

Municipal Services Commission Monthly Meeting
August 20, 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 (*Joined at 9:10 a.m.*)
John Wik, Commissioner
Mayor Valarie W. Leary, Commissioner
Scott L. Blomquist, Secretary

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

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

Minutes

July 23, 2024 – **A motion to approve the minutes of the July 23, 2024, regular meeting as presented was made by Commissioner Wik, seconded by Commissioner Leary and unanimously passed.**

Scott Lynch, Vice President Asset Development for DEMEC

Mr. Lynch extended a formal invitation to the Commissioners to attend the September 18, 2024, Annual DEMEC Dinner.

Mr. Lynch noted other services provided by DEMEC. He added that the current efforts are the start of the Energy Transition of the Future, and noted how important it is to understand the transition and the markets around it in order for DEMEC to better serve its partners. To facilitate that understanding, a special Panel will be present at the event that will include:

- Scott Corwin, President and CEO of American Public Power Association
- Adam Ward, Senior Vice President of American Municipal Power
- Brian Lee, Director of Portfolio Strategy of ACES Power Marketing
- Dustyn Thompson, President of the Sierra Club
- Kimberly Schlichting, DEMEC President / CEO (Monitor)

Comptroller/Treasurer Report – Mr. Natale reporting

(See attached report)

Mr. Natale reported as of July 31, 2024:

- Total cash on hand: \$3.4M
- Investment Portfolio: \$1.2M, which was a net gain of about \$20,000 (1.66%) from prior month. When the Federal Reserve cuts the interest rates that should increase drastically.
- Unrestricted cash on hand: 95 days at July 31, 2024, which was up eight (8) days from prior month.
- Check Register Disbursements:
Mr. Natale pointed out some particular payments that were fairly large:
 - \$46,000 – Tyler Technologies, the annual fee for maintenance of the billing and accounting system.

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Customer Service/Billing

- There were 17 service cuts for non-payment in July.
- One (1) customer received \$267 under the New Castle Cares program.
- Nine (9) customers received an average of \$360 from other agencies.

Electric Department

- Revenues are \$144,000 over budget year-to-date through July.
- July kWh sales were 14.77% higher (1M kWh) than the same period last year.
- Consumption fiscal YTD was approximately 2.5% higher than the 5-year average and 8.2% higher than prior year to date. Based on the August billing, August consumption is in line with prior year.
- Expenses have an unfavorable variance on the budgetary basis of \$283,000. \$252,000 is related to increased power purchase cost related to timing issues.

Water Department

- User charges have a favorable variance of \$84,000 YTD.
- Consumption for July was up 12.3M gallons from the same period last year partly related to water sales of 10.3M gallons to Artesian Water.
- Water sales in July were 9% higher than the same period last year.
- Expenses have an unfavorable variance YTD of \$17,000 on the budgetary basis related to timing issues.

Electric Department Report – Mr. Granger reporting

(See attached report)

Developer Projects:

- River Bend Subdivision – Conduits are installed and restoration is complete. Mr. Granger reached out to the developer, who is making plans to move forward with bonding for Phase 2; and he thinks they are planning on doing Phases 2, 3, and 4. Mr. Granger would like to get the feed from the substation in during the earlier phases so they can get the bonding in, and he will speak with the developer about this next week.
- Duplexes on Arbutus – Two of the four units are being energized and that should be done shortly.

Capital Projects:

- Substation Relay Replacement – Some materials have been received. Mr. Granger will meet with the engineers this week to discuss planning.
- Van Dyke Village – All conduits have been installed and most of the concrete has been restored. They will start working on restoring the pavement and will transition into wiring to take everyone underground.

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Outages:

- There was one (1) outage in early August. A tree branch came down on Moore's Lane. Approximately 700 customers were without power for about 2-1/2 hours

Repairs and Maintenance:

- Infrared Testing was completed and repairs will be scheduled. In response to a question from Commissioner Atherton, Mr. Granger explained the testing process

Grant Potential:

- MSC is working with the University of Delaware on grant opportunities:
 - An EV vehicle to replace the Van.
 - An electric mini-excavator to replace the diesel mini excavator.
 - Two new solar arrays at the Penn Farm solar site.

Mr. Blomquist explained the grant potential. Messrs. Blomquist and Granger responded to questions relating to the solar system in general.

Water Department Report – Mr. Guyer reporting

(See attached report)

Developer Projects:

- Riverbend Subdivision – Mr. Guyer is working with the contractor to get the jack and bore finalized. Responses to questions submitted by the railroad to the drilling company have been received and forwarded back to the contractor. They are looking to have the inspection permit process scheduled with Rail Pros for the electric directional drill under the tracks. Freedom Development reached out about starting Phase 2 for 58 lots in the back of the development in September. Thereafter, they would start on Phase 3 in 2025-26. Before they move on to Phase 3 they have to complete the jack and bore under the railroad tracks. Escrow funds have been received for three (3) additional lots for the water services from the curb-stop to the houses. Mr. Guyer submitted a punch list again to Gemcraft and followed up with an email advising them that MSC will not supply any more water meters or services until the punch list items are corrected.
- Deemers Landing and The Helm Apartment Complexes – Confirmation was received that water meters and ERT Modules for The Helm will be received on October 7th.
- Minor Subdivision on Arbutus Avenue – 8, 10, 11, 12, 13 Arbutus Avenue – Nos. 11 and 13 are almost completed. Water services were installed into the houses.
- Riveredge Park – Flats at River Edge Residential Development – The contractor is still moving a large amount of soil onto the site.
- New Townhouse – 37 and 39 West 3rd Street – The plumbers installed services from the curb-stops into the houses. The contractor will contact MSC when they are ready for meters to be set and tested.
- School Lane Pathway / Trail – Frenchtown Road to Rt. 13 – R E Pierson mobilized on July 16th and started construction. All clearing and grading has been done. Final paving was done last week and final grading and clean-up is being done this week. Valve boxes were adjusted that were in the path of the paving. The Commissioners discussed whether a ribbon-cutting ceremony for

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the Trail was planned. Commissioner Leary will reach out to the City Administrator for more information.

MSC Projects:

- Advanced Metering Infrastructure – American Municipal Power (AMP) – Monthly meetings are being held to discuss issues/concerns with the AMI system. External antennas have been ordered for the modules in vaults that were not reading.
- Cross Connection Control Program – Hydro Corp – First notices went out in June and MSC is receiving calls from customers. The second notices are scheduled to go out the end of August.
- School Lane Water Treatment Facility PFAS Treatment System Improvements – Messrs. Guyer and Jaeger met with the engineer on site to review existing conditions and went over As-Builts. The engineer updated all the plans showing what demo work needs to be done and work on the RFP has begun. A draft form should be ready before the end of August.
- Lead Service Line Inventory (LSLI – EPA Revised Lead and Copper Rule – MSC continues to identify services. Water operators are using the down curb box camera method or excavating using the soft dig to identify pipe materials on both sides of the curb stop. MSC is on schedule to have as much identified before the submission date. In response to a question from Commissioner Atherton, Mr. Guyer stated they do not believe there are any lead lines in the system. A discussion of the process ensued.

Operations:

- Outages – There were no planned or unplanned outages in July.

Reporting:

- Calgon Carbon Corporation (CCC) Pilot Study – The pilot study is going well.
- US EPA East Basin Road Groundwater Superfund Site – Mr. Guyer met with EPA, DNREC and Artesian to discuss the NBC 10 investigative reporter interview. EPA continues working to finalize agreements / contracts for service. As soon as contracts and agreements are in place they will start on split/duplicate sampling and monitoring to confirm the results are what has been reported.
- DNREC Water Supply Self Sufficiency Declaration – The draft 2024 Self Sufficiency Certification submitted at the June meeting are being reviewed.
- Cybersecurity & Infrastructure Security Agency (CISA) – MSC worked with the CISA representative from Delaware, Chris Ramos, following the roadmap for our evaluation. MSC, the IT group and the SCADA consultant met with CISA on July 23rd, 24th and 25th and performed the Validated Architecture Design Review (VDAR) evaluation. Mr. Guyer is waiting on the final report, noting that there are still some things to address. The final report should be received within 60-90 days.
- Artesian Water Company – MSC sold 3.5M gallons of water to Artesian starting on July 30th to August 6th for a total of \$12,414.32.
- ARC GIS Pro Water Mapping – MSC met with Pennoni and discussed how MSC can get more use and functionality from the mapping system. Pennoni submitted a proposal and after review the

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possibility of getting a planning grant to pursue enhancing the mapping system was discussed. Mr. Guyer explained the grant details.

