

Municipal Services Commission Monthly Meeting
December 12, 2024 – 9:00 a.m.
216 Chestnut Street New Castle, Delaware

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

Present: David Atherton, Commissioner, President
John Wik, Commissioner
Mayor Valarie W. Leary, Commissioner
Scott L. Blomquist, Secretary

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

Also in Attendance: Joseph F. Bonasera, President Summit Financial, HUB International
Trish Gildea, Senior Financial Officer, HUB International
Jillian Jurczyk, Utility Financial Solutions Project Manager

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

Minutes

November 21, 2024 – **A motion to approve the minutes of the November 21, 2024, regular meeting as presented was made by Commissioner Wik, seconded by Commissioner Atherton and unanimously passed.**

HUB International Recommendation Letter

Mr. Bonasera and Ms. Gildea gave a brief update on the important aspects of the Pension Plan, reviewed the Recommendation Letter, and responded to questions from the Commissioners.

Mr. Bonasera also reviewed the Trust Report.

Opening Balance:	\$3.8M
Contributions:	\$285,000
Distributions:	\$270,781
Investment Gains:	\$500,000
Plan Expenses:	\$ 11,000
Closing Balance	\$4.37M (12.3% return through close of business 12/10/24)

After discussion the Commissioners agreed to stand pat on the exposure to China and revisit that in six months.

A motion to approve HUB International to sell Invesco Emerging Markets and purchase Diversified Fund Advisors (DFA) Emerging Markets was made by Commissioner Wik. The motion was seconded by Commissioner Atherton and was passed unanimously.

Ms. Gildea gave an update on the Commission's investment account and reviewed recommendations.

Municipal Services Commission Monthly Meeting
December 12, 2024 – 9:00 a.m.
216 Chestnut Street New Castle, Delaware

Recommendation:

- Remove emerging market exposure.
- Take 5% off global bond exposure.

A motion to approve the recommended changes as presented was made by Commissioner Atherton. The motion was seconded by Commissioner Leary and was passed unanimously.

United Financial Solutions – Rate Design Presentation

Mayor Leary expressed concern about a trend of increasing rates. Messrs. Blomquist and Natale explained this trend, and noted their expectation that the trend would flatline and start to come down. It was also noted that part of the trend is artificially created by State and Federal energy policies.

Ms. Jurczyk added that municipalities are not in the business of generating profits from customers, but they need to cover costs, pay bills and cover capital projects; and those expenses and costs are recouped from customers who are currently consuming the assets and services. She also noted that across the country costs are increasing and much of that is due to the uncertainty around generation resources and a higher reliance on renewables, particularly in the electric industry. Labor inflation is driving much of the increase on the water side.

Commissioner Atherton noted that MSC's rates are not out of line with neighboring utilities. Mr. Blomquist added that MSC has no control over power costs, but is taking action on matters that can be controlled. Commissioner Wik also noted that MSC has some of the lowest rates in the State and has some of the best service in the State; and that is value that is passed on to MSC's customers.

Mayor Leary suggested that MSC consider ways to inform customers on better usage of water and electric resources and reasons for the increases. Mr. Natale concurred; adding that for the long term, outreach by the Mayor and the Commissioners to legislators to put pressure on DNREC to approve power generation in the State would be beneficial. Mr. Guyer will be addressing water conservation and water use in the next newsletter, and can include information on MSC's website. Mayor Leary suggested that pamphlets be obtained for distribution at City events.

Ms. Jurczyk presented three options for the reworked Rate Design to meet Board recommendations and keep the monthly bill impact under \$10.00 for residential customers. At the conclusion of the presentation Ms. Jurczyk responded to questions from the Commissioners regarding the options and impacts to customers.

A motion was made by Commissioner Atherton to use the recommended 8% increase overall and 26% differential between consumption blocks on smaller water meters and the recommended increases in the electric user classification which includes a capped 6% increase in residential instead of the 7.2% recommended by the cost of service study. The new rates will be designed by UFS and brought to the Commission for approval in January to be effective in February, 2025. The motion was seconded by Commissioner Wik and passed unanimously.

Municipal Services Commission Monthly Meeting
December 12, 2024 – 9:00 a.m.
216 Chestnut Street New Castle, Delaware

Comptroller/Treasurer Report – Mr. Natale reporting

(See attached report)

Mr. Natale reported as of November 30, 2024:

Mr. Natale stood on his report. Messrs. Natale and Guyer responded to questions from the Commissioners.

Mr. Natale noted that Budget Amendment #2 will resolve some of the unfavorable variances and accounts for items such as sales to Artesian Water. During discussion Mr. Natale responded to questions from the Commissioners.

A motion was made by Commissioner Wik to approve Budget Amendment #2. The motion was seconded by Commissioner Atherton and passed unanimously.

Mr. Natale introduced a Budget Request accounting for the 8% water increase and the 7.2% increase in total on the electric side. The Budget is built around financing several vehicles instead of paying cash for them as has been the Commission's practice in the past.

Electric Department Report – Mr. Granger reporting

(See attached report)

Mr. Granger stood on his report. In response to a question from Commissioner Wik, Mr. Granger stated that the Seeds of Greatness switch was replaced from stores and the original switch will be sent back to be refurbished. In response to a question from Commissioner Atherton, Mr. Granger provided additional information on the project reported at the November meeting under Developer Projects for Insteel.

Water Department Report – Mr. Guyer reporting

(See attached report)

Mr. Guyer stood on his report. In response to a question from Commissioner Wik, Mr. Guyer explained how the mains flow into The Battery from the middle of 7th Street and new service would have to be run from there to the new apartment complex. In response to a question from Commissioner Atherton, Mr. Guyer provided more information on the Mapping project and the SCADA project; noting that they are entirely different projects.

Secretary's Report – Mr. Blomquist reporting

DEMEC:

- C-Power gave its annual demand update to the Board. Some adjustments will be made next year. Customers are encouraged to get into the Demand Response Program. Mr. Blomquist stated that the limits are being reached due to a lack of generation, and a shortage is projected for 2025-2026.
- MSC is working with UFS on the cost of service study and rate designs.
- A scan of MSC's system is done weekly by CISA. MSC's payment management vendor argued that CISA was not authorized to scan their system. Mr. Blomquist has been in contact with them and reached out to their attorney but has not received a response yet. We believe that because

Municipal Services Commission Monthly Meeting
December 12, 2024 – 9:00 a.m.
216 Chestnut Street New Castle, Delaware

of the fact that the MSC uses them and they have our customer information, we should be able to have CISA scan their system for Cyber Security Vulnerabilities.

Public Comment

Phil Gross – 1301 13th Street

- Mr. Gross suggested that MSC encourage motion detector light switches.
- Mr. Gross suggested that MSC utilize the City website to provide information to residents.
- Regarding the Van Dyke Village project, Mr. Blomquist stated that the project is complete from MSC's perspective, with the exception of some possible touch-up in the spring. Mr. Granger said that Comcast has begun to do clean up.
- Mr. Gross commended Mayor Leary's stand on rate hikes. Mr. Blomquist explained that overall the rate increase is 8% over both utilities. Mr. Natale added that most customers will see less than a 5% increase.

Next Regular Meeting:

The Commissioners set the next monthly Board meeting to be Thursday, January 23, 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 11:40 a.m.



Kathleen R. Weirich, Stenographer

Approved: _____

(Minutes transcribed from notes.)

Comptroller/Treasurer's Report



December 12, 2024 Commission Meeting

Prepared By: Ken Natale, CPFO on December 5, 2024

Contents

Cash & Investments	1
Customer Service/Billing.....	4
New Castle Cares	4
Electric Revenues	5
Electric Expenses.....	5
Budget to Actual Comparison (non GAAP) – Electric	6
Water Revenues.....	7
Water Expenses	7
Budget to Actual Comparison (non GAAP) – Water	8
Statement of Net Position	9
Statement of Revenues, Expenses, and Changes in Net Position	10
Combining Balance Sheet by Department.....	11
Combining Schedules of Revenues, Expenses, and Changes in Net Position by Department	13

Cash & Investments

As of November 30, 2024 the cash balances were:

M&T Bank Checking:	\$ 356,845
M&T Investment Sweep:	2,339,113
M&T Bank Restricted	1,236,893
Petty Cash/Change Fund:	895
Total Cash on Hand:	\$ 3,933,746



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

Beginning Balance	\$ 2,759,421
Cash from customers	944,070
Interest Income	9,627
Bond Proceeds	-
Refunds to customers - deposits	(-)
Payments to suppliers for goods & services*	(882,241)
Bank service fees	(673)
Payments to employees for services	(133,351)
Net Cash Provided (Used)	(62,568)
Ending Cash Balance	\$ 2,696,853

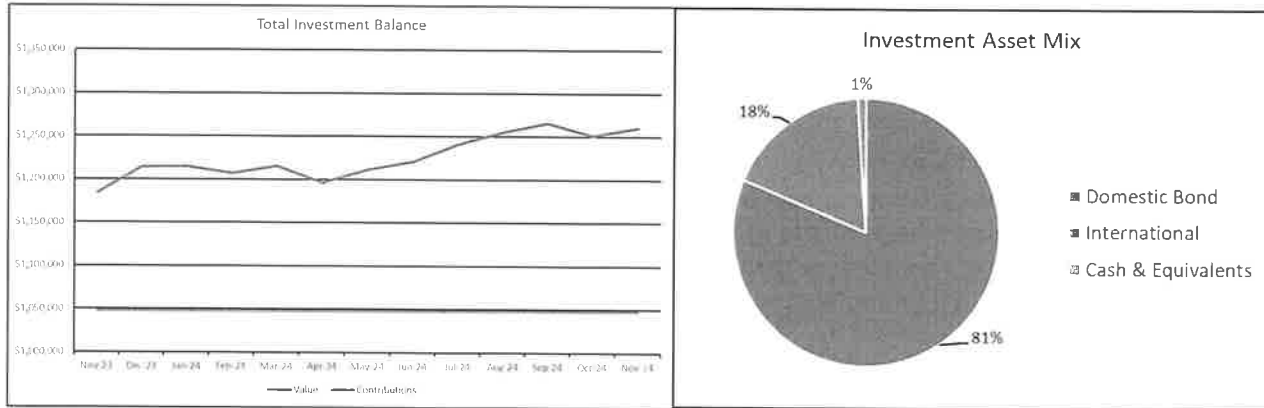
*A detailed check register for the month is available on page 3 of this report.

