

Municipal Services Commission Monthly Meeting
April 25, 2024 – 9:00 a.m.
216 Chestnut Street New Castle, Delaware

The meeting was called to order at 9:00 a.m. with Mr. Scott Blomquist, Secretary, presiding.

Present: David Atherton, Commissioner, President
John Wik, Commissioner
Antonina Tantillo, Acting Commissioner
Scott L. Blomquist, Secretary

Absent: Mayor Valarie W. Leary, Commissioner

Staff in Attendance: Kendrick Natale, Comptroller
Jay Guyer, Manager, Water Utility
David Bennett, Supervisor, Electric Utility

Mr. Blomquist convened the meeting at 9:00 a.m. Roll call followed and a quorum to conduct business was declared.

Minutes

March 20, 2024 – **A motion to approve the minutes of the March 20, 2024, regular meeting as presented was made by Commissioner Wik, seconded by Commissioner Atherton and unanimously passed.**

Appointments/Elections

Mr. Blomquist read the appointments/elections before the Board:

- Re-election of Commission President David Atherton, Re-appointment of Scott Blomquist as Commission Secretary and election of Ken Natale as Commission Treasurer
- Re-appointment of Scott Blomquist as DEMEC Board Member and Re-appointment of Ken Natale as DEMEC Alternate Member
- Re-appointment of Jay Guyer as Delaware Rural Water Voting Delegate and Ryan Jaeger as Alternate
- Re-appointment of Jay Guyer as Delaware Water/Wastewater Agency Resource Network Delegate and Ryan Jaeger as Alternate
- Re-appointment of Scott Blomquist as Delaware River Basin Commission Voting Delegate and Jay Guyer as Alternate
- Appointment of Scott Blomquist and Ken Natale as Trustees for the Pension Plan for the Employees of the Municipal Services Commission

A motion to approve all appointments and elections was made by Commissioner Wik, seconded by Commissioner Atherton and unanimously passed.

Mr. Blomquist asked the Department Heads to stand on their reports.

Comptroller/Treasurer Report – Mr. Natale reporting

(See attached report)

Mr. Natale reported as of March 31, 2024:

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Check Register Disbursements: Mr. Natale pointed out some particular payments that were fairly large:

- \$13,500 – Keystone Engineering Group, Inc., for SCADA upgrades
- \$170,000 – City of New Castle for the quarterly appropriation
- \$16,500 – Utility Financial Solutions LLC for the rate design and financial projections done in January

Mr. Natale responded to questions from the Board and explained several items of note in his report.

Mr. Natale noted that a formula error on the Statement of Revenues and Changes in Net Position that was pointed out by Commissioner Atherton was corrected. The statement being sent to the Auditors has the correct data. Mr. Natale stated that when the Audit has been finalized, he will bring a budget amendment forward to roll forward the remaining balance of the Van Dyke undergrounding project.

MSC received notification from the Government Finance Officers Association that last year's Comprehensive Annual Financial Report received their Certificate of Achievement for Excellence in Financial Reporting.

In response to a question from Commissioner Atherton, Mr. Natale explained the fluctuation in cash on hand. He added that year-over-year, MSC's cash position improved. At the beginning of the year MSC had 99 days of cash on hand and as of March 31st, cash on hand was 105 days. Mr. Blomquist added that the goal over the next three years is to get to 120 days of cash on hand.

Budget Amendment

Mr. Natale explained that DEMEC informed MSC that last month there was a court case involving how PJM ran the capacity auctions, and it resulted in capacity payments being four times larger than what was expected. As a result, DEMEC must increase the wholesale electric rate for MCS from \$91.21 to \$94.29 per MW. This results in a cost per KWh of \$.00308 which will increase the average residential customer's bill by approximately \$2.00. The total dollar effect over the fiscal year is \$228,000 and this is not a cost that MSC can absorb and maintain cash balances.

Mr. Blomquist added that the recommendation to the Board is to allow MSC to make the adjustment to the Power Purchase Adjustment (PPA). In response to a comment from Commissioner Atherton, Mr. Blomquist concurred that MSC has no choice in this matter. Mr. Blomquist added that if the court ruling is overturned and those funds are returned to the MSC, a negative PPA would be made and monies would be returned to the customers. The initial court case was decided in December 2023, and the Appeals Court recently rejected an appeal.

Mr. Natale explained that MSC owns a portion of the Beasley Power Plant in Smyrna, which results in a savings of \$12 per MW; adding that other utilities that are not participants in Beasley are seeing higher MW rates than MSC. Messrs. Natale and Blomquist explained that DEMEC will provide discussion notes to put out to the public.

Mr. Natale added that MSC is currently the lowest provider in the State (28.5% lower than Delmarva and 7% lower than the Co-Op), and will continue to be the lowest provider in the State if the PPA adjustment is approved by the Board.

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Mr. Natale noted that much of this has to do with State and Federal energy policy. A discussion of the Indian River Power Plant closure and the ramifications to other utilities and customers ensued. Commissioner Wik recommended that communications to customers emphasizes the State and the mistake that was made.

Mr. Natale stated that they are asking the Board to approve putting in the PPA for \$.00308 per kWh and to increase the revenue and the purchase power expense lines by \$228,000 for the 11 months remaining in fiscal year 2025.

A motion was made by Commissioner Atherton to accept the Comptroller's recommendation in regard to raising the rate because of the closure of the coal-fired plant. The motion was seconded by Commissioner Wik and unanimously passed.

Draft Handbook

Mr. Blomquist noted the revisions are mostly format. Mr. Natale explained that the insurance company provided the template and there were some policy changes.

A motion to approve the revisions to the 2024 MSC Handbook was made by Commissioner Wik, seconded by Commissioner Atherton and unanimously passed.

Electric Department Report – Mr. Granger reporting

(See attached report)

Mr. Bennett stated that he had no additional items to report and that he would stand on the report as presented.

Water Department Report – Mr. Guyer reporting

(See attached report)

Mr. Guyer stated that he would stand on the report as presented.

Mr. Guyer added that the Asset Management Program was submitted to the AWWA for presentation and it was accepted. A presentation will be made on August 28th at 4:00 p.m.

Secretary's Report – Mr. Blomquist reporting

- Closing for School Lane is set up for May 3rd.

A motion to move to executive session was made by Commissioner Wik. The motion was seconded by Commissioner Atherton and the meeting moved to executive session at 9:27 a.m.

Mayor Leary joined the meeting at approximately 9:40 a.m.

The Commissioners came out of executive session at 9:54 a.m.

The May Commission meeting was set for Thursday, May 23rd at 9:00 a.m.

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A motion to adjourn was made by Commissioner Leary and seconded by Commissioner Wik. The motion received unanimous approval and the meeting adjourned at 9:56 a.m.

Kathleen R. Weirich

Kathleen R. Weirich, Stenographer

Approved: _____

(Minutes transcribed from notes.)

