage. The group was renewed four times and sunset on January 31, 2022. It was primarily for utilities north of the C & D Canal. DNREC is drafting legislation to renew the Council for the entire State. Because the geography of southern Delaware is very different from New Castle County, the southern suppliers requested that the WSCC oversee the entire state and sub-groups be established in each county that would report to the WSCC. The next meeting is scheduled for May 11th.
- Delaware River Basin Commission (DRBC) - The DRBC oversees all water resources from where the Delaware River starts in New York to where it ends in the Delaware Bay. They are an

Municipal Services Commission Monthly Meeting
April 21, 2022, 8:30 a.m.
216 Chestnut Street New Castle, Delaware

integral part of issuing allocation permits. Mayor Quaranta explained that Councilperson Souder has organized a Task Force to study sea level rise and suggested that MSC contact her to share information that may be beneficial to the current study. Mr. Guyer noted that one of MSC's concerns is salt water intrusion in the aquifer from over-pumping the wells and explained the salt water line on the Delaware River. Mr. Guyer will reach out to Councilperson Souder.

Mr. Blomquist read the appointments and elections slate:

- Reelection of Commission President Dr. Roy Sippel, Reappointment of Scott Blomquist as Commission Secretary and election of Ken Natale as Commission Treasurer.
- Reappointment of Scott Blomquist as DEMEC Board Member and reappointment of Dr. Roy Sippel as DEMEC Alternate Member
- Reappointment of Jay Guyer as Delaware rural Water voting Delegate and Ryan Jaeger as Alternate.
- Reappointment of Jay Guyer as Delaware Water/Wastewater Agency Resource Network Delegate and Ryan Jaeger as Alternate
- Reappointment of Scott Blomquist as Water Supply Coordinating Council Voting Delegate and Jay Guyer as Alternate
- Reappointment of Scott Blomquist as Delaware River Basin Commission Voting Delegate and Jay Guyer as Alternate

A motion was made by Mayor Quaranta to confirm the appointments and elections as described in Agenda Item D (a-f). The motion was seconded by Mr. Knox and was unanimously passed.

Treasurer & Human Resources Report – Mr. Natale reporting

(See attached report)

Mr. Natale reported the following as of March 31, 2022:

- Cash on hand: \$3.1M
- Operating Accounts: \$2.5M
- Investment Portfolio: \$1.2M – which was a loss of \$22,000 from prior month. For fiscal year 2022 ending March 31, the value of the portfolio decreased \$36,638, which is related to the changes in interest rates negatively affecting the value of stocks but is not necessarily a loss of principal.
- There were 119 days of unrestricted cash on hand, which is down five days from prior month. Mr. Natale gave an in-depth explanation of this item at Mayor Quaranta's request.
- Check Register Disbursements – Mr. Natale explained several items:

Municipal Services Commission Monthly Meeting
April 21, 2022, 8:30 a.m.
216 Chestnut Street New Castle, Delaware

- \$5,000 was paid to Saul Ewing Arnstein & Lehr LLP involving the revolving loan funds for the AMI closing.
 - \$163,000 was paid to the City for the quarterly allocation.
 - \$64,000 was paid to Verizon for the Delaware Street undergrounding project, which is complete.
 - Mayor Quaranta asked for an explanation of the disbursement of \$25,000 to Terex Utilities. Mr. Blomquist explained that charge was for a truck that MSC gave to the City five years ago that required mandatory replacement of cabling in the boom that was performed by Terex. MSC was billed and the City reimbursed MSC for the cost.
- Billing & Customer Service cuts are back to “normal” of about 30 service cuts per month. Four households received assistance from New Castle Cares in March and an additional eight customers received assistance from other non-profits to cover past-due utility bills. In response to a question from Mayor Quaranta, Mr. Natale explained that some cuts are repeat customers. Mr. Blomquist added that MSC has a three-month cycle, so repeats may occur every three months. Mr. Natale noted that Catholic Charities oversees some Federal programs for energy assistance and the cap on that program is \$15,000 per year, so there are some customers who consistently receive that assistance. Some churches and non-profits also provide smaller amounts in assistance. Mayor Quaranta suggested that this information be shared with the City. Mr. Blomquist noted that for most of the assistance plans the customer must be shut off before assistance will be provided.
 - Electric Utilities user charges were about \$106,000 less than budget, that is attributed to Techmer leaving, which was a loss of approximately \$125,000 net. Average temperatures were very different this year as well, which affected demand.
 - Consumption is down 7.7% from March 2019.
 - Expenses for electric had an unfavorable variance of \$165,000 related to power supply costs from DEMEC as well as repairs to the Wilmington Road Substation. Overall, there was a preliminary positive impact to net position from electric operations of \$181,000 from the capitalized labor and equipment at Van Dyke and the \$55,000 grant. Adjustments have been made since March 31 totals for pension liability and accrued costs in the pension as well as regulatory accounting structures for the Dobbinsville Substation. Mr. Blomquist noted that MSC finishes up the repayment on the Dobbinsville Substation in December.
 - Water user chargers were down \$60,000 mostly due to consumption being down. A grant was received from the State for \$68,400 that offset most of that.
 - Expenses for water had a favorable variance of \$160,000, due to lower than anticipated depreciations, savings in employee benefits and lower than anticipated repairs and maintenance. The positive impact for net position of water is up \$300,000 due to labor and equipment on the Van Dyke project that water helped out with.

Municipal Services Commission Monthly Meeting
April 21, 2022, 8:30 a.m.
216 Chestnut Street New Castle, Delaware

- The Balance Sheet shows that at March 31 water owed electric \$900,000, which is down from last year.

Mayor Quaranta asked if there is anything that would cause MSC concern about inflation having an impact on expenses. Mr. Natale noted that he would like to bring an Investment Policy to the next meeting. He opined that MSC could get a better return by investing in Treasuries rather than keeping such a large amount in cash.

Electric Department Report – Mr. Granger reporting

(See attached report)

Developer Projects

- Riverbend Subdivision – Mr. Granger met with the developer and discussed MSC's escrow policy. Mr. Granger noted that there was a disconnect between the developer's and the builder's understanding of the project. Mr. Granger feels that they now understand their roles. He added that getting materials is still an issue. Nine permits have been issued, five sites have excavation, one site has a lumber package, and they are moving ahead. The proposed schedule is to complete 30-32 homes this year. They can complete 18 before they complete the feed from the Substation. Mr. Blomquist will share projections he did for DEMEC.

Capital Projects

Van Dyke Village – MSC has completed the installation of all of the wire and installed and energized all 23 street lights that were piped last summer. They have started transferring houses from aerial to underground. Mr. Granger noted that vendors are not holding their pricing quotes due to supply chain issues. MSC has called in locates and is planning to start next week. The project is approximately 50% completed.

During discussion Mr. Granger explained his issues with ordering the new truck. Mayor Quaranta opined that the Department Managers should have the flexibility to move forward ordering materials without having to wait for the monthly Board meeting to get approval as long as the funds are in the budget. Mr. Blomquist explained that the Managers discuss those issues with him for approval as necessary. In response to a question from Mr. Gross, Mr. Natale stated that there is no projections formula that MSC uses.

- Delaware Street – Verizon completed their part and the pole has been removed. Mr. Blomquist explained that Verizon cut service but did not transfer their two customers. Both customers have since transferred service to Comcast. Mayor Quaranta will provide Mr. Blomquist with a contact at Verizon. Mr. Blomquist noted that Verizon's franchise agreement is up for re-negotiation.
- System Undergrounding – Baker Tilly is completing Notices of Intent for grant funding.
- EV Chargers – An EV charging station was installed in the Chestnut Street Parking Lot. Mr. Blomquist reached out to Council President Platt regarding locations for the remaining five chargers, but has not heard back from him. Mayor Quaranta will follow up.

Municipal Services Commission Monthly Meeting
April 21, 2022, 8:30 a.m.
216 Chestnut Street New Castle, Delaware

Capital Purchases

- Utility Building – Plans should be done shortly. MSC is still waiting for parts.
- Tree Trimming – Tree trimming has been completed.
- Pole Replacement – MSC worked with Delmarva to replace several poles.

Water Department Report – Mr. Guyer reporting

(See attached report)

Developer Projects

- Riverbend Subdivision – Mr. Guyer met with GemCraft. The applications have been submitted to Rail Pros for review and comment.
- Court House – Most of the upgrades on interior plumbing have been completed. MSC will coordinate inspection with the sprinkler and plumbing contractors to ensure the approved backflow devices and meter are installed and water testing is performed.
- 162 East 2nd Street – Water service installation work was completed on March 15th with no issues. Roadwork repair will be scheduled.

MSC Projects

- Advanced Metering Infrastructure – American Municipal Power (AMP) – MSC received the meter quote and the vendor agreed to honor the 2021 pricing through June 30th. There was an issue with the SRF Program Administrator and Engineer relative to how the project was being bid, that could affect the project cost. Messrs. Guyer, Natale and Blomquist explained the issue and concerns SRF has in detail. In an effort to facilitate the matter, Mayor Quaranta recommended that MSC draft a letter detailing the issue and he will see that DNREC Secretary Shawn Garvin receives the communication. In response to a question from Mr. Phil Gross, Mr. Blomquist stated that if the matter cannot be resolved satisfactorily it will need to go back to the Commission for approval and then to City Council for approval.
- Cross Connection Control Project – MSC is working with Hydro Corp to draft a communication to customers. Letters will be sent out in May.
- PFAS Sampling/Carbon Filtration System – PFAS sampling was completed on April 11th and results are pending. This non-compliance sampling is being used as a base line to gauge how the 40,000 lbs. of new carbon is being consumed.
- Penn Farm House Renovation – Everything is done. The Trustees have concerns about low water pressure. There is low flow when several appliances and both outside hose bibs are running. There are no restrictions in the plumbing and it appears it is an elevation issue. The Trustees approved the purchase of a small pump inside the house to re-pressurize the house. MSC will also install separate metering for the hoop house, the milk house and the barn. In response to a question from Mayor Quaranta, Mr. Guyer stated that private wells for outdoor

Municipal Services Commission Monthly Meeting
April 21, 2022, 8:30 a.m.
216 Chestnut Street New Castle, Delaware

irrigation are not permitted by Code, as well as there being the potential for cross contamination.

- MSC Conference Room – Operators continue with the renovation of the MSC meeting room/conference room area.

Reporting

- Calgon Carbon Corporation (CCC) Pilot Study Test – The pilot study is going well. Samples have been collected and evaluated by the carbon engineer.
- Pre-Apprenticeship Water Operators Course – The program is going very well and is being viewed as a success by the State. The State tried a similar program down state but it was cancelled due to lack of interest. The William Penn program will be re-evaluated to see how it can be expanded next year. Mayor Quaranta opined that it is important to encourage teachers, counselors and parents to be open to the trades as a viable career choice. Mr. Guyer noted that one of the concerns is that it is an after-school program and students are responsible for their own transportation. Mayor Quaranta suggested that Mr. Guyer reach out to the Charter School in New Castle and/or Luke Rhine, Director of the Career and Technical Education and STEM workgroup at the Delaware Department of Education relative to expansion of the program.
- EPA / ARPA Funds and SRF Loans / Grants – Messrs. Guyer and Jaeger updated the projects list and are working with Pennoni Associates Engineering to get NOIs submitted for grant funding. Six projects have been identified for submission for a total of \$6.2M. Mr. Guyer recommended they begin work now on NOIs for next year. Mayor Quaranta stated his support.
- ATSDR PFAS Exposure Assessment Results – MSC received notice that the exposure assessment has been done. A second phase of the study will be conducted on 40 homes for environmental sampling for PFAS. In 20 of the 40 homes the EPA will also be collecting indoor air, bulk dust, and wet wipe samples inside the home along with a soil sample outside the home. Additionally, EPA will provide a resident in each home with a wristband to wear for one week to evaluate potential PFAS exposure. ATSDR has also requested to run an air sampler for six days at one of MSC's well sites. The unit will be set up at the Basin Road Well site.

