

Municipal Services Commission Monthly Meeting
November 20, 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
Mayor Valarie W. Leary, Commissioner
Scott L. Blomquist, Secretary

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

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

Minutes

October 16, 2025 – **A motion to approve the minutes of the October 16, 2025, meeting as presented was made by Commissioner Leary, seconded by Commissioner Wik, and was unanimously passed.**

Comptroller/Treasurer Report – Mr. Natale reporting

(See attached report)

Mr. Natale reported that:

- The conversion of Financial Payroll and Utility Systems to the Cloud was completed last week. Conversion of the Payment process to the Cloud will be completed in the next few weeks, which will allow credit card payments to be taken in the office.
- Messrs. Blomquist and Natale met with USF regarding the Rate Design and Cost of Service for the upcoming year.
- DEMEC is working on their budget and proposed rates for the calendar year 2026. Mr. Natale anticipates being able to present the 2026-2027 Budget at the December Board meeting. Mr. Blomquist noted that the Board was working to keep the wholesale rate flat.

As of October 31, 2025:

- Cash on hand as of October 31, 2025: \$7.7M, including restricted cash.
- Investment Portfolio: \$1.4M, which was a gain of approximately \$7,000 from prior month.
- Sweep Account: The interest rate on the \$5.4M in the Sweep Account is 3.92%.

(Stenographer's Note: Mr. Jaeger brought students in the Water Management program at William Penn High School into the meeting. The students were touring the facility as part of their curriculum to expose them to job opportunities in the water industry. Mr. Blomquist, the Commissioners, and Staff explained the purpose of the Board and how it works with Staff to ensure MSC is working efficiently and cost effectively for the citizens of New Castle. Mr. Natale continued with his report after the students left.)

- There were 164 days of unrestricted cash on hand as of October 31, 2025, which is up 41 days from prior month, mostly due to receipt of the second installment payment of the PFAS litigation. There were 201 days of unrestricted cash on hand for the Water Utility and 151 days of unrestricted cash on hand for the Electric Utility.

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- Check Register:
 - \$170,000 to AUI for work done on the River Bend project.
- There were 23 service cuts for non-payment in October. Three (3) customers received assistance through the New Castle Cares Fund and four (4) customers received assistance from other agencies and non-profits.

Electric Department

- User Charges are \$93,000 below budget FYTD.
- October sales are in line with prior year. YTD sales are 4.3% lower than the average and 4% lower than prior year, almost all related to Zenith curbing their production.
- Operating expenses have a favorable variance of \$38,000 on the budgetary basis. There is a positive variance in Power Supply from decreased sales.

Mr. Natale added that the impact of Zenith may require changes in other rate classifications, and MSC is working with USF to determine how that can be minimized.

Water Department

- User Charges have a favorable variance of \$2,000 for the fiscal year, which is fairly consistent with the 5-year average. Part of this is sales to Artesian Water.
- \$1.4M was received from the second installment from the PFAS litigation.
- Expenses have a favorable variance of \$32,000 on the budgetary basis.
- The change in net position of \$5.5M is \$6.1M better than anticipated. This is a combination of the PFAS settlement and approximately \$3M of donated assets in River Bend for the water mains.

Electric Department Report – Mr. Granger reporting

(See attached report)

Developer Projects:

- Riverbend Subdivision – The main feed is complete from Centerpoint to Riverbend that allows the development to be fully developed. The Developer has substantially completed the C-Phase loop and is planning for the next phase. MSC continues to install developer-provided materials to install the feed from the Dobbinsville Substation to the Development. The conduit will be installed this winter.

Capital Projects

- Temporary SCADA System – MSC is working with Utility Engineers to get the project started.
- Wilmington Road Substation - MSC met with Utility Engineers on site at Wilmington Road regarding changes and plans to get that project moving.

In response to a question from Commissioner Atherton, Mr. Natale stated that they have discussed using DEMEC's financing to secure a better rating.

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Outages:

- There was one outage in October due to the repair of a conduit in Riverbend. Eight (8) customers were without power for approximately 56 minutes.

Repairs and Maintenance:

- Sluice Gate – MSC assisted the city with an issue with the sluice gate. In response to a question from Commissioner Atherton, Mr. Granger stated there is no safety issue. During discussion it was noted that the sluice was filled with mud and the last time it had to be cleaned was more than 15 years ago.

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

Developer Projects:

- Riverbend Subdivision – MSC is waiting for additional information from Freedom Development for the Track Flagging and Signaling Control Coordination groups. MSC continues to inspect services and mains as needed. Mr. Guyer is working on reconciling Phase 1. Phase 2 is completed. The contractor started clearing for Phase 3 and Ryan Homes plans to start building in June 2026.
- 105 The Strand – The new 3/4" water service was installed. Paving needs to be done.
- 610 West 7th Street – 396 Unit Apartment Complex – Messrs. Guyer and Blomquist met with representatives from Freedom Development. Their Engineer scheduled a follow-up meeting for November 24th.
- 3 and 5 Buttonwood Avenue – New Homes by CPR Construction – Operators installed a new 3/4" service for 5 Buttonwood Avenue.
- 6, 8, and 12 Arbutus Avenue – 6 New Homes by Feather Group – Water Operators are installing new service today. There are several areas that will need to be paved.
- Delaware Street Railroad Crossing and 8th Street / DeIDOT – A meeting is scheduled for November 24th with the Engineer. They are putting in new light bases. It was decided not to do water main work scheduled for that area because the scope of the project is continually changing. That work is included in the 5-year Plan, and Mr. Guyer will determine if the new plans conflict with anything. If they do conflict a plan will be made to get them corrected before they do the work that is currently proposed.

MSC Projects:

- Cross Connection Control Program – Hydro Corp. – MSC is still waiting to get the last two devices to be delivered from Wayman Fire Protection for 100 and 200 Centerpoint.
- School Lane Water Treatment Facility PFAS Treatment System Improvements – Mr. Guyer met with KMP Mechanical and gave them the Notification of Award. Mr. Guyer expects that the subcontractors will be able to get their final information on their SAM.gov account now that the Federal Government shut-down is over. They are developing a schedule now for parts and materials; however, because delivery will be approximately 12 weeks out the project will not

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start until the January-February timeframe. Mr. Guyer is keeping the Office of Drinking Water and DNREC updated on the project.

- Lead Service Line Inventory (LSLI) – EPA Revised Lead and Copper Rule – Operators continue to work on Phase 2 to identify approximately 100 of the 500 services that were identified using the Predictive Modeling. The Agreement with 120 Water was not renewed, and MSC is migrating all data from their system into the MSC upgraded mapping system.
- 14th Street Water Main Extension to Johnson Way – 8" Main Install – Messrs. Guyer and Jaeger had a preliminary meeting with Pennoni Engineering on site to walk the project and discuss options for the best path for the new water main from the 6" dead end main on 14th Street to Johnson Way in Centerpoint. Pennoni confirmed that the Office of Engineering will accept basic survey plans with the path identified, and an as-built afterwards. The survey crew was on site the week of October 20th. Mr. Guyer has a revised Exhibit for the Easement Agreement and will be submitting comments to MSC's attorney to amend the Easement Agreement to be an Electric and Water Easement.