Comptroller/Treasurer's Report



April 25, 2024 Commission Meeting
Prepared By: Ken Natale, CPFO on April 18, 2024

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Cash & Investments

As of March 31, 2024 the cash balances were:

M&T Bank Checking:	\$	157,106
M&T Investment Sweep:		2,191,485
M&T Bank Restricted		833,089
Petty Cash/Change Fund:		899
Total Cash on Hand:	\$	3,182,579



A condensed cash flow summary for March is provided below for the operating accounts:

Beginning Balance	\$	2,658,331
Cash from customers		897,604
Interest Income		9,700
Bond Proceeds		0
Refunds to customers - deposits	(2,129)
Payments to suppliers for goods & services*	(1,062,590)
Bank service fees	(665)
Payments to employees for services	(150,761)
Net Cash Provided (Used)	(308,841)
Ending Cash Balance	\$	2,349,490

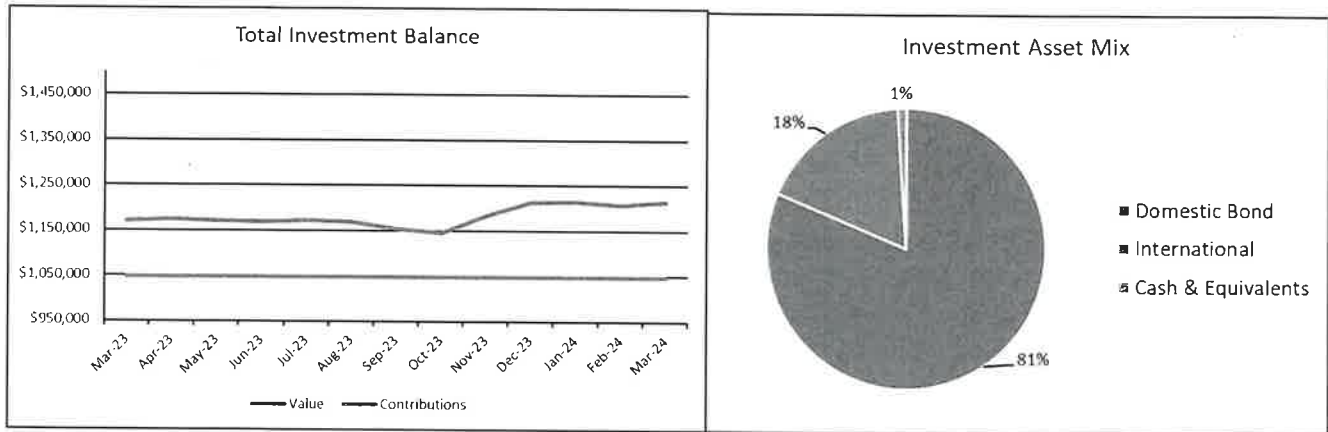
*A detailed check register for the month is available on page 3 of this report.

As of March 31, 2024 the value of the Commission's investment portfolio totaled \$1,215,232 which is a net gain of \$7,696 (6.9%) from the prior month. For the fiscal year ended March 31, the investment portfolio was up \$44,451 (3.8%)

The M&T Investment Sweep account is where cash that is not immediately needed for operations is placed to earn interest on the funds. Currently, those funds are invested in a Goldman Sachs Government Money Market Mutual Fund (FGTXX) which currently pays 5.33% interest and has a stable net asset value of \$1.00.

There was 105 days unrestricted cash on hand at March 31st (-8 days from prior month) when including the value of the Commission's investment portfolio which is held in liquid assets (mutual and exchange traded funds).

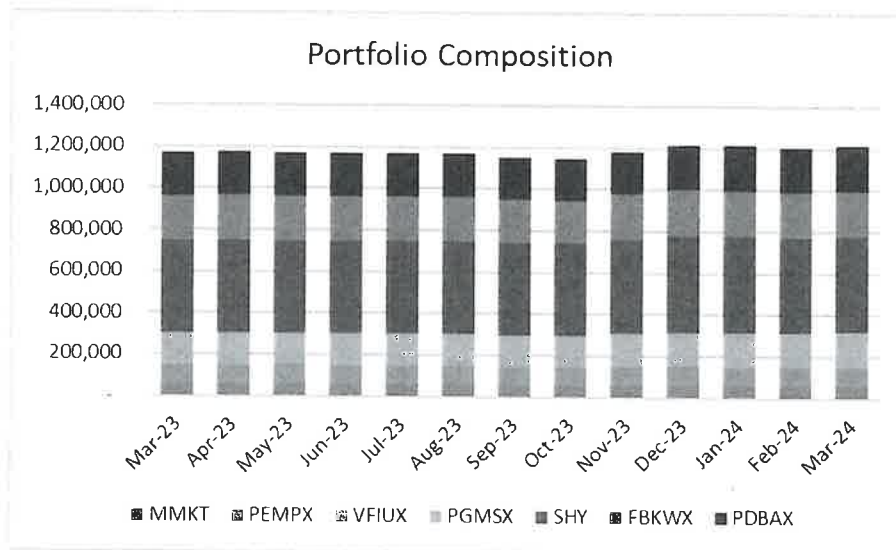
Comptroller/Treasurer's Report – April 25, 2024



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			
Insured Cash Accounts		\$ 7,409	0.80%
Mutual Funds			
Fidelity Advisor Total Bond CL Z	FBKWX	222,185	4.32%
PGIM Total Return Bond CL A	PDBAX	215,994	4.45%
PIMCO Emerging Markets Bond I2	PEMPX	55,110	5.91%
T Rowe Price Global Multi Sector Bond I	PGMSX	168,957	5.13%
Vanguard Intermediate Term Treasury	VFIUX	86,989	3.45%
Exchange Traded Funds			
iShares Trust 1-3 Year Treasury Bond EFT	SHY	458,588	3.11%
Total		\$1,215,232	



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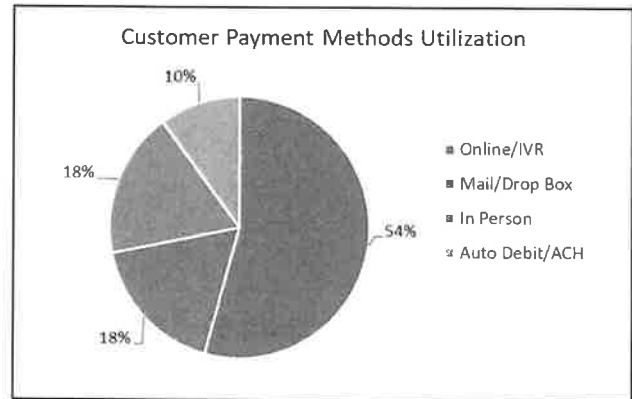
Number	Date	Vendor Name	Amount
201348	03/15/2024	COLONIAL LIFE	\$ 781.34
201349	03/15/2024	Council 81	437.50
201350	03/15/2024	Delaware River Basin Comm	553.00
201351	03/15/2024	Delaware State Escheator	947.91
201352	03/15/2024	Delmarva Power	495.75
201353	03/15/2024	Dover Plumbing Supply Co.	335.00
201354	03/15/2024	Keystone Engineering Group Inc	13,577.50
201355	03/15/2024	Pennoni Associates Inc.	320.00
201356	03/15/2024	Petty Cash	137.47
201357	03/15/2024	StrategicInsurancePartners	798.40
201358	03/15/2024	Terex Utilities Inc	5,263.08
201359	03/15/2024	Trans Union LLC	278.46
201360	03/15/2024	Transformer Associates Limited	1,833.00
201361	03/15/2024	Walter Granger	480.00
201373	03/27/2024	Artesian Water Co Inc	2,210.12
201374	03/27/2024	City of New Castle	170,830.08
201375	03/27/2024	Consult Dynamics Inc DCA Net	20.00
201376	03/27/2024	Delta Dental of Delaware Inc	1,817.24
201377	03/27/2024	DEMEC Inc	998.41
201378	03/27/2024	Department of Human Resources Financial Services	36,679.72
201379	03/27/2024	Jack Henry & Associates Inc./Profit Stars	1,100.00
201380	03/27/2024	Kathleen R Weirich	165.00
201381	03/27/2024	KDI Inc.	221.73
201382	03/27/2024	McCollow D'Emilio Smith Uebler LLC	315.00
201383	03/27/2024	Pennoni Associates Inc.	2,000.00
201384	03/27/2024	Principal Financial Group	1,888.94
201385	03/27/2024	United Electric Supply Co	1,972.00
201386	03/27/2024	Utility Financial Solutions LLC	16,500.00
201387	03/27/2024	Walter Granger	160.00
DFT0002220	03/01/2024	STATE OF DELAWARE/DNREC	7,134.96
DFT0002226	03/01/2024	Maryland Child Support Account	184.62
DFT0002227	03/01/2024	Nationwide Retirement Sol	5,072.97
DFT0002230	03/01/2024	United States Treasury	18,061.81
DFT0002232	03/01/2024	Ferguson Enterprises Inc	7,961.51
DFT0002233	03/01/2024	M&T ONE CARD	11,209.47
DFT0002234	03/04/2024	American Municipal Power Inc	9,111.06
DFT0002235	03/18/2024	BRINKS CAPITAL	680.30
DFT0002236	03/15/2024	Maryland Child Support Account	184.62
DFT0002237	03/15/2024	Nationwide Retirement Sol	4,991.79
DFT0002240	03/15/2024	United States Treasury	18,223.85
DFT0002241	03/04/2024	OpenEdge	1,748.60
DFT0002242	03/12/2024	Nationwide Life Ins. Co. of America	22,897.42
DFT0002243	03/18/2024	DEMEC Inc	572,483.38
DFT0002244	03/15/2024	Ferguson Enterprises Inc	3,665.50
DFT0002245	03/15/2024	M&T ONE CARD	23,826.29
DFT0002246	03/28/2024	Maryland Child Support Account	184.62
DFT0002247	03/28/2024	Nationwide Retirement Sol	4,992.75
DFT0002249	03/28/2024	Delaware Div. of Revenue	3,700.24
DFT0002250	03/28/2024	United States Treasury	18,488.45
DFT0002251	03/27/2024	COLONIAL LIFE	1,172.01
DFT0002252	03/29/2024	COMPTROLLER OF MARYLAND	1,627.15
DFT0002253	03/28/2024	Delaware Div. of Revenue	17,934.00
DFT0002254	03/29/2024	Ferguson Enterprises Inc	16,350.00
DFT0002255	03/29/2024	M&T ONE CARD	27,586.45
TOTAL PAYMENTS			\$ 1,062,590.47