Messrs. Guyer and Blomquist were interviewed by WHYH about 1-1/2 months ago about the study and a FOIA request was submitted for information on test results that was reviewed and complied with. Mayor Quaranta recommended that City Administrator Barthel be contacted if MSC receives any future requests for interviews.

- River Bend Subdivision – River Bend was flushed on March 11th and 28th to maintain chlorine residual.
- Monthly Meter Reading – The monthly meter readings were completed on April 12th. On April 7th seventy-nine door hangers were distributed where the water meter is no longer sending a radio read to advise the customer that a visual read will need to be taken and called in to the office, or they will need to schedule an appointment for an operator to read the meter. Operators changed out 21 registers and ERTs prior to the meter reads.

Municipal Services Commission Monthly Meeting
April 21, 2022, 8:30 a.m.
216 Chestnut Street New Castle, Delaware

- Tank Painting – Messrs. Guyer and Jaeger met with Rich Skilton of Southern Corrosion to review structural improvements that will need to be made on the Elevated Storage Tanks prior to painting. An updated quote will be submitted.
- Utility Yard – The Utility Yard was cleaned up in preparation for the new Pole Barn.
- Delaware Street – Operators turned on the water at the Pier and the Fountain on Delaware Street. The Kalmar Nyckel is scheduled to dock at the Pier in May.

Grants and State Revolving Funds

- Water Infrastructure Advisory Council (WIAC) Grants – The Condition & Criticality Rating Criteria for Horizontal Assets has been updated and was forwarded to RK&K on April 18th. Task 3 has been completed and we are moving on to Tasks 4 and 5. It is hoped that a working model will be available within the next 30 days.
- DWSRF Loans and Grants – Messrs. Guyer and Jaeger are exploring applying for a Planning Grant to assist in planning yearly projects through DWSRF.

Capital and Operation & Maintenance Budgets

- Truck 8 – Mr. Guyer is exploring alternative truck manufacturers for the purchase of a new Truck 8 with small utility crane. Dodge is providing a quote for the chassis; however, it will need to be painted MSC yellow. The cost is now \$130,000. No decision has been made yet.

Equipment

- Cummins Generator – The generator at the Utility Building is experiencing issues starting and running. Cummins Power systems placed an order for new parts and they are scheduled to install them on April 26th.

Personnel and Training

- Training Exercise – Mr. Guyer participated in the planning for an Operational Readiness Table Top Exercise with EPA Region 3 based on a Category I hurricane making landfall in Delaware. The 8-hour virtual exercise will be held in the MSC Conference Room and is scheduled for May 3rd. All operators will participate.

Local, State and Federal Agencies

- WSCC – Water Supply Coordinating Council – The members of the Council are scheduled to meet on May 11th.
- DEWARN – Delaware Water/Wastewater Agency Response Network – The April 12th meeting went well. There were no issues to report or requests from other WARN agencies. The next meeting is scheduled for June 14th.
- Water Operator Advisory Council – They are making progress on review of the Regulations. The next meeting is scheduled for May 5th.

Municipal Services Commission Monthly Meeting
April 21, 2022, 8:30 a.m.
216 Chestnut Street New Castle, Delaware

Managers were thanked and excused from the meeting.

Mr. Blomquist noted that MSC received the Excellence in Reliability Award this year. This is the 7th year MSC has received this award.

Secretary's Report – Mr. Blomquist reporting

DEMEC – Mr. Blomquist reported on the April, 2022, regular DEMEC meeting.

- There were no material misstatements found during the Audit and DEMEC received an unmodified opinion.
- EV chargers – Mr. Blomquist was informed that the State will select one vendor to install as many Level 3 EV charging stations as they can around the State. MSC can submit a grant application; however because MSC will only be installing EV chargers in New Castle, Mr. Blomquist said that MSC would not be chosen. There is a possibility that the chosen vendor will install Level 3 chargers in New Castle; however, MSC has not been contacted to see if service is available. Mayor Quaranta recommended that MSC coordinate with City Administrator Barthel to draft a letter to DNREC regarding the installation of Level 3 chargers; noting that the Farmers Market is one of the busiest intersections in the State. Mr. Blomquist explained that Delmarva supplies power to the Farmers Market and he has no knowledge that they have been contacted to be a service provider for EV charging stations. During discussion Mr. Blomquist explained the agreement between MSC and Delmarva regarding the process to acquire the rights to take ownership for electric power of an existing building or new construction.

New Castle

- Mr. Blomquist gave Councilperson Day a tour of the MSC facilities. Mayor Quaranta opined that helping people understand where the power comes from is beneficial.
- April 28th is National Bring Your Child To Work Day and MSC will be participating again this year.

A motion to move to Executive Session was made by Mayor Quaranta and seconded by Mr. Knox. The motion was unanimously approved and the meeting moved to Executive Session at 10:00 a.m.

Commissioners returned to general session at 10:17 a.m.

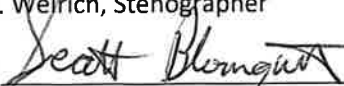
Next Meeting

The Commissioners set the next monthly Board meeting to be Thursday, May 19, 2022, at 8:30 a.m.

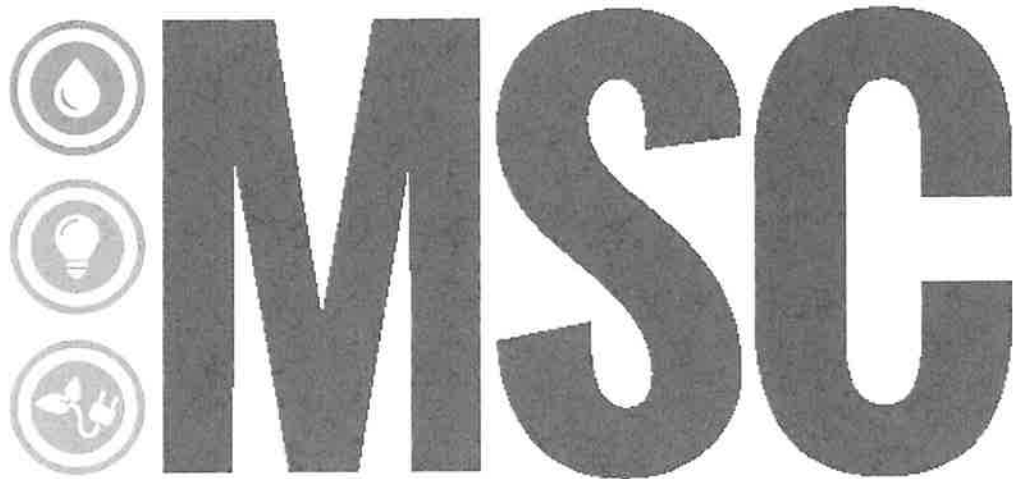
Adjournment

A motion was made and seconded to adjourn the meeting. The motion received unanimous approval and the meeting was adjourned at 10:17 a.m.


Kathleen R. Weirich, Stenographer

Approved: 
(Minutes transcribed from recording.)

Comptroller/Treasurer's Report



**Municipal Services Commission
of the City of New Castle**

April 21, 2022 Commission Meeting
Prepared By: Ken Natale on April 14, 2022

Contents

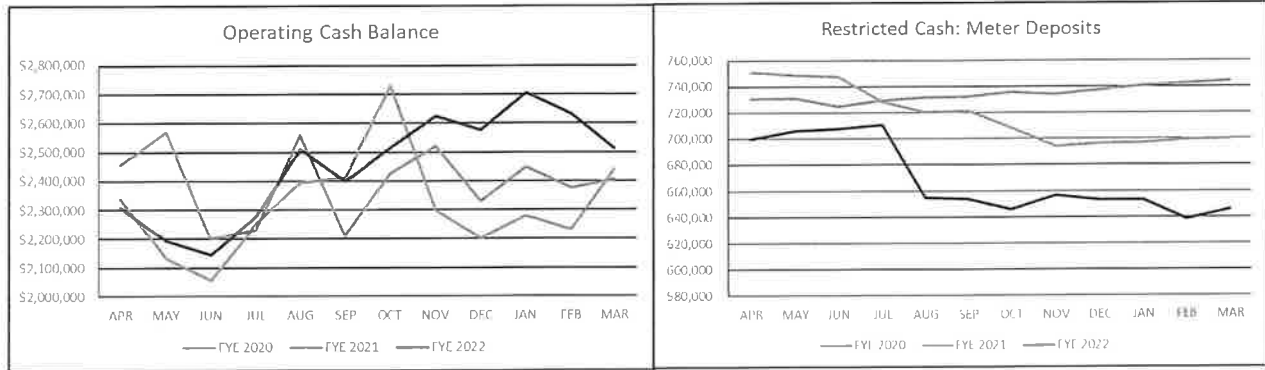
Cash & Investments:	1
Check Register	3
New Castle Cares	6
Electric Revenues:	7
Electric Expenses:	7
Water Revenues:	8
Water Expenses:	8
Budget to Actual Comparison – Electric	9
Budget to Actual Comparison – Water	11
Statement of Net Position	13
Combining Balance Sheet by Department	14
Combining Schedules of Revenues & Expenses by Department	15
Combining Schedules of Operating Expenses by Department	16
Combining Schedules of General & Administrative Expenses by Department	17
Capital & Projects Budget to Actual	18

Comptroller/Treasurer's Meeting Report – April 21, 2022

Cash & Investments:

As of March 31, 2022 the cash balances were:

PNC Checking Account:	\$	102,104
M&T Bank Checking:	\$	2,411,388
M&T Bank MMA:	\$	645,790
Petty Cash/Change Fund:	\$	887
Total Cash on Hand:	\$	3,160,169



A condensed cash flow summary for February is provided below for the operating account:

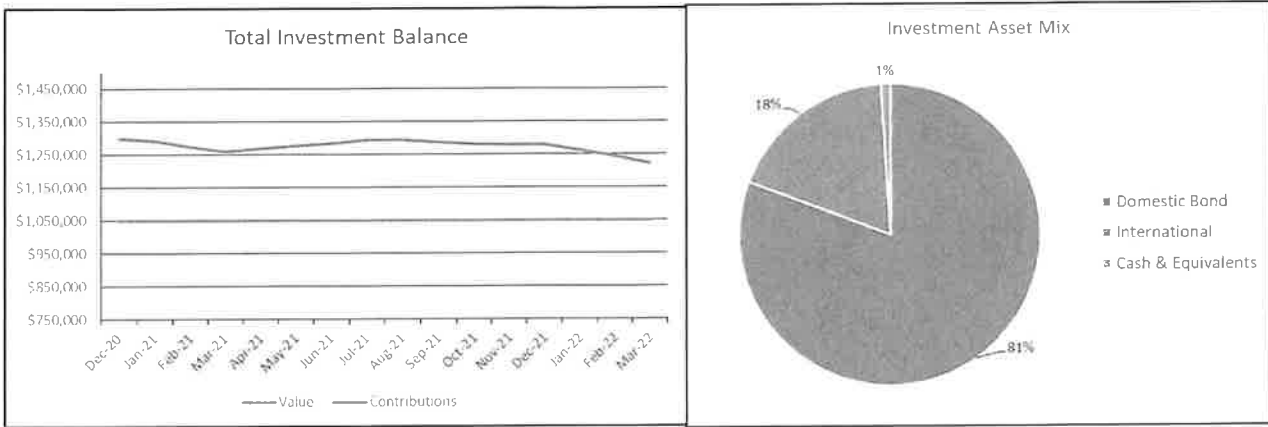
Beginning Balance	\$	2,632,436
Cash from customers		983,613
Refunds to customers - deposits	(10,645)
Payments to suppliers for goods & services*	(1,001,321)
Bank service fees	(1,315)
Payments to employees for services	(89,276)
Net Cash Provided(Used)	(118,944)
Ending Cash Balance	\$	2,513,492

*A detailed check register for the month is available on pages 3-5 of this report.