As of November 30, 2024 the value of the Commission's investment portfolio totaled \$1,260,454 which is a net gain of \$9,478 (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 4.59% interest and has a stable net asset value of \$1.00.

There was 98 days unrestricted cash on hand at November 30 (-1 days from prior month) when including the value of the Commission's investment portfolio which is held in liquid assets (mutual and exchange traded funds).

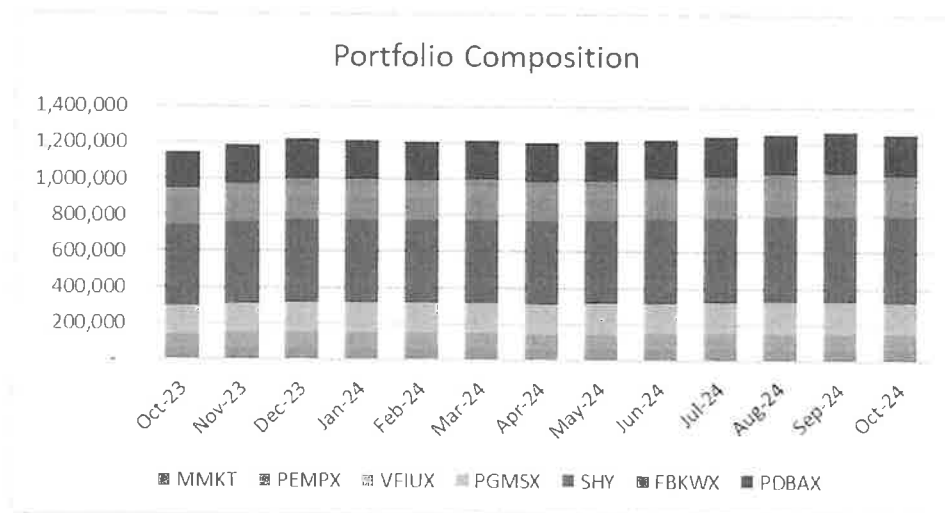
Comptroller/Treasurer's Report – December 12, 2024



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

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

Holdings	Symbol	Market Value	Est. Yield
Money Markets			
Insured Cash Accounts		\$ 5,283	0.68%
Mutual Funds			
Fidelity Advisor Total Bond CL Z	FBKWX	232,274	4.41%
PGIM Total Return Bond CL A	PDBAX	225,143	4.46%
PIMCO Emerging Markets Bond I2	PEMPX	58,707	6.30%
T Rowe Price Global Multi Sector Bond I	PGMSX	177,394	5.15%
Vanguard Intermediate Term Treasury	VFIUX	87,609	4.18%
Exchange Traded Funds			
iShares Trust 1-3 Year Treasury Bond EFT	SHY	474,044	3.79%
Total		\$1,260,454	4.35%



Comptroller/Treasurer's Report – December 12, 2024

NOVEMBER 2024 CHECK REGISTER

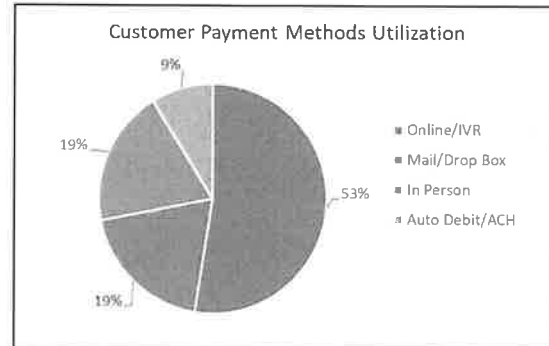
Number	Date	Vendor Name	Amount
201707	11/07/2024	Anixter	\$ 1,613.00
201708	11/07/2024	COLONIAL LIFE	781.34
201709	11/07/2024	Delmarva Power	134.79
201710	11/07/2024	DEMEC Inc	1,037.23
201711	11/07/2024	Dover Plumbing Supply Co.	3,082.48
201712	11/07/2024	GFP CEMENT CONTRACTORS LLC	4,794.95
201713	11/07/2024	Kathleen R Weirich	232.50
201714	11/07/2024	KDI Inc.	266.74
201715	11/07/2024	Security Instrument Corp.	296.85
201716	11/07/2024	StrategicInsurancePartners	3,723.00
201717	11/07/2024	Trans Union LLC	351.75
201718	11/07/2024	Tyler Technologies Inc.	640.00
201719	11/07/2024	Utility Engineers PC	2,200.00
201720	11/07/2024	WILSON ELSEER MOSKOWITZ EDELMAN & DICKER LLP	518.00
201721	11/22/2024	Anixter	1,941.48
201722	11/22/2024	Antonio's Lawn Service	1,675.00
201723	11/22/2024	Artesian Water Co Inc	1,966.77
201724	11/22/2024	CBM Insurance Agency LLC	11,268.20
201725	11/22/2024	Council 81	437.50
201726	11/22/2024	Delta Dental of Delaware Inc	1,854.82
201727	11/22/2024	KDI Inc.	199.38
201728	11/22/2024	Kendall Electric INC	672.00
201729	11/22/2024	MADDOX INDUSTRIAL TRANSFORMER LLC	25,952.80
201730	11/22/2024	PARAGON INSURANCE HOLDING INC	45,596.20
201731	11/22/2024	Principal Financial Group	2,395.14
201732	11/22/2024	Utility Financial Solutions LLC	10,477.50
201733	11/26/2024	DEMEC Inc	938.85
201734	11/26/2024	Kathleen R Weirich	262.50
201735	11/26/2024	SemaConnect LLC	1,920.00
DFT0002439	11/08/2024	Nationwide Retirement Sol	5,853.86
DFT0002442	11/08/2024	United States Treasury	19,981.21
DFT0002443	11/08/2024	M&T ONE CARD	30,821.28
DFT0002444	11/04/2024	OpenEdge	1,786.80
DFT0002445	11/12/2024	Nationwide Life Ins. Co. of America	23,990.33
DFT0002446	11/18/2024	BRINKS CAPITAL	761.93
DFT0002447	11/19/2024	DEMEC Inc	560,370.79
DFT0002450	11/22/2024	Nationwide Retirement Sol	5,863.31
DFT0002453	11/22/2024	United States Treasury	20,427.42
DFT0002457	11/22/2024	Nationwide Retirement Sol	1,620.20
DFT0002459	11/22/2024	United States Treasury	10,863.97
DFT0002460	11/29/2024	Delaware Div. of Revenue	18,131.00
DFT0002461	11/22/2024	M&T ONE CARD	50,337.54
DFT0002462	11/22/2024	Ferguson Enterprises Inc	2,875.00
DFT0002463	11/22/2024	Home Depot Credit Service	29.90
DFT0002464	11/22/2024	United Electric Supply Co	90.00
DFT0002465	11/30/2024	COMPTROLLER OF MARYLAND	1,205.84
TOTAL PAYMENTS			\$882,241.15

Comptroller/Treasurer's Report – December 12, 2024

Customer Service/Billing

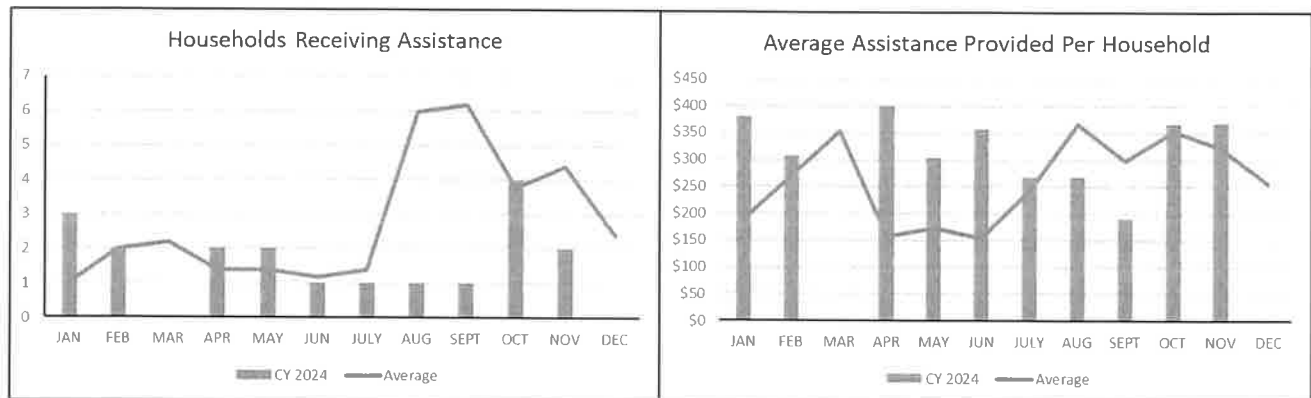
Since the previous meeting, the Customer Service Department processed:

Bills sent	3,249
Delinquent & past due notices	406
Automated phone notifications	369
Payment arrangements	3
Contracts	0
Service cuts for non-payment	14
Accounts sent to collections	0
Electric bad debt write-offs	\$0
Applications for service	13



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 November, the fund assisted two customers with an average of \$369. The maximum allowed by the program is \$400. The current balance in the fund is \$9,241.



