

Municipal Services Commission Monthly Meeting
January 23, 2025 – 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
Scott L. Blomquist, Secretary
Antonina Tantillo, City Administrator

Absent: Mayor Valarie W. Leary, Commissioner

Staff in Attendance: Kendrick Natale, Comptroller
Art Granger, Manager, 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

December 12, 2024 – **A motion to approve the minutes of the December 12, 2024, regular meeting as presented was made by Commissioner Wik, seconded by Commissioner Atherton and was unanimously passed.**

Press Release

The Commissioners reviewed the proposed Press Release regarding electric and water rate increases and recommended several minor revisions.

A motion to approve the Press Release as amended was made by Commissioner Atherton. The motion was seconded by Commissioner Wik and was unanimously passed.

Comptroller/Treasurer Report – Mr. Natale reporting

(See attached report)

Mr. Natale reported as of December 31, 2024:

- Total cash on hand: \$4.2M, including restricted cash.
- Investment Portfolio: \$1.2M, which was a net increase of \$11,000 from prior month.
- Unrestricted cash on hand: 102 days cash on hand, which was four (4) days higher than the previous month.
- Check Register Disbursements:
 - \$4,698 to Pennoni Associates, Inc. for engineering costs for water projects.
 - \$9,400 to Utility engineers PC, for engineering costs for the Dobbinsville relay replacement.

Customer Service/Billing

- There were 40 service cuts for non-payment in December. Mr. Natale noted that non-payments in December are historically higher. There were no service cuts in January due to the weather.
- One (1) customer received \$257.00 in assistance from the New Castle Cares fund.
- Four (4) customers received an average of \$246.00 from the State or other non-profits.

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Electric Department

- User charges are \$114,000 under budget.
- December sales were consistent with the same period in 2023.
- Consumption was about 2% lower than the 5-year average.
- MSC's current rate is 28% lower than Delmarva and 4% lower than the Co-Op.
- Operating expenses have an unfavorable variance of \$56,000.

Water Department

- User charges have an unfavorable variance of \$4,000.
- Consumption for the month was up 175,000 gallons from the same period last year.
- Excluding sales to Artesian, sales are up 1.5% over the 5-year average.
- Operating expenses have a favorable variance (\$83,000) on the budgetary basis.

Mr. Natale pointed out that the Commissioners' packet includes the 3rd Quarter Financial Report.

Budget Request

Mr. Natale responded to questions from the Commissioners regarding the Budget Request.

A motion to approve the Budget Request for 2026 as presented was made by Commissioner Wik. The motion was seconded by Commissioner Atherton and was unanimously passed.

A motion to approve the rate increase as presented in the budget was made by Commissioner Atherton. The motion was seconded by Commissioner Wik and was unanimously passed.

Electric Department Report – Mr. Granger reporting

(See attached report)

Developer Projects:

- Riverbend Subdivision – The tie from Centerpoint to the development should start in the spring.
- Insteel – They have proposed putting MSC's conductors underground.

Capital Projects

- Substation Relay Replacement – Dobbinsville is currently off line and should be back up within the next two (2) weeks. All relays have been installed. Testing should begin next week.

Operations:

- MSC will be assisting the city with the removal of Christmas lights and the Christmas tree.

Outages:

- There was one outage in December on Edgewood Drive that affected 10 customers for approximately two (2) hours.

Repairs and Maintenance:

- The report on the transformer oil testing at the Wilmington Road Substation states that the acidity at the tap change is approaching maximum limit and they recommend that MSC consider

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treating it. Mr. Granger is waiting for more information on this issue. In response to a question from the Board, Messrs. Granger and Blomquist explained the system.

Water Department Report – Mr. Guyer reporting
(See attached report)

Developer Projects:

- Riverbend Subdivision – Mr. Guyer forwarded a request for the Permit Amendment from Rail Pros for the electric crossing to Freedom Development and Civil Engineering Associates for updating. Two invoices totaling approximately \$20,000 for inspection services were paid. MSC will be reimbursed for those invoices.
- Deemers Landing and The Helm Apartment Complexes – The plumbers continue to retrofit the individual apartment units in Deemers Landing. The first reading cycle on The Helm started on November 12th, and very few comments were received. Mr. Guyer noted that individual metering is the current trend for apartment units. In response to a question from Commissioner Wik, Mr. Guyer explained backflow for the individual units, and noted that the property owner is paying for all costs for the retrofit.
- Minor Subdivision on Arbutus Avenue #'s 8, 10, 11, 12, and 13 – Meters were installed for homes at 11 and 13 Arbutus. Samples were collected for testing and everything came back fine.
- School Lane Pathway/Trail – Frenchtown Road to Rt. 13 – Inspection was cancelled twice due to weather. Grading in the area was corrected to resolve flooding.
- The Battery Apartment Complex – 427 West 7th Street (152 Units) – No updates.
- Rail Road Improvements – Delaware Street and 8th Street – Kleinfelder Engineering received approval to work on any water engineering for the rail road crossing and Mr. Guyer is getting plans and information together for them. Mr. Guyer received information on grants under the Bond Bill.

MSC Projects:

- Advanced Metering Infrastructure – American Municipal Power (AMP) – Fourteen (14) remote antennas were installed and it appears this corrected the communication issues for units that were not reading.
- Cross Connection Control Program – Hydro Corp. – MSC is still working on the final four (4) devices that need to be upgraded and customers have committed to get that done. Operator Schlecht continues to work with non-compliant customers.
- School Lane Water Treatment Facility PFAS Treatment System Improvements – Mr. Guyer reviewed the 90% Submission Package, made comments, and has a meeting scheduled with the engineer on January 24th to get the package finalized and out to bid. Mr. Guyer has some concerns about what facilities will be on- and off-line and what MSC's capabilities will be while the improvements are being done; especially because of the current weather conditions and Governor's drought watch declaration. Mr. Guyer will review the Drought Operating Guidelines to see if there are ways to address his concerns. He will also be reaching out to Artesian to see what their plans are, and discussing the matter with the engineer during the January 24th meeting. In response to a question from Commissioner Wik, Mr. Guyer opined that the job will be completed in 60 days, and explained the work that will be done.

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- Lead Service Line Inventory (LSLI) – EPA Revised Lead and Copper Rule – Mr. Guyer gathered information to update the website that will include a link to MSC's Lead Service Line Inventory map. Materials to replace the 19 galvanized services have been received and they will begin reaching out to customers in mid-February.

Operations:

- Outages – There were no planned or unplanned outages for the month of December 2024.
- Calgon Carbon Corporation (CCC) Pilot Study – The study is ongoing.
- EAP Grant – Messrs. Guyer and Jaeger met with representatives of the STRIDE Group and another meeting is scheduled for January 28th with STRIDE and Calgon Carbon to discuss partnering to further study PFAS treatments.
- ARC GIS Pro Water system Mapping Planning Grant – MSC's Mapping Grant was approved.
- PFAS Litigation – Mr. Guyer is reviewing TYCO and BASF information that has been entered for the Action Fund and Special Needs Fund and will get it approved by the end of the month so it can be submitted. The Claim Administrator will start releasing what the adjusted scores are for the 3M and DuPont awards. Mr. Guyer will have 10 days from the release date to review the data and either approve it and agree to it, or appeal it.
- Delaware State and Local Cybersecurity Grant Program (DSLCCG) – Mr. Guyer received notification from FEMA that both Cybersecurity Grants were awarded totaling \$32,290. Mr. Guyer will work with DEMA to complete final approval and paperwork.
- Radiation and Granular Activated Carbon – Mr. Jaeger attended a meeting with Calgon Carbon representative Adam Redding and Delaware State Office of Radiation Control representative Robert Brinsfield to discuss radiation in carbon and the levels detected at the School Lane Treatment facility. Calgon's engineer will follow up with Mr. Brinsfield. No update has been received from Mr. Brinsfield.