As of March 31, 2022 the Commission's investment portfolio totaled \$1,221,551 which is a net loss of \$21,934 (-1.8%) from the prior month. For the current fiscal year through March 31, 2022, the value of the Commission's portfolio decreased by \$36,638 (-2.8%).

There was 119 days unrestricted cash on hand at March 31 (-5 day from prior month) when including the value of the Commission's investment portfolio which is held in liquid assets (mutual and exchange traded funds).

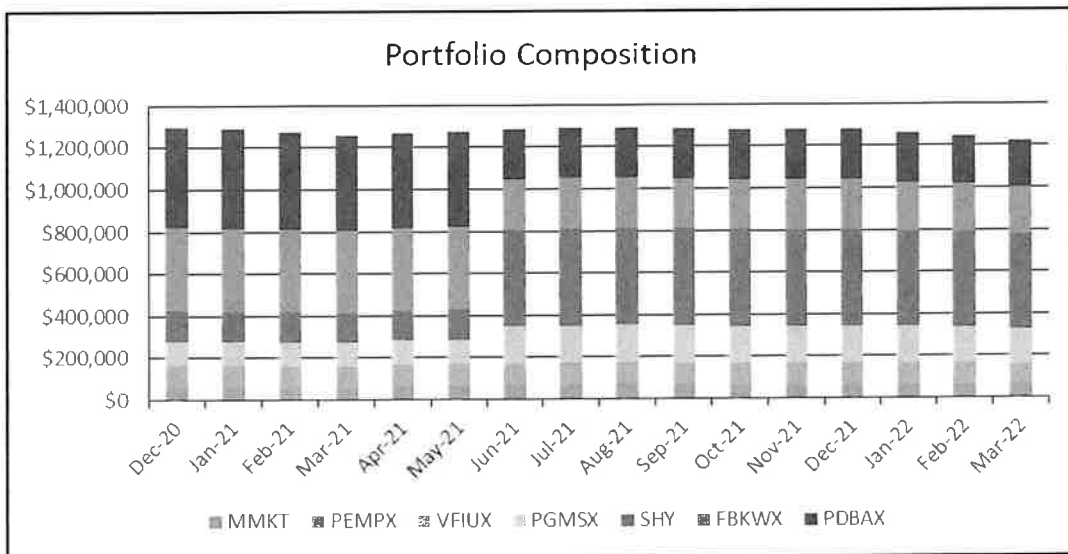
Comptroller/Treasurer's Meeting Report – April 21, 2022



The “domestic bond” category in the *Investment Asset Mix* chart above, includes US Government instruments and corporate bonds of US based organizations. The “international” category includes debt instruments of foreign governments as well as corporate bonds issued by foreign corporations.

The Commission’s investment portfolio was invested in the following securities:

Holdings	Symbol	Market Value	Est. Yield
Money Markets			
Cash JP Morgan Chase Bank NA – Insured		\$ 12,418	0.01%
Mutual Funds			
Fidelity Advisor Total Bond CL Z	FBKWX	225,209	2.33%
PGIM Total Return Bond CL A	PDBAX	221,721	2.74%
PIMCO Emerging Markets Bond I2	PEMPX	52,989	4.41%
T Rowe Price Global Multi Sector Bond I	PGMSX	168,908	3.21%
Vanguard Intermediate Term Treasury	VFIUX	94,961	1.41%
Exchange Traded Funds			
iShares Trust 1-3 Year Treasury Bond EFT	SHY	445,345	0.22%
Total		1,221,551	



Comptroller/Treasurer's Meeting Report – April 21, 2022

PNC CHECK REGISTER - MARCH 2022

Number	Date	Vendor Name	Amount
18373	03/02/2022	American Inspection Agency	\$ 330.00
18374	03/02/2022	Aquaflow Pump & Supply Co., Inc.	50.41
18375	03/02/2022	Artesian Water Co Inc	2,249.39
18376	03/02/2022	Associated Truck Parts	38.00
18377	03/02/2022	Bayshore Ford Trucks	918.27
18378	03/02/2022	Benz Hydraulics, Inc.	217.46
18380	03/02/2022	Collins Ent Inc. (Parts Plus)	259.75
18382	03/02/2022	Comcast Business	112.68
18383	03/02/2022	Consult Dynamics, Inc./DCA Net	20.00
18384	03/02/2022	DEMEC, Inc.	1,187.12
18385	03/02/2022	Division of Public Health	100.00
18386	03/02/2022	Exxon Mobil Fleet/GECC/Wex Bank	2,643.02
18387	03/02/2022	First State Fleet Service	4,282.08
18389	03/02/2022	Hach Company	2,031.71
18390	03/02/2022	Home Depot Credit Service	1,854.79
18397	03/02/2022	Hooper, Inc	395.29
18398	03/02/2022	KDI Inc.	89.25
18399	03/02/2022	Keen Compressed Gas Co	146.88
18400	03/02/2022	MARKATOS SERVICES	122.50
18401	03/02/2022	McCullom D'Emilio Smith Uebler LLC	472.50
18402	03/02/2022	New Castle Weekly	50.00
18403	03/02/2022	Northwest Lineman College	616.00
18404	03/02/2022	NuCar Parts Distributors	3.51
18405	03/02/2022	SAUL EWING ARNSTEIN & LEHR LLP	4,912.00
18406	03/02/2022	Schneider Electric Smart Grid Solutions, LLC	2,680.20
18407	03/02/2022	Suburban Testing Labs Inc	80.00
18408	03/02/2022	Tri-State Battery & Alternator, LLC	279.98
18409	03/02/2022	United Electric Supply Co	360.00
18410	03/02/2022	Verizon	268.94
18411	03/02/2022	W. B. MASON, CO., INC.	204.94
18413	03/02/2022	Walter Granger	480.00
18438	03/17/2022	Anixter	1,190.60
18439	03/17/2022	Martin Marietta Materials, Inc	463.63
DFT0001549	03/04/2022	Nationwide Retirement Sol	211.27
DFT0001550	03/04/2022	Nationwide Retirement Sol	126.27
DFT0001551	03/04/2022	Nationwide Retirement Sol	158.45
DFT0001552	03/04/2022	Nationwide Retirement Sol	94.70
DFT0001553	03/04/2022	Nationwide Retirement Sol	811.95
DFT0001554	03/04/2022	Nationwide Retirement Sol	1,015.00
DFT0001555	03/04/2022	Nationwide Retirement Sol	1,355.00
DFT0001557	03/04/2022	United States Treasury	6,177.95
DFT0001559	03/04/2022	United States Treasury	7,954.92
DFT0001560	03/04/2022	United States Treasury	1,860.46
DFT0001561	03/04/2022	Delaware Div. of Revenue	3,152.60
DFT0001563	03/19/2022	Delaware Div. of Revenue	15,123.00
DFT0001564	03/06/2022	PNC BANK	5,183.97
DFT0001584	03/02/2022	OpenEdge	1,494.75
		TOTAL PAYMENTS TO VENDORS FROM PNC	\$ 73,831.19

Comptroller/Treasurer's Meeting Report – April 21, 2022

M&T CHECK REGISTER - MARCH 2022

Number	Date	Vendor Name	Amount
200024	03/11/2022	Anixter	\$ 2,010.34
200025	03/11/2022	United Electric Supply Co	616.27
200026	03/11/2022	Assurance Media	52.50
200027	03/11/2022	B Safe, Inc	182.68
200028	03/11/2022	Bayshore Ford Trucks	886.28
200029	03/11/2022	CBM Insurance Agency LLC	6,572.00
200030	03/11/2022	Comcast Business	53.85
200031	03/11/2022	Delaware River Basin Comm	487.00
200032	03/11/2022	Delmarva Communications	1,200.00
200033	03/11/2022	Delmarva Power	578.25
200034	03/11/2022	Grainger	36.96
200035	03/11/2022	Jack Henry & Associates Inc./Profit Stars	500.00
200036	03/11/2022	Kathleen R Weirich	202.50
200037	03/11/2022	KDI Inc.	138.80
200038	03/11/2022	MARKATOS SERVICES	122.50
200039	03/11/2022	Nationwide Life Ins. Co. of America	17,841.73
200040	03/11/2022	New Horizon Communications Corp	481.99
200041	03/11/2022	One Call Concepts Inc	27.54
200042	03/11/2022	Pyrz Water Supply Co., Inc.	118.00
200043	03/11/2022	ScienceTechnologyResearchInstitute of Delaware (STRIDE)	750.00
200044	03/11/2022	Tri-State Battery & Alternator, LLC	152.28
200045	03/11/2022	Utility Financial Solutions LLC	1,906.25
200046	03/11/2022	Verizon	286.99
200047	03/14/2022	Council 81	440.00
200048	03/17/2022	Assurance Media	1,336.50
200049	03/17/2022	B Safe, Inc	11.81
200050	03/17/2022	Bayshore Ford Trucks	30.56
200051	03/17/2022	Benz Hydraulics, Inc.	124.64
200052	03/17/2022	Capitol Office Inc.	4,797.60
200053	03/17/2022	City of New Castle	163,011.45
200054	03/17/2022	Collins Ent Inc. (Parts Plus)	25.16
200055	03/17/2022	Keen Compressed Gas Co	285.75
200056	03/17/2022	Kendall Electric INC	2,626.69
200057	03/17/2022	Pennoni Associates Inc.	880.00
200058	03/17/2022	Pitney Bowes Purchase Power	4,035.00
200059	03/17/2022	Terex Utilities Inc	25,035.47
200060	03/17/2022	Trans Union LLC	215.64
200061	03/17/2022	Tri-State Battery & Alternator, LLC	139.99
200062	03/17/2022	United Electric Supply Co	23.00
200063	03/17/2022	USA Blue Book	402.55
200064	03/17/2022	Verizon Wireless	604.85
200065	03/28/2022	ASI COBRA	892.57
200066	03/28/2022	Assurance Media	315.00
200067	03/28/2022	Badger Meter, Inc.	125.70
200068	03/28/2022	Consult Dynamics, Inc./DCA Net	20.00
200069	03/28/2022	Delta Dental of Delaware Inc	1,792.22
200070	03/28/2022	DEMEC, Inc.	994.21
200071	03/28/2022	Department of Human Resources Financial Services	30,122.14