Comptroller/Treasurer's Report – April 25, 2024

Customer Service/Billing

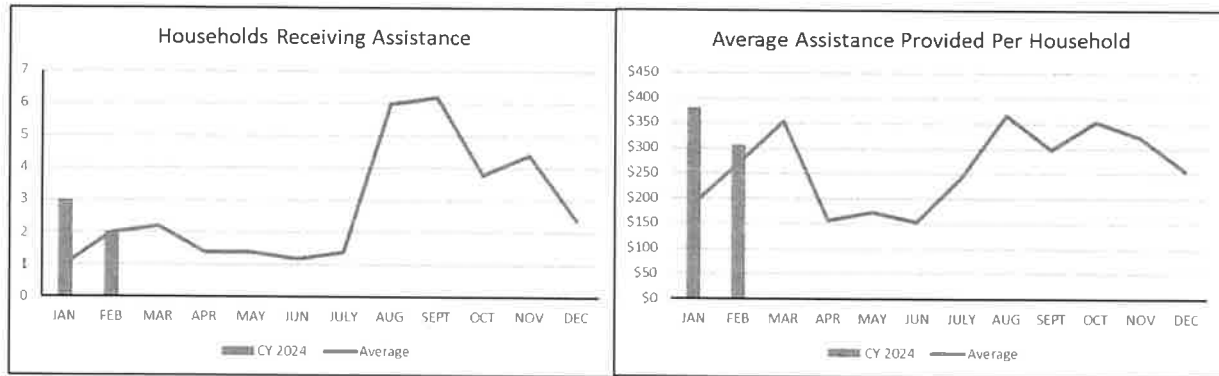
Since the previous meeting, the Customer Service Department processed:

Bills sent	3220
Delinquent & past due notices	348
Automated phone notifications	368
Payment arrangements	7
Contracts	0
Service cuts for non-payment	14
Accounts sent to collections	2
Electric bad debt write-offs	\$0.00
Applications for service	20



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 did not assist any customers. The maximum allowed by the program is \$400. The current balance in the fund is \$4,304.



In addition to assistance provided through the New Castle Cares fund, three customers received an average of \$209 from other agencies or nonprofits that provide assistance for utility bills.

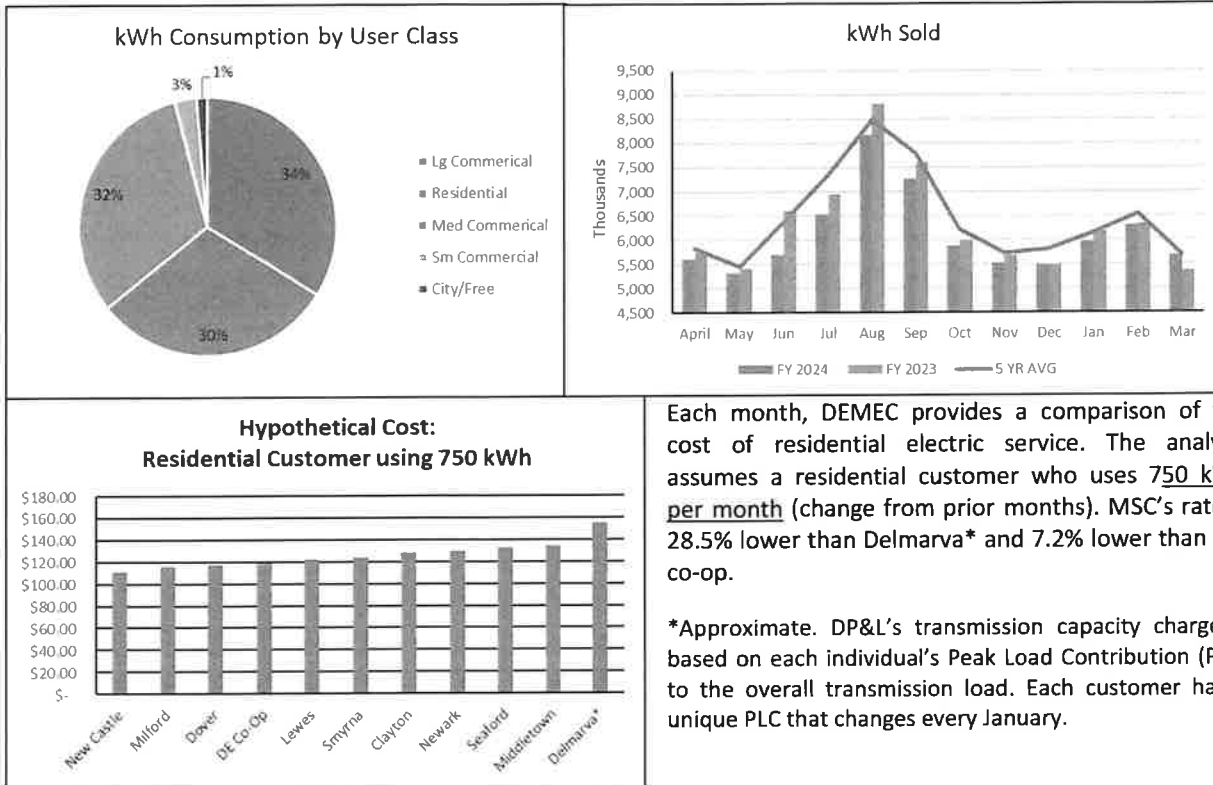
Below is a condensed aging report for active customers as of April 17, 2024:

Total	Current	30 Days	60 Days	90 Days	120 Days
\$1,214,470	\$1,053,639	\$157,070	\$1,260	\$1,685	\$816

UNAUDITED

Electric Revenues

User charges are \$18,000 under budget fiscal year to date. March kWh sales were 5.9% higher than the same period last year. Consumption for the year was approximately 5.2% lower than the 5-year average and 3.6% lower than the prior year due to the mild summer 2023 weather compared to historical averages. This decrease in consumption is consistent with decreased consumption across DEMEC members as a whole. The negative variance in user charges was reduced by the commission enacting a midyear rate increase in January.