System Repairs and Maintenance:

- Riverbend Subdivision – Riverbend was flushed on December 6th and 19th to maintain chlorine.
- SL Water Treatment Facility – Crews have done general maintenance at the School Lane Water Treatment Facility. The Lime Controller was repaired, reinstalled, and tested fine.
- Carbon Filter Exchange – The carbon filter exchange is planned for February 11th. The total cost of \$166,000 will be covered under the Bond Bill Grant.

Equipment:

- Old Truck 4 – The gas tank had to be replaced at a cost of approximately \$2,000.00.
- New Truck 4 – The new truck is in and is being upfitted at Intercon Truck. It should be ready by the 3rd week of January.

Safety:

- Tailgate Talks – Morning Tailgate Talks have focused on winter safety.
- DFIT – Messrs. Jaeger and Jones attended the DFIT Safety Meeting on January 21st in Dover.

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Local, State, and Federal Agencies:

- WSCC – Water Supply Coordinating Council – A WSCC Subcommittee meeting was held on January 23rd. Conditions are not improving much. We are having conditions that are equal to or are a little worse than 1995. Comparing conditions to the record drought of 2002 we are on par to have the same conditions unless we have significant precipitation during February, March, and April. By Memorial Day we could be in a drought warning. Mr. Guyer will monitor the situation. Mr. Guyer was invited to and will attend the National Integrated Drought Information System meeting for the Mid-Atlantic Region in Newark on March 27th.
- WRA – Water Resource Agency – Mr. Guyer continues to send weekly pumping demand data to the University of Delaware Water Resource Agency.
- DWARN – Delaware Water/Wastewater Agency Response Network – The December 10th meeting went well. The minutes of the previous meeting were approved and Chairman Preis updated the group on what is happening at the national level. There have been no activations yet, and California seems to be holding its own right now. The Office of Drinking Water and Rural Water talked about proposed rule/regulation changes and training opportunities. The next meeting is March 25th.
- Water Operator Advisory Council – The January 9th meeting went well. Council discussed and approved recommended changes to the Operator Licensing Exams. The next meeting is February 6th.

Secretary's Report – Mr. Blomquist reporting

DEMEC:

- Messrs. Blomquist and Natale attended the January DEMEC Board meeting.
- The Executive Committee meeting was cancelled due to a lack of agenda.
- Financial Summary:
 - Demand from January through October was 4.4% higher than the same period in 2023.
 - October demand was up .6% over October 2023.
 - YTD Cash is up 55.8%, or \$59.2M, compared to \$38M in October 2023.
 - Power sales to members were 24.4% higher than January through October 2023.
 - Net income was \$36.3M, which is higher than prior year of \$11.7M.
- Member Financing Assessment was discussed. Mr. Blomquist explained the new policy.
- Indian River plant closing was discussed. DEMEC is waiting on FERC rulings.

In response to a question from Commissioner Wik, Mr. Blomquist provided information on the denial of the permit for the substation for offshore wind in Sussex County and a discussion of the issue ensued.

Miscellaneous:

- Ms. Tantillo reported that the City's new multi-communication Code Red program is up and running, and offered assistance if MSC needs help getting information out to customers regarding outages, etc.
- Mr. Natale reported that he will be putting out a request to local banks for financing for two new vehicles. The request for bid will be advertised in the News Journal as well. He also reported that the new Electric Department bucket truck should be available in April and financing will have to be approved.

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Public Comment

Phil Gross – 1301 13th Street

- In response to a question regarding the rate increase, Mr. Blomquist explained that there will be a 6% increase in electric and an 8% increase in water, resulting in a total increase for residential customers of approximately \$10.00.
- Mr. Gross asked that MSC Board meeting minutes be published on the City website.

Next Regular Meeting:

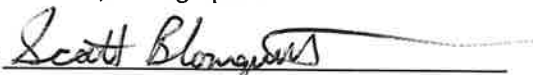
The Commissioners set the next monthly Board meeting to be Thursday, February 27, 2025, at 9:00 a.m.

A motion to adjourn was made by Commissioner Atherton and seconded by Commissioner Wik. The motion was unanimously passed and the meeting adjourned at 9:55 a.m.



Kathleen R. Weirich, Stenographer

Approved: _____


(Minutes transcribed from notes.)

Comptroller/Treasurer's Report



January 23, 2025 Commission Meeting
Prepared By: Ken Natale, CPFO on January 16, 2025

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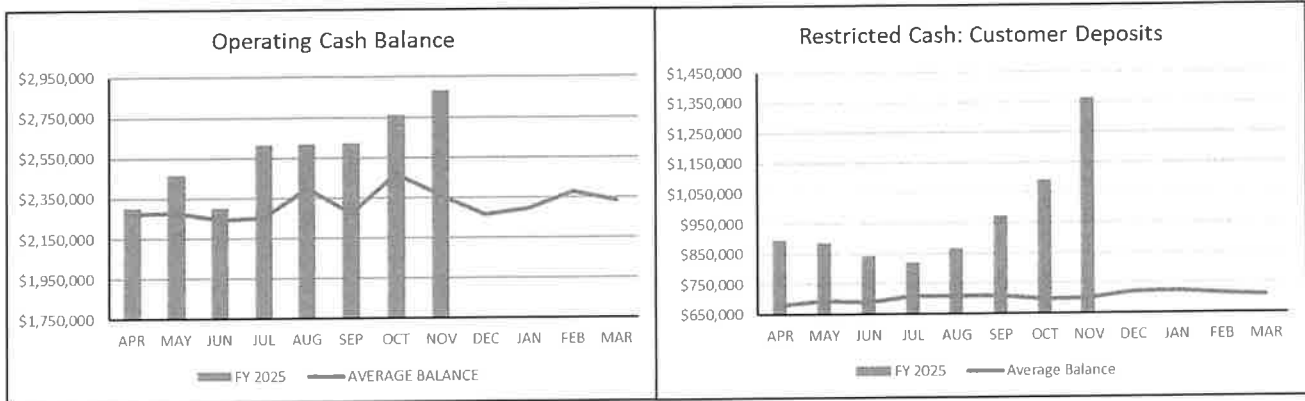
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Comptroller/Treasurer's Report – January 23, 2025

Cash & Investments

As of December 31, 2024 the cash balances were:

M&T Bank Checking:	\$ 182,275
M&T Investment Sweep:	2,698,712
M&T Bank Restricted	1,364,216
Petty Cash/Change Fund:	895
Total Cash on Hand:	\$ 4,246,098



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

Beginning Balance	\$ 2,696,853
Cash from customers	1,103,011
Interest Income	9,598
Bond Proceeds	-
Refunds to customers - deposits	(48,724)
Payments to suppliers for goods & services*	(769,030)
Bank service fees	(528)
Payments to employees for services	(109,298)
Net Cash Provided (Used)	185,029
Ending Cash Balance	\$ 2,881,882

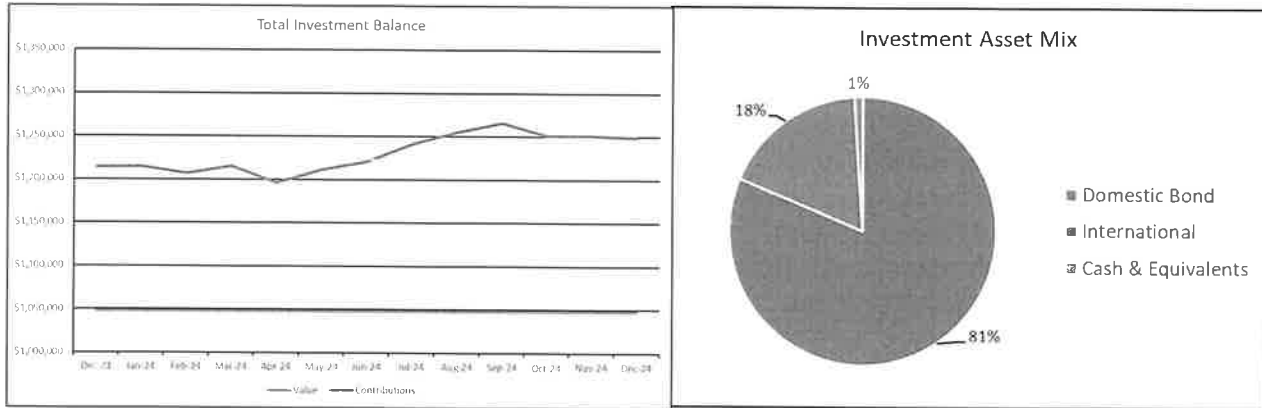
*A detailed check register for the month is available on page 3 of this report.