In addition to assistance provided through the New Castle Cares fund, two customers received an average of \$200 from other agencies or nonprofits that provide assistance for utility bills.

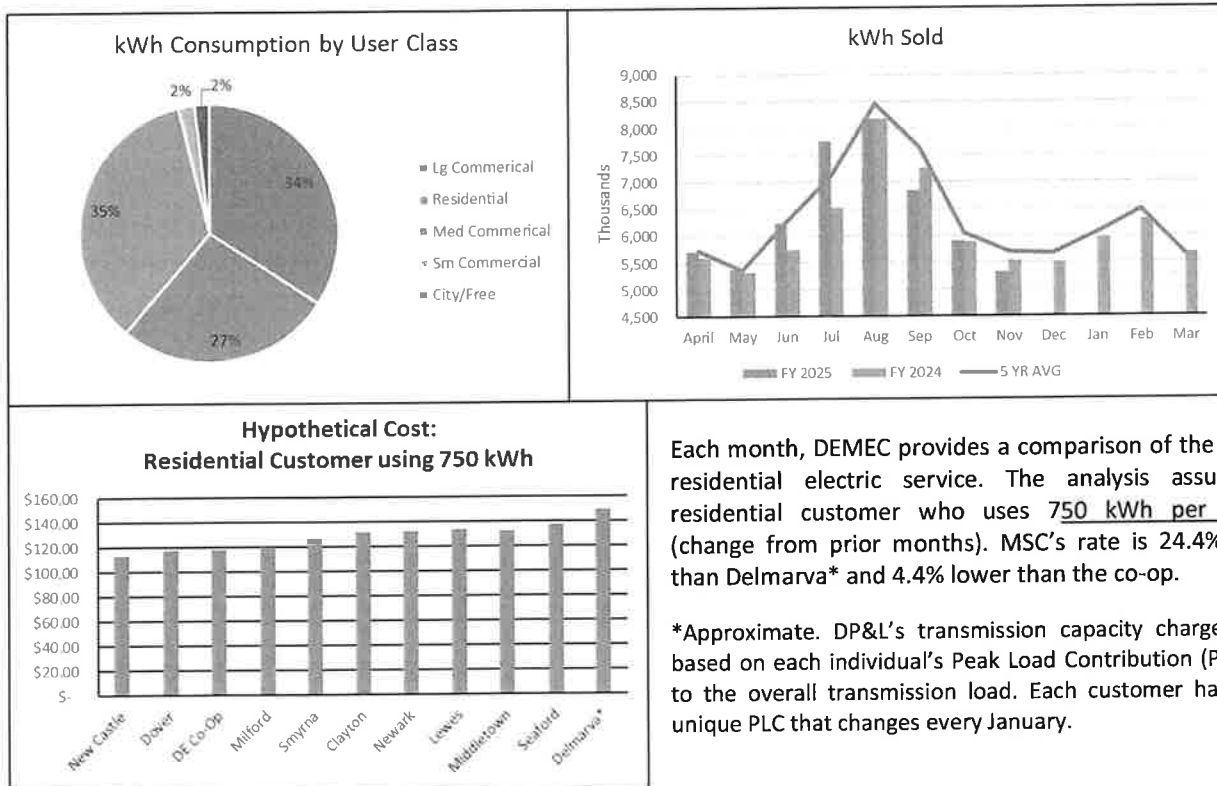
Below is a condensed aging report for active customers as of December 3, 2024:

Total	Current	30 Days	60 Days	90 Days	120 Days
\$538,926	\$487,144	\$71,577	\$2,643-	\$15,268-	\$1,884-

UNAUDITED

Electric Revenues

User charges are \$37,000 under budget fiscal year to date. November kWh sales were down 4% compared to the same period last year. Consumption for the fiscal year to date was approximately 1.9% lower than the 5-year average, and 2.6% higher than the prior year to date. The PCA offset \$139,000 of additional power purchase costs through November.



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 24.4% 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 (\$196,000) on the budgetary basis. \$182,000 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. Fiscal Year 2025 Budget Amendment #2 has been prepared to account for other variances.

After accounting for non-operating revenues and expenses, there is an increase in net position on the budgetary basis of \$183,000, which is \$67,000 less than anticipated. Investment income overperformed expectations by \$21,000 as a result of investing more idle cash in government money market mutual funds. Unrealized gains on the Commission's intermediate portfolio totaled \$11,000 which was 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 \$167,000 as a result of non-cash transactions (depreciation expense \$524,000, a reduction of salaries and equipment costs of \$259,000 related to Van Dyke construction, and \$248,000 of principal debt payments and capital outlays moving to the balance sheet).

Comptroller/Treasurer's Report – December 12, 2024

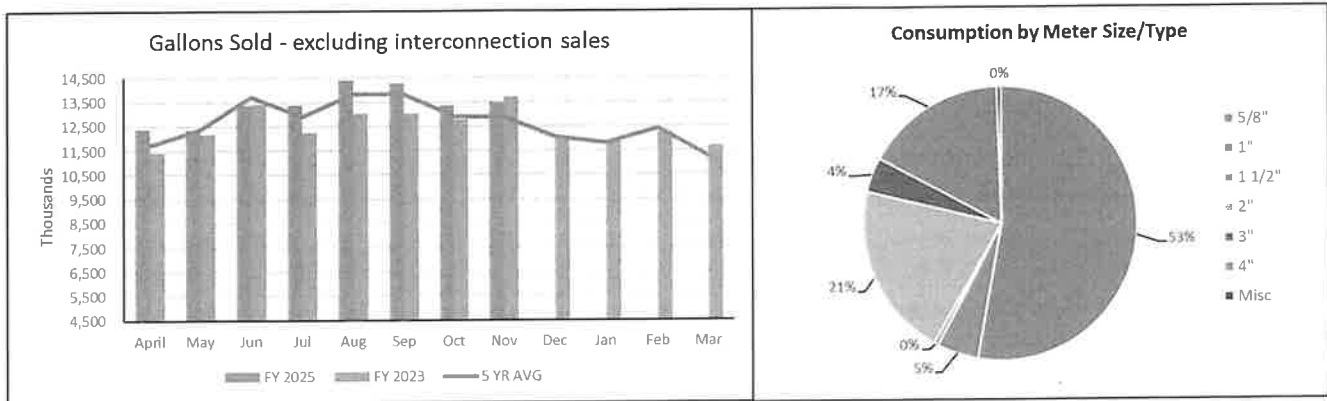
Municipal Services Commission
Budget to Actual Comparison (non GAAP) – Electric
As of November 30, 2024

UNAUDITED

	YTD Budget	YTD Activity	Variance	Total Budget
Operating Revenues				
User Charges	7,234,930	7,235,133	203	10,468,256
City & MSC Services	62,575	25,337	(37,238)	99,000
Miscellaneous Income	60,404	27,002	(33,402)	80,723
<i>Total Operating Revenues</i>	<u>7,357,909</u>	<u>7,287,472</u>	<u>(70,437)</u>	<u>10,647,979</u>
Less: Free Service	3,713	4,355	(642)	8,000
<i>Net Operating Revenues</i>	<u>7,354,196</u>	<u>7,283,117</u>	<u>(71,079)</u>	<u>10,639,979</u>
Operating Expenses				
<i>Operations Dept</i>				
Purchase of electric for resale	4,883,498	5,065,649	(182,151)	7,299,000
Salaries and benefits	774,402	791,572	(17,170)	1,173,586
Professional fees	41,379	30,374	11,005	66,200
Repairs and maintenance	43,058	92,171	(49,113)	102,700
Other purchased services	47,412	36,050	11,362	47,800
Supplies and materials	22,876	21,294	1,582	35,808
<i>Total operations</i>	<u>5,812,625</u>	<u>6,037,110</u>	<u>(224,485)</u>	<u>8,725,094</u>
<i>General & administrative</i>				
Salaries and benefits	377,494	371,177	6,317	564,499
Professional fees	117,175	133,211	(16,036)	175,620
Repairs and maintenance	18,140	14,388	3,752	27,549
Other purchased services	43,993	34,324	9,669	50,425
Supplies and materials	27,218	7,150	20,068	40,073
Miscellaneous	16,664	11,689	4,975	20,000
Debt Service	59,977	60,000	(23)	90,002
<i>Total general & administrative</i>	<u>660,661</u>	<u>631,939</u>	<u>28,722</u>	<u>968,168</u>
<i>Total operating expenses</i>	<u>6,473,286</u>	<u>6,669,049</u>	<u>(195,763)</u>	<u>9,693,262</u>
Operating Income	<u>880,910</u>	<u>614,068</u>	<u>(266,842)</u>	<u>946,717</u>
Nonoperating revenue(expense)				
Investment income	70,042	95,303	25,261	104,000
Investment expense	(1,850)	(1,833)	17	(2,500)
Unrealized gain(loss) on investment:	-	11,225	11,225	-
Gain(loss) on disposal of asset	-	1,772	1,772	-
Other Expense	-	12,474	12,474	-
Capital outlays	(312,040)	(211,278)	100,762	(468,217)
Appropriations				
Mayor and Council	(386,517)	(371,891)	14,626	(580,000)
Special	-	(3,187)	(3,187)	-
<i>Total nonoperating revenue(expense)</i>	<u>(630,365)</u>	<u>(430,644)</u>	<u>199,721</u>	<u>(946,717)</u>
Change in Net Position	250,545	183,424	(67,121)	-

UNAUDITED**Water Revenues**

User charges have a favorable variance of \$162,000 for the fiscal year. Water consumption for the month of November was up 2.8 million gallons from the same period last year, related to selling Artesian Water 3 million gallons. When removing the sales to Artesian, water sales for the month of November were 2% lower than the same period last year. Sales to Artesian through November account for \$86,000 of the year-to-date variance in user fees. Fiscal year to date, excluding sales to Artesian, sales are up 2.7% over the five-year average and 5% prior year's fiscal year to date.