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 (change from prior months). MSC's rate is 28.5% lower than Delmarva* and 7.2% 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 operating expenses have an unfavorable variance (\$160,000). There is a positive variance of \$11,000 power purchase costs due to lower than anticipated consumption. The negative variance in operations' salaries & benefits is due to increases in compensated absences and entries related to the annual pension valuation. The variance in repairs & maintenance is related to capitalized equipment costs for Van Dyke being lower than anticipated for the year. In addition, the Electric Department needed to replace the motor in one of their trucks, this expense was approved by the Commissioners in fiscal year 2023, however, due to supply chain disruptions, the repair was not able to be completed until May of 2023, meaning the expense fell in the current budget year (\$20,000). There is a \$73,000 negative variance in professional fees related to certain costs related to the meter replacement project which were approved in the capital budget, but due to accounting standard requirements are not capitalizable costs and must be reported on the operating statement.

After accounting for non-operating revenues and expenses, there is a decrease in net position of \$212,000, a decrease of \$143,000 more than anticipated. Investment income overperformed expectations by \$37,000 as a result of investing more idle cash in government money market mutual funds. There was a loss on disposal of assets of \$48,000 due to assets for the old meter system being taken out of service and obsolete inventory being removed as the Commission transitioned to AMI.

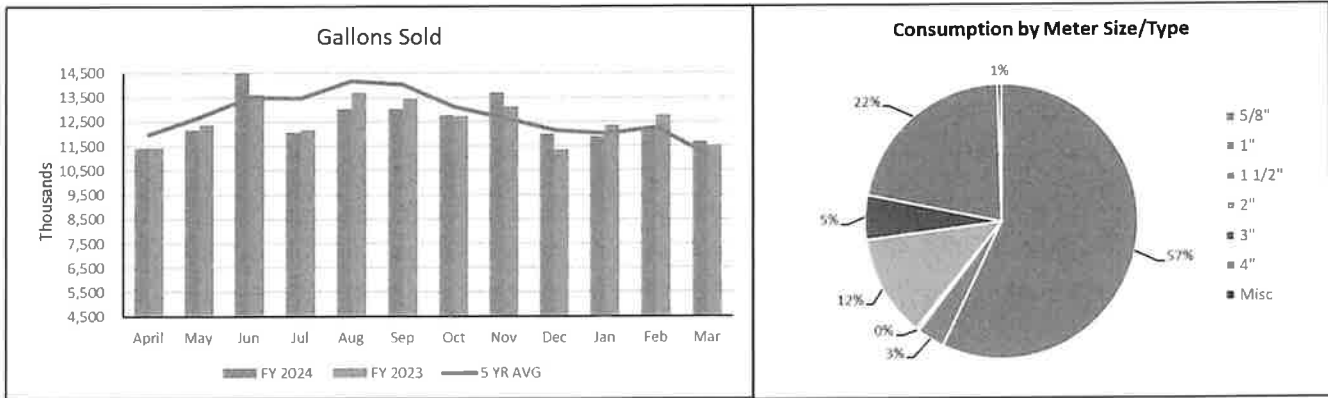
Municipal Services Commission
Budget to Actual Comparison – Electric
As of March 31, 2024

UNAUDITED

	Adopted Budget	Actual	Variance
Operating Revenues			
User Charges	9,624,301	9,639,111	14,810
City & MSC Services	93,000	60,580	(32,420)
Miscellaneous Income	61,210	82,351	21,141
<i>Total Operating Revenues</i>	<u>9,778,511</u>	<u>9,782,042</u>	<u>3,531</u>
Less: Free Service	8,000	7,788	212
<i>Net Operating Revenues</i>	<u>9,770,511</u>	<u>9,774,254</u>	<u>3,743</u>
Operating Expenses			
<i>Operations Dept</i>			
Purchase of electric for resale	6,751,000	6,740,051	10,949
Salaries and benefits	885,404	917,106	(31,702)
Professional fees	106,250	74,821	31,429
Repairs and maintenance	(36,150)	46,969	(83,119)
Other purchased services	39,000	53,429	(14,429)
Supplies and materials	43,800	39,404	4,396
Depreciation	712,500	740,840	(28,340)
<i>Total operations</i>	<u>8,501,804</u>	<u>8,612,620</u>	<u>(110,816)</u>
<i>General & administrative</i>			
Salaries and benefits	518,853	516,826	2,027
Professional fees	174,352	247,551	(73,199)
Repairs and maintenance	22,649	26,199	(3,550)
Other purchased services	38,270	44,605	(6,335)
Supplies and materials	24,363	23,277	1,086
Miscellaneous	30,000	18,530	11,470
Depreciation	28,000	8,745	19,255
Debt Service	18,895	18,833	62
<i>Total general & administrative</i>	<u>855,382</u>	<u>904,566</u>	<u>(49,184)</u>
<i>Total operating expenses</i>	<u>9,357,186</u>	<u>9,517,186</u>	<u>(160,000)</u>
Operating Income	<u>413,325</u>	<u>257,068</u>	<u>(156,257)</u>
Nonoperating revenue(expense)			
Investment income	80,000	117,233	37,233
Investment expense	(2,500)	(2,320)	180
Unrealized gain(loss) on investment:	-	2,681	2,681
Realized gain(loss) on disposal of as:	-	(48,221)	(48,221)
Grant income	-	30,041	30,041
Grant expense	-	(30,041)	(30,041)
Other Expense	-	(637)	(637)
Appropriations			
Mayor and Council	(560,000)	(531,233)	28,767
Special	-	(6,755)	(6,755)
<i>Total nonoperating revenue(expense)</i>	<u>(482,500)</u>	<u>(469,252)</u>	<u>13,248</u>
Change in Net Position	(69,175)	(212,184)	(143,009)

Water Revenues

User charges have a favorable variance of \$23,000 for the fiscal year. Water consumption for the month of March was up 137,000 gallons from the same period last year. Consumption changes were mixed across all meter sizes. Consumption for the year was 0.6% higher than the five year average and 2.2 higher than the prior fiscal year, as a result of selling 4.5 million gallons to Artesian Water in June of 2023.



Water Expenses

Water operating expenses have an unfavorable year to date variance (\$7,000). Categories that are over budget are mostly offset by other categories that came in under budget. Reasons for the unfavorable variances include:

- Operating salaries & benefits – pension valuation entries
- Other Purchased Services – increased insurance costs
- Depreciation – new assets placed in service during the year
- Professional fees - certain costs related to the meter replacement project which were approved in the capital budget but do to accounting standard requirements are not capitalizable costs and must be reported on the operating statement.
- Debt service – interest on bond proceeds drawn during the construction period of the Hewlett & Janvier water main replacement.

When considering nonoperating revenues and expenses, there is an increase in net position of \$240,000, which is \$171,000 better than anticipated for the year. \$169,000 of that variance is related to a grant from the State of Delaware for replacement spent carbon at the School Lane Treatment Facility. The new filter media has been capitalized in line with the Commission’s policy as the new carbon has an estimated useful life in excess of a year and as a result there is no corresponding “grant expense” to offset the revenue.