Operations:

- Outages – There were no planned or unplanned outages for the month of October 2025.

Reporting:

- Stride Group EPA Grant – Stride picked up several samples of water to do updated PFAS testing, including inorganic ions and Iron/Manganese and will start running another batch of water through the rapid small scale column testing they have through several different medias. Mr. Guyer noted that Stride has an excellent scientist and will forward his data to the Commissioners.
- US EPA East Basin Road Groundwater Superfund Site – Representatives from MSC and Artesian met with the EPA and their Engineer from TetraTech and were updated on the project. They are scheduled to start doing the first round of sampling in January once the Sampling Plan is approved. A copy of the Sampling Plan will be sent to MSC for review. Another follow-up will be scheduled in late December/early January. In response to a question from Commissioner Wik, Mr. Guyer explained they will use existing water from both MSC and Artesian. He noted that they also drilled six (6) new wells, including an additional well on the Penn Farm for monitoring.
- ARC GIS Pro Water System Mapping and Water Model Planning Grant – Everything is completed and is working as designed. Mr. Guyer is working on closing out the project. Mr. Jaeger gave the City Administrator a demonstration of the mapping system and gave her some insights as to what the mapping system could do for the City.
- PFAS Litigation – Mr. Guyer continues to follow updates on the 3M / DuPont and Tyco / BASF settlements.
- Delaware State and Local Cybersecurity Grant Program (DLSCG) – Mr. Guyer is working on completing the paperwork and submitting it for grant reimbursement.

System Repairs and Maintenance:

- Mr. Guyer reviewed Water Operator Projects/ Tasks worked on during the Month.

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- Riverbend Subdivision – Riverbend was flushed on October 7th and 21st to maintain Chlorine residual.

Equipment:

- New Truck 14 – The chassis for New Truck 14 was shipped to Intercon Truck on November 12th for the utility body installation. Due to Intercon's workload the truck is expected to be ready for delivery by January 2026.

Safety:

- Mr. Guyer attended the DFIT Safety Meeting on November 18th and brought back information for the Safety Committee to review and discuss.

Local, State and Federal Agencies:

- WSCC – Water Supply Coordinating Council – The Council meeting on November 5th went well.
 - Delaware Geologic Survey gave an update on water conditions and gave a presentation on the Ground Water Tracker, a new online tracking tool.
 - Environmental Monitoring gave an updated weather forecast and a presentation on the Delaware Water Tracker.
 - Delaware River Basin gave an update on the Basin conditions / activities.
 - The DNREC Office of Communication made a presentation on their 2025 PFAS Survey of Delaware residents. Mr. Guyer noted that a surprising number of residents still do not have a good knowledge of PFAS contamination.
- DWARN – Delaware Water/Wastewater Agency Response Network – The next DEWARN meeting is scheduled for December.
- Water Operator Advisory Council – The November 6th meeting went well. Operator license applications and training courses were reviewed and approved. The next Advisory Council meeting is set for December 4th for final review of Operator Licensing Regulations.

Secretary's Report – Mr. Blomquist reporting

DEMEC:

- Mr. Blomquist attended the October 9th DEMEC meeting.
- Demand January – August was .4% higher than the same period in 2024 and was .8% higher than the 2025 budget.
- Unrestricted cash was \$75.4, which was \$16.3 over the target of \$59.1M.
- There were 129 days cash on hand as of August 31, 2025.
- The Rate Stabilization Reserve was \$45.5M, which was 57% higher than August 2024.
- Total income for August was \$179.8M which is 20% higher than January through August 2024.
- Beasley Unit 1 operated for a total of 71 hours. Beasley Unit 2 operated for a total of 79 hours.
- Mr. Blomquist was asked to participate in a kick-off meeting with DNREC regarding their Delaware Grid Analysis. MSC is uncomfortable in providing the cybersecurity information they are requesting. The other municipalities are also uncomfortable providing this information.

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- Mr. Blomquist provided invitations to the Commissioners for the December 2nd Year-End Update.
- Mr. Blomquist will be attending a Special Meeting with DEMEC on November 25th to discuss some property for the ERP Study.

Mr. Blomquist stated that he has a matter to discuss in executive session.

A motion was made by Commissioner Wik to move to executive session. The motion was seconded by Commissioner Leary and the meeting moved to executive session at 9:42 a.m.

The meeting returned from executive session at 9:47 a.m.

A motion was made by Commissioner Leary to approve the same Employee Recognition that was approved for FYE 2025. The motion was seconded by Commissioner Atherton and was unanimously passed.

Next Regular Meeting

The Commissioners set the December Board meeting to be Thursday December 18, 2025, at 9:00 a.m.

There being no further business to discuss, Mr. Blomquist called for a motion to adjourn.

A motion to adjourn was made by Commissioner Leary and seconded by Commissioner Wik. The motion passed unanimously and the meeting adjourned at 9:54 a.m.

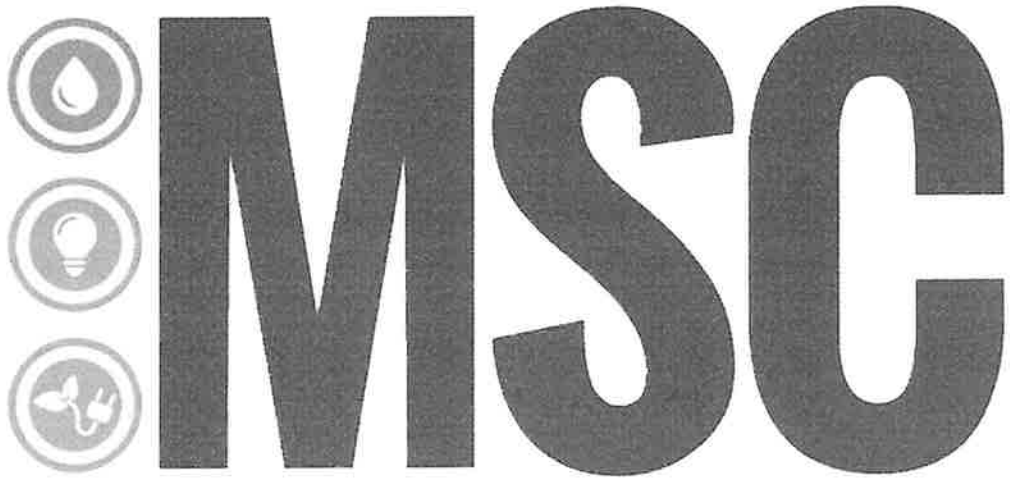


Kathleen R. Weirich
Stenographer

Approved: _____



Comptroller/Treasurer's Report



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

November 20, 2025 Commission Meeting
Prepared By: Ken Natale, CPFO on November 13, 2025