**Water Expenses**

Water operating expenses have a favorable year to date variance (\$19,000) on the budgetary basis. Unfavorable variances in salaries and benefits is the result of unanticipated changes in employees' health insurance coverage and non-union sick leave buy backs. Other reported variances are the result of timing differences and are expected to be eliminated as the year progresses. A budget amendment will be presented in December for unanticipated expenses for sick leave buy back and a carbon exchange necessitated by the extra water treated in order to sell to Artesian.

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 totaled \$2,000 which was the result of monetary policy affecting bond prices. Additionally work on water capital projects has not proceeded as quickly as anticipated (1,235,000).

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).

UNAUDITED

Municipal Services Commission
Budget to Actual Comparison (non GAAP) – Water
As of November 30, 2024

	YTD Budget	YTD Activity	Variance	Total Budget
Operating Revenues				
User Charges	1,807,858	1,974,963	167,105	2,702,197
City & MSC Services	29,254	24,610	(4,644)	44,000
Miscellaneous Income	(1,243)	21,918	23,161	(1,422)
<i>Total Operating Revenues</i>	<u>1,835,869</u>	<u>2,021,491</u>	<u>185,622</u>	<u>2,744,775</u>
Less: Free Service	2,624	2,153	471	4,000
<i>Net Operating Revenues</i>	<u>1,833,245</u>	<u>2,019,338</u>	<u>186,093</u>	<u>2,740,775</u>
Operating Expenses				
<i>Operations Dept</i>				
Purchase of water for resale	18,067	14,112	3,955	26,000
Salaries and benefits	742,447	760,537	(18,090)	1,106,603
Professional fees	57,408	41,907	15,501	88,241
Repairs and maintenance	179,730	197,874	(18,144)	288,115
Other purchased services	37,350	34,217	3,133	37,350
Supplies and materials	28,589	29,920	(1,331)	63,183
<i>Total operations</i>	<u>1,063,591</u>	<u>1,078,567</u>	<u>(14,976)</u>	<u>1,609,492</u>
<i>General & administrative</i>				
Salaries and benefits	221,282	216,788	4,494	329,769
Professional fees	102,024	104,175	(2,151)	163,750
Repairs and maintenance	15,195	11,772	3,423	23,103
Other purchased services	36,560	28,185	8,375	42,075
Supplies and materials	23,639	5,850	17,789	34,722
Miscellaneous	666	10	656	1,000
Debt Service	11,825	10,353	1,472	23,649
<i>Total general & administrative</i>	<u>411,191</u>	<u>377,133</u>	<u>34,058</u>	<u>618,068</u>
<i>Total operating expenses</i>	<u>1,474,782</u>	<u>1,455,700</u>	<u>19,082</u>	<u>2,227,560</u>
Operating Income	<u>358,463</u>	<u>563,638</u>	<u>205,175</u>	<u>513,215</u>
Nonoperating revenue(expense)				
Investment income	12,112	16,248	4,136	18,000
Investment expense	(370)	(323)	47	(500)
Unrealized gain(loss) on investment	-	1,981	1,981	-
Realized gain(loss) on sale of asset	-	6,392	6,392	-
Grant income	1,032,110	1,766,631	734,521	1,548,785
Other Expense	-	(4,390)	(4,390)	-
Capital Outlays	(1,259,163)	(24,345)	1,234,818	(1,889,500)
Appropriations				
Mayor and Council	(99,960)	(114,666)	(14,706)	(150,000)
City Services	(26,420)	(30,265)	(3,845)	(40,000)
<i>Total nonoperating revenue(expense)</i>	<u>(341,691)</u>	<u>1,617,263</u>	<u>1,958,954</u>	<u>(513,215)</u>
Change in Net Position	16,772	2,180,901	2,164,129	-

UNAUDITED

**Municipal Services Commission
Statement of Net Position
As of November 30, 2024 and 2023**

	2025	2024
ASSETS:		
Current assets:		
Cash and equivalents	\$ 2,696,853	\$ 2,195,216
Investments	1,260,454	1,184,429
Accounts receivable, net	843,078	841,966
Inventories	1,015,432	968,021
Prepays	104,730	94,083
Restricted cash	1,236,893	720,304
Total current assets	7,157,440	6,004,019
Noncurrent assets:		
Capital assets not being depreciated:		
Land	43,796	43,796
Construction in progress	595,487	1,995,934
Capital assets net of accumulated depreciation:		
Buildings	655,095	687,586
Equipment	603,627	669,750
Infrastructure	16,119,353	14,037,829
Total noncurrent assets	18,017,358	17,434,895
Total assets	25,174,798	23,438,914
DEFERRED OUTFLOWS OF RESOURCES		
Pension	327,027	574,626
Total deferred outflows	327,027	574,626
LIABILITIES		
Current liabilities:		
Accounts payable	715,616	761,368
Accrued liabilities	54,538	76,590
Customer Deposits	1,300,403	741,358
Total current liabilities	2,070,557	1,579,316
Noncurrent liabilities:		
Due within one year	102,456	96,050
Due in more than one year	2,144,337	2,933,258
Total noncurrent liabilities	2,246,793	3,029,308
Total liabilities	4,317,350	4,608,624
DEFERRED INFLOWS OF RESOURCES		
Pension	348,995	250,334
Total deferred inflows	348,995	250,334
NET POSITION		
Net investment in capital assets	17,167,130	16,453,868
Unrestricted	3,668,350	2,700,714
Total net position	\$ 20,835,480	\$ 19,154,582

UNAUDITED

Municipal Services Commission
Statement of Revenues, Expenses, and Changes in Net Position
As of November 30, 2024 and 2023

	2025	2024
Operating Revenues:		
Water sales	\$ 1,999,573	\$ 1,679,990
Power sales	7,260,470	6,546,558
Miscellaneous	48,920	88,500
Total operating revenues	9,308,963	8,315,048
Less: free service	(6,508)	(6,241)
Net operating revenues	9,302,455	8,308,807
Operating Expenses		
Purchase of water and power	5,079,761	4,491,459
Salaries and benefits	1,949,633	1,752,288
Repairs and maintenance	217,111	233,419
Professional fees	309,667	102,196
Supplies	64,214	96,462
Other purchased services	132,776	308,241
Miscellaneous	11,699	-
Debt service - interest	31,819	-
Depreciation	864,428	731,260
Total operating expenses	8,661,108	7,715,325
Operating income (loss)	641,347	593,482
Nonoperating revenues (expenses):		
Net investment income	109,395	82,096
Realized gain (loss) on investments	6,392	-
Unrealized gain(loss) on investments	13,206	(9,356)
Gain (loss) on disposal of assets	1,772	-
Grant income	1,807,807	168,510
Grant Expense	(4,405)	-
Miscellaneous	8,083	(8,836)
Appropriations to Mayor & Council of New Castle		
Ordinary	(486,557)	(455,547)
City Services	(30,265)	(24,525)
Special	(3,187)	(5,110)
Total nonoperating revenues (expenses)	1,422,241	(252,768)
Income before capital contributions	2,063,588	340,714
Change in net position	2,063,588	340,714
Net position - beginning	18,771,892	18,813,868
Net position - ending	\$ 20,835,480	\$ 19,154,582

UNAUDITED

Municipal Services Commission
Combining Balance Sheet by Department
As of November 30, 2024 and 2023

	Water		Electric		Total	
	2025	2024	2025	2024	2025	2024
ASSETS:						
Current assets:						
Cash and equivalents	-	-	2,696,853	2,195,216	2,696,853	2,195,216
Investments	189,068	177,664	1,071,386	1,006,765	1,260,454	1,184,429
Accounts receivable, net	192,785	446,374	650,293	395,592	843,078	841,966
Inventories	301,551	261,614	713,881	706,407	1,015,432	968,021
Prepays	40,564	28,966	64,166	65,117	104,730	94,083
Restricted cash	-	-	1,236,893	720,304	1,236,893	720,304
Total current assets	723,968	914,618	6,433,472	5,089,401	7,157,440	6,004,019
Noncurrent assets:						
Capital assets not being depreciated:						
Land	43,796	43,796	-	-	43,796	43,796
Construction in progress	124,818	1,230,600	470,669	765,334	595,487	1,995,934
Capital assets net of accumulated depreciation:						
Buildings	298,109	312,878	356,986	374,708	655,095	687,586
Equipment	268,287	216,118	335,340	453,632	603,627	669,750
Infrastructure	9,033,801	6,956,780	7,085,552	7,081,049	16,119,353	14,037,829
Total noncurrent assets	9,768,811	8,760,172	8,248,547	8,674,723	18,017,358	17,434,895
Total assets	10,492,779	9,674,790	14,682,019	13,764,124	25,174,798	23,438,914
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 November 30, 2024 and 2023