Municipal Services Commission
Budget to Actual Comparison – Water
As of March 31, 2024

UNAUDITED

	Adopted Budget	Actual	Variance
Operating Revenues			
User Charges	2,456,543	2,489,930	33,387
City & MSC Services	40,500	29,959	(10,541)
Miscellaneous Income	28,790	41,188	12,398
<i>Total Operating Revenues</i>	<u>2,525,833</u>	<u>2,561,077</u>	<u>35,244</u>
Less: Free Service	4,000	3,508	492
<i>Net Operating Revenues</i>	<u>2,521,833</u>	<u>2,557,569</u>	<u>35,736</u>
Operating Expenses			
<i>Operations Dept</i>			
Purchase of water for resale	26,000	24,696	1,304
Salaries and benefits	947,607	951,016	(3,409)
Professional fees	85,590	46,903	38,687
Repairs and maintenance	212,674	216,670	(3,996)
Other purchased services	30,150	44,043	(13,893)
Supplies and materials	120,555	48,710	71,845
Depreciation	306,400	351,165	(44,765)
<i>Total operations</i>	<u>1,728,976</u>	<u>1,683,203</u>	<u>45,773</u>
<i>General & administrative</i>			
Salaries and benefits	305,605	302,682	2,923
Professional fees	147,482	206,860	(59,378)
Repairs and maintenance	24,073	25,834	(1,761)
Other purchased services	31,030	36,625	(5,595)
Supplies and materials	26,110	20,768	5,342
Miscellaneous	1,000	(123)	1,123
Depreciation	19,000	4,648	14,352
Debt Service	3,883	13,509	(9,626)
<i>Total general & administrative</i>	<u>558,183</u>	<u>610,803</u>	<u>(52,620)</u>
<i>Total operating expenses</i>	<u>2,287,159</u>	<u>2,294,006</u>	<u>(6,847)</u>
Operating Income	<u>234,674</u>	<u>263,563</u>	<u>28,889</u>
Nonoperating revenue(expense)			
Investment income	15,000	20,600	5,600
Investment expense	(500)	(409)	91
Unrealized gain(loss) on investment:	-	473	473
Realized gain(loss) on investment	-	(7,058)	(7,058)
Gain(loss) on disposal of asset	-	(4,002)	(4,002)
Grant income	-	177,589	177,589
Grant expense	-	(9,079)	(9,079)
Other Expense	-	(9,845)	(9,845)
Mayor and Council	(140,000)	(152,088)	(12,088)
City Services	(40,000)	(37,706)	2,294
Special	-	(2,178)	(2,178)
<i>Total nonoperating revenue(expense)</i>	<u>(165,500)</u>	<u>(23,703)</u>	<u>141,797</u>
Change in Net Position	69,174	239,860	170,686

Municipal Services Commission
Statement of Net Position
As of March 31, 2024 and 2023

UNAUDITED

	2024	2023
ASSETS:		
Current assets:		
Cash and equivalents	\$ 2,349,490	\$ 1,955,472
Investments	1,215,232	1,170,779
Accounts receivable, net	592,766	554,397
Inventories	1,026,378	834,639
Prepays	94,046	142,121
Restricted cash	833,089	733,959
Total current assets	6,111,001	5,391,367
Noncurrent assets:		
Capital assets not being depreciated:		
Land	43,796	43,796
Construction in progress	1,211,700	932,724
Capital assets net of accumulated depreciation:		
Buildings	676,735	710,253
Equipment	746,281	790,191
Infrastructure	15,680,760	14,437,131
Total noncurrent assets	18,359,272	16,914,095
Total assets	24,470,273	22,305,462
 DEFERRED OUTFLOWS OF RESOURCES		
Pension	327,027	574,627
Total deferred outflows	327,027	574,627
 LIABILITIES		
Current liabilities:		
Accounts payable	668,057	625,166
Accrued liabilities	94,540	24,280
Customer Deposits	848,761	744,863
Total current liabilities	1,611,358	1,394,309
Noncurrent liabilities:		
Due within one year	105,956	91,570
Due in more than one year	3,889,447	2,330,008
Total noncurrent liabilities	3,995,403	2,421,578
Total liabilities	5,606,761	3,815,887
 DEFERRED INFLOWS OF RESOURCES		
Pension	348,995	250,334
Total deferred inflows	348,995	250,334
 NET POSITION		
Net investment in capital assets	15,623,005	16,160,879
Unrestricted	3,218,539	2,652,989
Total net position	\$ 18,841,544	\$ 18,813,868

UNAUDITED

Municipal Services Commission
Statement of Revenues, Expenses, and Changes in Net Position
As of March 31, 2024 and 2023

	2024	2023
Operating Revenues:		
Water sales	\$ 2,519,889	\$ 2,336,624
Power sales	9,699,691	9,183,805
Miscellaneous	123,539	78,731
Total operating revenues	12,343,119	11,599,160
Less: free service	(11,296)	(10,593)
Net operating revenues	12,331,823	11,588,567
Operating Expenses		
Purchase of water and power	6,764,747	6,739,628
Salaries and benefits	2,687,630	2,460,936
Repairs and maintenance	315,672	333,051
Supplies	576,135	344,260
Utilities	132,036	156,342
Insurance	178,702	183,450
Professional fees	18,530	-
Administrative	32,342	-
Depreciation	1,105,398	899,571
Total operating expenses	11,811,192	4,377,610
Operating income (loss)	520,631	471,329
Nonoperating revenues (expenses):		
Net investment income	135,104	67,620
Realized gain (loss) on investments	(7,058)	(13,771)
Unrealized gain(loss) on investments	3,154	(82,952)
Gain (loss) on disposal of assets	(52,223.00)	(4,888.00)
Grant income	207,630	39,521
Grant Expense	(39,120)	(40,001)
Miscellaneous	(10,482)	(4,926)
Appropriations to Mayor & Council of New Castle		
Ordinary	(683,321)	(665,839)
City Services	(37,706)	(35,732)
Special	(8,933)	(10,709)
Total nonoperating revenues (expenses)	(492,955)	(751,677)
Income before capital contributions	27,676	(280,348)
Change in net position	27,676	(280,348)
Net position - beginning	18,813,868	19,094,216
Net position - ending	\$ 18,841,544	\$ 18,813,868

UNAUDITED

**Municipal Services Commission
Combining Balance Sheet by Department
As of March 31, 2024 and 2023**

	Water		Electric		Total	
	2024	2023	2024	2023	2024	2023
ASSETS:						
Current assets:						
Cash and equivalents	-	-	2,349,490.00	1,955,472.00	2,349,490.00	1,955,472.00
Investments	182,285.00	175,616.00	1,032,947.00	995,163.00	1,215,232.00	1,170,779.00
Accounts receivable, net	155,649.00	131,289.00	437,117.00	423,108.00	592,766.00	554,397.00
Inventories	267,304.00	191,867.00	759,074.00	642,772.00	1,026,378.00	834,639.00
Prepays	30,602.00	49,040.00	63,444.00	93,081.00	94,046.00	142,121.00
Restricted cash	-	-	833,089.00	733,959.00	833,089.00	733,959.00
Total current assets	635,840.00	547,812.00	5,475,161.00	4,843,555.00	6,111,001.00	5,391,367.00
Noncurrent assets:						
Capital assets not being depreciated:						
Land	43,796.00	43,796.00	-	-	43,796.00	43,796.00
Construction in progress	1,211,700.00	465,279.00	-	467,445.00	1,211,700.00	932,724.00
Capital assets net of accumulated depreciation:						
Buildings	307,946.00	323,177.00	368,789.00	387,076.00	676,735.00	710,253.00
Equipment	333,777.00	257,140.00	412,504.00	533,051.00	746,281.00	790,191.00
Infrastructure	8,160,672.00	6,952,525.00	7,520,088.00	7,484,606.00	15,680,760.00	14,437,131.00
Total noncurrent assets	10,057,891.00	8,041,917.00	8,301,381.00	8,872,178.00	18,359,272.00	16,914,095.00
Total assets	10,693,731.00	8,589,729.00	13,776,542.00	13,715,733.00	24,470,273.00	22,305,462.00
DEFERRED OUTFLOWS OF RESOURCES						
Pension	140,270.00	258,583.00	186,757.00	316,044.00	327,027.00	574,627.00
Total deferred outflows	140,270.00	258,583.00	186,757.00	316,044.00	327,027.00	574,627.00

(Continued)