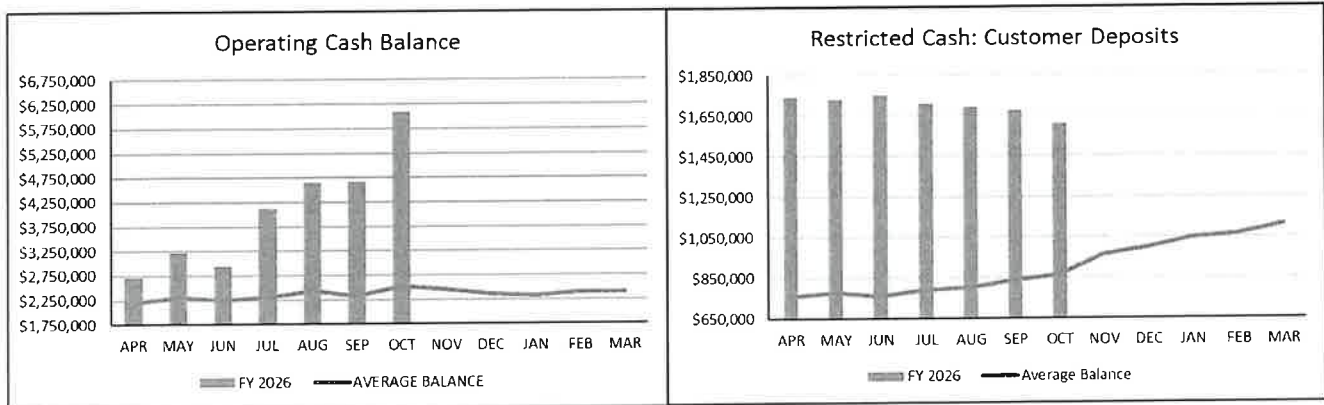
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Cash & Investments

As of October 31, 2025 the cash balances were:

M&T Bank Checking:	\$ 606,756
M&T Investment Sweep:	5,482,579
M&T Bank Restricted	1,609,322
Petty Cash/Change Fund:	899
Total Cash on Hand:	\$ 7,699,556



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

Beginning Balance	\$ 4,665,865
Cash from customers	1,238,895
Interest Income	16,361
Bond Proceeds	-
Legal Settlements	1,402,463
Refunds to customers - deposits	(5,358)
Payments to suppliers for goods & services*	(1,113,024)
Bank service fees	(653)
Payments to employees for services	(114,314)
Net Cash Provided (Used)	<u>1,424,370</u>
Ending Cash Balance	\$ 6,090,235

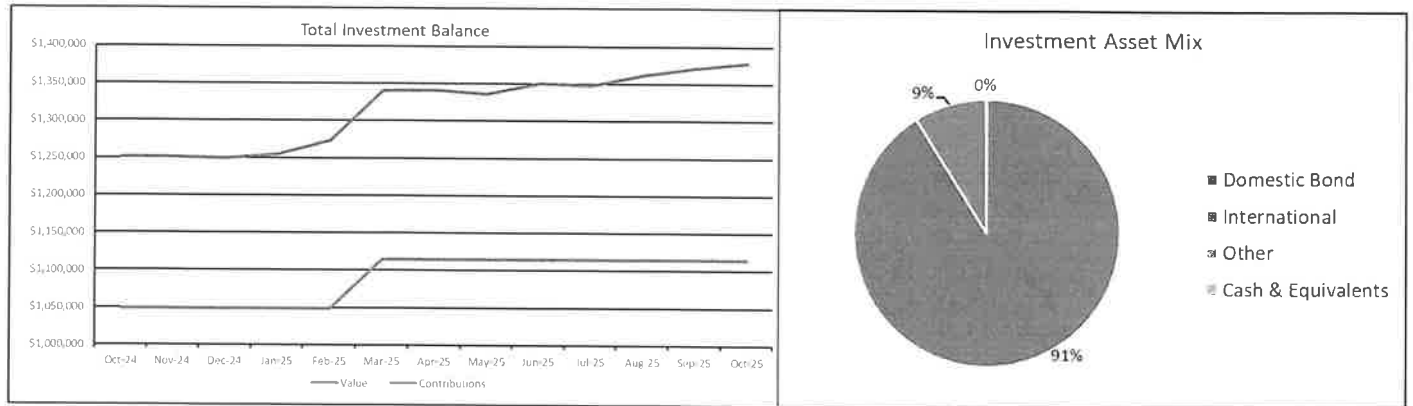
*A detailed check register for the month is available on page 3 of this report.

As of October 31, 2025 the value of the Commission's investment portfolio totaled \$1,377,776 which is a net gain of \$6,573 (0.5%) 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 3.92% interest and has a stable net asset value of \$1.00.

Overall, there were 164 days unrestricted cash on hand at October 31 (+41 day from prior month) when including the value of the Commission's investment portfolio which is held in liquid assets (mutual and exchange traded funds), and excluding cash due to developers not held in restricted accounts. The water fund as of October 31 had 201 days unrestricted cash on hand (+129 from prior month) while the electric utility had 151 days unrestricted cash on hand (+11 from the prior month).

Comptroller/Treasurer's Report – November 20, 2025



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 “other” category is Prudential Financial, Inc. stocks, due to current market instability, the investment advisors have recommended delaying the liquidation of these stocks until the end of the second quarter.

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

Holdings	Symbol	Market Value	Est. Yield
Money Markets			
Insured Cash Accounts		\$ 818	0.50%
Mutual Funds			
PGIM Total Return Bond CL A	PDBAX	237,031	4.31%
Fidelity Advisor Total Bond CL	FEPIX	371,523	4.35%
T Rowe Price Global Multi Sector Bond I	PGMSX	121,847	5.10%
Vanguard Intermediate Term Treasury	VFIUX	151,447	4.00%
Exchange Traded Funds			
iShares Trust 1-3 Year Treasury Bond EFT	SHY	495,110	3.89%
Total		\$ 1,377,776	4.23%