	Water		Electric		Total	
	2025	2024	2025	2024	2025	2024
LIABILITIES						
Current liabilities						
Accounts payable	55,432	96,523	660,184	664,845	715,616	761,368
Accrued liabilities	24,542	51,819	29,996	24,771	54,538	76,590
Customer Deposits	17,855	7,021	1,282,548	734,337	1,300,403	741,358
Due to other funds	505,137	853,934	(505,137)	(853,934)	-	-
Total current liabilities	602,967	1,009,297	1,467,590	570,019	2,070,557	1,579,316
Noncurrent liabilities:						
Due within one year	22,197	15,592	80,259	80,458	102,456	96,050
Due in more than one year.	1,023,501	1,762,273	1,120,836	1,170,985	2,144,337	2,933,258
Total noncurrent liabilities	1,045,698	1,777,865	1,201,095	1,251,443	2,246,793	3,029,308
Total liabilities	1,648,664	2,787,162	2,668,685	1,821,462	4,317,350	4,608,624
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	9,388,760	8,138,601	7,778,370	8,315,267	17,167,130	16,453,868
Unrestricted	(564,104)	(1,105,041)	4,232,455	3,805,755	3,668,350	2,700,714
Total net position	8,824,656	7,033,560	12,010,825	12,121,022	20,835,480	19,154,582

UNAUDITED

Municipal Services Commission
Combining Schedules of Revenues, Expenses, and Changes in Net Position by Department
For the eight months ending November 30, 2024 and 2023

	Water		Electric		Total	
	2025	2024	2025	2024	2025	2024
Operating Revenues:						
Charges for services	\$ 1,999,573	\$ 1,679,990	\$ 7,260,470	\$ 6,546,558	\$ 9,260,043	\$ 8,226,548
Miscellaneous	21,918	36,712	27,002	51,788	48,920	88,500
Total operating revenues	2,021,491	1,716,702	7,287,472	6,598,346	9,308,963	8,315,048
Less: free service	(2,153)	(2,502)	(4,355)	(3,739)	(6,508)	(6,241)
Net operating revenues	2,019,338	1,714,200	7,283,117	6,594,607	9,302,455	8,308,807
Operating Expenses						
Purchase of water and power	14,112	15,925	5,065,649	4,475,534	5,079,761	4,491,459
Salaries and benefits	953,727	816,648	995,905	935,640	1,949,633	1,752,288
Repairs and maintenance	209,646	134,242	7,465	99,177	217,111	233,419
Professional fees	146,082	43,733	163,585	58,463	309,667	102,196
Supplies	35,770	52,625	28,444	43,837	64,214	96,462
Other purchased services	62,402	162,147	70,374	146,094	132,776	308,241
Miscellaneous	10	-	11,689	-	11,699	-
Debt service	2,165	-	29,654	-	31,819	-
Depreciation	340,295	230,738	524,133	500,522	864,428	731,260
Total operating expenses	1,764,209	1,456,058	6,896,898	6,259,267	8,661,108	7,715,325
Operating income (loss)	255,129	258,142	386,219	335,340	641,347	593,482

UNAUDITED**Municipal Services Commission****Combining Schedules of Revenues, Expenses, and Changes in Net Position by Department
For the eight months ending November 30, 2024 and 2023**

	Water		Electric		Total	
	2025	2024	2025	2024	2025	2024
Nonoperating revenues (expenses):						
Net investment income	15,925	12,266	93,470	69,830	109,395	82,096
Realized gain (loss) on investments	-	-	-	-	-	-
Unrealized gain(loss) on investments	1,981	(1,403)	11,225	(7,953)	13,206	(9,356)
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	-	-	(4,405)	-	(4,405)	-
Miscellaneous	(4,391)	(8,490)	12,474	(346)	8,083	(8,836)
Appropriations to Mayor & Council of New Castle						
Ordinary	(114,666)	(91,990)	(371,891)	(363,557)	(486,557)	(455,547)
City Services	(30,265)	(24,525)	-	-	(30,265)	(24,525)
Special	-	(1,445)	(3,187)	(3,665)	(3,187)	(5,110)
Total nonoperating revenues (expenses)	1,641,607	52,923	(219,366)	(305,691)	1,422,241	(252,768)
Income before capital contributions	1,896,736	311,065	166,853	29,649	2,063,588	340,714
Capital Contributions	-	-	-	-	-	-
Change in net position	1,896,736	311,065	166,853	29,649	2,063,588	340,714
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>\$ 8,824,656</u>	<u>\$ 7,033,560</u>	<u>\$12,010,825</u>	<u>\$12,121,022</u>	<u>\$20,835,480</u>	<u>\$19,154,582</u>

Comptroller/Treasurer's Report – December 12, 2024

MUNICIPAL SERVICES COMMISSION

CITY OF NEW CASTLE, DELAWARE

P.O. BOX 208 - 19720-0208

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

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

Fiscal Year 2025 Budget Amendment No. 2

Account Number	Description	Amount	Explanation
01-100-334-00-00	GRANT REVENUE	25,000.00	ODW - PLANNING GRANT - HYDRO
01-100-340-10-00	CHGS FOR SVCS-WTR CONS	50,000.00	BUDGET TO ACTUAL
01-100-340-10-10	CHGS FOR SVCS - CUST CHG	24,000.00	BUDGET TO ACTUAL
01-100-340-10-20	CHGS FOR SVCS - PRIVATE FIRE	13,000.00	BUDGET TO ACTUAL
01-100-340-10-25	CHGS FOR SVCS - PUBLIC FIRE	10,000.00	BUDGET TO ACTUAL
01-100-340-10-30	CHGS FOR SVCS - PRVT HYDRANT	5,000.00	BUDGET TO ACTUAL
01-100-340-10-90	CHGS FOR SVCS - INTERCONNEC	100,000.00	UNPLANNED SALES TO ARTESIAN
01-100-361-10-00	WATER INTEREST EARNINGS	5,000.00	ADDITIONAL INTEREST REVENUE
01-100-392-00-00	GAIN/LOSS ON DISPOSAL ASSET	6,392.00	BUDGET TO ACTUAL
01-100-399-00-00	BUDGETARY RESERVE - WATER	(170,272.00)	ANTICIPATED SURPLUS
01-100-400-11-10	SALARIES & WAGES ADMINIST	12,340.00	NONUNION SICK LEAVE BUYBACK
01-100-400-11-14	SALARIES & WAGES UNION OPS	(10,000.00)	BUDGET TO ACTUAL
01-100-400-13-00	OVERTIME-STANDBY PAY	(10,000.00)	BUDGET TO ACTUAL
01-100-400-21-10	EE BENEFITS - GROUP HEALTH	11,100.00	UNPLANNED ADDTL ENROLL
01-100-400-23-00	EMPLOYEE BENEFITS - PENSION	40,000.00	BUDGET TO ACTUAL
01-100-400-26-00	EE BENEFITS - WORKERS COMP	582.00	BUDGET TO ACTUAL
01-100-400-52-00	INSURANCE	(3,133.00)	BUDGET TO ACTUAL
01-100-400-80-85	CAPITAL OUTLAYS - WATER	177,760.00	CARBON EXCHANGE
01-100-334-00-00	GRANT REVENUE	177,760.00	CARBON EXCHANGE
01-150-400-21-10	EE BENEFITS - GROUP HEALTH	5,000.00	UNPLANNED ADDTL ENROLL
01-150-400-23-00	EMPLOYEE BENEFITS - PENSION	(10,000.00)	BUDGET TO ACTUAL
01-150-400-26-00	EE BENEFITS - WORKERS COMP	(220.00)	BUDGET TO ACTUAL
01-150-400-52-00	INSURANCE	(12,549.00)	BUDGET TO ACTUAL
01-150-400-80-30	GRANT EXPENSE	50,000.00	ODW - PLANNING GRANT - HYDRO
01-150-400-80-40	UNREALIZED GAIN/LOSS INVEST	5,000.00	INCREASED BOND VALUES
01-200-340-10-00	CHGS FOR SVCS - ELECTRIC CONS	47,000.00	BUDGET TO ACTUAL
01-200-340-10-10	CHGS FOR SVCS - CUST CHARGE	28,000.00	BUDGET TO ACTUAL
01-200-340-10-80	CHGS FOR SVCS - FREE SVC	(10,000.00)	BUDGET TO ACTUAL
01-200-361-10-00	ELECTRIC INTEREST EARNINGS	33,000.00	ADDITIONAL INTEREST REVENUE
01-200-392-00-00	GAIN/LOSS ON DISPOSAL ASSETS	1,800.00	BUDGET TO ACTUAL
01-200-399-00-00	BUDGETARY RSRV - ELECTRIC	(10,332.00)	ANTICIPATED SURPLUS
01-200-400-11-10	SALARIES & WAGES ADMIN	940.00	NONUNION SICK LEAVE BUYBACK
01-200-400-11-14	SALARIES & WAGES UNION OPS	15,000.00	BUDGET TO ACTUAL
01-200-400-13-00	OVERTIME-STANDBY PAY	(20,000.00)	BUDGET TO ACTUAL
01-200-400-20-10	EE BENEFITS - PAYROLL TAXES	1,200.00	MUTUAL AID - HURRICANE MILTO
01-200-400-21-10	EE BENEFITS - GROUP HEALTH	14,500.00	UNPLANNED ADDTL ENROLL
01-200-400-23-00	EMPLOYEE BENEFITS - PENSION	30,000.00	BUDGET TO ACTUAL
01-200-400-26-00	EE BENEFITS - WORKERS COMP	(3,541.00)	BUDGET TO ACTUAL
01-200-400-52-00	INSURANCE	(11,030.00)	BUDGET TO ACTUAL
01-200-400-62-00	SUPPLIES - ENERGY	102,000.00	PROJECTED CONSUMPTION
01-200-334-00-00	GRANT REVENUE	41,176.00	MUTUAL AID - HURRICANE MILTO
01-250-400-11-00	SALARIES & WAGES ADMIN	1,700.00	MUTUAL AID - HURRICANE MILTO