- PFAS Litigation (Executive Session) – Mr. Guyer submitted everything for the 3M and DuPont settlements to the attorneys on August 9th. The total value of the five items is just over \$2M. The Special Needs Fund is on a case-by-case basis and some or all, or none, of that can be reimbursed from the litigation. A discussion of the process ensued.
- NBC 10 New Interview – Messrs. Blomquist and Guyer were interviewed by NBC 10 Investigative Reporter Claudia Vargus on site at the School Lane facility on August 1st. Adam Redding was also on site to speak about the carbon study. Mr. Guyer opined that the interview went well. Prior to the on-site meeting an interview at the STRDIE Center for PFAS Solutions Lab was conducted with Chief Scientist Chuck Powley. Mr. Guyer reached out to the Office of Drinking Water, DNREC and the EPA and received the impression that they had very different experiences with Ms. Vargus than MSC had. No follow-up information has been received from NBC 10 regarding when the interviews will be aired. MSC will continue to keep customers informed.

System Repairs and Maintenance:

- Riverbend Subdivision – Riverbend was flushed on July 18th and 21st to maintain chlorine residual.
- Van Dyke Village – Water operators continue to work with the electric crew on Van Dyke Village installing the underground conduits. They will probably assist with restoration of the roadways.

Equipment:

- Truck 4 – The new Truck 4 chassis is scheduled to be built the week of August 19th. The final design of the body will be done and started on during the same time frame. No delivery date has been set.

Safety:

- Water operators continue to hold daily morning Tailgate Talks.
- The next DEFIT meeting is scheduled for September 17th.

Local, State, and Federal Agencies:

- WSCC – Water Supply Coordinating Council – Doug Kokfu of New Castle County Land Use will chair the first sub-committee meeting on September 5th. The next full council meeting will be scheduled in September unless dry water conditions prevail.
- WRA – Water Resource Agency – Mr. Guyer continues to send weekly pumping data.
- Water Operator Advisory Council – The August 1st meeting went well. License applications and training courses were reviewed and approved. The next meeting is scheduled for November 7th.

Commissioner Leary initiated a conversation on information she heard about sewer capacity and developments in the city, and a discussion ensued.

Managers were thanked and excused from the meeting.

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A motion to move to executive session was made by Commissioner Leary. The motion was seconded by Commissioner Atherton.

Public Comment

Phil Gross – 1301 13th Street

In response to questions posed by Mr. Gross, Mr. Blomquist stated that:

- Commission meeting recordings are not posted on the City or MSC websites and the public cannot view the meetings after-the-fact; however, the meetings are public and residents can join in person or via zoom. The written minutes are available on the MSC website. Mr. Gross stated that he would be putting in a formal request for a copy because the public needs to have access to every single city meeting that is not a closed meeting.
- MSC is in the middle of doing a cost-of-service study, which is done every three (3) years. Rate adjustments are done every year in April; however, at this time it is not known if there will be an increase in electric or water.
- The goal is to have the Van Dyke Village project completed by the end of the year.
- MSC is working with the University of Delaware on grant opportunities through DNREC for various projects: EV chargers, an electric mini excavator, and additional solar arrays. MSC has no commitment at this time.
- Mr. Gross stated an attorney has been secured to halt development projects that were approved on 7th Street toward Dobbinsville because they were not done with full traffic studies. Their goal is to halt development until full traffic studies are done on all pending development projects.

The motion on the floor was unanimously passed and the meeting adjourned to executive session at 10:25 a.m.

The meeting returned from executive session at 11:11 a.m.

Next Regular Meeting:

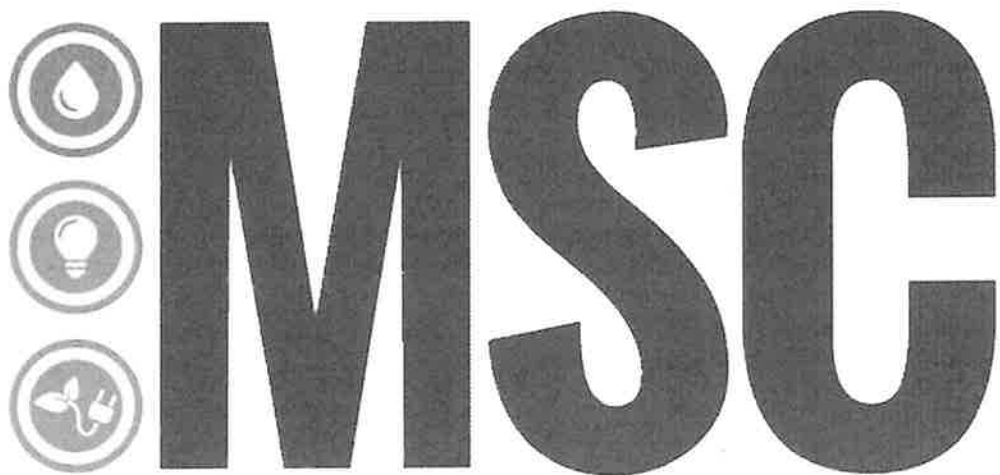
The Commissioners set the next monthly Board meeting to be Thursday, September 26, 2024, at 9:00 a.m.

A motion to adjourn was made by Commissioner Wik and seconded by Commissioner Atherton. The motion was unanimously passed and the meeting adjourned at 11:13 a.m.


Kathleen R. Weirich, Stenographer

Approved: 
(Minutes transcribed from notes.)

Comptroller/Treasurer's Report



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

August 20, 2024 Commission Meeting
Prepared By: Ken Natale, CPFO on August 13, 2024

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Comptroller/Treasurer's Report – August 20, 2024

Cash & Investments

As of July 31, 2024 the cash balances were:

M&T Bank Checking:	\$	737,117
M&T Investment Sweep:		1,875,818
M&T Bank Restricted		820,292
Petty Cash/Change Fund:		903
Total Cash on Hand:	\$	3,434,130



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

Beginning Balance	\$	2,302,604
Cash from customers		1,408,956
Interest Income		8,572
Bond Proceeds		-
Refunds to customers - deposits	(21)
Payments to suppliers for goods & services*	(996,515)
Bank service fees	(596)
Payments to employees for services	(109,162)
Net Cash Provided (Used)		<u>311,234</u>
Ending Cash Balance	\$	<u>2,613,838</u>

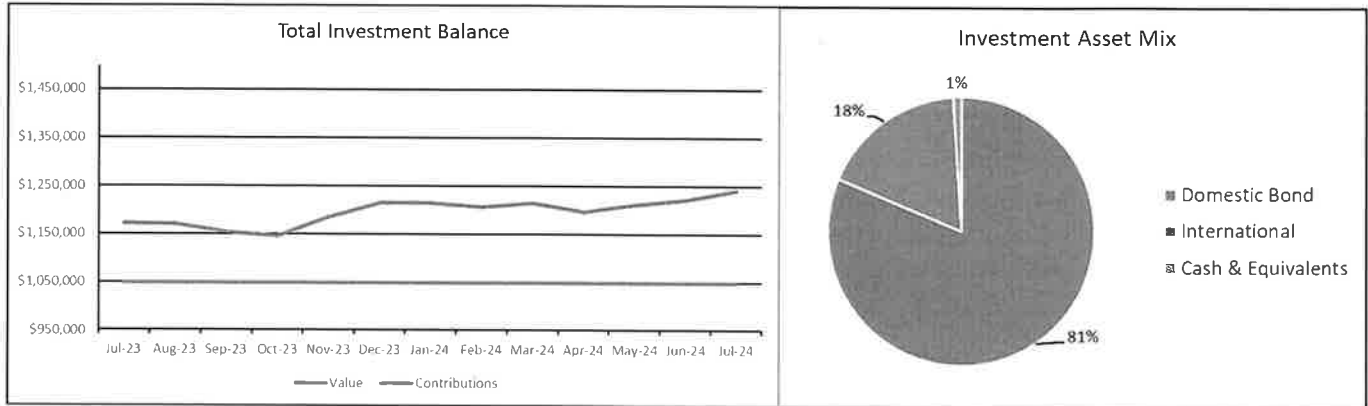
*A detailed check register for the month is available on page 3 of this report.