Comptroller/Treasurer's Meeting Report – April 21, 2022

M&T CHECK REGISTER - MARCH 2022

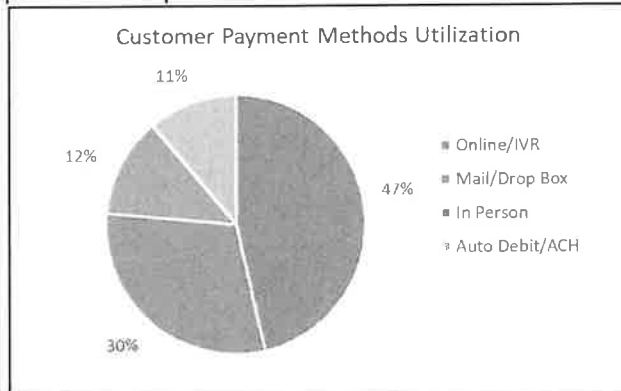
Number	Date	Vendor Name	Amount
200072	03/28/2022	EyeMed	258.67
200073	03/28/2022	Jesco INC.	1,542.63
200074	03/28/2022	Kathleen R Weirich	157.50
200075	03/28/2022	KDI Inc.	222.44
200076	03/28/2022	Kendall Electric INC	3,176.14
200077	03/28/2022	Mark E Davis Jr	60.00
200078	03/28/2022	MARKATOS SERVICES	122.50
200079	03/28/2022	Principal Financial Group	2,378.39
200080	03/28/2022	Sunbelt Rentals Inc.	120.45
200081	03/28/2022	United Electric Supply Co	166.00
200082	03/28/2022	United Rentals Company Inc	357.58
200083	03/28/2022	USA Blue Book	281.25
200084	03/31/2022	Artesian Water Co Inc	1,706.93
200085	03/31/2022	Bayshore Ford Trucks	1,071.79
200086	03/31/2022	COLONIAL LIFE	781.34
200087	03/31/2022	Comcast Business	113.86
200088	03/31/2022	Custom Theater Design	7,149.90
200089	03/31/2022	Grainger	31.06
200090	03/31/2022	Home Depot Credit Service	284.89
200091	03/31/2022	McCullom D'Emilio Smith Uebler LLC	2,887.50
200092	03/31/2022	Petty Cash	116.70
200093	03/31/2022	Pivot Occupational Health	99.00
200094	03/31/2022	Transformer Associates Limited	7,708.00
200095	03/31/2022	United Electric Supply Co	698.58
200096	03/31/2022	Verizon	63,667.03
200097	03/31/2022	Verizon	268.94
200098	03/31/2022	Wesco Receivables Corp.	482.62
DFT0001565	03/18/2022	Nationwide Retirement Sol	211.27
DFT0001566	03/18/2022	Nationwide Retirement Sol	126.27
DFT0001567	03/18/2022	Nationwide Retirement Sol	158.45
DFT0001568	03/18/2022	Nationwide Retirement Sol	94.70
DFT0001569	03/18/2022	Nationwide Retirement Sol	899.48
DFT0001570	03/18/2022	Nationwide Retirement Sol	1,015.00
DFT0001571	03/18/2022	Nationwide Retirement Sol	1,355.00
DFT0001572	03/18/2022	Maryland Child Support Account	184.62
DFT0001573	03/18/2022	United States Treasury	6,419.85
DFT0001575	03/18/2022	United States Treasury	7,981.14
DFT0001576	03/18/2022	United States Treasury	1,866.60
DFT0001577	03/18/2022	Delaware Div. of Revenue	3,142.88
DFT0001580	03/14/2022	COMPTROLLER OF MARYLAND	610.60
DFT0001581	03/18/2022	DEMEC, Inc.	461,746.91
DFT0001582	03/18/2022	DEMEC, Inc.	52,887.00
DFT0001583	03/14/2022	Delaware Dept. of Labor	5,470.11
DFT0001599	03/31/2022	Delaware Div. of Revenue	13,915.00
		TOTAL PAYMENTS TO VENDORS FROM M&T	\$927,489.78

Comptroller/Treasurer’s Meeting Report – April 21, 2022

Billing/Customer Service:

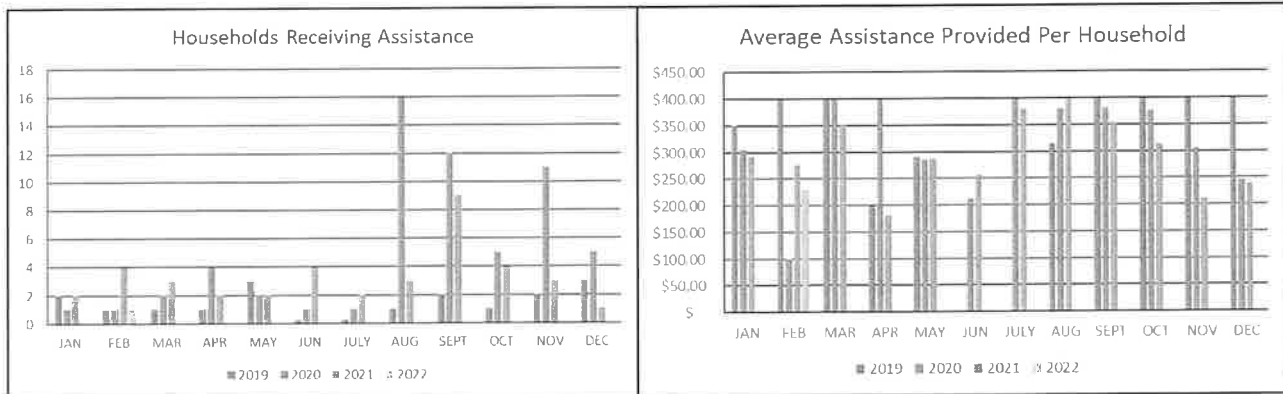
Since the previous meeting, the Customer Service Department has processed:

Bills sent	3209
Delinquent & past due notices	367
Automated phone notifications	269
Payment arrangements	55
Contracts	0
Service cuts – March	29
Accounts sent to collections	1
Electric bad debt write offs	\$1,156
Applications for service	19
Customers assisted in person	361
Customers assisted on telephone	1086



New Castle Cares

The Salvation Army oversees the New Castle Cares Fund which is funded by the Commission to assist households having trouble making their utility payments. During the month of March, the fund assisted four household(s) with an average amount of \$319. The maximum allowed by the program is \$400.



In addition to assistance provided through the New Castle Cares fund, eight customers received an average of \$499.20 from other agencies or nonprofits that provide assistance for utility bills.

The spike in usage of the New Castle Cares fund in September 2021, as well as the spike in payment arrangements and service cuts in October was related to the customer service department ending the pandemic related collection polices and enforcing the provisions of the tariff.

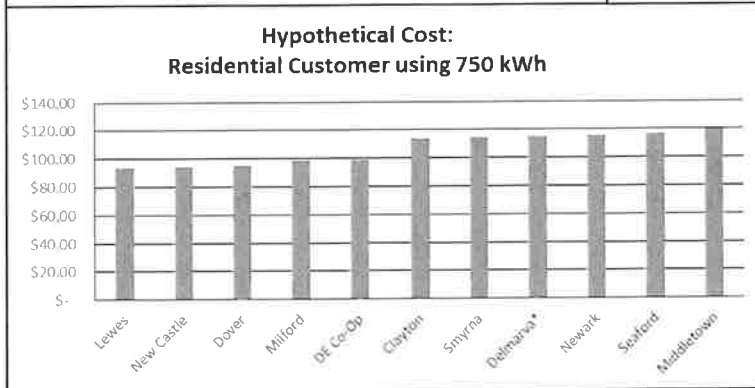
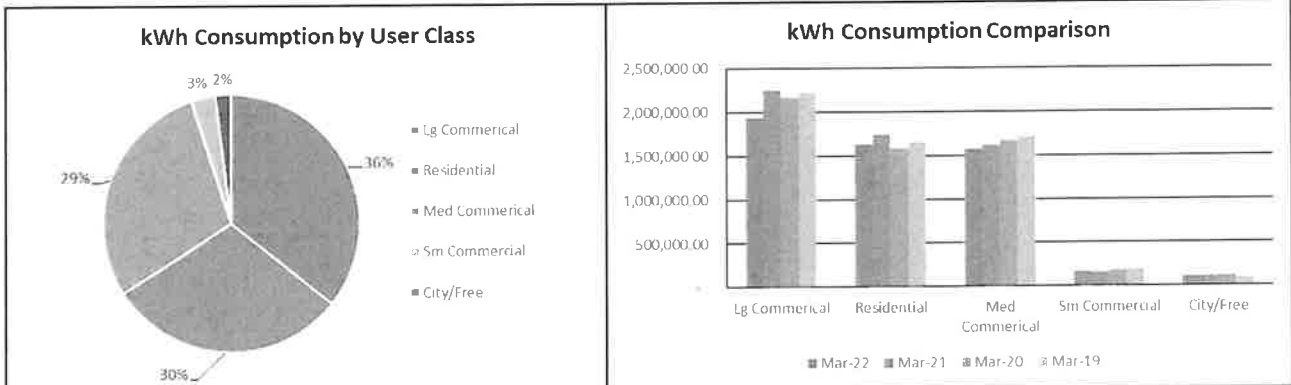
Below is a condensed aging report for active customers as of April 13, 2022.

Total	Current	30 Days	60 Days	90 Days	120 Days
\$127,358	\$116,391	\$10,967	\$0	\$0	\$0

Preliminary - Unaudited

Electric Revenues:

User charges are unfavorable for the year ended March 31 (\$106,000). This is mostly related to a large commercial customer ceasing operations in the fall. Additionally, March was several degrees warmer than average which probably resulted in customers saving on their heating costs. Looking at data prior to COVID-19, electric consumption form March 2022 was 7.76% lower than in March 2019.



Each month, DEMEC provides a comparison of the cost of residential electric service. The analysis assumes a residential customer who uses 750 kWh per month. MSC's rate is 22% lower than Delmarva* and 5% lower than the co-op.

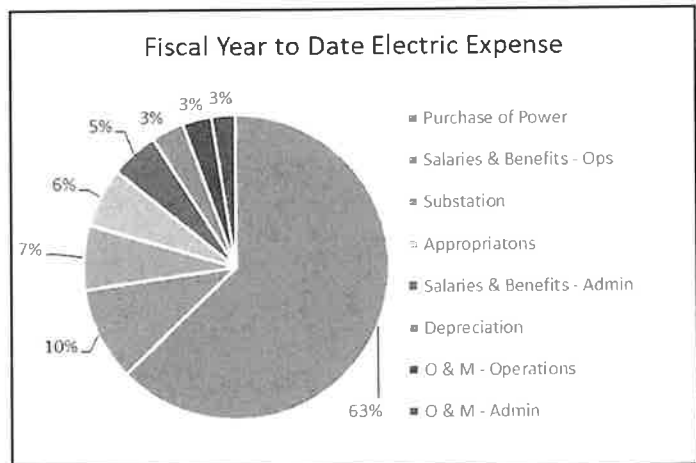
*Approximate. DP&L's transmission capacity charge is based on each individual's Peak Load Contribution (PLC) to the overall transmission load. Each customer has a unique PLC that changes every January.

Electric Expenses:

Electric expenses have a year to date unfavorable variance (\$165,000). Which is attributable mostly to increase in power supply costs from DEMEC and a repair to the Wilmington Road Circuit Switcher.