MUNICIPAL SERVICES COMMISSION

CITY OF NEW CASTLE, DELAWARE

P.O. BOX 208 - 19720-0208

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

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

Fiscal Year 2025 Budget Amendment No. 2

Account Number	Description	Amount	Explanation
01-250-400-20-10	EE BENEFITS - PAYROLL TAXES	500.00	MUTUAL AID - HURRICANE MILTO
01-250-400-21-10	EE BENEFITS - GROUP HEALTH	6,000.00	UNPLANNED ADDTL ENROLL
01-250-400-23-00	EMPLOYEE BENEFITS - PENSION	(10,000.00)	BUDGET TO ACTUAL
01-250-400-26-00	EE BENEFITS - WORKERS COMP	(450.00)	BUDGET TO ACTUAL
01-250-400-34-10	TECH SVCS - COMP LIC/SUPPORT	18,260.00	ERP FEES (DATA ENTRY ERROR)
01-250-400-34-10	TECH SVCS - COMP LIC/SUPPORT	7,100.00	ADDTL AMI PROGRAMING FEES
01-250-400-52-00	INSURANCE	(15,335.00)	BUDGET TO ACTUAL
01-250-400-80-30	GRANT EXPENSE	5,800.00	MUTUAL AID - HURRICANE MILTO
01-250-400-80-40	UNREALIZED GAIN/LOSS INVEST	25,000.00	INCREASED BOND VALUES
01-150-400-34-10	TECH SVCS - COMP LIC/SUPPORT	2,430.00	RCLS VOIP
01-150-400-41-15	TELEPHONE	(2,430.00)	RCLS VOIP
01-250-400-34-10	TECH SVCS - COMP LIC/SUPPORT	2,970.00	RCLS VOIP
01-250-400-41-15	TELEPHONE	(2,970.00)	RCLS VOIP
01-200-400-62-00	SUPPLIES - ENERGY	13,000.00	INC POWER SUPPLY COST JAN

Summary of Changes:

	Water	Electric
Revenues	\$245,880	\$130,644
Expense	\$245,880	\$130,644

Prepared: 12/03/2024- Presented: 12/12/2024 - Approved: _____ - Processed _____

FISCAL YEAR ENDED MARCH 31, 2026 - WATER UTILITY BUDGET REQUEST

	2022-2023		2023-2024		2024-2025		2025-2026		Explanation
	ACTUAL		ACTUAL		BUDGET	YTD ACTIVITY	REQUEST	CHANGE \$ %	
Revenue									
334 - GRANT REVENUES - STATE	39,521.00		177,589.00		1,548,785.00	1,766,630.83		(1,548,785.00)	-100% SRF PRINCIPAL FORGIVENESS
340 - CHARGES FOR SERVICES	2,340,511.57		2,524,102.60		2,750,197.00	2,002,710.29	3,004,213.00	254,016.00	9% INCREASED RATES + GROWTH
361 - INVESTMENT EARNINGS	10,182.19		20,589.95		18,000.00	16,248.42	17,500.00	(500.00)	-3%
369 - MISC REVENUES	36,717.83		37,724.92		22,050.00	18,780.40	21,150.00	(900.00)	-4%
389 - BUDGETARY CONTROL	-		-		(27,472.00)	-	95,453.00	122,925.00	-447% SEE BELOW
	<u>2,426,932.59</u>		<u>2,760,016.47</u>		<u>4,311,560.00</u>	<u>3,804,369.94</u>	<u>3,138,316.00</u>	<u>(1,173,244.00)</u>	<u>-27%</u>
Expense									
11 - SALARIES & WAGES	761,751.13		838,763.50		910,605.00	641,934.75	966,377.00	55,772.00	6% APPROVED SALARIES & PROJECTED CPI 3%
13 - OVERTIME	9,187.51		6,775.26		20,000.00	3,941.94	19,154.00	(846.00)	-4%
20 - EMPLOYEE BENEFITS - PAYROLL TAXES	67,057.32		71,101.69		75,486.00	50,344.12	80,829.00	5,343.00	7% APPROVED SALARIES & PROJECTED CPI 3%
21 - EMPLOYEE BENEFITS - GROUP INSURANCE	167,078.94		185,191.72		265,143.00	155,155.16	355,956.00	90,813.00	34% PROJECTED INCREASE IN PREMIUMS
23 - EMPLOYEE BENEFITS - RETIREMENT CONTRIBUTIONS	143,245.12		152,638.47		145,000.00	108,014.96	171,043.00	26,043.00	18% INVESTMENT RETURNS - PENSION
25 - EMPLOYEE BENEFITS - UNEMPLOYMENT INSURANCE	(747.16)		134.66		2,567.00	-	2,567.00	-	0%
26 - EMPLOYEE BENEFITS - WORKERS' COMPENSATION	-		8,118.16		17,571.00	17,933.18	18,164.00	593.00	3%
29 - EMPLOYEE BENEFITS - OTHER	9,086.78		(5,021.19)		-	-	-	-	0%
30 - PROFESSIONAL/TECHNICAL SERVICES	750.21		475.93		1,200.00	4,447.09	750.00	(450.00)	-38%
31 - OFFICE/ADMINISTRATIVE	42,963.29		35,739.75		34,148.00	18,048.17	36,380.00	2,232.00	7%
32 - PROFESSIONAL	15,797.80		20,128.21		40,891.00	23,274.46	22,086.00	(18,805.00)	-46% REDUCE BUDGET REQUEST TO HISTORICAL SPEND
33 - OTHER PROFESSIONAL	26,513.31		35,935.24		42,853.00	25,631.08	38,670.00	(4,183.00)	-10% REDUCE BUDGET REQUEST TO HISTORICAL SPEND
34 - TECHNICAL	39,027.20		191,226.77		134,099.00	79,128.67	131,811.00	(2,288.00)	-2%
40 - PROPERTY SERVICES	2,981.45		2,591.36		3,085.00	2,328.52	2,921.00	(144.00)	-5%
41 - UTILITY SERVICES	60,262.81		68,319.29		71,933.00	46,492.09	72,631.00	698.00	1%
42 - CLEANING SERVICES	9,948.21		11,089.86		12,800.00	11,281.39	13,960.00	1,160.00	9%
43 - REPAIRS AND MAINTENANCE	199,384.47		189,377.44		247,420.00	154,142.22	181,430.00	(65,990.00)	-27% REDUCE BUDGET REQUEST TO HISTORICAL SPEND
44 - RENTALS	368.88		449.50		800.00	5,076.75	600.00	(200.00)	-25%
49 - FREE SERVICE	3,790.84		3,507.85		4,000.00	2,153.37	4,000.00	-	0%
50 - OTHER PURCHASED SERVICES	13,723.46		19,185.75		18,000.00	14,815.02	18,000.00	-	0%
52 - INSURANCE	56,265.35		61,482.28		61,425.00	47,586.09	74,580.00	13,155.00	21% PROJECTED INCREASE IN PREMIUMS
60 - SUPPLIES	26,762.46		17,495.35		29,810.00	4,887.20	8,750.00	(21,060.00)	-71% REDUCE BUDGET REQUEST TO HISTORICAL SPEND
61 - SUPPLIES - TOOLS & SUPPLIES	19,234.50		13,300.90		15,752.00	5,764.37	10,142.00	(5,610.00)	-36% REDUCE BUDGET REQUEST TO HISTORICAL SPEND
62 - SUPPLIES - ENERGY	1,176.48		1,210.04		1,350.00	302.50	1,350.00	-	0%
63 - SUPPLIES - CHEMICALS	41,020.61		27,889.19		33,750.00	19,220.75	28,400.00	(5,350.00)	-16% REDUCE BUDGET REQUEST TO HISTORICAL SPEND
65 - DUES & SUBSCRIPTIONS	3,187.66		2,853.70		3,912.00	780.25	3,625.00	(287.00)	-7%
66 - SUPPLIES - UNIFORM/CLOTHING	6,395.95		6,729.37		13,331.00	4,814.93	10,890.00	(2,441.00)	-18% REDUCE BUDGET REQUEST TO HISTORICAL SPEND
69 - MISCELLANEOUS	(54.56)		(122.73)		1,000.00	10.00	-	(1,000.00)	-100%
70 - PROPERTY - DEPRECIATION	319,358.28		356,627.11		-	-	-	-	0%
80 - NON-OPERATING	245,186.71		231,398.49		2,103,649.00	167,781.46	863,250.00	(1,240,399.00)	-59% REDUCTION IN CAPITAL OUTLAYS, SEE BELOW
	<u>2,290,705.21</u>		<u>2,554,590.92</u>		<u>4,311,560.00</u>	<u>1,615,280.49</u>	<u>3,138,316.00</u>	<u>(1,173,244.00)</u>	<u>-27%</u>

FISCAL YEAR ENDED MARCH 31, 2026 - WATER UTILITY BUDGET REQUEST

BUDGETARY CONTROL DETAIL	
BANK FINANCING OF T-14 REPLACEMENT	100,000.00
GREEN ENERGY FUNDS TO PAY FOR T-1 REPLACEMENT	36,000.00
CONTINGENCY/EXPECTED SURPLUS	(40,547.00)
	<u>95,453.00</u>
CAPITAL OUTLAYS	
DELAWARE STREE RAILROAD CROSSING	410,000.00
REPLACE GALVANIZED SERVICE LINES (19)	19,000.00
SCHOOL LANE CAUSTIC FEED SYSTEM & SCADA	11,500.00
216 CHESTNUT - ROOF & ENTRANCE	20,250.00
100 MUNICIPAL COPIER REPLACEMENT	9,000.00
T-14 REPLACEMENT SIVERADO EXT CAB 4WD	100,000.00
T-1 REPLACEMENT (EV)	36,000.00
	<u>605,750.00</u>