As of July 31, 2024 the value of the Commission's investment portfolio totaled \$1,241,089 which is a net gain of \$20,251 (1.66%) from the prior month.

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 5.23% interest and has a stable net asset value of \$1.00.

There was 95 days unrestricted cash on hand at July 31 (+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).

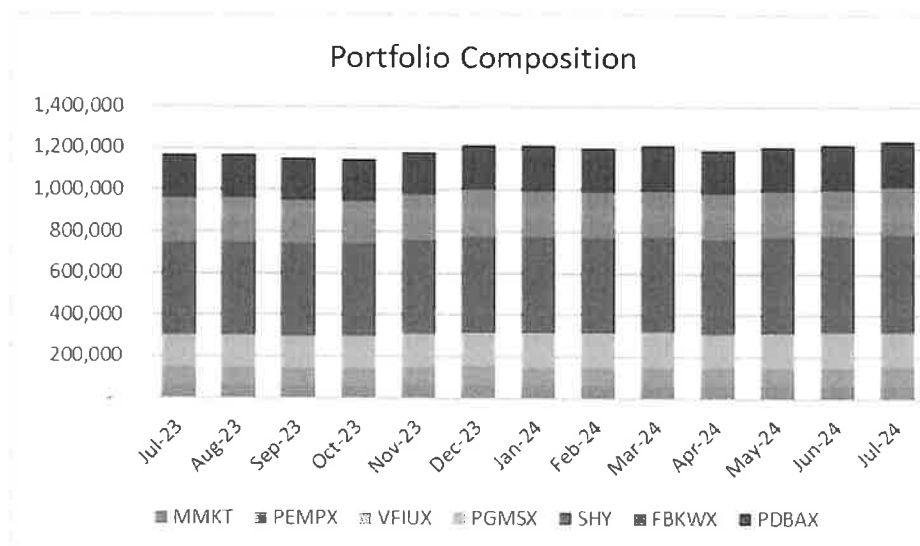
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The “domestic bond” category in the *Investment Asset Mix* chart above, includes US Government instruments and corporate bonds of US based organizations. The “international” category includes debt instruments of foreign governments as well as corporate 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		\$ 6,008	0.80%
Mutual Funds			
Fidelity Advisor Total Bond CL Z	FBKWX	228,176	4.34%
PGIM Total Return Bond CL A	PDBAX	221,507	4.46%
PIMCO Emerging Markets Bond I2	PEMPX	56,609	5.99%
T Rowe Price Global Multi Sector Bond I	PGMSX	172,765	5.18%
Vanguard Intermediate Term Treasury	VFIUX	88,229	3.98%
Exchange Traded Funds			
iShares Trust 1-3 Year Treasury Bond EFT	SHY	467,795	3.46%
Total		\$1,241,089	4.18%



JULY 2024 CHECK REGISTER

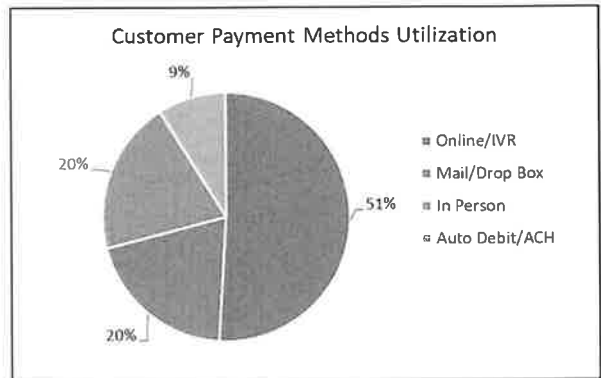
Number	Date	Vendor Name	Amount
201540	07/12/2024	Antonio's Lawn Service	\$ 2,235.00
201541	07/12/2024	Delmarva Power	135.99
201542	07/12/2024	Miguel Ronquillo	48.00
201543	07/12/2024	TRI Supply & Equipment	510.83
201544	07/12/2024	Tyler Technologies Inc.	46,467.67
201545	07/12/2024	Utility Engineers PC	1,430.00
DFT0002330	07/01/2024	Department of Human Resources Financial Services	49,214.22
DFT0002336	07/03/2024	Maryland Child Support Account	184.62
DFT0002337	07/03/2024	Nationwide Retirement Sol	5,613.52
DFT0002340	07/03/2024	United States Treasury	20,542.49
DFT0002344	07/08/2024	Delaware Div. of Revenue	20,789.00
DFT0002345	07/16/2024	BRINKS CAPITAL	761.93
DFT0002346	07/10/2024	Nationwide Life Ins. Co. of America	23,990.33
DFT0002347	07/02/2024	OpenEdge	1,674.95
DFT0002348	07/05/2024	Cummins Sales and Service	1,895.61
DFT0002349	07/05/2024	Ferguson Enterprises Inc	4,913.52
DFT0002350	07/05/2024	M&T ONE CARD	18,797.30
DFT0002351	07/05/2024	Martin Marietta Materials Inc	1,202.91
DFT0002352	07/05/2024	SFS Tools and Safety LLC	731.60
DFT0002353	07/19/2024	DEMEC Inc	718,968.76
DFT0002354	07/19/2024	Maryland Child Support Account	184.62
DFT0002355	07/19/2024	Nationwide Retirement Sol	5,369.03
DFT0002358	07/19/2024	United States Treasury	20,115.43
DFT0002360	07/31/2024	COMPTROLLER OF MARYLAND	1,361.37
DFT0002361	07/19/2024	M&T ONE CARD	26,336.79
DFT0002362	07/19/2024	United Electric Supply Co	269.46
DFT0002367	07/31/2024	Delaware Div. of Revenue	22,770.00
TOTAL PAYMENTS			\$ 996,514.95

Comptroller/Treasurer's Report – August 20, 2024

Customer Service/Billing

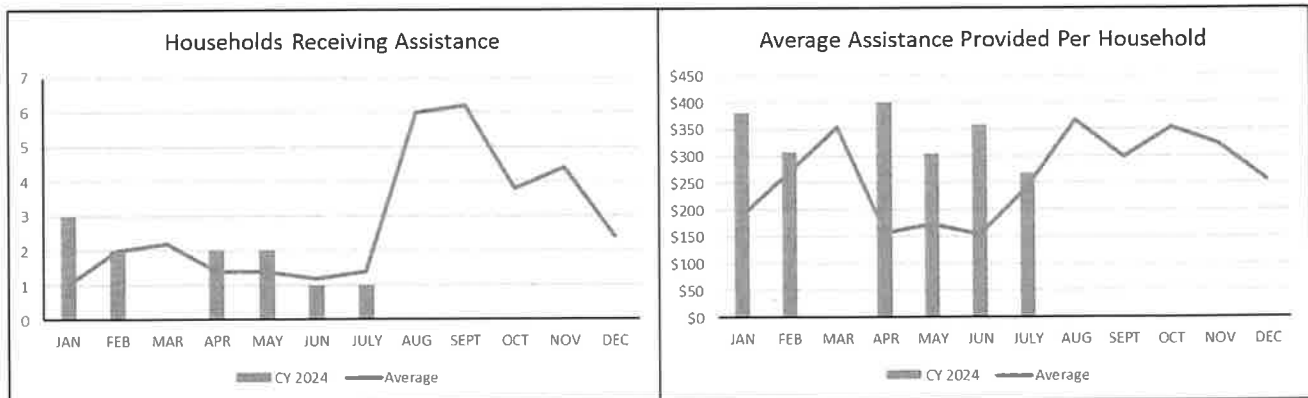
Since the previous meeting, the Customer Service Department processed:

Bills sent	3,223
Delinquent & past due notices	391
Automated phone notifications	279
Payment arrangements	6
Contracts	0
Service cuts for non-payment	17
Accounts sent to collections	1
Electric bad debt write-offs	\$0
Applications for service	27



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 July, the fund assisted one customer with \$267. The maximum allowed by the program is \$400. The current balance in the fund is \$2,271.