As of December 31, 2024 the value of the Commission's investment portfolio totaled \$1,249,305 which is a net loss of \$11,149 (0.8%) 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 4.33% interest and has a stable net asset value of \$1.00.

There were 102 days unrestricted cash on hand at December 31 (+4 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).

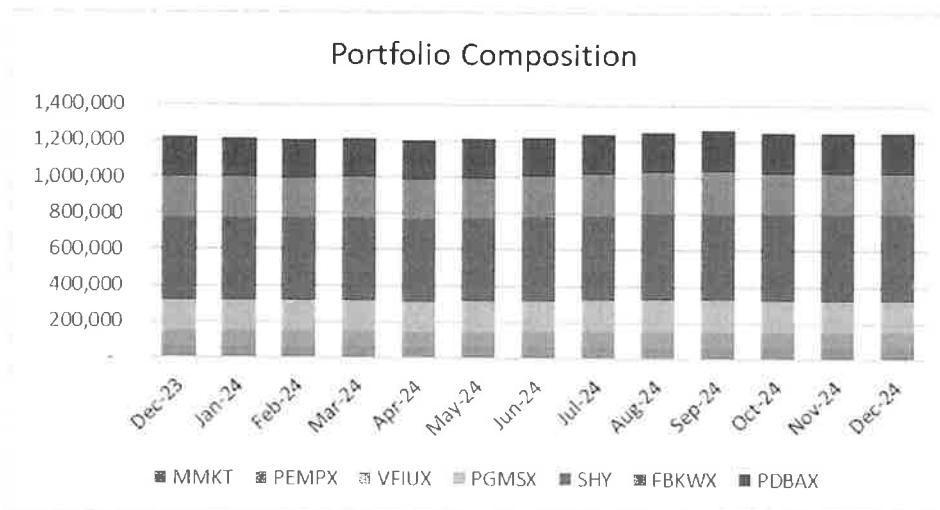
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The “domestic bond” category in the *Investment Asset Mix* chart above, includes US Government instruments and corporate bonds of US based organizations. The “international” category includes debt instruments of foreign governments as well as corporate 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		\$ 5,287	0.70%
Mutual Funds			
Fidelity Advisor Total Bond CL Z	FBKWX	228,345	4.47%
PGIM Total Return Bond CL A	PDBAX	221,469	4.49%
PIMCO Emerging Markets Bond I2	PEMPX	58,034	6.50%
T Rowe Price Global Multi Sector Bond I	PGMSX	174,743	5.19%
Vanguard Intermediate Term Treasury	VFIUX	86,191	4.23%
Exchange Traded Funds			
iShares Trust 1-3 Year Treasury Bond EFT	SHY	475,236	3.57%
Total		\$ 1,249,305	4.30%



DECEMBER 2024 CHECK REGISTER

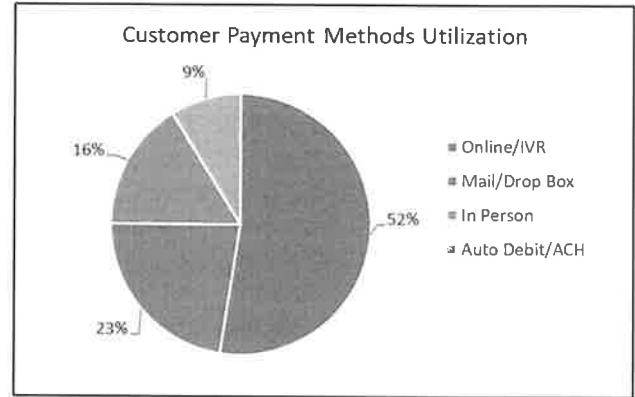
Number	Date	Vendor Name	Amount
201745	12/13/2024	Anixter	\$ 1,548.20
201746	12/13/2024	COLONIAL LIFE	781.34
201747	12/13/2024	Consult Dynamics Inc DCA Net	20.00
201748	12/13/2024	Cummins Sales and Service	578.60
201749	12/13/2024	Delmarva Power	259.33
201750	12/13/2024	Pennoni Associates Inc.	4,698.63
201751	12/13/2024	Premium Power Services, LLC	684.00
201752	12/13/2024	Railroad Management Company IV LLC	659.12
201753	12/13/2024	Trans Union LLC	278.46
201754	12/13/2024	Utility Engineers PC	9,400.20
201755	12/13/2024	WILSON ELSEER MOSKOWITZ EDELMAN & DICKER LLP	826.00
DFT0002448	12/01/2024	Department of Human Resources Financial Services	49,214.22
DFT0002454	12/02/2024	DEMEC Inc	35,290.57
DFT0002466	12/06/2024	Nationwide Retirement Sol	5,909.63
DFT0002469	12/06/2024	United States Treasury	19,962.02
DFT0002470	12/06/2024	M&T ONE CARD	10,496.83
DFT0002471	12/16/2024	BRINKS CAPITAL	761.93
DFT0002472	12/10/2024	Nationwide Life Ins. Co. of America	23,990.33
DFT0002473	12/02/2024	OpenEdge	1,945.25
DFT0002474	12/19/2024	DEMEC Inc	536,152.20
DFT0002477	12/20/2024	Nationwide Retirement Sol	5,987.81
DFT0002480	12/20/2024	United States Treasury	20,333.00
DFT0002481	12/17/2024	COMPTROLLER OF MARYLAND	1,240.05
DFT0002486	12/30/2024	Delaware Div. of Revenue	17,634.00
DFT0002487	12/20/2024	M&T ONE CARD	20,377.81
TOTAL PAYMENTS			\$ 769,029.53

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Customer Service/Billing

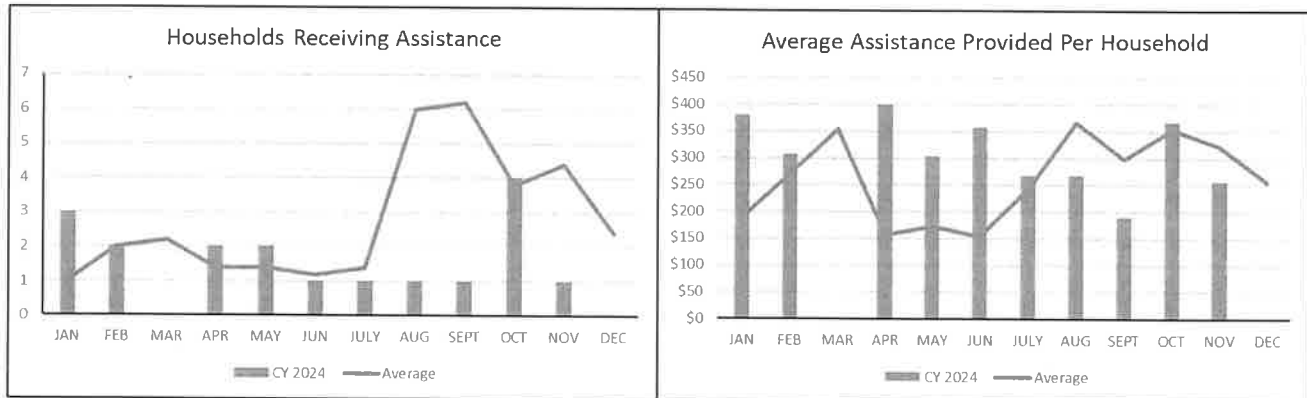
Since the previous meeting, the Customer Service Department processed:

Bills sent	3,347
Delinquent & past due notices	359
Automated phone notifications	213
Payment arrangements	11
Contracts	0
Service cuts for non-payment	40
Accounts sent to collections	2
Electric bad debt write-offs	\$3.77
Applications for service	25



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 December, the fund assisted one customer with \$257. The maximum allowed by the program is \$400. The current balance in the fund is \$8,983.