OCTOBER 2025 - CHECK REGISTER

Number	Date	Vendor Name	Amount
202180	10/10/2025	Ad Craft Sign, Inc.	\$ 325.00
202181	10/10/2025	Antonio's Lawn Service	1,675.00
202182	10/10/2025	AUI Inc	169,887.06
202183	10/10/2025	COLONIAL LIFE	599.16
202184	10/10/2025	Delmarva Power	131.86
202185	10/10/2025	Dover Plumbing Supply Co.	4,024.58
202186	10/10/2025	Grainger	224.31
202187	10/10/2025	Hach Company	1,144.86
202188	10/10/2025	Jesco INC.	1,826.72
202189	10/10/2025	Kathleen R Weirich	150.00
202190	10/10/2025	Kendall Electric INC	117.75
202191	10/10/2025	Pennoni Associates Inc.	4,380.00
202192	10/10/2025	Petty Cash	183.44
202193	10/10/2025	Reliable Equipment &	152.00
202194	10/10/2025	RPW SOLUTIONS LLC	862.50
202195	10/10/2025	Trans Union LLC	424.80
202196	10/10/2025	Tyler Technologies Inc.	10,420.50
202212	10/24/2025	Artesian Water Co Inc	2,354.05
202213	10/24/2025	Consult Dynamics Inc DCA Net	20.00
202214	10/24/2025	Council 81	499.40
202215	10/24/2025	Delta Dental of Delaware Inc	1,871.76
202216	10/24/2025	Dover Plumbing Supply Co.	939.16
202217	10/24/2025	Kathleen R Weirich	217.00
202218	10/24/2025	KDI Inc.	210.61
202219	10/24/2025	Keystone Engineering Group Inc	5,442.85
202220	10/24/2025	M&T Bank	40,546.78
202221	10/24/2025	Principal Financial Group	2,452.34
202222	10/24/2025	StrategicInsurancePartners	4,302.00
202224	10/31/2025	AFNI SUBROGATION DEPT	196.56
202225	10/31/2025	CBM Insurance Agency LLC	12,112.80
202226	10/31/2025	COLONIAL LIFE	599.16
202227	10/31/2025	DEMEC Inc	1,031.91
202228	10/31/2025	Ferguson Enterprises Inc	89.29
202229	10/31/2025	Hach Company	57.55
202230	10/31/2025	Pennoni Associates Inc.	2,088.75
202231	10/31/2025	Wesco Receivables Corp.	4,570.50
DFT000268	10/01/2025	Department of Human Resources Financial Services	49,256.08
DFT000269	10/02/2025	COMPTROLLER OF MARYLAND	1,251.99
DFT000269	10/10/2025	T. ROWE PRICE RETIREMENT PLAN SERVICE INC	6,768.88
DFT000269	10/10/2025	United States Treasury	21,657.97
DFT000270	10/02/2025	OpenEdge	114.70
DFT000270	10/02/2025	OpenEdge	1,728.15
DFT000270	10/16/2025	BRINKS CAPITAL	921.10

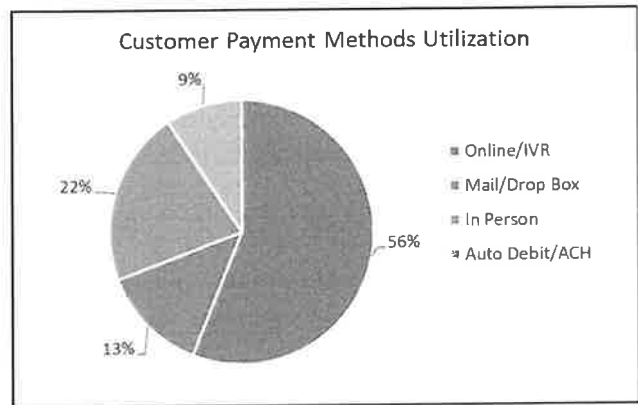
OCTOBER 2025 - CHECK REGISTER

Number	Date	Vendor Name	Amount
DFT000270	10/10/2025	M&T ONE CARD	5,514.50
DFT000270	10/10/2025	M&T ONE CARD	839.65
DFT000270	10/10/2025	Nationwide Life Ins. Co. of America	23,703.60
DFT000270	10/08/2025	Delaware Div. of Revenue	22,932.00
DFT000270	10/17/2025	DEMEC Inc	638,241.66
DFT000271	10/24/2025	T. ROWE PRICE RETIREMENT PLAN SERVICE INC	6,976.84
DFT000271	10/24/2025	United States Treasury	22,249.59
DFT000271	10/21/2025	United States Treasury	509.77
DFT000271	10/24/2025	M&T ONE CARD	12,301.98
DFT000271	10/24/2025	United Electric Supply Co	148.00
DFT000271	10/28/2025	COMPTROLLER OF MARYLAND	1,282.56
DFT000271	10/31/2025	Delaware Div. of Revenue	20,493.00
TOTAL PAYMENTS			\$ 1,113,024.03

Customer Service/Billing

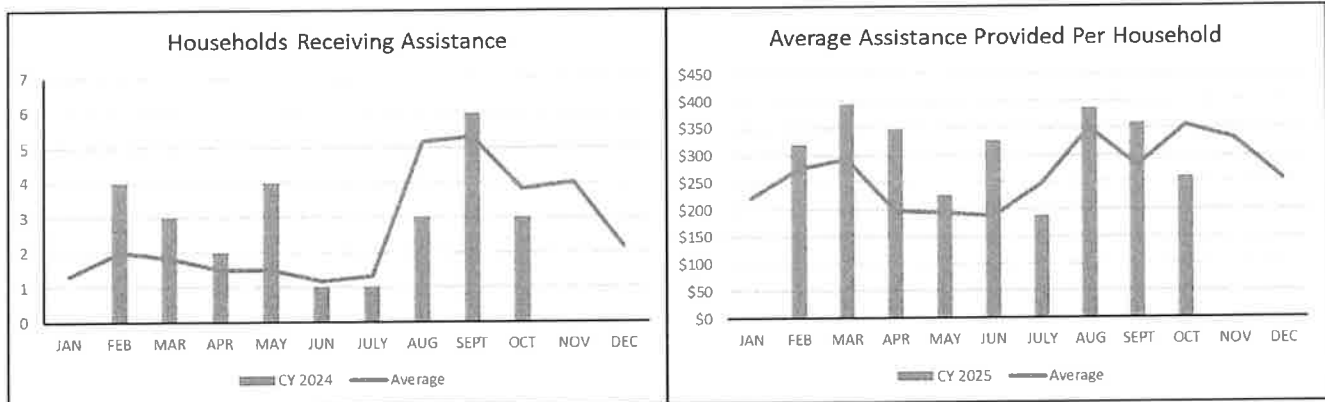
Since the previous meeting, the Customer Service Department processed:

Bills sent	3,283
Delinquent & past due notices	404
Automated phone notifications	607
Payment arrangements	22
Contracts	3
Service cuts for non-payment	23
Accounts sent to collections	5
Electric bad debt write-offs	\$0.00
Applications for service	26



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 October, the fund assisted three customers with an average of \$260. The maximum allowed by the program is \$400. The current balance in the fund is \$8,064.



In addition to assistance provided through the New Castle Cares fund, four customers received an average of \$422 from other agencies or nonprofits that provide assistance for utility bills.

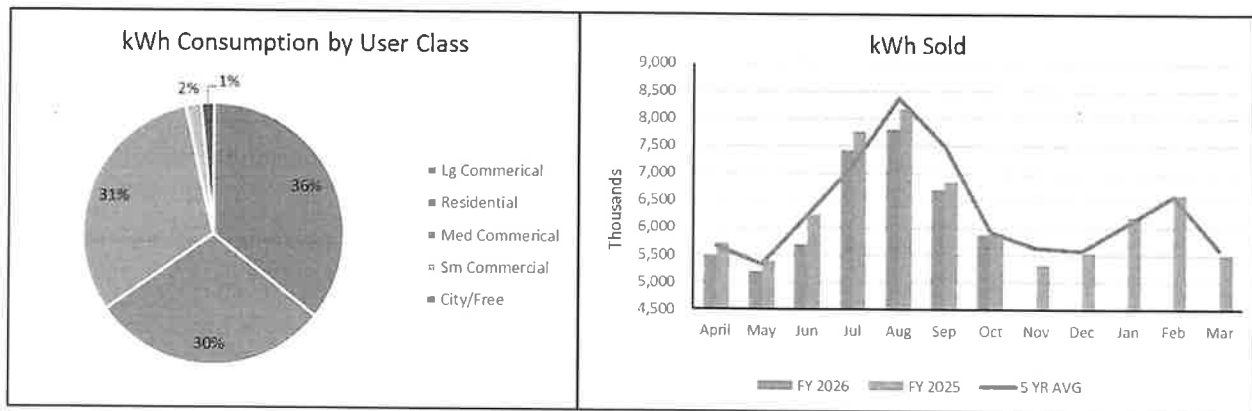
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Electric Revenues

User charges are \$93,000 below budget fiscal year to date. October kWh sales were 0.25% lower compared to the same period last year. Consumption for the fiscal year to date was approximately 4.3% lower than the 5-year average year to date, and 3.94% lower than the prior year to date.