In addition to assistance provided through the New Castle Cares fund, nine customers received an average of \$359 from other agencies or nonprofits that provide assistance for utility bills.

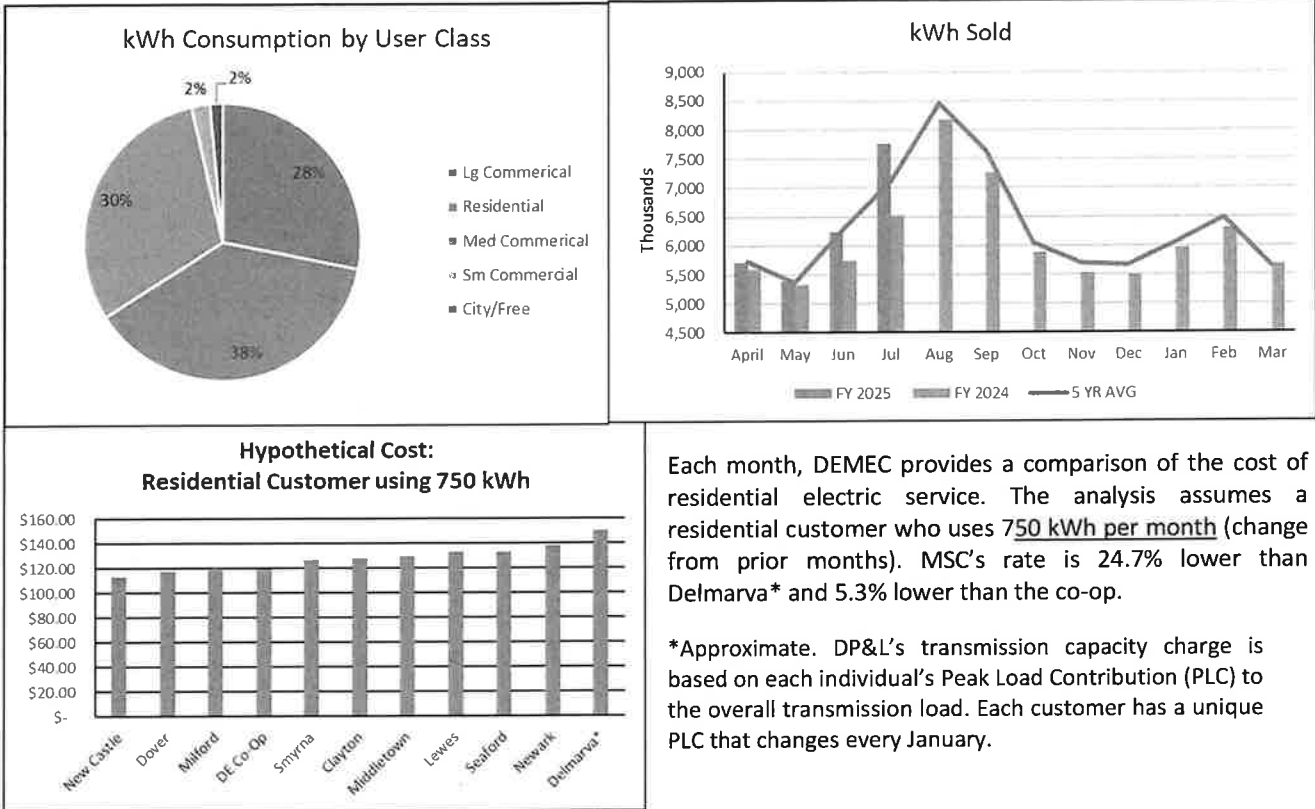
Below is a condensed aging report for active customers as of August 9, 2024, 2024:

Total	Current	30 Days	60 Days	90 Days	120 Days
\$246,879	\$242,155	\$4,246	\$627	\$28-	\$121-

UNAUDITED

Electric Revenues

User charges are \$144,000 over budget fiscal year to date. July kWh sales were 14.77% higher (1,000,000 kWh) than the same period last year. Consumption for the fiscal year to date was approximately 2.5% higher than the 5-year average, and 8.2% higher than the prior year to date. The PCA offset \$58,880 of additional power purchase costs through July.



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 24.7% lower than Delmarva* and 5.3% 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 (\$283,000) on the budgetary basis. \$252,000 of that variance is due to increase power purchase costs. The \$19,000 unfavorable variance in operations salaries & benefits is mostly related to unanticipated changes to dependent enrollments on the health insurance plan.

After accounting for non-operating revenues and expenses, there is a decrease in net position on the budgetary basis of \$232,000, which is \$87,000 less than anticipated. Investment income overperformed expectations by \$15,000 as a result of investing more idle cash in government money market mutual funds. Unrealized gains on the Commission's intermediate portfolio totaled \$8,000 which was the result of monetary policy affecting bond prices. \$65,000 of the variance is related to the timing of the capital outlays not occurring as quickly as anticipated.

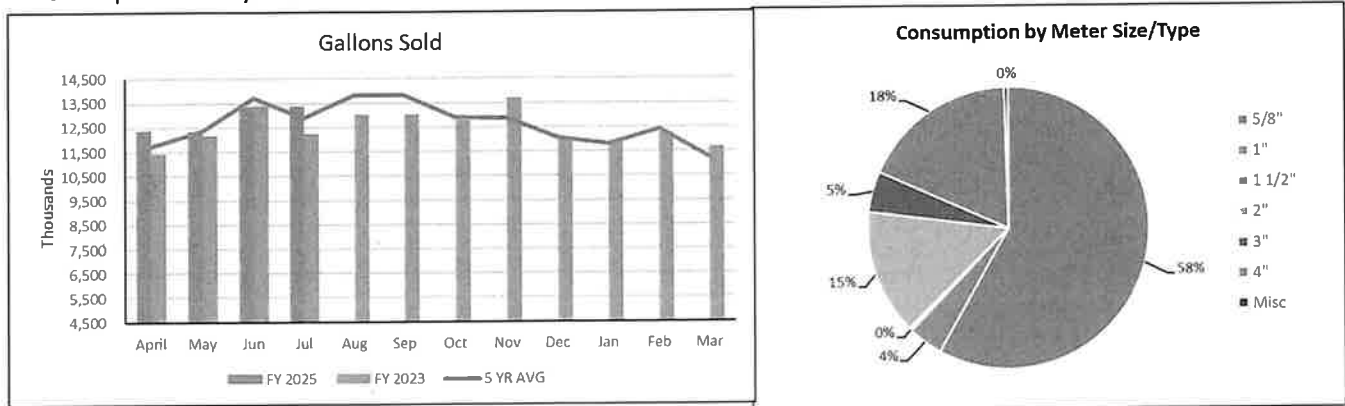
When converting from the budgetary basis of accounting to Generally Accepted Accounting Principles, the decrease in net position decreased to \$103,000 as a result of non-cash transactions (depreciation expense \$265,000, a reduction of salaries and equipment costs of \$148,000 related to Van Dyke construction, and \$115,000 of principal debt payments and capital outlays moving to the balance sheet).