Electric Net Position:

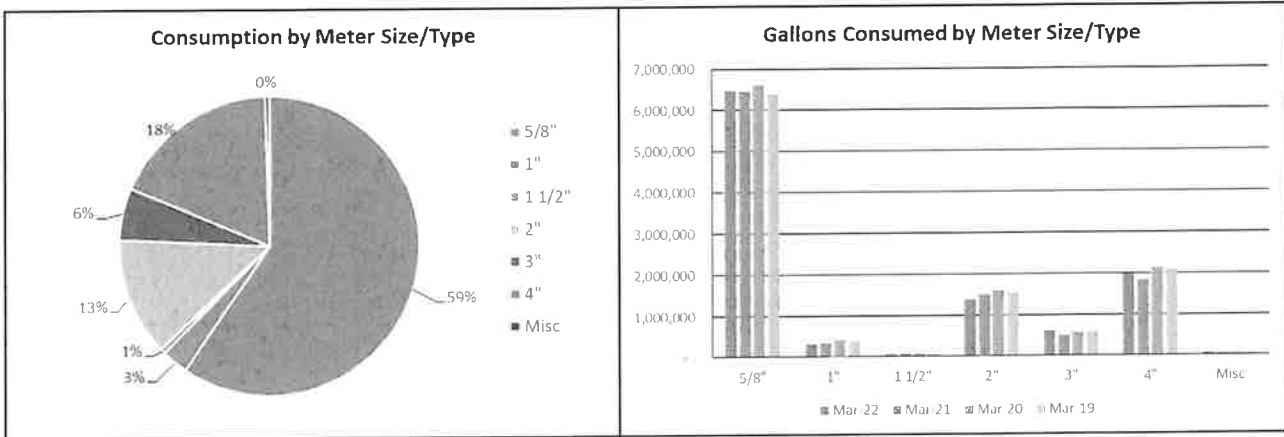
In total, there is a preliminary positive impact to net position from electric operations of \$181,000 at year end due to capitalized labor and equipment (\$392,093) and grant revenues (\$55,000) which were not part of the adopted budget.



Preliminary - Unaudited

Water Revenues:

User charges are unfavorable for the year ended March 31 (\$60,000). Overall, water consumption for the month was up 1.6% from the same period last fiscal year. Looking at data prior to COVID-19, water consumption in March 2022 was 1.7% lower than in March 2019. March 2022 consumption is relatively flat across all meter sizes from the same period last year. Overall, consumption is up 170,000 gallons from the prior year. During FY 2022, MSC received a grant from the State of Delaware in the amount of \$68,400 for replacing the carbon used at the water treatment facility.

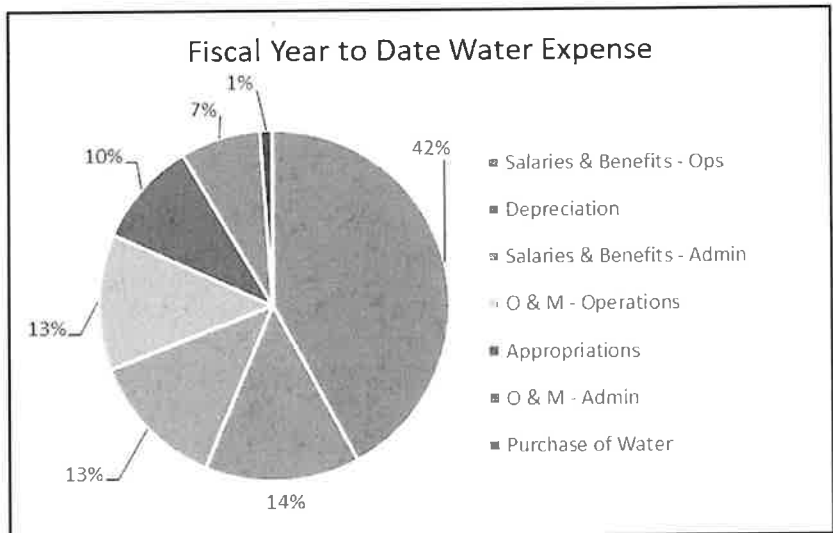


Water Expenses:

Water expenses have a favorable year to date variance of (\$161,000). \$89,000 of the variance is related to lower than anticipated depreciation expense due to delaying several projects. \$18,000 is savings in employee benefits and \$36,000 from lower than anticipated repairs and maintenance costs.

Water Net Position:

In total, there is a preliminary positive impact to net position from water operations of \$295,000 at year end due to capitalized labor and equipment (transfer to electric utility) of \$197,500 from work on the Van Dyke Electrical Undergrounding Project.



**Municipal Services Commission
Budget to Actual Comparison – Electric
As of March 31, 2022**

Preliminary - Unaudited

	<u>YTD Budget</u>	<u>YTD Activity</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Total Budget</u>
Operating Revenues				
400 - User Charges	8,987,700	8,881,468	(106,232)	8,987,700
420 - City Service Charges	46,000	43,990	(2,010)	46,000
440 - Free Service Revenue	45,000	43,629	(1,371)	45,000
486 - Miscellaneous Income	43,000	45,213	2,213	43,000
<i>Total Operating Revenues</i>	<u>9,121,700</u>	<u>9,014,300</u>	<u>(107,400)</u>	<u>9,121,700</u>
550 - Free Service Expense	(4,000)	(4,997)	(997)	(4,000)
<i>Net Operating Revenue</i>	<u>9,117,700</u>	<u>9,009,303</u>	<u>(108,397)</u>	<u>9,117,700</u>
500 - Purchase of Power/Water	5,595,155	5,796,017	(200,862)	5,595,155
505 - Purchase of Power Substation	634,644	634,644	-	634,644
<i>Total Purchase Power</i>	<u>6,229,799</u>	<u>6,430,661</u>	<u>(200,862)</u>	<u>6,229,799</u>
Operating Expenses				
<i>Operations</i>				
600 - Salaries and Wages	667,000	658,293	8,707	667,000
601 - Payroll Taxes	52,000	49,369	2,631	52,000
607 - Pension Expense	96,000	79,665	16,335	96,000
608 - Employee Benefits	157,735	131,233	26,502	157,735
610 - Insurance	50,000	59,002	(9,002)	50,000
611 - Utilities	10,700	9,935	765	10,700
612 - Storm Damage	2,500	-	2,500	2,500
631 - Lines and Poles	18,700	11,065	7,635	18,700
632 - Street Lights	6,500	4,259	2,241	6,500
633 - Meters and Services	4,300	1,806	2,494	4,300
641 - Substation	6,400	30,755	(24,355)	6,400
644 - Building and Grounds	3,000	2,550	450	3,000
647 - Plant Materials and Supplies	5,800	7,861	(2,061)	5,800
650 - Truck Expense	27,000	32,736	(5,736)	27,000
661 - Tools & Equip Supplies	21,650	21,279	371	21,650
662 - Equipment Rental	1,500	521	979	1,500
671 - Clothing Allowance	10,200	11,948	(1,748)	10,200
672 - Safety Expense	3,200	5,774	(2,574)	3,200
680 - Training/Seminars	7,600	3,381	4,219	7,600
682 - Computer Expense	14,400	15,013	(613)	14,400
684 - Professional Fees	4,000	49,152	(45,152)	4,000
686 - Security System	3,400	2,349	1,051	3,400
687 - Sampling and Testing	14,200	10,072	4,128	14,200
691 - Depreciation-Plant and Equipment	231,500	210,744	20,756	231,500
693 - Depreciation-Trucks and Auto	80,000	80,465	(465)	80,000
<i>Total Operating Expenses</i>	<u>1,499,285</u>	<u>1,489,227</u>	<u>10,058</u>	<u>1,499,285</u>

Municipal Services Commission
Budget to Actual Comparison – Electric
As of March 31, 2022

Preliminary - Unaudited

	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Total Budget
<i>General & Administrative</i>				
700 - Office Salaries	340,000	327,774	12,226	340,000
706 - Payroll Taxes	28,000	29,147	(1,147)	28,000
707 - Pension Expense	49,000	46,649	2,351	49,000
708 - Employee Benefits & Related Expenses	61,556	65,044	(3,488)	61,556
709 - Professional Fees	38,513	43,279	(4,767)	38,513
710 - Insurance	17,500	18,869	(1,369)	17,500
717 - Utilities	1,800	2,047	(247)	1,800
721 - Bad Debts	13,000	22,574	(9,574)	13,000
722 - Administrative	73,025	58,892	14,133	73,025
751 - R&M Equip/Bldg/Grounds	14,110	15,427	(1,317)	14,110
761 - Office Supplies	15,300	11,780	3,520	15,300
771 - Clothing	1,000	1,446	(446)	1,000
780 - Training-Administrative	9,835	398	9,437	9,835
781 - Dues and Subscriptions	2,600	1,636	964	2,600
782 - Computer Expense	26,730	28,303	(1,573)	26,730
785 - Office Supplies	16,700	14,491	2,209	16,700
786 - Security System	2,600	2,741	(141)	2,600
788 - Telephone	9,900	10,797	(897)	9,900
789 - Key Accounts	2,750	-	2,750	2,750
792 - Depreciation-Furniture and Fixtures	30,000	27,483	2,517	30,000
<i>Total General & Administrative Expenses</i>	<u>753,919</u>	<u>728,777</u>	<u>25,142</u>	<u>753,919</u>
<i>Operating Income</i>	634,698	360,638	(274,060)	634,698
651 - Allocated Equipment Costs	-	140,773	140,773	-
698 - Capitalized Labor	-	251,320	251,320	-
	<u>-</u>	<u>392,093</u>	<u>392,093</u>	<u>-</u>
<i>Operating Income after Capitalized items</i>	634,698	752,731	118,034	634,698
<i>Non Operating Revenue (Expense)</i>				
480 - Investment Income	36,500	24,958	(11,542)	36,500
950 - Investment Expenses	-	(1,873)	(1,874)	-
487 - Grant Income	-	54,553	54,553	-
810 - Realized Gain (Loss) on Sale of Investment	-	2,597	2,597	-
810 - Gain (Loss) on Disposal of Asset	-	(15,512)	(15,512)	-
830 - Private Developer Contribution	-	2,548	2,548	-
900 - Ordinary Appropriations	(539,300)	(534,268)	5,032	(539,300)
920 - Special Appropriations	-	(51,534)	(51,534)	-
940 - Change in Value of Investments	-	(53,506)	(53,506)	-
960 - Other Expenses	-	(182)	(182)	-
	<u>(502,800)</u>	<u>(572,219)</u>	<u>(69,420)</u>	<u>(502,800)</u>
Change in Net Position	<u>131,898</u>	<u>180,512</u>	<u>48,613</u>	<u>131,898</u>

Municipal Services Commission
Budget to Actual Comparison – Water
As of March 31, 2022