Fiscal year to date, billed consumption is down 1.8 million kWh. That amount tracks with a reduction in kWh billed to MSC from DEMEC.

Cooler than normal summer temperatures were part of the reason for this decrease in consumption. October demand charges were down 19% for MSC's largest commercial customer in October compared to the prior year. According to the customer, this is the result of the imposition of tariffs by the federal government which have caused them to reduce their production. In the current month, this decrease was offset by an increase in consumption by residential and other large commercial customers.



Electric Expenses

Electric operating expenses have a favorable variance (\$38,000) on the budgetary basis. Variances related to power purchase are due to decreased consumption by customers year to date. The positive variances in salaries and benefits is related health insurance premiums not increasing as much as anticipated in July, changes in employee enrollments, and timing of salary accruals. The \$22,000 negative variance in miscellaneous expense is related to changes in how the allowance for bad debts is calculated. The \$15,000 negative variance in repairs and maintenance is due to increased expense for "lines and poles" fiscal year to date compared with prior years. The \$46,000 negative variance in administrative Professional Fees is the result of changes in timing of payments for software licensing and \$7,000 unplanned expense to make changes to the AMI system's programming to accommodate the special billing rate for the General Service Customer class. In total it is not anticipated that electric expenses will be over budget at fiscal year-end.

After accounting for non-operating revenues and expenses, there is an increase in net position on the budgetary basis of \$336,000 which is \$240,000 better than anticipated. Which is driven by capital projects proceeding not as quickly as anticipated, the donation of \$188,000 in materials for Riverbend Infrastructure, and gains from the sale of a retired truck and higher than anticipated interest revenue.

When converting from the budgetary basis of accounting to generally accepted accounting principles there is an increase in net position of \$370,000 which is the result of non-cash transactions, such as depreciation, changes in compensated absences and converting capital outlays to capital assets.

Municipal Services Commission
Budget to Actual Comparison (non GAAP) – Electric
As of October 31, 2025

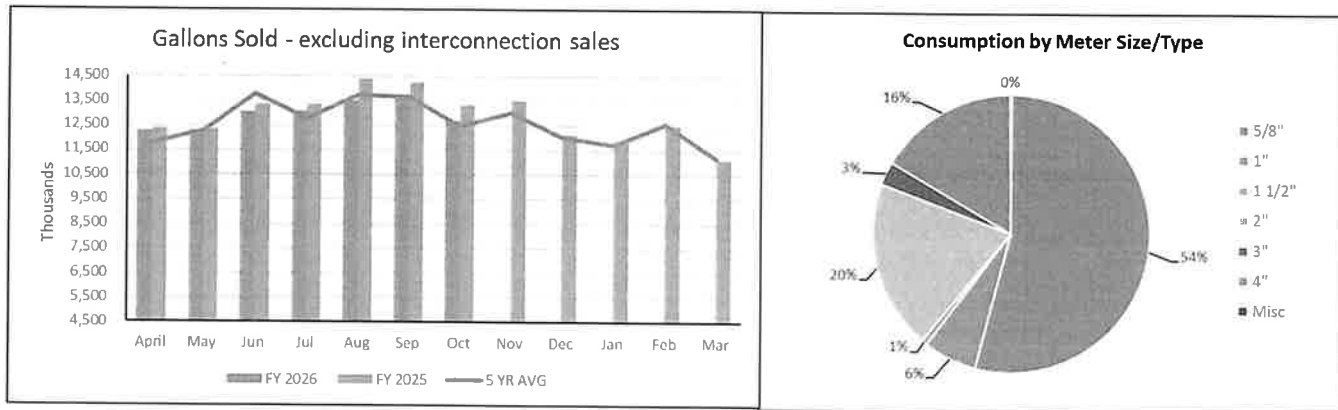
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	YTD Budget	YTD Activity	Variance	Total Budget
Operating Revenues				
User Charges	6,668,165	6,573,744	(94,421)	10,909,814
City & MSC Services	24,654	24,068	(586)	41,200
Miscellaneous Income	221,374	252,269	30,895	878,550
<i>Total Operating Revenues</i>	<u>6,914,193</u>	<u>6,850,081</u>	<u>(64,112)</u>	<u>11,829,564</u>
Less: Free Service	3,422	4,440	(1,018)	8,000
<i>Net Operating Revenues</i>	<u>6,910,771</u>	<u>6,845,641</u>	<u>(65,130)</u>	<u>11,821,564</u>
Operating Expenses				
<i>Operations Dept</i>				
Purchase of electric for resale	4,538,670	4,473,228	65,442	7,644,720
Salaries and benefits	780,186	738,088	42,098	1,338,634
Professional fees	27,743	15,817	11,926	63,404
Repairs and maintenance	59,350	74,359	(15,009)	262,812
Other purchased services	26,322	25,078	1,244	46,660
Supplies and materials	28,611	35,721	(7,110)	48,262
<i>Total operations</i>	<u>5,460,882</u>	<u>5,362,291</u>	<u>98,591</u>	<u>9,404,492</u>
<i>General & administrative</i>				
Salaries and benefits	359,909	339,731	20,178	636,880
Professional fees	80,595	127,068	(46,473)	216,944
Repairs and maintenance	13,480	13,322	158	22,481
Other purchased services	27,179	26,829	350	47,170
Supplies and materials	7,940	6,970	970	14,410
Miscellaneous	10,000	32,399	(22,399)	10,000
Debt Service	71,761	84,691	(12,930)	123,069
<i>Total general & administrative</i>	<u>570,864</u>	<u>631,010</u>	<u>(60,146)</u>	<u>1,070,954</u>
<i>Total operating expenses</i>	<u>6,031,746</u>	<u>5,993,301</u>	<u>38,445</u>	<u>10,475,446</u>
Operating Income	<u>879,025</u>	<u>852,340</u>	<u>(26,685)</u>	<u>1,346,118</u>
Nonoperating revenue(expense)				
Investment income	63,260	90,049	26,789	104,500
Investment expense	(2,959)	(2,154)	805	(4,000)
Unrealized gain(loss) on investment	-	13,063	13,063	-
Realized gain(loss) on investment	-	(601)	(601)	-
Gain(loss) on disposal of asset	-	17,143	17,143	-
Grant income	46,648	-	(46,648)	80,000
Other Expense	-	(29,503)	(29,503)	-
Capital outlays	(522,884)	(418,873)	104,011	(896,618)
Appropriations				
Mayor and Council	(367,353)	(371,320)	(3,967)	(630,000)
Special	-	(2,738)	(2,738)	-
Contributed Capital	-	188,256	188,256	-
<i>Total nonoperating revenue(expense)</i>	<u>(783,288)</u>	<u>(516,678)</u>	<u>266,610</u>	<u>(1,346,118)</u>
Change in Net Position	95,737	335,662	239,925	-

Water Revenues

User charges have a favorable variance of \$2,000 for the fiscal year. Consumption for the month of October was down 5.0% compared with the same period last year. Fiscal year to date, excluding sales to Artesian, sales are consistent with the five-year average and down 3% from the prior year's fiscal year to date. Fiscal year to date, sales to Artesian account for \$20,000 of the \$2,000 favorable variance in user charges, without the sales to Artesian, the \$2,000 favorable variance above would be a \$18,000 negative variance. In August MSC received \$732,000 in miscellaneous revenue related to the first installment of a PFAS settlement. In October, MSC received a second installment payment of \$1.4 million.