**Municipal Services Commission
Budget to Actual Comparison (non GAAP) – Electric
As of July 31, 2024**

	YTD Budget	YTD Activity	Variance	Total Budget
Operating Revenues				
User Charges	3,385,893	3,530,054	144,161	10,468,256
City & MSC Services	31,650	12,617	(19,033)	99,000
Miscellaneous Income	18,032	7,927	(10,105)	80,723
<i>Total Operating Revenues</i>	<u>3,435,575</u>	<u>3,550,598</u>	<u>115,023</u>	<u>10,647,979</u>
Less: Free Service	2,220	2,286	(66)	8,000
<i>Net Operating Revenues</i>	<u>3,433,355</u>	<u>3,548,312</u>	<u>114,957</u>	<u>10,639,979</u>
Operating Expenses				
<i>Operations Dept</i>				
Purchase of electric for resale	2,389,597	2,642,066	(252,469)	7,299,000
Salaries and benefits	361,805	380,480	(18,675)	1,173,586
Professional fees	10,967	18,090	(7,123)	66,200
Repairs and maintenance	16,528	25,574	(9,046)	102,700
Other purchased services	15,241	20,296	(5,055)	47,800
Supplies and materials	9,780	16,934	(7,154)	35,808
<i>Total operations</i>	<u>2,803,918</u>	<u>3,103,440</u>	<u>(299,522)</u>	<u>8,725,094</u>
<i>General & administrative</i>				
Salaries and benefits	183,320	173,145	10,175	564,499
Professional fees	70,686	76,586	(5,900)	175,620
Repairs and maintenance	10,131	7,312	2,819	27,549
Other purchased services	12,739	16,632	(3,893)	50,425
Supplies and materials	13,043	2,674	10,369	40,073
Miscellaneous	8,332	5,782	2,550	20,000
Debt Service	29,989	30,000	(11)	90,002
<i>Total general & administrative</i>	<u>328,240</u>	<u>312,131</u>	<u>16,109</u>	<u>968,168</u>
<i>Total operating expenses</i>	<u>3,132,158</u>	<u>3,415,571</u>	<u>(283,413)</u>	<u>9,693,262</u>
Operating Income	<u>301,197</u>	<u>132,741</u>	<u>(168,456)</u>	<u>946,717</u>
Nonoperating revenue(expense)				
Investment income	31,265	46,197	14,932	104,000
Investment expense	(1,215)	(1,205)	10	(2,500)
Unrealized gain(loss) on investment:	-	8,714	8,714	-
Gain(loss) on disposal of asset	-	1,772	1,772	-
Other Expense	-	(2,597)	(2,597)	-
Capital outlays	(156,020)	(90,778)	65,242	(468,217)
Appropriations				
Mayor and Council	(193,258)	(193,341)	(83)	(580,000)
Special	-	(1,010)	(1,010)	-
<i>Total nonoperating revenue(expense)</i>	<u>(319,228)</u>	<u>(232,248)</u>	<u>86,980</u>	<u>(946,717)</u>
Change in Net Position	(18,031)	(99,507)	(81,476)	-

Water Revenues

User charges have a favorable variance of \$84,000 for the fiscal year. Water consumption for the month of July was up 12.3 million gallons from the same period last year, related to selling Artesian Water 10.3 million gallons. When removing the sales to Artesian, water sales for the month of July 9% higher than the same period last year.



Water Expenses

Water operating expenses have an unfavorable year to date variance (\$17,000) on the budgetary basis. These year-to-date variances appear to be timing issues of when services were billed verses when they were anticipated to fall when the budget was adopted. These expense categories will be monitored to ensure expenses do not exceed total budget for the year.

After accounting for non-operating revenues and expenses, there is an increase in net position on the budgetary basis of \$1.7 million which is of \$1.9 million better than anticipated. \$1.8 million is related to the State processing principal forgiveness for the Water AMI and Hewlett & Javier Main Replacement bonds which occurred earlier than anticipated. Unrealized gains on the Commission's intermediate portfolio totaled \$1,500 which was the result of monetary policy affecting bond prices. Additionally work on water capital projects has not proceeded as quickly as anticipated (609,000).

When converting from the budgetary basis of accounting to Generally Accepted Accounting Principles, there is a increase in net position of \$1.9 million as a result of non-cash transactions (\$100,000).

**Municipal Services Commission
Budget to Actual Comparison (non GAAP) – Water
As of July 31, 2024**

	YTD Budget	YTD Activity	Variance	Total Budget
Operating Revenues				
User Charges	874,346	960,617	86,271	2,702,197
City & MSC Services	14,687	12,305	(2,382)	44,000
Miscellaneous Income	(4,122)	10,337	14,459	(1,422)
<i>Total Operating Revenues</i>	<u>884,911</u>	<u>983,259</u>	<u>98,348</u>	<u>2,744,775</u>
Less: Free Service	1,353	1,098	255	4,000
<i>Net Operating Revenues</i>	<u>883,558</u>	<u>982,161</u>	<u>98,603</u>	<u>2,740,775</u>
Operating Expenses				
<i>Operations Dept</i>				
Purchase of water for resale	9,419	6,468	2,951	26,000
Salaries and benefits	359,031	367,131	(8,100)	1,106,603
Professional fees	27,421	21,204	6,217	88,241
Repairs and maintenance	90,916	118,670	(27,754)	288,115
Other purchased services	12,600	18,931	(6,331)	37,350
Supplies and materials	16,299	15,215	1,084	63,183
Depreciation	-	-	-	-
<i>Total operations</i>	<u>515,686</u>	<u>547,619</u>	<u>(31,933)</u>	<u>1,609,492</u>
<i>General & administrative</i>				
Salaries and benefits	107,966	102,493	5,473	329,769
Professional fees	61,210	61,480	(270)	163,750
Repairs and maintenance	8,672	5,982	2,690	23,103
Other purchased services	10,646	13,709	(3,063)	42,075
Supplies and materials	11,681	2,188	9,493	34,722
Miscellaneous	333	10	323	1,000
Depreciation	-	-	-	-
Debt Service	-	-	-	23,649
<i>Total general & administrative</i>	<u>200,508</u>	<u>185,862</u>	<u>14,646</u>	<u>618,068</u>
<i>Total operating expenses</i>	<u>716,194</u>	<u>733,481</u>	<u>(17,287)</u>	<u>2,227,560</u>
Operating Income	<u>167,364</u>	<u>248,680</u>	<u>81,316</u>	<u>513,215</u>
Nonoperating revenue(expense)				
Investment income	5,356	7,642	2,286	18,000
Investment expense	(243)	(213)	30	(500)
Unrealized gain(loss) on investment	-	1,538	1,538	-
Realized gain(loss) on sale of asset	-	6,392	6,392	-
Gain(loss) on disposal of asset	-	-	-	-
Grant income	516,055	1,764,774	1,248,719	1,548,785
Grant expense	-	-	-	-
Other Expense	-	(2,854)	(2,854)	-
Capital Outlays	(629,581)	(19,766)	609,815	(1,889,500)
Appropriations				
Mayor and Council	(49,980)	(49,938)	42	(150,000)
City Services	(13,024)	(15,172)	(2,148)	(40,000)
Special	-	-	-	-
Contributed Capital	-	-	-	-
<i>Total nonoperating revenue(expense)</i>	<u>(171,417)</u>	<u>1,692,403</u>	<u>1,863,820</u>	<u>(513,215)</u>
Change in Net Position	(4,053)	1,941,083	1,945,136	-