UNAUDITED

**Municipal Services Commission
Combining Balance Sheet by Department
As of March 31, 2024 and 2023**

	Water		Electric		Total	
	2024	2023	2024	2023	2024	2023
LIABILITIES						
Current liabilities						
Accounts payable	96,765.00	44,928.00	571,292.00	580,238.00	668,057.00	625,166.00
Accrued liabilities	73,761.00	11,511.00	20,779.00	12,769.00	94,540.00	24,280.00
Customer Deposits	-	(3,129.00)	848,761.00	747,992.00	848,761.00	744,863.00
Due to other funds	783,347.00	814,498.00	(783,347.00)	(814,498.00)	-	-
Total current liabilities	953,873.00	867,808.00	657,485.00	526,501.00	1,611,358.00	1,394,309.00
Noncurrent liabilities:						
Due within one year	23,772.00	13,576.00	82,184.00	77,994.00	105,956.00	91,570.00
Due in more than one year	2,734,272.00	1,131,783.00	1,155,175.00	1,198,225.00	3,889,447.00	2,330,008.00
Total noncurrent liabilities	2,758,044.00	1,145,359.00	1,237,359.00	1,276,219.00	3,995,403.00	2,421,578.00
Total liabilities	3,711,917.00	2,013,167.00	1,894,844.00	1,802,720.00	5,606,761.00	3,815,887.00
DEFERRED INFLOWS OF RESOURCES						
Pension	159,729.00	112,650.00	189,266.00	137,684.00	348,995.00	250,334.00
Total deferred inflows	159,729.00	112,650.00	189,266.00	137,684.00	348,995.00	250,334.00
NET POSITION						
Net investment in capital assets	7,821,517.00	7,687,685.00	7,801,488.00	8,473,194.00	15,623,005.00	16,160,879.00
Unrestricted	(859,162.00)	(965,190.00)	4,077,701.00	3,618,179.00	3,218,539.00	2,652,989.00
Total net position	6,962,355.00	6,722,495.00	11,879,189.00	12,091,373.00	18,841,544.00	18,813,868.00

UNAUDITED

**Municipal Services Commission
Combining Schedules of Revenues, Expenses, and Changes in Net Position by Department
For the twelve months ending March 31, 2024 and 2023**

	Water		Electric		Total	
	2024	2023	2024	2023	2024	2023
Operating Revenues:						
Charges for services	2,519,889.00	2,336,624.00	9,699,691.00	9,183,805.00	12,219,580.00	11,520,429.00
Miscellaneous	41,188.00	40,605.00	82,351.00	38,126.00	123,539.00	78,731.00
Total operating revenues	2,561,077.00	2,377,229.00	9,782,042.00	9,221,931.00	12,343,119.00	11,599,160.00
Less: free service	(3,508.00)	(3,791.00)	(7,788.00)	(6,802.00)	(11,296.00)	(10,593.00)
Net operating revenues	2,557,569.00	2,373,438.00	9,774,254.00	9,215,129.00	12,331,823.00	11,588,567.00
Operating Expenses						
Purchase of water and power	24,696.00	22,924.00	6,740,051.00	6,716,704.00	6,764,747.00	6,739,628.00
Salaries and benefits	1,253,698.00	1,156,660.00	1,433,932.00	1,304,276.00	2,687,630.00	2,460,936.00
Repairs and maintenance	242,504.00	209,087.00	73,168.00	123,964.00	315,672.00	333,051.00
Professional fees	253,763.00	149,248.00	322,372.00	195,012.00	576,135.00	344,260.00
Supplies	69,355.00	84,406.00	62,681.00	71,936.00	132,036.00	156,342.00
Other purchased services	80,668.00	94,780.00	98,034.00	88,670.00	178,702.00	183,450.00
Miscellaneous	-	-	18,530.00	-	18,530.00	-
Interest	13,509.00	-	18,833.00	-	32,342.00	-
Depreciation	355,813.00	325,685.00	749,585.00	573,886.00	1,105,398.00	899,571.00
Total operating expenses	2,294,006.00	2,042,790.00	9,517,186.00	9,074,448.00	11,811,192.00	11,117,238.00
Operating income (loss)	263,563.00	330,648.00	257,068.00	140,681.00	520,631.00	471,329.00

(Continued)

UNAUDITED

**Municipal Services Commission
Combining Schedules of Revenues, Expenses, and Changes in Net Position by Department
For the twelve months ending March 31, 2024 and 2023**

	Water	Electric	Total
	2,024.00	2,024.00	2,024.00
	2,023.00	2,023.00	2,023.00
Nonoperating revenues (expenses):			
Net investment income	20,191.00	114,913.00	135,104.00
Realized gain (loss) on investments			67,620.00
Unrealized gain(loss) on investments	473.00	(12,443.00)	3,154.00
Realized gain(loss) on investments	(7,058.00)	(13,771.00)	(82,952.00)
Gain(loss) on disposal of fixed assetst	(4,002.00)	-	(13,771.00)
Grant income	177,589.00	39,521.00	(4,888.00)
Grant Expense	(9,079.00)	(39,521.00)	207,630.00
Miscellaneous	(9,845.00)	(3,800.00)	(39,120.00)
Appropriations to Mayor & Council of New Castle		(637.00)	(10,482.00)
Ordinary	(152,088.00)	(132,951.00)	(683,321.00)
City Services	(37,706.00)	(35,732.00)	(665,839.00)
Special	(2,178.00)	(5,551.00)	(37,706.00)
Total nonoperating revenues (expenses)	(23,703.00)	(194,421.00)	(8,933.00)
Income before capital contributions	239,860.00	(469,252.00)	(492,955.00)
Capital Contributions		(212,184.00)	27,676.00
Change in net position	239,860.00	136,227.00	(212,184.00)
Net position - beginning	6,722,495.00	6,586,268.00	12,507,948.00
Net position - ending	6,962,355.00	11,879,189.00	18,813,868.00

Comptroller/Treasurer's Report – April 25, 2024

**Municipal Services Commission
Capital & Projects Budget to Actual
As of March 31, 2024**

UNAUDITED

Project	Total Approved Budget	Materials as of 3/31/2024	Remaining Budget as of 3/31/2024	Total Capitalized To Date (1)	Status
Vandyke Village Undergrounding	\$ 886,000.00	\$ 811,783.00	\$ 74,217.00	\$ 1,810,603	In Progress
AMI System - Electric	665,000	623,749	41,251	528,975	Complete
Dobbinville Relay Replacement	85,000	44,877	40,123	-	In Progress
Stake Body Truck	90,000	91,640	(1,640)	91,640	Complete
WIAC AMP Grant - MSC Asset Management \$100,000 RK&K Engineering (approved 07-01-19)	100,000	100,000	-	-	Complete
AMI System - Water	1,281,000	1,076,704	204,296	1,010,732	Complete
Toyota Pallet Lift	10,500	11,428	(928)	11,428	Complete
T-8 Replacement	150,000	141,790	8,210	141,790	Complete
	\$ 3,267,500.00	\$ 2,901,970.65	\$ 365,529.35		

(1) Includes capitalized labor and equipment costs.

Special Appropriations

City & Trustee Projects	Donated Labor & Equipment	Billable Material	Invoiced Date	Paid Date
City of New Castle - Repairs & Maintenance	\$ 8,933.00	\$ -	n/a	n/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

Water Department Commission Meeting Report

April 25, 2024

Prepared by: Jay Guyer on April 17, 2024

1. Developer Projects

A. Riverbend Subdivision

1. WUM Guyer is waiting on a response from Freedom Development to comments on the water jack and bore. Estimates for the water portion of the project bonding will be developed and forwarded when ready. Poore's Propane was on-site April 15th to relocate the existing gas main maintaining a minimum of 4ft separation from the water and electric utilities. Freedom Development is moving forward with developing Phase II which is the 3rd loop near the clubhouse. Water and Electric will need to be installed for this phase. Several of the new homes under construction are completed or nearing completion, water meters being installed, and services tested.