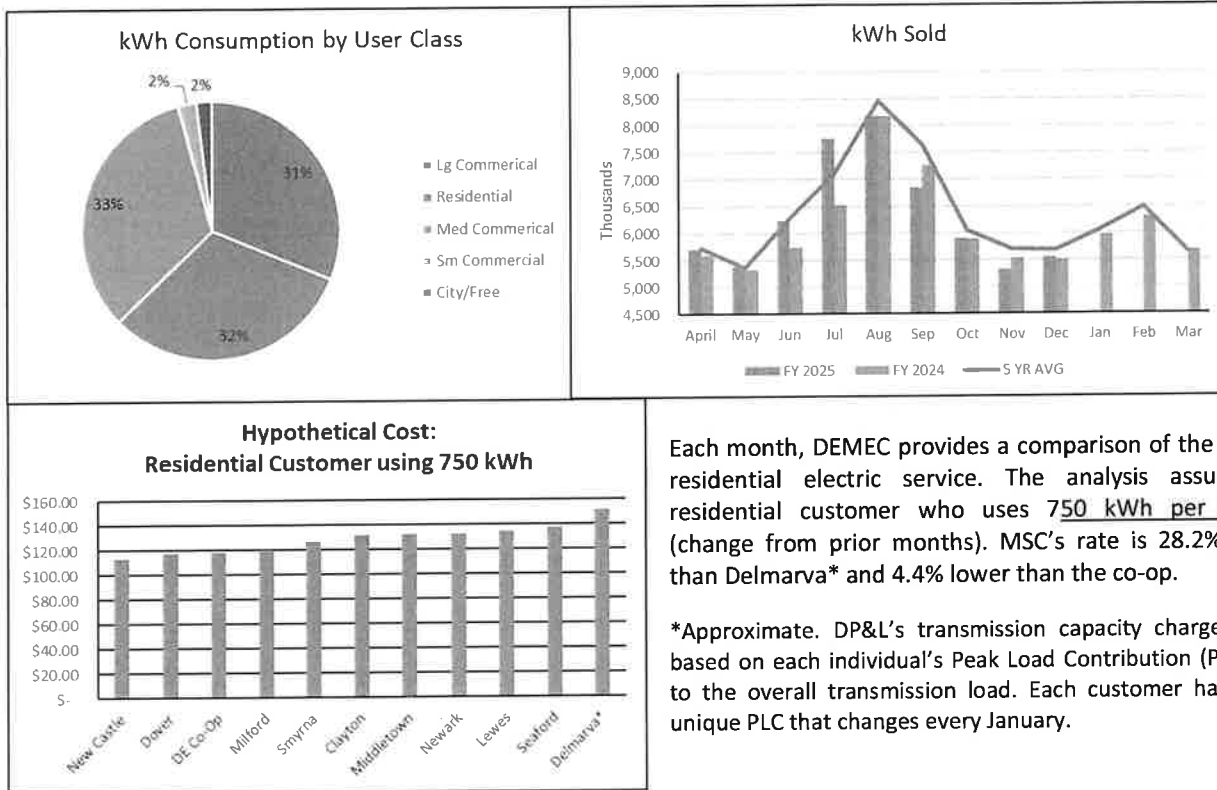
In addition to assistance provided through the New Castle Cares fund, four customers received an average of \$246 from other agencies or nonprofits that provide assistance for utility bills.

Below is a condensed aging report for active customers as of January 14, 2025:

Total	Current	30 Days	60 Days	90 Days	120 Days
\$302,326	\$302,111	\$6,344	\$1,314	\$6,511-	\$930-

UNAUDITED**Electric Revenues**

User charges are \$114,000 under budget fiscal year to date. December kWh sales were consistent with the same period last year. Consumption for the fiscal year to date was approximately 1.9% lower than the 5-year average, and 2.5% higher than the prior year to date. The PCA offset \$156,000 of additional power purchase costs through December.



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 28.2% lower than Delmarva* and 4.4% 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 (\$56,000) on the budgetary basis. \$96,000 of that variance is due to timing differences between how MSC bills customers and pays DEMEC for electric consumption as well as higher than anticipated consumption YTD. Some amount of the reported variances are related to the way the system spread budget amendment number 2, and are anticipated to work themselves out over the remaining months of the fiscal year.

After accounting for non-operating revenues and expenses, there is an increase in net position on the budgetary basis of \$90,000, which is \$72,000 less than anticipated. Unrealized gains on the Commission's intermediate portfolio are \$22,000 less than anticipated which is the result of monetary policy affecting bond prices.

When converting from the budgetary basis of accounting to Generally Accepted Accounting Principles, the increase in net position decreased to \$9,000 as a result of non-cash transactions (depreciation expense \$587,000, a reduction of salaries and equipment costs of \$227,000 related to Van Dyke construction, and \$275,000 of principal debt payments and capital outlays moving to the balance sheet).

Comptroller/Treasurer's Report – January 23, 2025

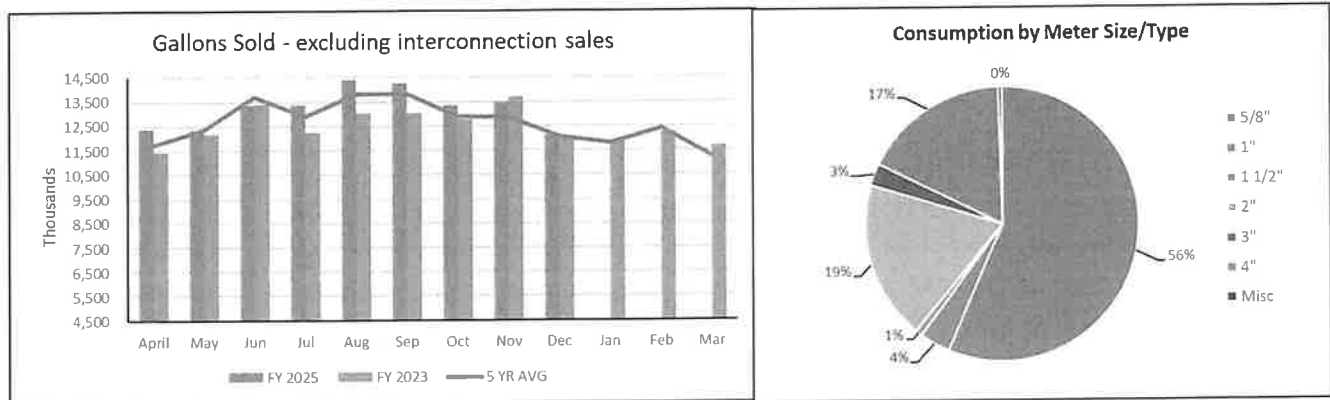
Municipal Services Commission
Budget to Actual Comparison (non GAAP) – Electric
As of December 31, 2024