PROJECTED ANNUAL COST IN 26 \$12,000. \$24K AFTER FOR 5 YEARS

CITY APPROPRIATIONS PROJECTED TO INCREASE \$93,000 IN TOTAL BETWEEN WATER AND ELECTRIC

Revenue

	2022-2023	2023-2024	2024-2025	2025-2026		
	ACTUAL	ACTUAL	BUDGET	REQUEST	\$	%
Revenue						
334 - GRANT REVENUES - STATE	0	30040.91	0	80000	80,000.00	0%
340 - CHARGES FOR SERVICES	9216755.23	9741650.67	10611156	11171268	560,112.00	5% INCREASED RATES & DECREASED CONSUMPTION
361 - INVESTMENT EARNINGS	59806.35	171232.82	104000	104500	500.00	0%
369 - MISC REVENUES	5176.06	40391.33	21950	20850	(1,100.00)	-5%
399 - BUDGETARY CONTROL	0	0	14873	340578	325,705.00	SEE BELOW
	9281737.64	9928315.73	10751979	11717196	965217	9%
Expense						
11 - SALARIES & WAGES	805,090.47	877,715.64	1,100,872.00	1,185,684.00	85,012.00	8% APPROVED SALARIES & PROJECTED CPI 3%
13 - OVERTIME	5,496.33	10,042.18	48,000.00	48,823.00	823.00	2%
20 - EMPLOYEE BENEFITS - PAYROLL TAXES	78,506.08	80,346.99	83,825.00	89,019.00	5,194.00	6% APPROVED SALARIES & PROJECTED CPI 3%
21 - EMPLOYEE BENEFITS - GROUP INSURANCE	228,319.56	230,959.09	314,956.00	428,176.00	113,220.00	36% PROJECTED INCREASE IN PREMIUMS
23 - EMPLOYEE BENEFITS - RETIREMENT CONTRIBUTIONS	172,827.63	189,280.26	173,000.00	205,295.00	32,295.00	19% INVESTMENT RETURNS - PENSION
25 - EMPLOYEE BENEFITS - UNEMPLOYMENT INSURANCE	(907.25)	164.59	2,944.00	2,945.00	1.00	0%
26 - EMPLOYEE BENEFITS - WORKERS' COMPENSATION	-	5,902.84	14,488.00	15,372.00	884.00	6%
29 - EMPLOYEE BENEFITS - OTHER	14,942.89	39,519.89	-	-	-	0%
31 - OFFICE/ADMINISTRATIVE	53,837.19	42,984.08	39,900.00	44,020.00	4,120.00	10%
32 - PROFESSIONAL	40,743.94	32,912.69	31,434.00	20,010.00	(11,424.00)	-36% REDUCE BUDGET REQUEST TO HISTORICAL SPEND
33 - OTHER PROFESSIONAL	36,097.20	45,096.27	50,298.00	43,885.00	(6,413.00)	-13% REDUCE BUDGET REQUEST TO HISTORICAL SPEND
34 - TECHNICAL	44,744.19	236,601.66	120,188.00	157,433.00	37,245.00	31% AFTER FYE 25 BA #2 6% INCREASE
40 - PROPERTY SERVICES	7,183.54	3,736.08	3,225.23	5,315.00	(3,270.00)	-38% PROJECTED INCREASE IN PREMIUMS
41 - UTILITY SERVICES	25,779.31	22,649.94	24,769.00	12,609.42	(3,908.00)	-16% REDUCE BUDGET REQUEST TO HISTORICAL SPEND
42 - CLEANING SERVICES	5,666.17	6,270.14	5,925.00	10,385.00	4,460.00	75%
43 - REPAIRS AND MAINTENANCE	131,487.06	136,131.66	87,970.00	248,152.00	160,182.00	182% \$140,000 FOR 4 NEW TRANSFORMERS
44 - RENTALS	450.82	549.40	1,000.00	600.00	(400.00)	-40%
49 - FREE SERVICE	6,802.40	7,787.94	8,000.00	8,000.00	-	0%
50 - OTHER PURCHASED SERVICES	16,602.12	23,313.93	21,750.00	19,750.00	(2,000.00)	-9%
52 - INSURANCE	61,453.17	74,720.17	76,475.00	74,080.00	(2,395.00)	-3%
60 - SUPPLIES	32,708.27	21,456.67	38,490.00	10,750.00	(25,740.00)	-71% RECLASSIFICATION TO OTHER LINES
61 - SUPPLIES - TOOLS & SUPPLIES	38,539.75	23,391.63	20,608.00	28,662.00	8,054.00	39% RECLASSIFICATION FROM OTHER LINES
62 - SUPPLIES - ENERGY	6,718,141.92	6,741,529.84	7,301,000.00	7,846,520.00	345,520.00	5% DEMEC WHOLESALE RATE INCREASE
65 - DUES & SUBSCRIPTIONS	2,074.37	1,307.67	2,583.00	2,660.00	77.00	3%
66 - SUPPLIES - UNIFORM/CLOTHING	15,411.54	15,045.82	14,200.00	4,600.00	4,600.00	32% INCREASED COSTS & REPLACEMENT OF GEAR
69 - MISCELLANEOUS	12,402.47	18,530.02	20,000.00	18,900.00	(10,000.00)	-50% REDUCE BUDGET REQUEST TO HISTORICAL SPEND
70 - PROPERTY - DEPRECIATION	517,694.10	653,416.98	-	10,000.00	-	0%
80 - NON-OPERATING	9,698,315.01	10,176,716.95	1,142,719.00	1,371,819.00	229,100.00	20% INCREASE IN APPROPRIATIONS & CAPITAL OUTLAYS
	626,218.77	635,353.00	10,751,979.00	11,717,196.00	965,217.00	9%

FISCAL YEAR ENDED MARCH 31, 2026 - ELECTRIC UTILITY BUDGET REQUEST

BUDGETARY CONTROL DETAIL

BANK FINANCING OF T-12 REPLACEMENT	385,000.00
GREEN ENERGY FUNDS TO WATER FOR T-1	(36,000.00)
CONTINGENCY/EXPECTED SURPLUS	(8,422.00)
	<u>340,578.00</u>

CAPITAL OUTLAYS

MAPPING/OUTAGE MANAGEMENT SYSTEM	110,000.00
NEW CAPACITOR BANKS	30,000.00
FAULT INDICATORS	10,000.00
216 CHESTNUT - ROOF & ENTRANCE	24,750.00
T-12 BUCKET TRUCK (FINANCING)	385,000.00
T-1 REPLACEMENT (EV)	44,000.00
100 MUNICIPAL COPIER	11,000.00
	<u>614,750.00</u>

PROJECTED ANNUAL COST IN 26 \$33,000. \$66K AFTER FOR 7 YEARS

CITY APPROPRIATIONS PROJECTED TO INCREASE \$93,000 IN TOTAL BETWEEN WATER AND ELECTRIC

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

December 12, 2024

Prepared by: Jay Guyer on December 4, 2024

1. Developer Projects

A. Riverbend Subdivision

1. RailPros (RP) assigned a Railroad Inspector for the electric directional drill under the tracks which started on November 18th and was scheduled to take 5 days to complete. The contractor did not have the correct conduit and requested to use an alternate. Norfolk Southern / RP agreed to the change but will require a Permit Amendment. MSC Inspector Schlecht continues performing inspection and testing of the services along Arrowgrass Lane and North Heron Circle. MSC met with Freedom Development and their Engineer CEA on November 21st to review completing Phase I and discuss Phase II. The water main alignment will be adjusted to avoid conflicts and provide more accessibility for future maintenance. Revised plans will be prepared and submitted for review /approval.

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 will receive 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. 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. RE Pierson mobilized to the site and corrected the drainage issue at the pathway entrance near Frenchtown Road and School Lane. Following several rains, there was no pooling of water observed. WUM Guyer received notice a final inspection meeting is scheduled for January 8, 2025 on site.

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

1. MSC met with the engineer on November 13th to review the Battery Project. Several Site Plans and Utility Plans were presented for review. The plan meeting MSC Standards for Water Main Construction were selected and will be revised and submitted. Units will be individually metered from a water meter room in each building. Their Fire Protection Engineer conducted a flow test on November 20th and forwarded the results to MSC for our records.

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 the RR

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

December 12, 2024

Prepared by: Jay Guyer on December 4, 2024

crossing and a separate agreement for services for any items outside the RR track project can be completed between MSC and Kleinfelder. WUM Guyer reached out to our DWSRF Program Administrator about grant money that may be available. The Administrator forwarded information on the Drinking Water Bond Bill Grant Guidelines and Application to review and consider submitting.

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. Delivery of the 18 remote antennas for the pit installations is scheduled for December 13th.

B. Cross Connection Control Program – Hydro Corp

1. Cross Connection Control (CCC) Program – Draft copies of the 3rd and Final Notices were reviewed, approved, and were mailed to non-compliant customers at the end of November. WUS Jaeger and Operator Schlecht continue following up on their certifications.

C. School Lane Water Treatment Facility PFAS Treatment System Improvements

1. WUM Guyer and WUS Jaeger reviewed draft plans and returned comments for incorporation into the final plans. Draft sections of the bid documents are being forwarded for review and comment. WUM Guyer and WUS Jaeger met with Pennoni Associates (PA) to review and update the project schedule. PA continues working on the draft RFP to advertise and solicit bids for the project at the end of January.

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 customers to access their property. The LSLI information is also available on ODW's web site. WUM Guyer received notice from ODW that our Initial LSLI submitted meets regulatory requirements and has been accepted. 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.