B. Deemers Landing and Helm Apartment Complexes

1. The property owner's plumber completed installation of the meters in the helm. An onsite meeting is scheduled for April 17th to develop a plan to start installing the registers and change over from the master meter to the individual meters. The plumber is focusing on the Deemer's Landing Apartment Complex preparing each individual unit for a meter.

C. Minor Subdivision on Arbutus Avenue – 8, 10, 11, 12, 13 Arbutus Avenue

1. WUS Jaeger received plans for the proposed homes to be constructed and discussed the project with the developer, Feathers Group, LLC. The developer requested WUS Jaeger provide an estimate for installing the water service from the main to the curb stop which he provided. Installation of the water services will be coordinated with the electric service installation combining excavations were possible. Each unit of the duplex will be individually metered.

D. Centerpoint Building 1400 Addition – Crozier Fine Arts Storage Facility

1. WUM Guyer returned comments on the plans to Fredrick Ward Associates and has had several conversations with the engineer on the plans. A fire Flow test is scheduled for April 19th. MSC will ensure all water main relocation work will be completed in accordance with MSC's Water Technical Specifications.

E. Riveredge Park – Flats at River Edge Residential Development

1. The Flats of River Edge Residential Development was approved at the April 2nd Board of Adjustment meeting. The final project as proposed will consist of 46 single family homes, 26 twin homes, 107 town homes, 451 apartment units, a clubhouse, a restaurant, and retail space. MSC has had preliminary meetings with the developer in reference to the project and water supply.

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April 25, 2024

Prepared by: Jay Guyer on April 17, 2024

F. New Townhomes – 37 and 39 West 3rd Street

1. 2 new townhomes are currently under construction by on West 3rd Street. WUM Guyer reached out to the Builder CPR Construction to discuss using the existing water services. The Builder agreed and will coordinate renewing the services from the curbstop into the houses.

G. School Lane Pathway / Trail - Frenchtown Road to RT 13

1. WUM Guyer received notice of the project Pre-Construction Meeting scheduled for April 23rd at 10:00am. WUM Guyer plans to attend the meeting as MSC has water main work to be completed prior to the start of construction. WUM Guyer forwarded the meeting notification to GM Blomquist for distribution to the Trustees.

2. MSC Projects

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

1. MSC, DEMEC, and AMP schedule monthly meetings to discuss the conversion and issues/concerns being encountered that need to be addressed. WUS Jaeger and MSC Water Operators continue working on non-reading meters, ensuring ERT modules are properly installed and troubleshooting in the field using the Field Tools Application on the tablet. Extension cables have been installed on 2 of the ERTs locating them closer to the structure's exterior. WUS Jaeger is working with AMP Support on a solution which appears to be installing an additional Relay in the system.

B. Cross Connection Control Program – Hydro Corp

1. Cross Connection Control (CCC) Program –WUM Jaeger and Water Operator Schlecht identified the unresponsive, non-compliant customers. Operators Schlecht handed out final notices of non-compliance to 9 customers giving them 30 days to become compliant or their water service will be terminated. WUM Guyer, WUS Jaeger, and Operator Schlecht will monitor the 9 customers following up to ensure they are aware of the compliance deadline as it approaches.

C. Hewlett, Janvier, and Megginson Avenue Water Main Replacement

1. R.E. Pierson Construction Company (REP) received the Project Final Walkthrough punchlist of items completing them on April 9th. WUS Jaeger and Operator Granger walked the site and confirmed the punchlist items were completed. WUM Guyer will start the process of finalizing the project and making final payment to REP so the projects can be closed with the DWSRF program.

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Water Department Commission Meeting Report

April 25, 2024

Prepared by: Jay Guyer on April 17, 2024

D. School Lane Water Treatment Facility PFAS Treatment System Improvements

1. WUM Guyer and WUS Jaeger are gathering information for the project and will contact our Engineer Pennoni Associates to start formal design/engineering and developing an RFP to advertise the project. GM Blomquist advised he received the adopted City Resolution approving the loan which will be finalized on May 3rd with an estimated completion date of October 2024. WIAC approved the loan with full principal forgiveness of \$1,135,920.00.

E. Lead Service Line Inventory - EPA Revised Lead and Copper Rule -

1. WUM Guyer and WUS Jaeger continue working on gathering existing water service information from the main to 2 feet inside the structure from all resources available. Operator Schlecht is assisting with gathering and entering information into spreadsheets for 120 Water to upload into our inventory database. When the next update is completed WUM Guyer and WUS Jaeger will plan a meeting with our 120 Water project manager do review progress and next steps. MSC's Lead Service Line Inventory is required to be submitted to the ODW by October 16, 2024.

3. Operations

A. Outages

1. There were no planned or unplanned water outages for the month of March 2024. See attached outage report for details.

B. Reporting

1. Calgon Carbon Corporation (CCC) Pilot Study – The Study is ongoing collecting and transmitting daily data to CCC. MSC collects bi-weekly PFAS samples delivering them to the STRIDE Lab for testing, evaluation, and comparison. Adam Redding of CCC was on site to meet with WUM Guyer and WUS Jaeger about the Pilot Study data and then visited the site to changeout the media in all 4 columns of the Pilot.
2. On March 14, 2023, the US EPA proposed the first national primary drinking water standards for six (6) PFAS compounds as part of their PFAS Strategic Roadmap. On April 10th, EPA rolled out the final regulation for the 6 PFAS contaminants including MCLG's and MCL's. WUM Guyer reviewed the final regulation and MSC's current treatment process is removing the 6 contaminants to a Non-Detect Level. WUM Guyer was contacted and interviewed by WHYI reporter Zoe Read on April 11th. A portion of the interview was published in an on-line article posted on April 12th.

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Water Department Commission Meeting Report

April 25, 2024

Prepared by: Jay Guyer on April 17, 2024

3. Unregulated Contaminant Monitoring Rule 6 (UCMR 6) – US EPA will be hosting webinars to start developing the proposed UCMR 6 list of contaminants. WUM Guyer is registered for the first presentation on April 17th.
4. US EPA East Basin Road Groundwater Superfund Site – The next virtual meeting for the group needs to be scheduled. WUM Guyer has no update on this item.
5. House Bill 249 Proposed – DNREC’s Proposed Fee Increases. WUM Guyer has no update on this item but continues following this Bill through the legislative process.
6. DRBC Annual Water Audit 2023 – WUM Guyer and WUS Jaeger completed revising and updating the DRBC Water Audit Report for 2023. WUM Guyer e-mailed the final report on March 13th to DRBC prior to the March 31st deadline.
7. DNREC Water Supply Self Sufficiency Declaration - WUM Guyer received notification from DNREC on March 7th that our triennial Water Supply Self Sufficiency Declaration needs to be revised and submitted by April 12th. Water purveyors in Northern New Castle County are required to file their Self Sufficiency Certifications every 3 years with the Water Supply Coordinating Council. WUM Guyer and WUS Jaeger reviewed / updated the water system information used for preparing our certification. The 2024 Self Sufficiency Certification Draft was e-mailed to DNREC on April 12th. The final draft will be prepared for submission pending comments from the DNREC / WRA then submitted by the July 1st deadline.

C. System Repairs and Maintenance

1. Riverbend Subdivision – Flushed on March 1st and 26th to maintain Chlorine residual.
2. Water Operators lead by Operator Granger completed renovation of the Main Office second bathroom including moving the door to the hallway and reconfiguring the plumbing in floor to work with the new door location.
3. On March 27th, the aluminum security fence along the back side of Frenchtown Road Well was cut and stolen. No damage was observed to the building nor entry into the facility attempted. A police report was filed with NCPD and Water Operators installed a temporary 6ft Chain Link Fence to provide security. WUM Guyer is working on a cost to replace the fence in kind and also evaluating security measures for all water sites including the addition of cameras.