UNAUDITED

	YTD Budget	YTD Activity	Variance	Total Budget
Operating Revenues				
User Charges	8,081,634	8,001,609	(80,025)	10,543,256
City & MSC Services	63,073	28,518	(34,555)	89,000
Miscellaneous Income	56,247	32,168	(24,079)	70,391
<i>Total Operating Revenues</i>	<u>8,200,954</u>	<u>8,062,295</u>	<u>(138,659)</u>	<u>10,702,647</u>
Less: Free Service	4,270	5,296	(1,026)	8,000
<i>Net Operating Revenues</i>	<u>8,196,684</u>	<u>8,056,999</u>	<u>(139,685)</u>	<u>10,694,647</u>
Operating Expenses				
<i>Operations Dept</i>				
Purchase of electric for resale	5,586,607	5,682,276	(95,669)	7,414,000
Salaries and benefits	901,400	878,188	23,212	1,211,685
Professional fees	53,122	36,040	17,082	66,200
Repairs and maintenance	52,701	96,514	(43,813)	102,700
Other purchased services	39,167	36,050	3,117	36,770
Supplies and materials	28,774	27,308	1,466	35,808
<i>Total operations</i>	<u>6,661,771</u>	<u>6,756,376</u>	<u>(94,605)</u>	<u>8,867,163</u>
<i>General & administrative</i>				
Salaries and benefits	424,942	413,848	11,094	562,249
Professional fees	144,219	144,692	(473)	203,950
Repairs and maintenance	17,677	16,289	1,388	24,579
Other purchased services	33,796	34,527	(731)	35,090
Supplies and materials	30,697	9,668	21,029	40,073
Miscellaneous	17,497	11,537	5,960	20,000
Debt Service	67,474	67,500	(26)	90,002
<i>Total general & administrative</i>	<u>736,302</u>	<u>698,061</u>	<u>38,241</u>	<u>975,943</u>
<i>Total operating expenses</i>	<u>7,398,073</u>	<u>7,454,437</u>	<u>(56,364)</u>	<u>9,843,106</u>
Operating Income	<u>798,611</u>	<u>602,562</u>	<u>(196,049)</u>	<u>851,541</u>
Nonoperating revenue(expense)				
Investment income	106,579	109,671	3,092	137,000
Investment expense	(1,850)	(1,833)	17	(2,500)
Unrealized gain(loss) on investment:	18,750	(3,502)	(22,252)	25,000
Gain(loss) on disposal of asset	-	1,772	1,772	41,176
Other Expense	-	11,650	11,650	-
Capital outlays	(351,045)	(220,681)	130,364	(468,217)
Appropriations				
Mayor and Council	(434,831)	(435,173)	(342)	(580,000)
Special	-	(10,795)	(10,795)	-
<i>Total nonoperating revenue(expense)</i>	<u>(635,865)</u>	<u>(512,173)</u>	<u>123,692</u>	<u>(812,165)</u>
Change in Net Position	162,746	90,389	(72,357)	39,376

UNAUDITED**Water Revenues**

User charges have an unfavorable variance of \$4,000 for the fiscal year. Water consumption for the month of December was up 175,000 gallons from the same period last year. Fiscal year to date, excluding sales to Artesian, sales are up 1.5% over the five-year average and 4.7% prior year's fiscal year to date.

**Water Expenses**

Water operating expenses have a favorable year to date variance (\$83,000) on the budgetary basis. Variances are the result of timing differences and are expected to be eliminated as the year progresses.

After accounting for non-operating revenues and expenses, there is an increase in net position on the budgetary basis of \$2.2 million which is of \$2.2 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 are 4,000 less than anticipated which was the result of monetary policy affecting bond prices. Additionally work on water capital projects has not proceeded as quickly as anticipated (1,520,000).

When converting from the budgetary basis of accounting to Generally Accepted Accounting Principles, there is a decrease in the increase in net position to \$1.9 million as a result of non-cash transactions (\$284,000).

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

	YTD Budget	YTD Activity	Variance	Total Budget
Operating Revenues				
User Charges	2,194,016	2,195,840	1,824	2,904,197
City & MSC Services	33,058	27,687	(5,371)	44,000
Miscellaneous Income	(127,394)	4,522	131,916	(171,694)
<i>Total Operating Revenues</i>	<i>2,099,680</i>	<i>2,228,049</i>	<i>128,369</i>	<i>2,776,503</i>
Less: Free Service	2,958	2,409	549	4,000
<i>Net Operating Revenues</i>	<i>2,096,722</i>	<i>2,225,640</i>	<i>128,918</i>	<i>2,772,503</i>
Operating Expenses				
<i>Operations Dept</i>				
Purchase of water for resale	20,180	15,920	4,260	26,000
Salaries and benefits	870,004	848,188	21,816	1,150,625
Professional fees	65,429	42,857	22,572	88,241
Repairs and maintenance	203,478	209,184	(5,706)	288,115
Other purchased services	35,000	34,217	783	34,217
Supplies and materials	47,684	37,866	9,818	63,183
<i>Total operations</i>	<i>1,241,775</i>	<i>1,188,232</i>	<i>53,543</i>	<i>1,650,381</i>
<i>General & administrative</i>				
Salaries and benefits	245,450	242,178	3,272	324,549
Professional fees	115,978	113,512	2,466	166,180
Repairs and maintenance	14,798	13,327	1,471	20,673
Other purchased services	28,266	28,351	(85)	29,526
Supplies and materials	26,458	6,664	19,794	34,722
Miscellaneous	750	10	740	1,000
Debt Service	11,825	10,353	1,472	23,649
<i>Total general & administrative</i>	<i>443,525</i>	<i>414,395</i>	<i>29,130</i>	<i>600,299</i>
<i>Total operating expenses</i>	<i>1,685,300</i>	<i>1,602,627</i>	<i>82,673</i>	<i>2,250,680</i>
Operating Income	411,422	623,013	211,591	521,823
Nonoperating revenue(expense)				
Investment income	17,940	18,783	843	23,000
Investment expense	(370)	(323)	47	(500)
Unrealized gain(loss) on investment:	3,750	(618)	(4,368)	5,000
Realized gain(loss) on sale of asset	4,794	6,392	1,598	6,392
Grant income	1,313,194	1,766,631	453,437	1,751,545
Other Expense	-	(4,192)	(4,192)	-
Capital Outlays	(1,549,878)	(29,043)	1,520,835	(2,067,260)
Appropriations				
Mayor and Council	(112,455)	(112,203)	252	(150,000)
City Services	(29,932)	(33,935)	(4,003)	(40,000)
<i>Total nonoperating revenue(expense)</i>	<i>(390,457)</i>	<i>1,611,492</i>	<i>2,001,949</i>	<i>(521,823)</i>
Change in Net Position	20,965	2,234,505	2,213,540	-

UNAUDITED

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

	2025	2024
ASSETS:		
Current assets:		
Cash and equivalents	\$ 2,881,882	\$ 2,144,731
Investments	1,249,305	1,213,871
Accounts receivable, net	803,610	1,347,997
Inventories	1,017,779	934,280
Prepays	104,730	94,083
Restricted cash	1,364,216	836,503
Total current assets	7,421,522	6,571,465
Noncurrent assets:		
Capital assets not being depreciated:		
Land	43,796	43,796
Construction in progress	576,841	2,747,774
Capital assets net of accumulated depreciation:		
Buildings	652,390	684,865
Equipment	588,346	658,449
Infrastructure	16,033,968	13,964,064
Total noncurrent assets	17,895,341	18,098,948
Total assets	25,316,863	24,670,413
DEFERRED OUTFLOWS OF RESOURCES		
Pension	327,027	574,626
Total deferred outflows	327,027	574,626
LIABILITIES		
Current liabilities:		
Accounts payable	891,718	1,077,555
Accrued liabilities	54,619	99,674
Customer Deposits	1,427,737	913,424
Total current liabilities	2,374,074	2,090,653
Noncurrent liabilities:		
Due within one year	102,456	96,050
Due in more than one year	2,117,326	3,632,161
Total noncurrent liabilities	2,219,782	3,728,211
Total liabilities	4,593,856	5,818,864
DEFERRED INFLOWS OF RESOURCES		
Pension	348,995	250,334
Total deferred inflows	348,995	250,334
NET POSITION		
Net investment in capital assets	17,069,395	15,547,190
Unrestricted	3,631,644	3,628,651
Total net position	\$ 20,701,039	\$ 19,175,841