Preliminary - Unaudited

	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Total Budget
Operating Revenues				
400 - User Charges	2,275,883	2,215,848	(60,035)	2,275,883
420 - City Service Charges	27,600	34,758	7,158	27,600
440 - Free Service Revenue	6,600	3,433	(3,167)	6,600
486 - Miscellaneous Income	22,000	48,457	26,457	22,000
<i>Total Operating Revenues</i>	<u>2,332,083</u>	<u>2,302,496</u>	<u>(29,587)</u>	<u>2,332,083</u>
550 - Free Service Expense	(3,300)	(3,474)	(174)	(3,300)
<i>Net Operating Revenues</i>	<u>2,328,783</u>	<u>2,299,022</u>	<u>(29,761)</u>	<u>2,328,783</u>
500 - Purchase of Power/Water	26,500	24,187	2,313	26,500
Operating Expenses				
<i>Operations</i>				
600 - Salaries and Wages	659,000	669,515	(10,515)	659,000
601 - Payroll Taxes	51,000	49,372	1,628	51,000
607 - Pension Expense	96,000	85,722	10,278	96,000
608 - Employee Benefits	133,379	116,984	16,395	133,379
610 - Insurance	61,500	50,386	11,114	61,500
611 - Utilities	29,075	25,942	3,133	29,075
616 - R&M System Maintenance	7,800	8,868	(1,068)	7,800
620 - Pumping Stations	30,670	30,409	261	30,670
621 - Water Treatment Supplies	55,420	50,936	4,484	55,420
630 - Hydrants, Mains and Valves	17,310	3,620	13,690	17,310
633 - Meters and Services	14,110	16,462	(2,352)	14,110
644 - Building and Grounds	7,450	6,375	1,075	7,450
647 - Plant Materials and Supplies	4,960	6,430	(1,470)	4,960
650 - Truck Expense	19,765	27,434	(7,669)	19,765
661 - Tools & Equip Supplies	16,673	12,134	4,539	16,673
662 - Equipment Rental	732	426	306	732
671 - Clothing Allowance	7,983	7,223	760	7,983
672 - Safety Expense	2,340	754	1,586	2,340
680 - Training/Seminars	5,750	2,110	3,640	5,750
682 - Computer Expense	12,447	13,592	(1,145)	12,447
684 - Professional Fees	3,000	1,700	1,300	3,000
686 - Security System	912	401	511	912
687 - Sampling and Testing	13,510	9,783	3,727	13,510
691 - Depreciation-Plant and Equipment	371,600	277,638	93,962	371,600
693 - Depreciation-Trucks and Auto	25,000	31,257	(6,257)	25,000
<i>Total Operations Expenses</i>	<u>1,647,386</u>	<u>1,505,473</u>	<u>141,913</u>	<u>1,647,386</u>

Municipal Services Commission
Budget to Actual Comparison – Water
As of March 31, 2022

Preliminary - Unaudited

	<u>YTD Budget</u>	<u>YTD Activity</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Total Budget</u>
<i>General & Administrative</i>				
700 - Office Salaries	196,000	199,485	(3,485)	196,000
706 - Payroll Taxes	17,100	17,367	(267)	17,100
707 - Pension Expense	22,000	23,286	(1,286)	22,000
708 - Employee Benefits & Related Expenses	42,072	40,128	1,944	42,072
709 - Professional Fees	31,763	37,869	(6,107)	31,763
710 - Insurance	15,500	15,573	(73)	15,500
717 - Utilities	1,500	1,675	(175)	1,500
721 - Bad Debts	2,500	-	2,500	2,500
722 - Administrative	51,575	37,839	13,736	51,575
751 - R&M Equip/Bldg/Grounds	11,190	12,678	(1,488)	11,190
761 - Office Supplies	8,300	6,113	2,187	8,300
771 - Clothing	1,000	1,183	(183)	1,000
780 - Training-Administrative	4,665	326	4,339	4,665
781 - Dues and Subscriptions	4,200	3,538	662	4,200
782 - Computer Expense	21,870	23,157	(1,287)	21,870
785 - Office Supplies	13,800	11,856	1,944	13,800
786 - Security System	2,200	2,243	(43)	2,200
788 - Telephone	8,100	7,445	655	8,100
789 - Key Accounts	2,250	-	2,250	2,250
792 - Depreciation-Furniture and Fixtures	18,000	17,052	948	18,000
<i>Total General & Administrative</i>	<u>475,585</u>	<u>458,813</u>	<u>16,772</u>	<u>475,585</u>
<i>Operating Income</i>	179,312	310,549	131,237	179,312
651 - Allocated Equipment Costs	-	59,054	59,054	-
698 - Capitalized Labor	-	138,445	138,445	-
	<u>-</u>	<u>197,499</u>	<u>197,499</u>	<u>-</u>
<i>Operating Income after Capitalized items</i>	179,312	508,048	328,736	179,312
<i>Non Operating Revenue (Expenses)</i>				
480 - Investment Income	6,000	4,027	(1,973)	6,000
950 - Investment Expenses	-	(331)	(331)	-
487 - Grant Income	-	80,217	80,217	-
930 - Grant Expense	-	(11,816)	(11,816)	-
810 - Realized Gain (Loss) on Sale of Investment	-	(458)	(458)	-
810 - Gain (Loss) on Disposal of Asset	-	(34,349)	(34,349)	-
900 - Ordinary Appropriations	(130,300)	(117,778)	12,522	(130,300)
910 - City Service Appropriations	(27,000)	(35,057)	(8,057)	(27,000)
920 - Special Appropriations	-	(60,244)	(60,244)	-
940 - Change in Value of Investments	-	(9,046)	(9,046)	-
960 - Other Expenses	-	(27,302)	(27,302)	-
<i>Total Non Operating Revenue (Expenses)</i>	<u>(151,300)</u>	<u>(212,137)</u>	<u>(60,837)</u>	<u>(151,300)</u>
<i>Change in Net Position</i>	<u>28,012</u>	<u>295,911</u>	<u>267,899</u>	<u>28,012</u>

Municipal Services Commission

Statement of Net Position

As of March 31, 2022 Preliminary - Unaudited

ASSETS

Current Assets:

Cash and cash equivalents	\$	2,514,383
Investments		1,221,551
Accounts receivable, net		674,682
Grants receivable		7,780
Dividends receivable		136
Other receivables		75,639
Inventory		760,618
Prepaid expenses		162,099

Restricted Assets:

Cash and cash equivalents - restricted		645,786
Land		45,386
Construction-in-progress		68,668
Property, plant and equipment		26,641,973
Less: Accumulated depreciation		<u>(14,582,973)</u>
Total Assets		<u>18,235,728</u>

DEFERRED OUTFLOWS OF RESOURCES

Deferred outflows - pension		164,836
Deferred outflows - regulatory accounting		<u>3,124,345</u>
Total Deferred Outflows		<u>3,289,181</u>

LIABILITIES

Current Liabilities:

Accounts payable		563,068
Payroll withholdings payable		32,212
Accrued wages		62,482
Developer deposits		1,812

Noncurrent Liabilities:

Customer deposits		645,786
Accrued compensated absences		464,837
Net pension liability		<u>474,757</u>
Total Liabilities		<u>2,244,954</u>

DEFERRED INFLOWS OF RESOURCES

Deferred inflows - pension		<u>659,474</u>
----------------------------	--	----------------

NET POSITION

Net investment in capital assets		12,173,054
Unrestricted		<u>6,447,428</u>
TOTAL NET POSITION	\$	<u>18,620,482</u>

Municipal Services Commission
Combining Balance Sheet by Department
As of March 31, 2022 **Preliminary - Unaudited**

	<u>Water</u>	<u>Electric</u>	<u>Total</u>
Assets & Deferred Outflows			
Cash	-	2,514,383	2,514,383
AR	144,015	530,667	674,682
AR Grants	7,780		7,780
Inventory	104,230	656,388	760,618
Dividend AR	20	116	136
Prepays	56,158	105,941	162,099
Other AR	1,388	74,251	75,639
Investments	183,233	1,038,318	1,221,551
Capital Assets (land/bldgs/imps/equip)	13,635,588	13,051,771	26,687,359
Construction in Progress	67,293	1,375	68,668
Accumulated Depreciation	(6,083,877)	(8,499,096)	(14,582,973)
Restricted Cash		645,786	645,786
Due to/From	(895,019)	895,019	-
Deferred Outflows	74,176	3,215,005	3,289,181
Total Assets & Deferred Outflows	<u>7,294,985</u>	<u>14,229,924</u>	<u>21,524,909</u>
Liabilities, Deferred Inflows & Net Position			
Accrued Compensated Absences	206,679	258,158	464,837
Accounts Payable	19,293	543,775	563,068
Accrued Wages	28,927	33,555	62,482
Developer Deposits	1,812		1,812
Payroll Withholdings Payable	14,495	17,717	32,212
Customer Meter Deposits		645,786	645,786
Net Pension Liability	213,641	261,116	474,757
Deferred Inflows	296,763	362,711	659,474
Investment In Capital Assets	7,619,004	4,554,050	12,173,054
Unrestricted Net position *	(1,105,629)	7,553,065	6,447,436
Total Liabilities, Deferred Inflows & Net Position	<u>7,294,985</u>	<u>14,229,933</u>	<u>21,524,918</u>

*Difference in Unrestricted Net Position reported on page 13 is due to rounding.

Municipal Services Commission
Combining Schedules of Revenues & Expenses by Department
For the twelve months ending March 31, 2022 and 2021 **Preliminary - Unaudited**

	Water Department		Electric Department		Total
	2022	2021	2022	2021	
OPERATING REVENUES:					
User charges	2,215,848	1,965,254	8,881,468	8,902,177	10,867,431
City service charges	34,758	26,125	43,990	43,051	69,176
Free service	3,433	3,061	43,629	42,967	46,028
Miscellaneous	48,457	20,983	45,213	56,830	77,813
TOTAL OPERATING REVENUES	2,302,496	2,015,423	9,014,300	9,045,025	11,060,448
LESS: Free service	(3,474)	(2,853)	(4,997)	(4,555)	(7,408)
NET OPERATING REVENUES	2,299,022	2,012,570	9,009,303	9,040,470	11,053,040
PURCHASE OF POWER AND WATER	(24,187)	(25,240)	(6,430,661)	(5,950,203)	(5,975,443)
OPERATING EXPENSES	(1,505,473)	(1,494,352)	(1,489,227)	(1,333,281)	(2,827,633)
GENERAL AND ADMINISTRATIVE EXPENSES	(458,813)	(415,001)	(728,777)	(672,963)	(1,087,964)
OPERATING INCOME	310,549	77,977	360,638	1,084,023	1,162,000
Capitalized Labor	138,445	22,610	251,320	97,167	119,777
Capitalized Equipment	59,054	12,445	140,773	55,125	67,570
OPERATING INCOME AFTER CAPITALIZED ITEMS	508,048	113,032	752,731	1,236,315	1,349,347
NONOPERATING REVENUES (EXPENSES):					
Investment income	4,027	6,686	24,958	39,031	28,985
Investment expense	(331)	-	(1,873)	-	(2,204)
Grant income	80,217	14,075	54,553	17,322	134,770
Grant expense	(11,816)	(6,348)	-	(16,985)	(11,816)
Realized Gain(Loss) on Sale of Investments	(458)	3,669	2,597	20,790	2,139
Realized Gain(Loss) on Disposal of Assets	(34,349)	-	(15,512)	-	(49,861)
Other Expense	(27,302)	(3,019)	(182)	(1,651)	(27,484)
Appropriations to the Mayor and Council of New Castle					
Ordinary	(117,778)	(117,986)	(534,268)	(543,701)	(661,687)
City services	(35,057)	(26,131)	-	-	(35,057)
Special	(60,244)	(8,924)	(51,534)	(25,247)	(111,778)
Unrealized Gains/(Losses) on investments	(9,046)	840	(53,506)	4,759	(62,552)
TOTAL NONOPERATING REVENUES (EXPENSES)	(212,137)	(137,138)	(574,767)	(505,682)	(642,820)
CAPITAL CONTRIBUTIONS					
Private developer contributions		39,929	2,548		39,929
CHANGE IN NET POSITION	\$ 295,911	\$ 15,823	\$ 180,512	\$ 730,633	\$ 746,456