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

	2025	2024
ASSETS:		
Current assets:		
Cash and equivalents	\$ 2,613,838	\$ 2,178,676
Investments	1,241,089	1,171,818
Accounts receivable, net	835,740	742,578
Inventories	1,040,116	847,755
Prepays	79,535	69,851
Restricted cash	820,292	719,904
Total current assets	6,630,610	5,730,582
Noncurrent assets:		
Capital assets not being depreciated:		
Land	43,796	43,796
Construction in progress	380,373	1,465,091
Capital assets net of accumulated depreciation:		
Buildings	665,915	698,523
Equipment	673,525	739,555
Infrastructure	16,466,589	14,160,018
Total noncurrent assets	18,230,198	17,106,983
Total assets	24,860,808	22,837,565
DEFERRED OUTFLOWS OF RESOURCES		
Pension	327,027	574,627
Total deferred outflows	327,027	574,627
LIABILITIES		
Current liabilities:		
Accounts payable	1,170,460	1,166,909
Accrued liabilities	57,867	50,019
Customer Deposits	838,147	853,822
Total current liabilities	2,066,474	2,070,750
Noncurrent liabilities:		
Due to other funds	-	-
Due within one year	102,456	96,050
Due in more than one year	2,159,215	2,394,019
Total noncurrent liabilities	2,261,671	2,490,069
Total liabilities	4,328,145	4,560,819
DEFERRED INFLOWS OF RESOURCES		
Pension	348,995	250,334
Total deferred inflows	348,995	250,334
NET POSITION		
Net investment in capital assets	17,365,712	16,375,068
Unrestricted	3,144,983	2,225,971
Total net position	\$ 20,510,695	\$ 18,601,039

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

	2025	2024
Operating Revenues:		
Water sales	\$ 972,922	\$ 830,784
Power sales	3,542,671	3,065,496
Miscellaneous	18,264	31,430
Total operating revenues	4,533,857	3,927,710
Less: free service	(3,384)	(3,015)
Net operating revenues	4,530,473	3,924,695
Operating Expenses		
Purchase of water and power	2,648,534	2,237,857
Salaries and benefits	901,115	838,905
Repairs and maintenance	80,793	154,015
Professional fees	177,360	64,978
Supplies	37,011	78,806
Other purchased services	69,568	183,780
Miscellaneous	5,792	-
Debt service - interest	5,723	-
Depreciation	436,474	359,819
Total operating expenses	4,362,370	3,918,160
Operating income (loss)	168,103	6,535
Nonoperating revenues (expenses):		
Net investment income	52,421	38,380
Realized gain (loss) on investments	6,392	-
Unrealized gain(loss) on investments	10,252	(11,748)
Gain (loss) on disposal of assets	1,772	-
Grant income	1,764,774	-
Grant Expense	-	(480)
Miscellaneous	(5,450)	(1,951)
Appropriations to Mayor & Council of New Castle		
Ordinary	(243,279)	(227,773)
City Services	(15,172)	(12,267)
Special	(1,010)	(3,525)
Total nonoperating revenues (expenses)	1,570,700	(219,364)
Income before capital contributions	1,738,803	(212,829)
Capital Contributions	-	-
Change in net position	1,738,803	(212,829)
Net position - beginning	18,771,892	18,813,868
Net position - ending	\$ 20,510,695	\$ 18,601,039

UNAUDITED

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

	Water		Electric		Total	
	2025	2024	2025	2024	2025	2024
ASSETS:						
Current assets:						
Cash and equivalents			2,613,838	2,178,676	2,613,838	2,178,676
Investments	186,163	175,773	1,054,926	996,045	1,241,089	1,171,818
Accounts receivable, net	174,574	171,281	661,166	571,297	835,740	742,578
Inventories	279,757	179,471	760,359	668,284	1,040,116	847,755
Prepays	24,173	18,061	55,362	51,790	79,535	69,851
Restricted cash	-	-	820,292	719,904	820,292	719,904
Total current assets	664,667	544,586	5,965,943	5,185,996	6,630,610	5,730,582
Noncurrent assets:						
Capital assets not being depreciated:						
Land	43,796	43,796	-	-	43,796	43,796
Construction in progress	141,731	821,037	238,642	644,054	380,373	1,465,091
Capital assets net of accumulated depreciation:						
Buildings	303,028	317,849	362,887	380,674	665,915	698,523
Equipment	299,965	242,118	373,560	497,437	673,525	739,555
Infrastructure	9,166,233	6,877,382	7,300,356	7,282,636	16,466,589	14,160,018
Total noncurrent assets	9,954,753	8,302,182	8,275,445	8,804,801	18,230,198	17,106,983
Total assets	10,619,420	8,846,768	14,241,388	13,990,797	24,860,808	22,837,565
DEFERRED OUTFLOWS OF RESOURCES						
Pension	140,270	258,583	186,757	316,044	327,027	574,627
Total deferred outflows	140,270	258,583	186,757	316,044	327,027	574,627

(Continued)

UNAUDITED

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

	Water		Electric		Total	
	2025	2024	2025	2024	2025	2024
LIABILITIES						
Current liabilities						
Accounts payable	97,346	362,155	1,073,114	804,754	1,170,460	1,166,909
Accrued liabilities	28,006	24,157	29,861	25,862	57,867	50,019
Customer Deposits	17,855	119,885	820,292	733,937	838,147	853,822
Due to other funds	640,275	552,221	(640,275)	(552,221)	-	-
Total current liabilities	783,482	1,058,418	1,282,992	1,012,332	2,066,474	2,070,750
Noncurrent liabilities:						
Due within one year	22,197	15,592	80,259	80,458	102,456	96,050
Due in more than one year.	1,024,718	1,191,571	1,134,497	1,202,448	2,159,215	2,394,019
Total noncurrent liabilities	1,046,915	1,207,163	1,214,756	1,282,906	2,261,671	2,490,069
Total liabilities	1,830,397	2,265,581	2,497,748	2,295,238	4,328,145	4,560,819
DEFERRED INFLOWS OF RESOURCES						
Pension	159,729	112,650	189,266	137,684	348,995	250,334
Total deferred inflows	159,729	112,650	189,266	137,684	348,995	250,334
NET POSITION						
Net investment in capital assets	9,566,513	7,953,425	7,799,199	8,421,643	17,365,712	16,375,068
Unrestricted	(796,949)	(1,226,305)	3,941,932	3,452,276	3,144,983	2,225,971
Total net position	8,769,564	6,727,120	11,741,131	11,873,919	20,510,695	18,601,039

UNAUDITED

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

	Water		Electric		Total	
	2025	2024	2025	2024	2025	2024
Operating Revenues:						
Charges for services	\$ 972,922	\$ 830,784	\$ 3,542,671	\$ 3,065,496	\$ 4,515,593	\$ 3,896,280
Miscellaneous	10,337	6,809	7,927	24,621	18,264	31,430
Total operating revenues	983,259	837,593	3,550,598	3,090,117	4,533,857	3,927,710
Less: free service	(1,098)	(1,270)	(2,286)	(1,745)	(3,384)	(3,015)
Net operating revenues	982,161	836,323	3,548,312	3,088,372	4,530,473	3,924,695
Operating Expenses						
Purchase of water and power	6,468	7,651	2,642,066	2,230,206	2,648,534	2,237,857
Salaries and benefits	420,199	383,615	480,916	455,290	901,115	838,905
Repairs and maintenance	122,017	110,941	(41,224)	43,074	80,793	154,015
Professional fees	82,684	26,114	94,676	38,864	177,360	64,978
Supplies	17,403	40,984	19,608	37,822	37,011	78,806
Other purchased services	32,640	96,214	36,928	87,566	69,568	183,780
Miscellaneous	10	-	5,782	-	5,792	-
Debt service	-	-	5,723	-	5,723	-
Depreciation	171,266	109,007	265,208	250,812	436,474	359,819
Total operating expenses	852,687	774,526	3,509,683	3,143,634	4,362,370	3,918,160
Operating income (loss)	129,474	61,797	38,629	(55,262)	168,103	6,535

(Continued)