Finance staff is working with the independent auditors to determine if these revenues should continue to be reported as miscellaneous operating revenues or if they can be reported elsewhere on the statement of Revenues Expenses and Changes in Net Position. Additionally, staff is working with the auditors to determine if there is a reasonable estimate of the full settlement that should be booked as current year revenue. As a result, this presentation, and amount may change as more information becomes available.

**Water Expenses**

Water operating expenses have a favorable year to date variance (\$32,000) on the budgetary basis. The positive variances in salaries and benefits is related health insurance premiums not increasing as much as anticipated in July, changes in employee enrollments, and timing of salary accruals. The \$10,000 variance in Miscellaneous is related to estimated bad debt expense for tenant accounts in collections which are unlikely to be recovered. Other 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 \$5.5 million which is \$6.1 million better than anticipated. This is a combination of miscellaneous revenues from the PFAS settlement discussed above as well as donated water infrastructure in Riverbend.

When converting from the budgetary basis of accounting to Generally Accepted Accounting Principles, the change in net position decreased to \$5.3 million as a result of non-cash transactions such as depreciation, and changes in compensated absences.

Municipal Services Commission
Budget to Actual Comparison (non GAAP) – Water
As of October 31, 2025

	YTD Budget	YTD Activity	Variance	Total Budget
Operating Revenues				
User Charges	1,784,291	1,789,651	5,360	3,040,436
City & MSC Services	24,571	21,534	(3,037)	40,223
Miscellaneous Income	15,044	2,175,086	2,160,042	1,138,586
<i>Total Operating Revenues</i>	<u>1,823,906</u>	<u>3,986,271</u>	<u>2,162,365</u>	<u>4,219,245</u>
Less: Free Service	2,291	2,369	(78)	4,000
<i>Net Operating Revenues</i>	<u>1,821,615</u>	<u>3,983,902</u>	<u>2,162,287</u>	<u>4,215,245</u>
Operating Expenses				
<i>Operations Dept</i>				
Purchase of water for resale	14,000	16,429	(2,429)	24,000
Salaries and benefits	725,767	694,355	31,412	1,242,438
Professional fees	34,888	15,111	19,777	57,540
Repairs and maintenance	123,031	154,572	(31,541)	229,381
Other purchased services	32,509	22,479	10,030	51,350
Supplies and materials	21,258	33,584	(12,326)	49,782
<i>Total operations</i>	<u>951,453</u>	<u>936,530</u>	<u>14,923</u>	<u>1,654,491</u>
<i>General & administrative</i>				
Salaries and benefits	210,826	203,483	7,343	371,652
Professional fees	113,156	94,196	18,960	186,407
Repairs and maintenance	11,319	10,788	531	18,911
Other purchased services	23,702	22,378	1,324	41,230
Supplies and materials	7,599	5,513	2,086	13,375
Miscellaneous	-	10,408	(10,408)	-
Debt Service	18,000	20,428	(2,428)	36,000
<i>Total general & administrative</i>	<u>384,602</u>	<u>367,194</u>	<u>17,408</u>	<u>667,575</u>
<i>Total operating expenses</i>	<u>1,336,055</u>	<u>1,303,724</u>	<u>32,331</u>	<u>2,322,066</u>
Operating Income	<u>485,560</u>	<u>2,680,178</u>	<u>2,194,618</u>	<u>1,893,179</u>
Nonoperating revenue(expense)				
Investment income	10,544	17,031	6,487	17,500
Investment expense	(370)	(380)	(10)	(500)
Unrealized gain(loss) on investment	-	2,305	2,305	-
Grant expense	-	(81,448)	(81,448)	-
Other Expense	-	(7,405)	(7,405)	-
Capital Outlays	(985,213)	(64,668)	920,545	(1,689,179)
Appropriations				
Mayor and Council	(102,626)	(100,140)	2,486	(176,000)
City Services	(25,830)	(26,801)	(971)	(45,000)
Contributed Capital	-	3,067,232.00	3,067,232	-
<i>Total nonoperating revenue(expense)</i>	<u>(1,103,495)</u>	<u>2,805,726</u>	<u>3,909,221</u>	<u>(1,893,179)</u>
Change in Net Position	(617,935)	5,485,904	6,103,839	-

UNAUDITED

**Municipal Services Commission
Statement of Net Position
As of October 31, 2025 and 2024**

	2026	2025
ASSETS:		
Current assets:		
Cash and equivalents	\$ 6,090,235	\$ 2,759,421
Investments	1,377,776	1,250,976
Accounts receivable, net	713,607	715,223
Inventories	1,078,848	1,016,090
Prepays	65,589	95,668
Restricted cash	1,609,322	1,092,034
Total current assets	10,935,377	6,929,412
Noncurrent assets:		
Capital assets not being depreciated:		
Land	43,796	43,796
Construction in progress	662,593	592,945
Capital assets net of accumulated depreciation:		
Buildings	625,889	657,800
Equipment	674,865	620,919
Infrastructure	18,830,052	16,204,747
Total noncurrent assets	20,837,195	18,120,207
Total assets	31,772,572	25,049,619
 DEFERRED OUTFLOWS OF RESOURCES		
Pension	501,638	327,027
Total deferred outflows	501,638	327,027
 LIABILITIES		
Current liabilities:		
Accounts payable	698,317	716,406
Accrued liabilities	59,348	48,926
Customer Deposits	1,769,525	1,155,544
Total current liabilities	2,527,190	1,920,876
Noncurrent liabilities:		
Due to other funds	-	-
Due within one year	109,529	102,456
Due in more than one year	2,708,589	2,147,934
Total noncurrent liabilities	2,818,118	2,250,390
Total liabilities	5,345,308	4,171,266
 DEFERRED INFLOWS OF RESOURCES		
Pension	309,547	348,995
Total deferred inflows	309,547	348,995
 NET POSITION		
Net investment in capital assets	20,054,260	17,269,979
Unrestricted	6,565,096	3,586,406
Total net position	\$ 26,619,355	\$ 20,856,385

UNAUDITED

Municipal Services Commission
Statement of Revenues, Expenses, and Changes in Net Position
As of October 31, 2025 and 2024