Municipal Services Commission

**Combining Schedules of Operating Expenses by Department
For the twelve months ending March 31, 2022 and 2021**

Preliminary - Unaudited

	Water Department		Electric Department		Total	
	2022	2021	2022	2021	2022	2021
OPERATING EXPENSES:						
Clothing allowance	\$ 7,223	\$ 3,550	\$ 11,948	\$ 9,083	\$ 19,171	\$ 12,633
Computer expense	13,592	16,047	15,013	14,449	28,605	30,496
Depreciation:						
Plant and equipment	277,638	397,813	210,744	210,959	488,382	608,772
Trucks and autos	31,257	21,801	80,465	78,607	111,722	100,408
Employee benefits	116,984	125,387	131,233	133,209	248,217	258,596
Equipment rental	426	375	521	458	947	833
Insurance	50,386	61,432	59,002	49,738	109,388	111,170
Payroll taxes	49,372	46,703	49,369	47,187	98,741	93,890
Pension expense	85,722	56,576	79,665	51,114	165,387	107,690
Professional Fees	1,700		49,152		50,852	
Plant materials and supplies	6,430	6,407	7,861	7,818	14,291	14,225
Repairs and maintenance:						
Buildings and grounds	6,375	6,750	2,550	3,356	8,925	10,106
Hydrants, mains, and valves	3,620	12,855	-	-	3,620	12,855
Lines and poles	-	-	11,065	33,381	11,065	33,381
Meters and services	16,462	11,340	1,806	-	18,268	11,340
Pumping stations	30,409	26,508	-	-	30,409	26,508
Street lights	-	-	4,259	6,954	4,259	6,954
Substations	-	-	30,755	3,737	30,755	3,737
Storm Damage	-	-	-	37	-	37
System Maintenance	8,868	-	-	-	8,868	-
Salaries and wages	669,515	617,192	658,293	614,996	1,327,808	1,232,188
Safety expense	754	2,827	5,774	4,050	6,528	6,877
Sampling and testing	9,783	10,155	10,072	12,580	19,855	22,735
Security	401	456	2,349	1,066	2,750	1,522
Seminars/Training	2,110	3,414	3,381	2,727	5,491	6,141
Tools & Equip Supplies	12,134	14,067	21,279	21,137	33,413	35,204
Truck expense	27,434	13,798	32,736	17,047	60,170	30,845
Utilities	25,942	26,272	9,935	9,591	35,877	35,863
Water Treatment Supplies	50,936	12,627	-	-	50,936	12,627
TOTAL OPERATING EXPENSES	\$ 1,505,473	\$ 1,494,352	\$ 1,489,227	\$ 1,333,281	\$ 2,994,700	\$ 2,827,633

Comptroller/Treasurer's Meeting Report – April 21, 2022

**Municipal Services Commission
Combining Schedules of General & Administrative Expenses by Department
For the twelve months ending March 31, 2022 and 2021**

Preliminary - Unaudited

	Water Department		Electric Department		Total	
	2022	2021	2022	2021	2022	2021
GENERAL AND ADMINISTRATIVE EXPENSES:						
Administrative	\$ 37,839	\$ 30,998	56,892	60,336	96,731	\$ 91,334
Bad debts	-	410	22,574	8,253	22,574	8,663
Clothing	1,183	-	1,446	-	2,629	-
Computer expense	23,157	19,918	28,303	24,345	51,460	44,263
Depreciation - furniture and fixtures	17,052	17,052	27,483	27,691	44,535	44,743
Dues and subscriptions	3,538	3,684	1,636	2,038	5,174	5,722
Employee benefits	40,128	34,359	65,044	52,068	105,172	86,427
Insurance	15,573	15,366	18,869	17,164	34,442	32,530
Key Accounts	-	-	-	-	-	-
Office salaries	189,485	206,273	327,774	351,619	527,259	557,892
Office supplies	17,969	15,774	26,271	23,208	44,240	38,982
Payroll taxes	17,367	15,585	29,147	26,781	46,514	42,366
Pension expense	23,286	18,259	46,649	33,985	69,935	52,244
Professional fees	37,869	16,167	43,279	19,618	81,148	35,785
Repairs and maintenance - equipment/building/grounds	12,678	7,080	15,427	8,653	28,105	15,733
Security system	2,243	2,439	2,741	2,980	4,984	5,419
Telephone	7,445	7,663	10,797	9,367	18,242	17,030
Training - administrative	326	2,558	398	3,127	724	5,685
Utilities and other expenses	1,675	1,416	2,047	1,730	3,722	3,146
TOTAL GENERAL AND ADMINISTRATIVE EXPENSES	\$ 458,813	\$ 415,001	\$ 728,777	\$ 672,963	\$ 1,187,590	\$ 1,087,964

Comptroller/Treasurer's Meeting Report – April 21, 2022

Preliminary - Unaudited

**Municipal Services Commission
Capital & Projects Budget to Actual
As of March 31, 2022**

Description	Capital Budget <u>3/31/2022</u>	Mat./Inventory as of <u>3/31/2022</u>	Remaining Bal as of <u>3/31/2022</u>	Status
Electric Department				
VANDYKE VILLAGE UNDERGROUND	\$ 651,360.25	\$ 658,358.03	\$ (6,997.78)	
MSC Aerial to Underground Delaware St (approved 4-30-2020)	\$ 770,000.00	\$ 833,680.57	\$ (63,680.57)	COMPLETE
ELECTRIC SYSTEM WIDE UNDERGROUND EVALUATION (DESIGN & ENGINEERING)	\$ 50,000.00	\$ 49,152.19	\$ 847.81	
AMI SYSTEM (\$1.3M ELECTRIC/WATER OVER 2 YEARS)	\$ 357,500.00	\$ -	\$ 357,500.00	
Water Department				
WIAC AMP GRANT - MSC Asset Management Program 2 years \$100,000.00 RK&K Engineering (approved 07-01-19)	\$ 100,000.00	\$ 43,627.15	\$ 56,372.85	
FTR WELL REHABILITATION \$35,000.00 (approved 4-30-2020)	\$ 35,000.00	\$ 35,863.28	\$ (863.28)	COMPLETE
6th and DE St Paving Project	\$ 42,500.00		\$ 42,500.00	
SCHOOL LANE VFD/SCADA PROGRAMMING \$26,000.00 (approved 4-20-2021)	\$ 26,000.00	\$ 11,855.00	\$ 14,145.00	COMPLETE
AMI SYSTEM (\$1.3M ELECTRIC/WATER OVER 2 YEARS)	\$ 292,500.00		\$ 292,500.00	
FTR VFD/SCADA PROGRAMMING \$15,600.00 (approved 4-20-2021)	\$ 15,600.00	\$ 11,921.00	\$ 3,679.00	COMPLETE
DELAWARE STREET 12"MAIN EXTENSION (10TH STREET CROSSING) \$37,000.00 (approved 4-20-2021)	\$ 42,410.00		\$ 42,410.00	
DELAWARE STREET RAILROAD CROSSING (approved 4-20-2021)	\$ 37,500.00		\$ 37,500.00	
Facilities				
Master Campus Plan/Admin Facility (approved \$10,000 6-27-19, \$9,000 12-19-19)	\$19,000.00	\$ 20,380.44	\$ (1,380.44)	
2ND PHASE (\$30K shared with CNC)	\$ 15,000.00	\$ 6,811.18	\$ 8,188.82	
Trucks/Large Equipment				
T-3 PICK UP TRUCK \$42,250.00 (approved 4-30-2020)	\$ 42,250.00	\$ 39,682.70	\$ 2,567.30	COMPLETE
Trailer for Skid Steer (approved 4-30-2020)	\$ 12,500.00	\$ 15,424.00	\$ (2,924.00)	COMPLETE
Billing/Customer Svc/Administrative				
Accounting Policies/Procedure Manual	\$ 6,050.00	\$ 1,955.00	\$ 4,095.00	
	\$ 2,515,170.25	\$ 1,728,710.54	\$ 786,459.71	
City & Trustee Projects				
	Donated Labor & Equipment	Billable Materials	Invoiced Date	Paid Date
New Castle Little League Water Service - Trustees	\$ 53,191.51	\$ 23,677.90	12/30/2021	2/11/2022
Penn Farm Electric - Trustees	\$ 31,576.25	\$ 48,888.09	3/29/2022	
Penn Farm Water - Trustees	\$ 2,680.62	\$ 502.83	2/28/2022	

MUNICIPAL SERVICES COMMISSION

CITY OF NEW CASTLE, DELAWARE 19720-0208

P.O. BOX 208

<http://newcastlemsc.delaware.gov>

Office: 302-323-2330 Utility Building: 302-323-2333 Fax: 302-323-2337

Water Department Commission Meeting Report

April 21, 2022

Prepared by: Jay Guyer on April 14, 2022

1. Developer Projects

A. Riverbend Subdivision

1. WUM Guyer completed separate Water and Electric License Agreements and submitted them to Rail Pros for review and comment. New Castle County has released 19 lots that are approved for Building Permits to be issued. WUM Guyer is coordinating several meetings with Jeff Riley of Freedom Development in reference to scheduling a pre-construction meeting prior to work starting on the water and electric system in the subdivision. MSC met with Comcast Cable and their subcontractor Royal Cable on site to review the conduit installation. Comcast agreed to the proposed adjustments to avoid conflicts MSC Water and Electric, conduit installation continues. 5 Building permits have been issued to Gemcraft and basements have been started. WUM Guyer is scheduling a meeting with Gemcraft representatives to review the requirements for water and electric service.

B. Court House – Delaware Street

1. WUM Guyer has nothing to update on this project. MSC will coordinate inspection with the sprinkler and plumbing contractors when requested to ensure the approved backflow devices and meter are installed and water testing performed.

C. 165 East 2nd Street – New Home

1. MSC completed the water service installation work on March 15th with no issues. MSC will schedule to complete the asphalt patch in the road and collect a water sample from the new service to test for bacteria.

2. MSC Projects

A. Advanced Metering Infrastructure – American Municipal Power (AMP)

1. WUM Guyer has received Badger Meters quote. They have agreed to honor their 2021 meter pricing until June 30th then the cost will increase to 2022 pricing. WUM Guyer is working on the total count for each meter type to be purchased. MSC has had several discussions with the DWSRF Program Administrator and Office of Drinking Water, Office of Engineering Administrator in reference to the proper procedures for acquiring the meters, system installation/integration services, and using the AMP AMI Solution to ensure all requirements of the Code of Federal Regulations 2 CFR 200 are met.

MUNICIPAL SERVICES COMMISSION

CITY OF NEW CASTLE, DELAWARE 19720-0208

P.O. BOX 208

<http://newcastlemsc.delaware.gov>

Office: 302-323-2330 Utility Building: 302-323-2333 Fax: 302-323-2337

Water Department Commission Meeting Report

April 21, 2022

Prepared by: Jay Guyer on April 14, 2022

B. Cross Connection Control Program – Hydro Corp’s Proposal

1. WUS Jaeger and WUM Guyer had a meeting with Hydro Corp on March 11th. Action items were discussed and items were delivered to Hydro Corp to keep moving forward with the program. MSC and Hydro Corp will begin contacting our customers to review the new regulations, reporting requirements, and introduce them to Hydro Corp’s program. WUM Guyer worked with Admin Staff to update the MSC’s web site to include tabs for water operations and water programs information.

C. PFAS Sampling - Carbon Filtration System

1. MSC completed PFAS sampling on April 11th. Results are pending. This non-compliance sampling will be used as a base line to gauge the effectiveness of the new 40,000lbs of carbon at removing PFAS contamination and determine PFAS levels in the Lead Vessel.