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

	2025	2024
Operating Revenues:		
Water sales	\$ 2,223,527	\$ 1,879,729
Power sales	8,030,127	7,279,506
Miscellaneous	36,690	88,270
Total operating revenues	10,290,344	9,247,505
Less: free service	(7,705)	(7,352)
Net operating revenues	10,282,639	9,240,153
Operating Expenses		
Purchase of water and power	5,698,196	5,019,889
Salaries and benefits	2,213,527	1,956,885
Repairs and maintenance	244,673	226,086
Professional fees	337,101	107,046
Supplies	81,506	125,495
Other purchased services	133,145	331,529
Miscellaneous	11,547	-
Debt service - interest	15,041	-
Depreciation	967,799	825,301
Total operating expenses	9,702,535	8,592,231
Operating income (loss)	580,104	647,922
Nonoperating revenues (expenses):		
Net investment income	126,298	100,230
Realized gain (loss) on investments	6,392	-
Unrealized gain(loss) on investments	(4,120)	10,772
Gain (loss) on disposal of assets	1,772	-
Grant income	1,807,807	168,510
Grant Expense	(4,458)	(9,079)
Miscellaneous	7,458	(8,787)
Appropriations to Mayor & Council of New Castle		
Ordinary	(547,376)	(512,491)
City Services	(33,935)	(27,434)
Special	(10,795)	(7,670)
Total nonoperating revenues (expenses)	1,349,043	(285,949)
Income before capital contributions	1,929,147	361,973
Capital Contributions	-	-
Change in net position	1,929,147	361,973
Net position - beginning	18,771,892	18,813,868
Net position - ending	\$ 20,701,039	\$ 19,175,841

UNAUDITED

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

	Water		Electric		Total	
	2025	2024	2025	2024	2025	2024
ASSETS:						
Current assets:						
Cash and equivalents	-	-	2,881,882	2,144,731	2,881,882	2,144,731
Investments	187,396	182,081	1,061,909	1,031,790	1,249,305	1,213,871
Accounts receivable, net	156,223	735,853	647,387	612,144	803,610	1,347,997
Inventories	302,707	260,871	715,072	673,409	1,017,779	934,280
Prepays	40,564	28,966	64,166	65,117	104,730	94,083
Restricted cash	-	-	1,364,216	836,503	1,364,216	836,503
Total current assets	686,890	1,207,771	6,734,632	5,363,694	7,421,522	6,571,465
Noncurrent assets:						
Capital assets not being depreciated:						
Land	43,796	43,796	-	-	43,796	43,796
Construction in progress	129,435	1,777,052	447,406	970,722	576,841	2,747,774
Capital assets net of accumulated depreciation:						
Buildings	296,880	311,641	355,510	373,224	652,390	684,865
Equipment	262,379	212,386	325,967	446,063	588,346	658,449
Infrastructure	9,000,727	6,933,333	7,033,241	7,030,731	16,033,968	13,964,064
Total noncurrent assets	9,733,217	9,278,208	8,162,124	8,820,740	17,895,341	18,098,948
Total assets	10,420,107	10,485,979	14,896,756	14,184,434	25,316,863	24,670,413
DEFERRED OUTFLOWS OF RESOURCES						
Pension	140,270	258,582	186,757	316,044	327,027	574,626
Total deferred outflows	140,270	258,582	186,757	316,044	327,027	574,626

(Continued)

UNAUDITED

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

	Water		Electric		Total	
	2025	2024	2025	2024	2025	2024
LIABILITIES						
Current liabilities						
Accounts payable	123,071	548,576	768,647	528,979	891,718	1,077,555
Accrued liabilities	24,576	72,696	30,043	26,982	54,619	99,674
Customer Deposits	17,855	6,397	1,409,882	907,027	1,427,737	913,424
Due to other funds	346,783	628,824	(346,783)	(628,284)	-	-
Total current liabilities	512,285	930,638	1,861,789	543,999	2,374,074	2,090,653
Noncurrent liabilities:						
Due within one year	22,197	15,592	80,259	80,458	102,456	96,050
Due in more than one year.	1,018,241	2,324,407	1,099,086	1,307,754	2,117,326	3,632,161
Total noncurrent liabilities	1,040,438	2,339,999	1,179,345	1,388,212	2,219,782	3,728,211
Total liabilities	1,552,722	3,595,948	3,041,134	2,222,916	4,593,856	5,818,864
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	9,353,166	7,228,001	7,716,229	8,319,189	17,069,395	15,547,190
Unrestricted	(505,240)	192,038	4,136,884	3,820,689	3,631,644	3,628,651
Total net position	8,847,926	7,035,963	11,853,113	12,139,878	20,701,039	19,175,841

UNAUDITED

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

	Water		Electric		Total	
	2025	2024	2025	2024	2025	2024
Operating Revenues:						
Charges for services	\$ 2,223,527	\$ 1,879,729	\$ 8,030,127	\$ 7,279,506	\$10,253,654	\$ 9,159,235
Miscellaneous	4,522	30,821	32,168	57,449	36,690	88,270
Total operating revenues	2,228,049	1,910,550	8,062,295	7,336,955	10,290,344	9,247,505
Less: free service	(2,409)	(2,756)	(5,296)	(4,596)	(7,705)	(7,352)
Net operating revenues	2,225,640	1,907,794	8,056,999	7,332,359	10,282,639	9,240,153
Operating Expenses						
Purchase of water and power	15,920	18,199	5,682,276	5,001,690	5,698,196	5,019,889
Salaries and benefits	1,061,590	919,780	1,151,937	1,037,105	2,213,527	1,956,885
Repairs and maintenance	222,511	140,117	22,162	85,969	244,673	226,086
Professional fees	156,369	47,171	180,732	59,875	337,101	107,046
Supplies	44,530	69,691	36,976	55,804	81,506	125,495
Other purchased services	62,568	172,174	70,577	159,355	133,145	331,529
Miscellaneous	10	-	11,537	-	11,547	-
Debt service	2,165	-	12,876	-	15,041	-
Depreciation	380,506	262,373	587,293	562,928	967,799	825,301
Total operating expenses	1,946,169	1,629,505	7,756,366	6,962,726	9,702,535	8,592,231
Operating income (loss)	279,471	278,289	300,633	369,633	580,104	647,922

(Continued)