3. Operations

A. Outages

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

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

December 12, 2024

Prepared by: Jay Guyer on December 4, 2024

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. WUM Guyer followed up with STRIDE Representatives recommending starting the Study in early January 2025 which they agreed to.
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) – MSC continues working with our local CISA Representative for Delaware – Region III Chris Ramos following our Cybersecurity Roadmap for evaluation. WUM Guyer and WUS Jaeger received the final report from CISA and are reviewing it for recommendations on improvements and explore grant opportunities for funding them.
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. WUM Guyer will follow up with comments so it can be processed by the Bureau of Contracts and Grants. Upon receipt of approval, Pennoni Engineering's (PE) Proposal will be executed so they can start working.
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. Once the court issues final judgements including the approval order they will reach out to their clients to start working on the Action Fund and Special Needs Fund submissions.
7. MSC Representatives, Assurance Media Reps, and Keystone Engineering Reps met with Kerwin Gains of the Delaware Department of Technology and Information to discuss CYBER Security and Resiliency and grant opportunities. WUM Guyer and WUS Jaeger submitted 2 requests to the DEMA State and Local Cybersecurity Grant Program (DSLCCG) Program. Both Grants totaling \$32,290.00 were approved and submitted to FEMA for final approval. WUM Guyer received notification FEMA approved both Grants as presented, DEMA will start work on final approval.

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

December 12, 2024

Prepared by: Jay Guyer on December 4, 2024

8. DNREC Mapping Project – MSC was contacted by Davis Bowen & Friedel (DBF) Engineering firm. They are working with DNREC under a Federal Grant to prepare a state wide mapping system of all water utilities. WUM GUYER and WUS Jaeger discussed the project and data security / sharing concerns. The data will only be visible to DNREC, DEMA, and DPH. The project was reviewed and discussed with GM Blomquist. WUS Jaeger prepared the requested information and uploaded to DBF's secure file server.

9. FYE 2026 Budget Preparation – WUM Guyer and WUS Jaeger reviewed FYE 2025 O & M Budget expenses year to date and planned work for the 4th Quarter. WUM Guyer and WUS Jaeger worked on the FYE 2026 O & M Budget. A draft was prepared and WUM Guyer met with GM Blomquist, Comptroller Natale, and Treasurer Malloy to review.

C. System Repairs and Maintenance

1. Riverbend Subdivision - Flushed on November 6th and 22nd to maintain Chlorine.

2. SL Water Treatment Facility – The SC 60 Lime Machine Controller was shipped to Acrison Controls, repaired, tested and certified, and is being shipped back. When received, it will be reinstalled and tested. The repair cost was approximately \$200.00.

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 to and received notice from the DWSRF Program Administrator our request for assistance from the Drinking Water Grant 2024 Bond Bill Funds was approved. The full cost of the carbon exchange will be reimbursed. Final approval will be issued December 15th. WUM Guyer has reached out to Calgon Carbon to confirm scheduling.
4. Curb Box Maintenance – Water Operators have started working on curb box maintenance correcting issues observed during inspection. A spreadsheet generated by our mapping system is being used to track the survey / correction information and will be uploaded to the mapping system when completed.

D. Equipment

1. Water Operator's continue performing routine maintenance on the small equipment checking / changing fluids and filters as needed and power washing exteriors.
2. The new Truck 4 – No Update on the body installation.

E. Personnel and Training

1. No personnel issues to report.

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

December 12, 2024

Prepared by: Jay Guyer on December 4, 2024

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.
2. The next DFIT Safety Meeting is scheduled for December 17th at the Milford Facility.

4. Local, State, and Federal Agencies

A. WSCC - Water Supply Coordinating Council

1. The next New Castle County WSCC Sub-Committee meeting is scheduled for December 5th. The agenda will include reports from the water purveyors and continuing dry conditions.
2. The next WSCC Full Council meeting is pending.
3. NOTE: Water Conditions remain very dry and are being monitored. Recent rains have helped but done little to improve conditions. Stream flows and precipitation are being reviewed and compared to the Drought Operating Guidelines for Delaware. 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).

C. DEWARN – Delaware Water/Wastewater Agency Response Network

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

D. Water Operator Advisory Council

1. The next Advisory Council meeting is scheduled for December 5th. Discussion will be for the proposed changes to Section 6 of the Operator Licensing Regulations and start review of Section 7.

E. WIAC - Water Infrastructure Advisory Council

1. The next WIAC meeting is scheduled for December 11th.

End of Report

MUNICIPAL SERVICES COMMISSION

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

Office: 302 323-2330 Utility Building: 302-323-2333 Fax: 302-323-2337
www.newcastlemsc.com

Monthly Water Works Report November 1 - 30, 2024 Prepared By: Jay Guyer on December 4, 2024

Water Production		FT 300		Gallons	
		Raw	Adjusted Finished		
Month	Year	Total Gallons	Total Gallons	Raw	Finished
November	2023	11,608,400	11,589,036	12,038,400	11,823,530
November	2024	12,038,400	11,823,530		
Difference		430,000	234,494		-214,870
Percentage Difference		3.6	2.0	Percentage Difference	
					1.8

Well(s) in Operation	Basin Road	Frenchtown Road	School Lane	Cross Roads	Reserve	Not Used
Days Pumped	Reserve Status	Resting	XXX	XXX	OOS	Out of Service
			29	1	XXX	Run and No. of Days

Water Quality	MSC Average	Goal / Target Level	Range
Average Chlorine Residual	1.35 ppm	1.40 ppm	1.0 - 4.0 ppm
Average pH	6.7	7.5	6.5 - 8.5 on a 0 - 14 Scale
Average Fluoride Residual	0.81 ppm	0.80 ppm	0.60 - 1.00 ppm

General Water System Report

Routine Bacteria Sampling (Office of Drinking Water)	# Collected Results	Absent Present
	10	
	10	
	0	

Miss Utility Locate Requests (Water and Electric Locates)	# Received Completed	35
	# of Damages	0

Building Permit Review (Water Related Conflicts)	# Reviewed	28
	# Approved	28

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

November 1 - 30, 2024

Prepared By: Jay Guyer on December 4, 2024

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

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

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

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

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

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

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

ELECTRIC DEPARTMENT COMMISSION REPORT

December 12, 2024

Prepared by Artie Granger on December 05, 2024

1. Developer Projects:

A. Riverbend Subdivision:

- I. Freedom Development has begun Phase 2 of the project, which is planned to be a total of 58 lots.
- II. The boring contractor has installed 2 – 8” conduits under the tracks. Both of the conduits run from the manhole in Centerpoint to the manhole in Riverbend.
- III. MSC is waiting to here from the developer when they will be continuing work.
- IV. Gemcraft has continued to build houses and MSC has been energizing them as requested.
- V. The Electric Department has been in touch regarding additional services as needed.

B. Insteel

- I. MSC will has provided Insteel with the costs for raising MSC conductors.

2. Capital Projects:

a. Electric Mapping System

1. There is nothing new to report on this at this time.
2. MSC Electric is still working with AMP to see what they can provide as well as reaching out to another GIS vendor to discuss how they could help us.
3. MSC Electric is currently using a mapping system that needs to be updated due to end of life of the program. MSC has a tremendous amount of data inputted into this system. We have been looking at different options, but would like them to be able to work with our systems moving forward.
4. We have determined that MSC Electric will need to have networking capabilities in the mapping system to get helpful information.

b. Electric SCADA System

- I. MSC Electric department has had conversations with Utility Engineers about the SCADA system.
- II. 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

ELECTRIC DEPARTMENT COMMISSION REPORT

December 12, 2024

Prepared by Artie Granger on December 05, 2024

system. During cyber-security discussions it has been suggested that our SCADA systems need to be separate.

- III. 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.
- IV. MSC has received pricing back from SEL and has forwarded it to Utility Engineering.
 - i. Utility Engineering is reviewing this proposal as well and is working on their recommendation.

c. **Substation Relay Replacement**

- I. This project is currently scheduled to begin in January.
- II. 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.
- II. MSC is working on getting a utility permit for traffic to get this project completed.
- III. MSC still has some aerial work to do to complete this project. What is remaining is to re-configure the main feed into the development. This was installed temporarily early in the project. MSC will be working on getting this finished.
- IV. MSC will continue to monitor and respond to calls about trenches settling etc.

3. **Operations:**

- 1. MSC Electric has assisted the city with the installation of the lights on the Christmas tree.
- 2. MSC will begin to ramp up routine maintenance that has been deferred due to long term project. This will include tree trimming, pole line maintenance etc.

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

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

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

ELECTRIC DEPARTMENT COMMISSION REPORT

December 12, 2024

Prepared by Artie Granger on December 05, 2024

4. Outages :

- i. MSC had one outage in the past month. This affected 3 customers for about 2 ½ hours. MSC took a switch out of service for repair / maintenance.

SAIDI (minutes)	SAIFI (number of interruptions)	CAIDI (minutes)	ASAI (percent)
123.777	1.275	97.053	99.9765%

II. 12/1/23 –12/1/24

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.

5. Repairs and Maintenance:

a. Infrared Inspections

Infrared testing has been completed. MSC has addressed some of the items that we identified and will continue working on any other items that were identified.

6. Substations

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

A. Wilmington Road Substation:

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

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

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

ELECTRIC DEPARTMENT COMMISSION REPORT

December 12, 2024

Prepared by Artie Granger on December 05, 2024

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

B. Dobbinsville Substation:

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

6. Grant Potential

- a. There is nothing new to report.
- b. MSC is working with Utility Engineering to explore opportunities to address cybersecurity with our SCADA system, including a potential Fiber Network System for reliability and redundancy.
- c. Last month the MSC applied for a Energy Efficiency and Conservation Block Grant (EECBG). In the application we applied for a EV Vehicle to replace our Toyota Mini Van, add new Solar Arrays at our Penn Farm Solar Field and an Electric Micro Mini Excavator to replace our Diesel Powered Micro Mini we currently have. We received word from DNREC on 9/18/24 that coordination issues have delayed their original timeline, and they are working on their final agreements for each awardee and will send them out as soon as possible.