D. Penn Farm House Renovation – Trustees

1. MSC water personnel checked and tested the water pressure and flow at the Farm House under several scenarios. There is low flow when several appliances and both hose bibs are running. MSC will develop and cost to install pressure pump and forward to the Trustees for review and approval to move forward. MSC is also developing a cost to provide separate metering for the Farm House and hoop house which are both supplied by the 1½” line from the Water Treatment Facility.

E. 216 Chestnut Office Building - Renovation

1. Water Operators continue with the renovation of the meeting room / conference room area. They are in the process of dry walling and finishing the room.

3. Operations

A. Outages

1. There were no planned or unplanned water outages for the month of March 2022.

B. Reporting

1. The Calgon Carbon Corporation (CCC) Pilot Study Test is ongoing collecting and transmitting daily data to CCC. MSC is now collecting monthly PFAS samples.

MUNICIPAL SERVICES COMMISSION

CITY OF NEW CASTLE, DELAWARE 19720-0208

P.O. BOX 208

<http://newcastlemsc.delaware.gov>

Office: 302-323-2330 Utility Building: 302-323-2333 Fax: 302-323-2337

Water Department Commission Meeting Report

April 21, 2022

Prepared by: Jay Guyer on April 14, 2022

Evaluation and comparison of the sample results continues as data's collected. WUM Guyer and WUS Jaeger are continuing to discuss the Study results with Engineer Adam Redding focusing on the resins being used to determine if they are an option MSC should consider going forward when making exchanges in our vessels.

2. WUM Guyer and WUS Jaeger have been alternating making presentations on Wednesday afternoons for Delaware Rural Water Association (DRWA) and Colonial School District for the Pre-Apprenticeship Water Operators Course. Recent activities included visiting Cross Roads Well, School Lane Treatment Facility and teaching the students about Billing Structures and water meters. Currently there are 10 students enrolled in the after-school course.
3. WUM Guyer and WUS Jaeger are working with Dan Barbato of Pennoni Associates Engineering identifying qualifying water projects for the SRF Loans / Grants Program. WUM Guyer and WUS Jaeger updated the projects list and have had several conversations with DWSRF Program Administrator Sandi Spiegel in reference to project presentation. Notices of Intent (NOI) for projects are due by April 25th. Once submitted, the NOI's will be reviewed and ranked for placement on the SRF Project Priority List. NOI's will be submitted for the following projects:
 - a. Purchase / Installation of a second Calgon Carbon Model 12-40 Filter System
 - b. Backup Generator for School Lane Water Treatment Facility
 - c. Expansion of the Solar System – Green Facility
 - d. Lead and Copper Rule Revision Compliance – Software for data management and water service survey.
 - e. Water main Replacement on Hewlett Avenue and Janvier Avenue.
 - f. Phase II Water Main Extension on Delaware Street from 10th Street to 8th Street
4. ATSDR PFAS Exposure Assessment Results – Following the release of the ATSDR Exposure Assessment, MSC has not received any calls / communications from customers.

WUM Guyer received notice the ATSDR is planning to conduct environmental sampling for PFAS for those who live in New Castle County, DE, near the New Castle Air National Guard Base. This work is designed to build on CDC/ATSDR's PFAS Exposure Assessments (EA). ATSDR will be conducting field work in New Castle in mid-May. ATSDR will evaluate potential non-drinking water exposure inside the home by collecting an indoor dust sample for PFAS analysis at 40 homes in New Castle. All EA participants who live in the home and provided a blood sample

MUNICIPAL SERVICES COMMISSION

CITY OF NEW CASTLE, DELAWARE 19720-0208

P.O. BOX 208

<http://newcastlemsc.delaware.gov>

Office: 302-323-2330 Utility Building: 302-323-2333 Fax: 302-323-2337

Water Department Commission Meeting Report

April 21, 2022

Prepared by: Jay Guyer on April 14, 2022

during the EA will be asked to fill out a consent form and questionnaire. The dust sampling will take about an hour. At 20 of the 40 homes, EPA will also be collecting indoor air, bulk dust, and wet wipe samples inside the home along with a soil sample outside the home for PFAS analyses. In addition, EPA will be providing a resident in each home with a wristband to wear for a week to evaluate potential PFAS exposure. The sampling effort in these 20 homes will be conducted over two appointments—one week apart—with each appointment taking about 2 hours.

ATSDR has also requested to run an air sampler for 6 days at one of MSC's well sites, they are looking for a secure fenced-in area with a power supply. The unit will be set-up at Basin Road Well site.

5. US EPA Unregulated Contaminant Monitoring Rule 5 (UCMR5) – WUM Guyer has nothing to update on the EPA UCMR5 program.
6. WUM Guyer has nothing to update on the interview and WHYY's Zoe Read in reference to MSC's experience with PFAS contamination in New Castle.
7. On March 30th and 31st Water Operators counted all water inventory material. WUS Jaeger met with Auditor on April 1st to review inventory counts. All items that were checked by the auditor matched the counts from the water operators.

C. System Repairs and Maintenance

1. Riverbend Subdivision – Flushed on March 11th and 28th to maintain Chlorine Residual.
2. Monthly Meter Reading – On April 7th prior to completing the April 12th monthly meter reads, 79 door hangers were distributed to residential houses where the water meter is no longer sending a radio read. The hangers advised the customer that a visual read from the meter will need to be taken by the customer and called into the office or they will need to schedule an appointment for an operator to read the meter. Water Operators were also able to change out 21 registers and ERTs prior to the April 12th meter reads.
3. WUM Guyer and WUS Jaeger met with Rich Skilton of Southern Corrosion to review structural improvements that will need to be made on the Elevated Storage Tanks prior to painting. Rich is working on an updated quote to make the repairs.

MUNICIPAL SERVICES COMMISSION

CITY OF NEW CASTLE, DELAWARE 19720-0208

P.O. BOX 208

<http://newcastlemsc.delaware.gov>

Office: 302-323-2330 Utility Building: 302-323-2333 Fax: 302-323-2337

Water Department Commission Meeting Report

April 21, 2022

Prepared by: Jay Guyer on April 14, 2022

4. Water Operators and Electric Lineman have started preparing the Utility Yard in preparation for the proposed Pole Barn to be used for vehicle and material storage. Electric material has been moved to the Wilmington Substation.
5. Water Operators turned on the water lines at the Pier and the Fountain on Delaware Street. Services were flushed and water samples were tested and absent of bacteria. Kylmar Nyckel is scheduled to dock at the Pier in May.

D. Grants and State Revolving Funds

1. Water Infrastructure Advisory Council (WIAC) Grants – WUS Jaeger and WUM Guyer updated Condition & Criticality Rating Criteria for Horizontal Assets. This information was forwarded to RK&K on April 8th. This will allow RK&K to finalize the risk-based GIS model.
2. WUM Guyer and WUS Jaeger are exploring applying for a Planning Grant to assist in planning yearly projects to be submitted for DWSRF Loans and Grants.

E. Capital and Operation & Maintenance Budgets

1. WUM Guyer is exploring alternative truck manufacturers for purchase of a new Truck 8 with small utility crane. Dodge is working on providing a quote for the chassis however it will need to be painted MSC Yellow. No final decision has been made at this time.

F. Equipment

1. The Cummins Generator at the Utility Building Generator at the Utility is experiencing issues starting and running. Cummins Power Systems has placed an order for a new gas regulator and two shutoff solenoids and is scheduled to install them on April 26th.

G. Personnel and Training

1. No personnel issues to report at this time.
2. WWUM Guyer is coordinating with and has attended several meetings with the US EPA Region 3 to plan and participate in an Operational Readiness Table Top Exercise with other Water Utilities in Delaware. The event will be based upon a

MUNICIPAL SERVICES COMMISSION
CITY OF NEW CASTLE, DELAWARE 19720-0208
P.O. BOX 208

<http://newcastlemsc.delaware.gov/>

Office: 302 323-2330 Utility Building: 302-323-2333 Fax: 302-323-2337

ELECTRIC DEPARTMENT COMMISSION REPORT

April 21, 2022

Prepared by Artie Granger on April 14, 2022

1. Developer Projects:

a. 90 Lukens Dr:

- I. MSC has had no contact regarding this project.

B. Riverbend Subdivision:

- I. MSC has located the existing electrical infrastructure as needed for Miss Utility locates. MSC has meet with Gemcraft homes to discuss services to the properties. MSC has been investigating the existing infrastructure that has been installed. MSC has found some issues that will need to be corrected and are working with the contractor to find a resolution. Gemcraft has asked MSC to provide costs for installing secondary wire and terminations for the new properties. MSC will discuss this and come up with a solution.

2. Capital Projects:

a) Van Dyke Village:

- a. MSC is continuing to monitor material costs, as they continue to escalate. We will keep looking at this closely and will likely adjust work speed and or material purchased to attempt to keep this project going smoothly and with-in budget.

b) Delaware Street Undergrounding

- a. MSC has removed the remaining pole and restored the bricks in the sidewalk.

c) Grant Opertunities

- a. At this time there is nothing new to report.

d) System Undergrounding plan:

- a. MSC has received the High Level Overhead to Underground Conversion plan for our electrical distribution system. The commissioners have received the executive summary

MUNICIPAL SERVICES COMMISSION
CITY OF NEW CASTLE, DELAWARE 19720-0208
P.O. BOX 208

<http://newcastlemsc.delaware.gov/>

Office: 302 323-2330 Utility Building: 302-323-2333 Fax: 302-323-2337

ELECTRIC DEPARTMENT COMMISSION REPORT

April 21, 2022

Prepared by Artie Granger on April 14, 2022

that was included in the report. The MSC electric department is curious about the Commissioners thoughts about plan and the next steps.

e) EV Chargers:

- a. MSC has installed the charger on Chestnut Street. MSC has no plans of installing any additional chargers at this time.

3. Capital Purchases:

- I. MSC Utility Building
 - 1. MSC is waiting for completed plans from Graber. Once we have plans we will submit them for review so we can get a building permit. We expect the plans to be completed shortly.
- II. MSC Replacement Radios
 - i. Delmarva Communications has ordered the equipment.

4. Operations:

a. Outages :

- I. There were no outages the past month.

SAIDI (minutes)	SAIFI (number of interruptions)	CAIDI (minutes)	ASAI (percent)
40.33	0.546	73.833	99.9923

- II. 4/1/21 – 4/1/22

SAIDI - is the average outage duration for each customer served.

MUNICIPAL SERVICES COMMISSION
CITY OF NEW CASTLE, DELAWARE 19720-0208
P.O. BOX 208

<http://newcastlemsc.delaware.gov/>

Office: 302 323-2330 Utility Building: 302-323-2333 Fax: 302-323-2337

ELECTRIC DEPARTMENT COMMISSION REPORT

April 21, 2022

Prepared by Artie Granger on April 14, 2022

SAIFI - is the average number of interruptions that a customer would experience.

CAIDI - gives the average outage duration that any given customer would experience.

ASAI - is the Average Service Availability Index.

5. **Repairs and Maintenance:**

A. **Wilmington Road Substation:**

- I. MSC has been monitoring the SF-6 gas levels as recommended. No problems have been detected.
- II. MSC has not received the replacement pressure gage yet. We will install when it comes in.
- III. The electric department has performed the monthly inspections at this location.

B. **Dobbinsville Substation:**

- I. The Electric Department performed the monthly inspection at this location.

C. **Pole Replacements**

- I. MSC Electric Department has been working with Delmarva Power to coordinate replacement of a few poles.

D. **Routine Tree Trimming**

- I. MSC Electric department has completed our routine tree trimming for this year.