UNAUDITED

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

	Water		Electric		Total
	2025	2024	2025	2024	
Nonoperating revenues (expenses):					
Net investment income	7,429	5,742	44,992	32,638	52,421
Realized gain (loss) on investments					
Unrealized gain(loss) on investments	1,538	(1,762)	8,714	(9,986)	10,252
Realized gain(loss) on investments	6,392	-	-	-	6,392
Gain(loss) on disposal of fixed assets	-	-	1,772	-	1,772
Grant income	1,764,774	-	-	-	1,764,774
Grant Expense	-	-	-	(480)	(480)
Miscellaneous	(2,853)	(2,860)	(2,597)	909	(5,450)
Appropriations to Mayor & Council of New Castle					
Ordinary	(49,938)	(46,025)	(193,341)	(181,748)	(243,279)
City Services	(15,172)	(12,267)	-	-	(15,172)
Special	-	-	(1,010)	(3,525)	(1,010)
Total nonoperating revenues (expenses)	1,712,170	(57,172)	(141,470)	(162,192)	1,570,700
Income before capital contributions	1,841,644	4,625	(102,841)	(217,454)	1,738,803
Capital Contributions	-	-	-	-	-
Change in net position	1,841,644	4,625	(102,841)	(217,454)	1,738,803
Net position - beginning	6,927,920	6,722,495	11,843,972	12,091,373	18,771,892
Net position - ending	<u>\$ 8,769,564</u>	<u>\$ 6,727,120</u>	<u>\$11,741,131</u>	<u>\$11,873,919</u>	<u>\$20,510,695</u>
					<u>\$18,601,039</u>

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

August 20, 2024

Prepared by: Jay Guyer on August 13, 2024

1. Developer Projects

A. Riverbend Subdivision

1. Freedom Development (FD) advised WUM Guyer they were waiting on revised contractor proposals for the water jack and bore. Estimates for the jack and bore water installation under the railroad tracks and tie into existing 12" mains will be developed and forwarded to FD for bonding when ready. FD provided an updated construction schedule with Phase II scheduled to start in September 2024 for the 58 Villa lots in the back of the development. An estimate for the water mains and service work will be developed once costs and scope of work are received from FD. WUM Guyer is working through the Norfolk Southern / Rail Pros inspection permit process for the electric directional drill under the railroad tracks. Escrow money was received for 3 additional lots, water service installations from the curb stop to the house are being inspected, meters installed, and services tested for homes being completed by Gemcraft. The updated punch-list for Phase I was e-mailed to FD / Gemcraft requesting confirmation when items are completed for re-inspection.

B. Deemers Landing and Helm Apartment Complexes

1. The property owner's plumber continues retrofit plumbing work at Deemer's Landing preparing each unit for a meter. Meter registers and ERT Modules have been ordered for both Facilities with an updated ship date of October 7th.

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

1. Framing is complete on 11 and 13 Arbutus Avenue. WUS Jaeger coordinated the water service installation from the curb stops into the houses. The plumber will contact MSC when they are ready for the meters to be installed, water service turned on, and tested.

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

1. WUM Guyer reviewed, approved, and returned the revised plans to Fredrick Ward Associates. WUM Guyer has no further update on this project.

E. Riveredge Park – Flats at River Edge Residential Development

1. The developer continues hauling in and stock piling fill dirt for the project. WUM Guyer has no further update on this project.

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

1. The contractor's plumber installed both water services from the existing curb stops into the houses on July 18th. MSC was on site inspecting the installations which were in conformance with MSC Standards. The builder will contact MSC when they are ready for meters to be installed, service to be turned on, and tested.

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Water Department Commission Meeting Report

August 20, 2024

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

1. The contractor, RE Pierson, mobilized equipment and supplies to the site and started working on July 16th. Clearing and grading are complete and final paving was completed on August 13th. Grading and final clean-up are to be performed the week of August 20th. The contractor plans to have the project completed by the end of August.

2. MSC Projects

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

1. MSC, DEMEC, and AMP schedule monthly meetings to discuss issues/concerns with the AMI System. WUM Guyer, WUS Jaeger and MSC Water Operators continue working on the non-reading meters. 18 remote antennas have been ordered for the permanent mounting method of the ERT modules that were located outside the vaults. 1 meter was on the missed reads report on August 13th which will have a remote antenna installed when received.

B. Cross Connection Control Program – Hydro Corp

1. Cross Connection Control (CCC) Program – Hydro Corp mailed first notices to our water customers in late June and WUM Guyer, WUS Jaeger, and Operator Schlecht have started receiving calls from customers about the need for testing / certification of their devices. Customers are advised of state and MSC's CCC requirements.

C. School Lane Water Treatment Facility PFAS Treatment System Improvements

1. WUM Guyer, WUS Jaeger and Pennoni Engineers met on site at School Lane Water Treatment Facility to review and confirm existing conditions versus the As-Built plans. WUM Guyer and WUS Jaeger continue gathering information for the project for submission to Pennoni so they can start design/engineering and RFP development to advertise the project.

D. Lead Service Line Inventory (LSLI) - EPA Revised Lead and Copper Rule -

1. WUM Guyer and WUS Jaeger continue gathering existing water service information from the main to 2 feet inside the structure from available resources. Following MSC's LSLI Methodology document, Water Operators have started camera inspections and/or pot hole excavations to inspect the Utility Side and Customer Side of the water service at the curb stop / property line. Inspection cards are being completed for each service identified and is loaded into a spreadsheet that is forwarded to 120 Water for updating on LSLI. MSC's LSLI Methodology document continues to be updated and refined. WUM Guyer and WUS Jaeger will schedule a meeting with our 120 Water project manager to review progress and next steps. MSC's Lead Service Line Inventory will be submitted to the ODW by the October 16, 2024 deadline.

MUNICIPAL SERVICES COMMISSION

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Water Department Commission Meeting Report

August 20, 2024

Prepared by: Jay Guyer on August 13, 2024

3. Operations

A. Outages

1. There were no planned or unplanned water outages for the month of July 2024. Outage Report is attached.

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 for all 4 columns delivering them to the STRIDE Lab for testing, evaluation, and comparison.
2. US EPA East Basin Road Groundwater Superfund Site – The next with meeting EPA, DNREC, Artesian Water, and MSC is being scheduled for mid or late August to discuss progress and the NBC-10 Investigative report interviews.
3. DNREC Water Supply Self Sufficiency Declaration - WUM Guyer e-mailed our updated Draft 2024 Self Sufficiency Certification to DNREC on April 12th. Drafts were distributed at the June 12th WSCC Meeting for comment and review. DNREC / WRA / Council Members have until August 30th to submit comments and questions. WUM Guyer will submit MSC's final draft pending comments.
4. Cybersecurity & Infrastructure Security Agency (CISA) – MSC continues working with our local CISA Representative for Delaware – Region III Chris Ramos following our Cybersecurity Roadmap for evaluation. MSC, our IT and SCADA System Representatives, and CISA Representatives met on July 23rd, 24th, and 25th for our Validated Architecture Design Review (VDAR) evaluation. WUM Guyer and WUS Jaeger worked with the CISA team evaluate our SCADA system performance and security. An action list was developed and discussed with our IT and SCADA Representatives. CISA will be forwarding a final report within 60 to 90 days. Overall, the evaluations went well.
5. WUM Guyer was contacted by Artesian Water Company July 30th opening the interconnection to supply their operation with water. MSC Operators met with their Operators on site, flushed the interconnection, and started supplying them with 350gpm. Operations were monitored by SCADA and an operator visiting the facility daily including weekends while the interconnection is in operation to ensure water quality. Water from July 30th to August 6th. 3,515,809 gallons of water was pumped / sold at \$3.531 per thousand gallons for a total bill of \$12,414.32.