	2026	2025
Operating Revenues:		
Water sales	\$ 1,811,185	\$ 1,750,224
Power sales	6,597,812	6,516,923
Miscellaneous	2,390,447	58,350
Total operating revenues	10,799,444	8,325,497
Less: free service	(6,809)	(5,651)
Net operating revenues	10,792,635	8,319,846
Operating Expenses		
Purchase of water and power	4,489,657	4,556,834
Salaries and benefits	1,968,800	1,706,577
Repairs and maintenance	245,627	159,981
Professional fees	333,640	280,931
Supplies	81,788	61,401
Other purchased services	96,764	84,716
Miscellaneous	42,807	9,232
Depreciation	771,212	759,037
Total operating expenses	8,030,295	7,618,709
Operating income (loss)	2,762,340	701,137
Noncapital subsidies		
Intergovernmental	-	-
Appropriations to Mayor & Council of New Castle:		
Ordinary	(471,460)	(425,737)
City Services	(26,801)	(26,528)
Special	(2,738)	(2,841)
Total noncapital subsidies	(500,999)	(455,106)
Operating income(loss) and noncapital subsidies	2,261,341	246,031
Nonoperating revenues (expenses):		
Investment earnings	119,313	110,006
Gain(loss) on disposal of fixed assets	17,143	1,772
Grant revenue - restricted for capital assets	-	1,760,369
Capital contributions	3,255,488	-
Interest expense	(23,211)	(13,388)
Total nonoperating revenues (expenses)	3,368,733	1,858,759
Increase (decrease) in net position	5,630,074	2,084,493
Net position - beginning	20,989,281	18,771,892
Net position - ending	\$ 26,619,355	\$ 20,856,385

UNAUDITED

**Municipal Services Commission
Combining Balance Sheet by Department
As of October 31, 2025 and 2024**

	Water		Electric		Total	
	2026	2025	2026	2025	2026	2025
ASSETS:						
Current assets:						
Cash and equivalents	2,145,050	-	3,945,185	2,759,421	6,090,235	2,759,421
Investments	206,666	187,646	1,171,110	1,063,330	1,377,776	1,250,976
Accounts receivable, net	256,424	137,034	457,183	578,189	713,607	715,223
Inventories	277,773	302,188	801,075	713,902	1,078,848	1,016,090
Prepays	24,462	32,542	41,127	63,126	65,589	95,668
Restricted cash	-	-	1,609,322	1,092,034	1,609,322	1,092,034
Total current assets	2,910,375	659,410	8,025,002	6,270,002	10,935,377	6,929,412
Noncurrent assets:						
Capital assets not being depreciated:						
Land	43,796	43,796	-	-	43,796	43,796
Construction in progress	147,973	124,818	514,620	468,127	662,593	592,945
Capital assets net of accumulated depreciation:						
Buildings	284,830	299,339	341,059	358,461	625,889	657,800
Equipment	430,397	276,206	244,468	344,713	674,865	620,919
Infrastructure	11,803,641	9,066,883	7,026,411	7,137,864	18,830,052	16,204,747
Total noncurrent assets	12,710,637	9,811,042	8,126,558	8,309,165	20,837,195	18,120,207
Total assets	15,621,012	10,470,452	16,151,560	14,579,167	31,772,572	25,049,619
DEFERRED OUTFLOWS OF RESOURCES						
Pension	223,882	140,270	277,756	186,757	501,638	327,027
Total deferred outflows	223,882	140,270	277,756	186,757	501,638	327,027

(Continued)

UNAUDITED

Municipal Services Commission
Combining Balance Sheet by Department
As of October 31, 2025 and 2024

	Water		Electric		Total	
	2026	2025	2026	2025	2026	2025
LIABILITIES						
Current liabilities						
Accounts payable	54,366	82,042	643,951	634,364	698,317	716,406
Accrued liabilities	26,707	22,017	32,641	26,909	59,348	48,926
Customer Deposits	18,059	17,855	1,751,466	1,137,689	1,769,525	1,155,544
Due to other funds		471,070	-	(471,070)	-	-
Total current liabilities	99,132	592,984	2,428,058	1,327,892	2,527,190	1,920,876
Noncurrent liabilities:						
Due within one year	24,937	22,197	84,592	80,259	109,529	102,456
Due in more than one year.	1,225,620	1,019,500	1,482,969	1,128,434	2,708,589	2,147,934
Total noncurrent liabilities	1,250,557	1,041,697	1,567,561	1,208,693	2,818,118	2,250,390
Total liabilities	1,349,688	1,634,680	3,995,619	2,536,586	5,345,308	4,171,266
DEFERRED INFLOWS OF RESOURCES						
Pension	140,839	159,729	168,708	189,266	309,547	348,995
Total deferred inflows	140,839	159,729	168,708	189,266	309,547	348,995
NET POSITION						
Net investment in capital assets	12,292,589	9,430,991	7,761,671	7,838,988	20,054,260	17,269,979
Unrestricted	2,061,778	(614,678)	4,503,318	4,201,084	6,565,096	3,586,406
Total net position	14,354,366	8,816,313	12,264,989	12,040,072	26,619,355	20,856,385

UNAUDITED

Municipal Services Commission
Combining Schedules of Revenues, Expenses, and Changes in Net Position by Department
For the seven months ending October 31, 2025 and 2024

	Water		Electric		Total	
	2026	2025	2026	2025	2026	2025
Operating Revenues:						
Charges for services	\$ 1,811,185	\$ 1,750,224	\$ 6,597,812	\$ 6,516,923	\$ 8,408,997	\$ 8,267,147
Miscellaneous	2,167,681	18,834	222,766	39,516	2,390,447	58,350
Total operating revenues	3,978,866	1,769,058	6,820,578	6,556,439	10,799,444	8,325,497
Less: free service	(2,369)	(1,895)	(4,440)	(3,756)	(6,809)	(5,651)
Net operating revenues	3,976,497	1,767,163	6,816,138	6,552,683	10,792,635	8,319,846
Operating Expenses						
Purchase of water and power	16,429	12,146	4,473,228	4,544,688	4,489,657	4,556,834
Salaries and benefits	882,582	839,331	1,086,218	867,246	1,968,800	1,706,577
Repairs and maintenance	157,946	190,644	87,681	(30,663)	245,627	159,981
Professional fees	190,755	134,685	142,885	146,246	333,640	280,931
Supplies	39,097	34,133	42,691	27,268	81,788	61,401
Other purchased services	44,857	37,959	51,907	46,757	96,764	84,716
Miscellaneous	10,408	3,927	32,399	5,305	42,807	9,232
Depreciation	327,348	298,064	443,864	460,973	771,212	759,037
Total operating expenses	1,669,422	1,550,889	6,360,873	6,067,820	8,030,295	7,618,709
Operating income (loss)	2,307,075	216,274	455,265	484,863	2,762,340	701,137

(Continued)

UNAUDITED

Municipal Services Commission
Combining Schedules of Revenues, Expenses, and Changes in Net Position by Department
For the seven months ending October 31, 2025 and 2024