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

	Water		Electric		Total	
	2025	2024	2025	2024	2025	2024
Nonoperating revenues (expenses):						
Net investment income	18,460	14,979	107,838	85,251	126,298	100,230
Realized gain (loss) on investments		-		-	-	-
Unrealized gain(loss) on investments	(618)	1,616	(3,502)	9,156	(4,120)	10,772
Realized gain(loss) on investments	6,392	-	-	-	6,392	-
Gain(loss) on disposal of fixed assets	-	-	1,772	-	1,772	-
Grant income	1,766,631	168,510	41,176	-	1,807,807	168,510
Grant Expense	-	(9,079)	(4,458)	-	(4,458)	(9,079)
Miscellaneous	(4,192)	(8,487)	11,650	(300)	7,458	(8,787)
Appropriations to Mayor & Council of New Castle						
Ordinary	(112,203)	(103,481)	(435,173)	(409,010)	(547,376)	(512,491)
City Services	(33,935)	(27,434)	-	-	(33,935)	(27,434)
Special	-	(1,445)	(10,795)	(6,225)	(10,795)	(7,670)
Total nonoperating revenues (expenses)	1,640,535	35,179	(291,492)	(321,128)	1,349,043	(285,949)
Income before capital contributions	1,920,006	313,468	9,141	48,505	1,929,147	361,973
Capital Contributions	-	-	-	-	-	-
Change in net position	1,920,006	313,468	9,141	48,505	1,929,147	361,973
Net position - beginning	6,927,920	6,722,495	11,843,972	12,091,373	18,771,892	18,813,868
Net position - ending	<u>\$ 8,847,926</u>	<u>\$ 7,035,963</u>	<u>\$11,853,113</u>	<u>\$12,139,878</u>	<u>\$20,701,039</u>	<u>\$19,175,841</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

January 23, 2025

Prepared by: Jay Guyer on January 15, 2025

1. Developer Projects

A. Riverbend Subdivision

1. RailPros (RP) forwarded the request for the Permit Amendment due to the change in conduit material and diameter. WUM Guyer forwarded the request to Freedom Development (FD) and their engineer Civil Engineering Associates (CEA) for updating. WUM Guyer paid the Rail Pros Inspection Invoices which will be submitted to FD for reimbursement. MSC Inspector Schlecht continues performing inspection and testing of the Phase I services along Arrowgrass Lane and North Heron Circle. WUM Guyer will follow up with FD / CEA on the RR Permit Amendment, completing Phase I Punchlist items and the status of the revised plans for Phase II to review.

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. The first reading cycle for the Helm residents started on November 12th and they received their first individual bill on December 12th.

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

1. Homes at 11 and 13 Arbutus are completed. Four water meters have been installed in the units 1 / 2 for houses 11 and 13 and bacteria samples collected for testing. Construction on homes at 8, 10, and 12 is scheduled to start early 2025. Final billing and reconciliation will be prepared.

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

1. Final inspection meeting scheduled for January 8, 2025 on site was cancelled by Del-DOT due to the snow and rescheduled for January 22nd at 9:00am.

E. The Battery Apartment Complex – 427 West 7th Street (152 Units)

1. WUM Guyer has nothing to update on this project.

F. Rail Road Improvements – Delaware Street and 8th Street

1. MSC met with Kleinfelder Engineering to review/discuss the Railroad upgrade project, timeline for scheduling of the phases, and the water main work related to the project. They have approval from Del DOT to complete the water engineering for MSC and can have a separate agreement with MSC for services outside the RR track project. WUM Guyer is working on plan comments and scope of work to review with Kleinfelder Engineers. The DWSRF PA forwarded WUM Guyer information on the Drinking Water Bond Bill Grant Guidelines and Application process to consider submitting for assistance with the project.

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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. MSC water operators installed 14 remote antennas for the pit installations that were having issues communicating to the network. The remote antennas appear to have resolved the communication issue with these water meters.

B. Cross Connection Control Program – Hydro Corp

1. Cross Connection Control (CCC) Program – WUS Jaeger and Operator Schlecht continue following up on certifications following the third/final notices being mailed. Operator Schlecht also continues working with non-compliant customers to schedule testing and replacement.

C. School Lane Water Treatment Facility PFAS Treatment System Improvements

1. WUM Guyer and WUS Jaeger received 90% Submission Package that included Plans and Project Specifications on December 20, 2024. These documents are being reviewed and MSC comments will be incorporated into the final plans.

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

1. WUM Guyer continues working on information for a Lead and Copper Tab to be created on our web site and link to the LSLI Map for our customers to access their property survey. WUM Guyer and WUS Jaeger have started planning for replacing the 19 galvanized services and drafting warranty and scope of services agreements for customers to execute to have their services replaced by MSC. Material and tools for this project have been ordered with work anticipated to start when weather permits.

3. Operations

A. Outages

1. There were no planned or unplanned water outages for the month of December 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. WUM Guyer and WUS Jaeger met with representatives of the STRIDE Group to discuss MSC partnering with them on an EPA Grant they received to further study PFAS treatment options and methods for removing PFAS contamination from water.

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WUM Guyer will follow up with STRIDE representatives about the Study and to schedule a meeting them and Calgon representatives to discuss moving forward.

3. US EPA East Basin Road Groundwater Superfund Site – WUM Guyer has no update on behalf of the EPA, DNREC, Artesian Water.
4. Cybersecurity & Infrastructure Security Agency (CISA) –WUM Guyer and WUS Jaeger have nothing to update on this item.
5. ARC GIS Pro Water System Mapping Planning Grant - The DWSRF Planning Grant Application was submitted to the DWSRF Program Administrator (PA) on November 8th. The DWSRF PA forwarded the draft grant agreement for review and WUM Guyer returned comments for processing by the Bureau of Contracts and Grants. All documents were executed by GM Blomquist on January 8th and returned. The DWSRF PA is waiting for the Office of Budget and Management to issue the PO. When the PO is issued, MSC can move forward executing the Pennoni Engineering Proposal so they can begin work on the project.
6. PFAS Litigation (Executive Session) – WUM Guyer received notification from the attorneys the court overseeing the AFFF Multi-District litigation issued orders approving the TYCO and BASF Drinking Water Settlements. WUM Guyer is reviewing the information entered by the Attorney's for the Action Fund and Special Needs Fund submissions.
7. Delaware State and Local Cybersecurity Grant Program (DSLCCG) - WUM Guyer and WUS Jaeger submitted 2 Grant requests to the program. DEMA approved both grants totaling \$32,290.00 and submitted them to FEMA for final approval. WUM Guyer received notification FEMA approved both Grants as presented. WUM Guyer will work with DEMA completing final approval and paperwork.
8. FYE 2026 Budget Preparation – WUM Guyer and WUS Jaeger completed work on the FYE 2026 O & M Budget and provided a draft to GM Blomquist, Comptroller Natale, and Treasurer Malloy for review/comment.
9. Radiation and Granular Activated Carbon – WUS Jaeger attended a meeting with Calgon Carbon representative Adam Redding and Delaware State Office of Radiation Control representative Robert Brinsfield about background radiation in carbon and the levels detected at School Lane Water Treatment facility. Calgon's representative will follow up with additional information on radiation levels and test methods. Both individuals are invited to attend our February 11th carbon exchange to observe.

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Water Department Commission Meeting Report

January 23, 2025

Prepared by: Jay Guyer on January 15, 2025

C. System Repairs and Maintenance

1. Riverbend Subdivision - Flushed on December 6th and 19th to maintain Chlorine.
2. SL Water Treatment Facility – The SC 60 Lime Machine Controller was repaired, tested and certified by Acrison. The controller was reinstalled and is functioning properly. MSC water operators have been doing general maintenance to the facility including painting ceilings in the pump and lime rooms, painting finished pump motor bases and piping, maintenance Fluoride LMI pumps and fittings, replaced heater in Chlorine room, added a light in the Interconnection room, replaced bolts on Aerator piping, replaced hinges on Blower Unit Filter door, Cleaned all motor control units.
3. Carbon Filter Exchange – Random sampling of the carbon filtration system indicates the carbon in the lead vessel (Vessel #2) needs to be exchanged. WUM Guyer applied for and received Drinking Water Grant 2024 Bond Bill Funds to cover the full cost of the carbon exchange. WUM Guyer received the final approval and PO for the project. WUM Guyer scheduled the Carbon Exchange with Calgon Carbon for February 11th.

D. Equipment

1. Truck 4 – The truck developed a fuel leak. First State Fleet diagnosed the problem and found the top of the gas tank failed around the pump/sending unit. A new gas tank has been ordered.
2. New Truck 4 – The truck is at Intercon Truck Equipment, Inc getting the body installed and final painting. The truck is expected to be ready by the 3rd week of January.