MUNICIPAL SERVICES COMMISSION

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Water Department Commission Meeting Report

August 20, 2024

Prepared by: Jay Guyer on August 13, 2024

6. ARC GIS Pro Water System Mapping - WUM Guyer, WUM Jaeger, and Facility Person Jones met with Pennoni Engineering (PE) representatives about our water mapping system and database to review options for improving functionality and useability. PE submitted a proposal which WUM Guyer and WUS Jaeger reviewed and have scheduled a follow up meeting with them for August 14th to discuss pursuing a DWSRF Matching Planning Grant to expand the scope of the project.
7. PFAS Litigation (Executive Session) – WUM Guyer completed collecting the data for the 3M and DuPont litigation Special Needs Fund submission and forwarded to the attorneys on August 9th. There is no update on the Tyco and BASF litigation.
8. NBC 10 New Interview – GM Blomquist and WUM Guyer were contacted by NBC 10 Investigative Reporter Claudia Vargus who requested to do an interview in reference to the PFAS contamination and MSC's experiences. The interview was conducted on site at the School Lane Water Treatment facility on August 1st. WUM Guyer spoke on behalf of MSC, Adam Redding spoke on behalf of Calgon carbon and their Pilot Study, and prior to meeting at our facility, they conducted an interview at the STRDIE Center for PFAS Solutions Lab with their Chief Scientist Chuck Powley. The interview went well and was a good opportunity to illustrate MSC's ongoing efforts to address the PFAS contamination. They also planned to interview EPA, ODW, and Artesian Water as part of this investigation.

C. System Repairs and Maintenance

1. Riverbend Subdivision – Flushed on July 18th and 21st to maintain Chlorine residual.
2. Water Operators rotate working with the Electric Crew on the Van Dyke Village Electric Undergrounding Project as needed assisting with equipment operation, excavation, conduit installation, and restoration.

E. Equipment

1. No equipment issues to report for the month of July 2024.
2. WUM Guyer received confirmation the new Truck 4 chassis is scheduled to be built the week of August 19th. The utility body design will be completed and approved for construction the week of August 16th. Once the chassis is built our NuCar sales representative will follow up with the estimated delivery date.

F. Personnel and Training

1. No personnel issues to report.

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Water Department Commission Meeting Report

August 20, 2024

Prepared by: Jay Guyer on August 13, 2024

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 September 17th at the Kent County Emergency Operations Center.

4. Local, State, and Federal Agencies

A. WSCC - Water Supply Coordinating Council

1. The New Castle County Sub-Committee, chaired by Doug Kokfu of New Castle County Land Use is scheduled to have our first meeting on September 5th at 10:30am. Each County Sub Committee will be represented at the full WSCC Meetings.
2. WUM Guyer is reviewing the Self Sufficiency Reports from the 5 Northern New Castle County Water Purveyors.
3. The next full Council meeting will be scheduled in September unless Water Conditions turn dry.

B. WRA – Water Resource Agency

1. WUM Guyer continues sending weekly pumping demand data to the University of Delaware Water Resource Agency (WRA).

C. DEWARN – Delaware Water/Wastewater Agency Response Network

1. The next DEWARN meeting will be scheduled in August , exact date pending.

D. Water Operator Advisory Council

1. The August 1st Regular Council meeting went well. May meeting minutes, Operator License Applications and Training Courses were reviewed/approved. Council discussed moving forward with Del-Tech for training and completed the Regulation review and updates. The next Regular Meeting is scheduled for November 7th.
2. The next Advisory Council meeting is scheduled for August 1st as a Regular Advisory Council meeting.

E. WIAC - Water Infrastructure Advisory Council

1. The next WIAC meeting is scheduled for September 18th.

End of Report

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

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Monthly Water Works Report

July 1 - 31, 2024

Prepared By: Jay Guyer on August 12, 2024

Water Production		FT 300		Gallons	
Month	Year	Raw Total Gallons	Adjusted Total Gallons	Raw	Finished
July	2023	12,991,800	12,810,278	19,751,100	19,480,790
July	2024	19,751,100	19,480,790		
Difference		6,759,300	6,670,512		-270,310
Percentage Difference		34.2	34.2		1.4

Note: MSC sold water to Artesian Water Company from July 1st through July 13th and starting again on July 31st.

Well(s) in Operation	Basin Road	Frenchtown Road	School Lane	Cross Roads	Reserve	Not Used
Days Pumped	Reserve Status	XXX	XXX	Resting	OOS	Out of Service
		31	13		XXX	Run and No. of Days

Water Quality	MSC Average	Goal / Target Level	Range
Average Chlorine Residual	1.38 ppm	1.40 ppm	1.0 - 4.0 ppm
Average pH	7.3	7.5	6.5 - 8.5 on a 0 - 14 Scale
Average Fluoride Residual	0.83 ppm	0.80 ppm	0.60 - 1.00 ppm

General Water System Report

Routine Bacteria Sampling
 (Office of Drinking Water)

# Collected	10
Results	10 Absent
	0 Present

Miss Utility Locate Requests
 (Water and Electric Locates)

# Received	68
# Completed	68
# of Damages	0

Building Permit Review
 (Water Related Conflicts)

# Reviewed	45
# Approved	45
# Not Approved	0

MUNICIPAL SERVICES COMMISSION
CITY OF NEW CASTLE, DELAWARE 19720-0208
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
July 1 - 31, 2024

Prepared By: Jay Guyer on August 12, 2024

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

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

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

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

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ELECTRIC DEPARTMENT COMMISSION REPORT

August 20, 2024

Prepared by Artie Granger on August 12, 2024

1. Developer Projects:

A. Riverbend Subdivision:

- I. Freedom Development had their contractors excavate and install the conduits from the switch location in Centerpoint to outside of the driveway of 1000 Centerpoint Blvd. The contractor will continue to install conduits to the railroad track.
- II. Freedom Development's contractor is working though the remaining requirements to get the bore under the tracks started.
- III. The remaining manhole will be installed on the CenterPoint Industrial Park side.
- IV. The Electric Department has been in touch regarding additional services as needed.

B. Duplexes on Arbutus

- I. MSC Electric will be installing the wiring and transformer to turn on 2 of the 4 units.

2. Capital Projects:

a. Substation Relay Replacement

- I. MSC has received the Relays and is working with Utility Engineers to come up with installation plan and schedule.
- II. MSC will make contact with Keystone Engineering have discussions about the SCADA.

b. Van Dyke Village:

- I. MSC has completed the install of the conduit for the final phase. MSC has started the restoration of driveways and sidewalks. MSC will continue the restoration before starting the installation of the wiring.
- II. In response with questions about the Comcast conduits. MSC has been in contact with Comcast and they are working on their final design.

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ELECTRIC DEPARTMENT COMMISSION REPORT

August 20, 2024

Prepared by Artie Granger on August 12, 2024

3. Outages :

- i. MSC has had one outage in the past month. This outage was on 8/3/24 and was caused by a branch on the line on Moore's Ave. This caused around 700 customers to lose power for about 2 ½ hours.

SAIDI (minutes)	SAIFI (number of interruptions)	CAIDI (minutes)	ASAI (percent)
89.982	1.0529	85.458	99.9829%

ii. 7/1/23 – 7/1/24

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.

4. Repairs and Maintenance:

a. Trucks

MSC has received pricing and scheduled the annual di-electric inspections and services for the bucket truck. This is scheduled for around Thanksgiving.

b. Infrared Inspections

Infrared testing has been started and we hope that it will be completed by the end of this week. As in years past we will make corrections / repairs to any issues that come up.

6. Substations

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ELECTRIC DEPARTMENT COMMISSION REPORT

August 20, 2024

Prepared by Artie Granger on August 12, 2024

A. Wilmington Road Substation:

- I. The electric department has performed the monthly inspections at this location.
- II. Wilmington Road has a small nitrogen leak on the transformer. MSC is monitoring this and we are working on developing a plan to get this repaired.

B. Dobbinsville Substation:

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

5. Grant Potential

- a. DNREC reached out to use, and suggested we apply to add two new solar arrays instead of the one we applied for. So, for this grant opportunity the MSC has applied for the following.
 1. An EV vehicle to replace our Van
 2. An Electric Mini-Excavator to replace our diesel one.
 3. Add two new solar arrays at the Penn Farm solar site.
- b. MSC has been made aware of possible grant opportunities for green energy projects. We have started conversation with University of Delaware about adding additional solar array at Penn Farm. We are also discussing trying to replace the MSC Van with an EV Vehicle.