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April 25, 2024

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4. Fire Hydrant Maintenance – Water Operators have installed security discs on fire hydrants in remote areas of our system warning individuals they are for Fire Department Use Only; Unauthorized Use is Considered Theft and will be Prosecuted. Each hydrant will also have an ID Tag installed to identify it as a component of our Asset Management program and as an object in our Arc GIS Pro Mapping system.

D. Grants - State Revolving Funds - Budgets

1. School Lane Water Treatment Facility Natural Gas Generator – WUM Guyer received notification from DEMA that funding for the HMGP was not restored. Our DEMA Rep offered 2 options for MSC to consider. WUM Guyer and WUS Jaeger reviewed the options and will resubmit the application in the Fall of 2024 under the BRIC (Building Resilient Infrastructure and Communities) Grant when it opens.

E. Equipment

1. No equipment issues to report for the month of March.
2. New Truck 8 was picked up from Intercon Truck Equipment on April 1st. The Truck has been lettered, tools and equipment transferred, and placed into service. Lettering has been removed from the old Truck 8 and it will be advertised for sale.
3. WUM Guyer and EUS Bennett are reviewing the Truck 4 specifications in preparation for placing the order. This Truck was approved in the FYE 2025 Capital Budget.

F. Personnel and Training

1. No personnel issues to report.

G. Safety

1. MSC Water Operators hold daily morning Tailgate Talks discussing jobs / tasks to be performed each day with potential hazards and control measures to be taken.
2. The next DEFIT Safety Meeting is scheduled for May 16th at the Kent County Emergency Operations Center. MSC attendees to be determined.
3. WUM Guyer and WUS Jaeger received the final draft of the Respirator Program from our PMA Group Risk Control Specialist. The final draft will be reviewed and an implementation plan developed.

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Water Department Commission Meeting Report

April 25, 2024

Prepared by: Jay Guyer on April 17, 2024

4. Local, State, and Federal Agencies

A. WSCC - Water Supply Coordinating Council

1. The next Northern New Castle County Water Providers Check-In Meeting is pending.

B. WRA – Water Resource Agency

1. WUM Guyer will resume sending weekly pumping demand data to the University of Delaware Water Resource Agency Staff when requested this Spring.

C. DEWARN – Delaware Water/Wastewater Agency Response Network

1. The April 10th DEWARN Meeting went well. The national Warn is offering support for WARNS that do not have Web Sites, there were no activations for DEWARN, the Town of Millsboro reached out about membership, EPA is developing Cyber Security Regulations, the Chair for 2024 will be Paul Peris (Tidewater), Vice Chair Jay Guyer (MSC), Secretary Shawn O’Neil (City of Milford).
2. The next DEWARN meeting will be scheduled for June.

D. Water Operator Advisory Council

1. The next Advisory Council meeting is scheduled for April 18th in executive session to review the Water Operator Certification Exams for Del Tech.

E. WIAC - Water Infrastructure Advisory Council

1. The next WIAC meeting is scheduled for June 26th.

End of Report

MUNICIPAL SERVICES COMMISSION
 CITY OF NEW CASTLE, DELAWARE 19720-0208
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Monthly Water Works Report
March 1 - 31, 2024
 Prepared By: Jay Guyer on April 17, 2024

Water Production		FT 300		Gallons		Reserve	
Month	Year	Total Gallons	Adjusted Finished Total Gallons	Raw	Finished	OOS	Not Used
March	2023	12,197,200	12,021,904		11,255,100		
March	2024	11,255,100	11,128,528		11,128,528		
Difference		-942,100	-893,376		-126,572		
Percentage Difference		-8.4	-8.0		1.1		

Well(s) in Operation	Basin Road	Frenchtown Road	School Lane	Cross Roads	Reserve	Not Used
Days Pumped	Reserve	XXX	Resting	XXX	OOS	Out of Service
		13		18	XXX	Run and No. of Days

Water Quality	MSC Average	Goal	Range
Average Chlorine Residual	1.78 ppm	1.40 ppm	1.0 - 4.0 ppm
Average pH	7.4	7.5	6.5 - 8.5 on a 0 - 14 Scale
Average Fluoride Residual	0.80 ppm	0.80 ppm	0.60 - 1.00 ppm

General Water System Report
 Routine Bacteria Sampling
 (Office of Drinking Water)

# Collected	# Present
Results	0
10	10 Absent

Miss Utility Locate Requests
 (Water and Electric Locates)

# Received	# Completed	# of Damages
51	51	0

Building Permit Review
 (Water Related Conflicts)

# Reviewed	# Approved	# Not Approved
24	24	0

MUNICIPAL SERVICES COMMISSION
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P.O. BOX 208

www.newcastlemsc.com

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

Monthly Water Outages / Interruptions Report

March 1 - 31, 2024

Prepared By: Jay Guyer on April 17, 2024

Planned Outage / Interruptions		
	Approximate Duration	No. of Customers
Date	Hours / Minutes	Location

No Planned Outages or Interruptions for the Month of March 2024.

Unplanned Outage / Interruptions		
	Approximate Duration	No. of Customers
Date	Hours / Minutes	Location

No Unplanned Outages or Interruptions for the Month of March 2024.

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ELECTRIC DEPARTMENT COMMISSION REPORT

April 21, 2024

Prepared by Artie Granger on April 17, 2024

1. **Developer Projects:**

A. **Riverbend Subdivision:**

- I. MSC Electric has been notified that the bond is now in place for the electric infrastructure and is waiting for the deposit from the developer for costs to the MSC.
- II. The developer's contractor is ready to begin this work. Once this is complete there will be no limitations on the amount of houses to be built in the next phase.

B. **The Battery**

- I. This is a two-building apartment complex with approximately 150 units.
- II. MSC has had initial meetings with the electrical engineer on site to discuss MSC's requirements.

C. **The Flats at River edge**

- I. There has been no further conversation about this project.

D. **Duplexes on Arbutus**

- I. There is a developer who is planning on building 2 – 5 duplexes on Arbutus Ave. MSC electric has had initial conversations about this project.
- II. MSC Electric has discussed the requirements with the developer. The developer is planning on installing infrastructure for a total of 10 units comprised of 5 duplexes.

2. **Capital Projects:**

a. **Substation Relay Replacement**

- I. For the Dobbinsville Substation relay replacement, MSC is waiting for Utility Engineers to give us the information to order the replacement relays. MSC has requested that Keystone Engineering begin to work on preparation for the SCADA portion of the work.

b. **Van Dyke Village:**

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ELECTRIC DEPARTMENT COMMISSION REPORT

April 21, 2024

Prepared by Artie Granger on April 17, 2024

- I. MSC has started to locate utilities in preparation of digging in pathway for this next phase.
- II. MSC will begin this phase as weather permits.

3. Operations:

- I. Misc. Pole replacements
 - i. MSC is working to get some poles replaced in Washington Park.
 - ii. Verizon has begun to replace some of the poles. MSC has been working with them to get our infrastructure transferred.
- B. MSC Electric Department has received the Certificate of Reliability for 2023.

4. Outages :

- I. MSC has had one outage since our last commission report. This outage at Jaquette Square and we had about 17 customers out for about 3 hours.

SAIDI (minutes)	SAIFI (number of interruptions)	CAIDI (minutes)	ASAI (percent)
91.338	1.0533	86.765	99.9826%

- II. 4/1/23 – 4/1/24

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

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.

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ELECTRIC DEPARTMENT COMMISSION REPORT

April 21, 2024

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5. **Repairs and Maintenance:**

A. **Wilmington Road Substation:**

I. The electric department has performed the monthly inspections at this location.

B. **Dobbinsville Substation:**

I. The electric department has performed the monthly inspections at this location.