E. Personnel and Training

1. No personnel issues to report.

F. 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. Winter Safety – Guide to Preventing Slips Trips and Falls at Work was received from DFIT and reviewed with all water personnel.
2. The next DFIT Safety Meeting is scheduled for January 21st at the Kent County Facility.

4. Local, State, and Federal Agencies

A. WSCC - Water Supply Coordinating Council

1. The next New Castle County WSCC Subcommittee meeting is pending.

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Water Department Commission Meeting Report

January 23, 2025

Prepared by: Jay Guyer on January 15, 2025

2. The next WSCC Full Council meeting is pending.
3. The WSCC Drought Advisory Subcommittee meets bi-weekly to review DGS Water Conditions reports, State Climatologist Weather predictions, and Water Purveyor System reports.
4. NOTE: Water Conditions remain very dry and are being monitored. Recent rain and snow events have helped but done little to improve conditions. Stream flows and precipitation are being reviewed and compared to the Delaware's Drought Operating Guidelines. Weekly Water Condition Reports and Weather Reports are being forwarded from the Delaware Geological Group and State Climatologist. The Governor's Drought Watch declaration remains in effect requesting residents and business voluntarily conserve water. Neighboring states of Pennsylvania and New Jersey have declared Drought Watches or Warnings for various counties bordering Delaware.

B. WRA – Water Resource Agency

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

C. DEWARN – Delaware Water/Wastewater Agency Response Network

1. The December 10th meeting went well. The group approved the September Meeting Minutes then was updated by Chairman Preis, the ODW, and DRWA on events, proposed rule/regulation changes, and upcoming training opportunities. The next DEWARN meeting will be scheduled in March 2025.

D. Water Operator Advisory Council

1. The January 9th meeting went well. Council discussed proposed changes to the Del Tech Water Operator Licensing Exams and made / approved recommend changes. The next Advisory Council Regular meeting is scheduled for February 6th.

E. WIAC - Water Infrastructure Advisory Council

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

End of Report

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Monthly Water Works Report
December 1 - 31, 2024
Prepared By: Jay Guyer on January 15, 2025

Water Production				FT 300			
Month	Year	Raw Total Gallons	Adjusted Total Gallons	Raw Total Gallons	Adjusted Total Gallons	Gallons	
December	2023	11,187,600	11,042,493	11,187,600	11,042,493	Raw	11,969,800
December	2024	11,969,800	11,840,614	11,969,800	11,840,614	Finished	11,840,614
Difference		782,200	798,121	782,200	798,121	Difference	-129,186
Percentage Difference		6.5	6.7	6.5	6.7	Percentage Difference	1.1
Well(s) in Operation Days Pumped		Basin Road Reserve Status	Frenchtown Road OOS - Resting	School Lane XXX	Cross Roads XXX	Reserve OOS	Not Used Out of Service
				11	20	XXX	Run and No. of Days

Water Quality		MSC Average	Goal / Target Level	Range
Average Chlorine Residual		1.34 ppm	1.40 ppm	1.0 - 4.0 ppm
Average pH		7.0	7.5	6.5 - 8.5 on a 0 - 14 Scale
Average Fluoride Residual		0.78 ppm	0.80 ppm	0.60 - 1.00 ppm

General Water System Report		Goal / Target Level	Absent	Present
Routine Bacteria Sampling (Office of Drinking Water)		# Collected	10	
		Results	10	
			0	

Miss Utility Locate Requests (Water and Electric Locates)		# Received <td>23</td>	23
		# Completed <td>23</td>	23
		# of Damages <td>0</td>	0

Building Permit Review (Water Related Conflicts)		# Reviewed <td>29</td>	29
		# Approved <td>29</td>	29
		# Not Approved <td>0</td>	0

MUNICIPAL SERVICES COMMISSION

CITY OF NEW CASTLE, DELAWARE 19720-0208

P.O. BOX 208

www.newcastlensc.com

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

Monthly Water Outages / Interruptions Report

December 1 - 31, 2024

Prepared By: Jay Guyer on January 15, 2025

Planned Outage / Interruptions

**Approximate
Duration**

No. of

Date Hours / Minutes

Location

Customers

Comments

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

Unplanned Outage / Interruptions

**Approximate
Duration**

No. of

Date Hours / Minutes

Location

Customers

Comments

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

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ELECTRIC DEPARTMENT COMMISSION REPORT

January 23, 2025

Prepared by Artie Granger on January 15, 2025

1. Developer Projects:

A. Riverbend Subdivision:

- I. There is nothing new to report at this time.
- II. Gemcraft has continued to build houses and MSC has been energizing them as requested.
- III. The Electric Department has been in touch regarding additional services as needed.

B. Insteel

- I. There is nothing new to report at this time.
- II. MSC has provided Insteel with the costs for raising MSC conductors.

2. Capital Projects:

a. Electric Mapping System

- I. MSC has received a proposal to do a initial analysis and needs assessment from AMP/ Parsons. MSC is reviewing this.

b. Electric SCADA System

- I. There is nothing new to report at this time.
- II. MSC Electric department has had conversations with Utility Engineers about the SCADA system.
- III. Our main reason for discussing an Electric SCADA system is to separate MSC Water from the MSC Electric SCADA. Currently both departments use the same SCADA system. During cyber-security discussions it has been suggested that our SCADA systems need to be separate.
- IV. MSC Electric is looking at two different solutions proposed by Utility Engineers.
 - i. Option 1 is Utility Engineering would provide a SCADA system similar to what we currently have. IE: Utility Engineering would develop and integrate a new SCADA system similar to what we have currently.
 - ii. Option 2 is working with Utility Engineering to provide a SCADA system from SEL which is the same company that is providing our new relays.
 - iii. MSC is waiting on pricing and system design on the one that would be from SEL.
- V. MSC has received pricing back from SEL and has forwarded it to Utility Engineering.

ELECTRIC DEPARTMENT COMMISSION REPORT

January 23, 2025

Prepared by Artie Granger on January 15, 2025

- i. Utility Engineering is reviewing this proposal as well and is working on their recommendation.

c. **Substation Relay Replacement**

- I. MSC has started the relay replacement project.
- II. Dobbinsville Substation is currently off line and we are hoping to get it back in service around the end of the month.
- III. All of the relays have been installed and we are working with Utility Engineering to get all of the wiring completed.
- IV. Testing is planned for the complete substation and relays before we put the substation back online.
- V. MSC is currently discussing SCADA Solutions to allow the new relays to integrate with our SCADA system.

d. **Van Dyke Village:**

- I. There is no major updates to report.

3. **Operations:**

- 1. MSC Electric has assisted the city with the removal of the lights on the Christmas tree.
- 2. MSC recommends that the city remove the tree and come up with a different plan for next year.
- 3. MSC has started began to replace worn cross arms throughout the city.

4. **Outages :**

- i. MSC had one outage in the past month. This affected 10 customers for about 2 hours. There was a fuse that was replaced to restore power.

SAIDI (minutes)	SAIFI (number of interruptions)	CAIDI (minutes)	ASAI (percent)
90.566	0.923	98.158	99.9828

II. 1/1/24 –1/1/25

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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.

5. Repairs and Maintenance:

MSC will be scheduling our annual oil sampling for both substations.

A. Wilmington Road Substation:

- I. The electric department has performed the monthly inspections at this location.
- II. MSC has gotten the oil samples from the substation transformer. The report states that the acidity of the tap changer is approaching the maximum limits and we should consider treating it. We are getting some additional information on this.

B. Dobbinsville Substation:

- I. The electric department has performed the monthly inspections at this location.
- II. MSC has gotten the oil samples from the substation transformer. The report states that there are no issues at this time.