	Water		Electric		Total	
	2026	2025	2026	2025	2026	2025
Noncapital subsidies						
Intergovernmental	-	-	-	-	-	-
Appropriations to Mayor & Council of New Castle:						
Ordinary	(100,140)	(87,297)	(371,320)	(338,440)	(471,460)	(425,737)
City Services	(26,801)	(26,528)	-	-	(26,801)	(26,528)
Special	-	-	(2,738)	(2,841)	(2,738)	(2,841)
Total noncapital subsidies	(126,941)	(113,825)	(374,058)	(341,281)	(500,999)	(455,106)
Operating income(loss) and noncapital subsidies	2,180,134	102,449	81,207	143,582	2,261,341	246,031
Nonoperating revenues (expenses):						
Investment earnings	18,956	21,478	100,357	88,528	119,313	110,006
Gain(loss) on disposal of fixed assets	-	-	17,143	1,772	17,143	1,772
Grant revenue - restricted for capital assets	-	1,764,774	-	(4,405)	-	1,760,369
Capital contributions	3,067,232	-	188,256	-	3,255,488	-
Interest expense	(5,772)	(2,165)	(17,439)	(11,223)	(23,211)	(13,388)
Total nonoperating revenues (expenses)	3,080,416	1,784,087	288,317	74,672	3,368,733	1,858,759
Increase (decrease) in net position	5,260,550	1,888,393	369,524	196,100	5,630,074	2,084,493
Net position - beginning	9,093,816	6,927,920	11,895,465	11,843,972	20,989,281	18,771,892
Net position - ending	<u>\$14,354,366</u>	<u>\$ 8,816,313</u>	<u>\$12,264,989</u>	<u>\$12,040,072</u>	<u>\$26,619,355</u>	<u>\$20,856,385</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

November 20, 2025

Prepared by: Jay Guyer on November 12, 2025

1. Developer Projects

A. Riverbend Subdivision

1. WUM Guyer is waiting on a Freedom Development (FD) to respond to Rail Pros Flagging and Singling Track Control Coordination groups request for additional information about the equipment being used for the Bore. Current scheduling is 180 days out for an inspector. Inspector Schlecht continues performing inspection and testing of the Phase I and Phase II services. Lennar Builders continues construction on Phase II lots. WUM Guyer, WUS Jaeger, and WO Schlecht are working on reconciling Phase I Services and Phase II Water Main Installation reconciling is complete. FD's contractor started clearing Phase III land with plans for Ryan Homes to start building in June 2026.

B. Deemers Landing and Helm Apartment Complexes

1. WUM Guyer has nothing to update on this project. The estimated completion for meter base installs is 1st quarter of 2026.

C. 105 The Strand - New Home Construction

1. Water Operators installed the new ¾" water service from the main to the meter pit for their plumber to tie in. A bacteria sample will be collected when the builder requests. Paving will be coordinated with other projects.

D. 55 West 8th Street Garage - Water Service Installation

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

E. 610 West 7th Street – 396 Unit Apartment Complex

1. Freedom Development (FD) Representatives reviewed MSC comments with their engineer. The Engineer scheduled a follow up meeting with MSC on November 19th to review revised water plans.

F. 3 and 5 Buttonwood Avenue – New Homes by CPR Construction

1. Water Operators installed the new ¾ water service for 5 Buttonwood Avenue from the main up to the curb stop for their plumber to tie in. A bacteria sample will be collected from both 3 and 5 when the builder requests. Paving will be coordinated with other projects.

G. 6, 8, and 12 Arbutus Avenue – 6 New Homes by Feather Group

1. WUS Jaeger forwarded a proposal for MSC to install water services for the 6 homes being constructed. Feathers Group approved the proposal and will submit the Escrow funds. The service installation is scheduled for November 20th. Paving will be coordinated with other projects.

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H. Delaware Street Railroad Crossing and 8th Street – Del DOT

1. Del DOT's engineering firm Kleinfelder reached out to City Administrator Tantillo to schedule a meeting with City Representatives to review the latest plan revisions for the Delaware and 8th Street Intersection and RR Crossing. The meeting date is pending.

2. MSC Projects

A. Cross Connection Control Program – Hydro Corp

1. Cross Connection Control (CCC) Program – WUS Jaeger and Operator Schlecht continue following up on certification notices and working with the non-compliant customers. Wayman Fire Protection is waiting on delivery of the new devices for 100 and 200 Centerpoint.

B. School Lane Water Treatment Facility PFAS Treatment System Improvements

1. MSC and Pennoni Associates (PA) met with and gave Notification of Award for the project to KMP Mechanical pending confirmation their sub-contractors complete registration in SAM.gov and have no debarment issues. KMP is working on a Construction Schedule and Parts / Material cut sheets to submit for review. Pending Parts / Material availability, a Notice to Proceed will be issued. WUM Guyer will update DHSS/ODW and DNREC on delivery timing of the Temporary Filter System.

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

1. WUM Jaeger worked with 120 Water to identify 500 service lines inventoried using our approved predictive modeling method and organized the data by location. Water Operators started Phase 2 of the Lead Service Line Inventory with plans to inspect approximately 100 or 20% of the 500 services identified using our predictive modeling need to be excavated and pipe material visually confirmed.

D. 14th Street Water Main Extension to Johnson Way – 8" Main Install

1. WUM Guyer and WUS Jaeger met with Pennoni Engineering (PA) on site to walk the project and discuss options for the best path for the new water main from the 6" dead end main on 14th Street to Johnson Way in Centerpoint Industrial Park and looping to 13th Street. PA reached out to the Office of Engineering who approved using basic survey plans for design of the water main installation. PA had a survey crew on site the week of October 20th. WUM Guyer is working on the Easement Agreement with McBride & Ziegler for the updated Exhibit of the Easement and MSC's attorney for the Agreement revisions.

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Water Department Commission Meeting Report

November 20, 2025

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3. Operations

A. Outages

1. There were no planned or unplanned water outages for the month of October 2025. See attached Outage Report.

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 influent and the 4 columns delivering them to the STRIDE Lab for testing and evaluation.
2. Stride Group EPA Grant – On November 7th STRIDE Representatives collected raw water samples for updated testing of PFAS, inorganic ions, and Iron/Manganese and a supply to run through their RSSCT unit for testing different medias.
3. US EPA East Basin Road Groundwater Superfund Site – MSC and Artesian Water Representatives met with EPA and DNREC Representatives to review and update everyone on the work on the Superfund Site. EPA introduced their Consulting Engineer who will be scheduling and planning the first round of sample collection scheduled for January 2026. The engineer is developing a sample plan and will forward a draft for MSC review. DNREC provided an update on the overall project and status of awarding contracts for work components noting the Government Shutdown has caused some delay in the project progress. A follow up meeting with all parties will be scheduled for late 2025 or early 2026.
4. ARC GIS Pro Water System Mapping and Water Model Planning Grant – The proposed work outlined in the Planning Grant has been performed by Pennoni Associates (PA). WUS Jaeger and FP Jones reviewed and confirmed the updated ArcGIS functionality is completed. PA closed both projects and submitted final billing. WUS Jaeger, FP Jones, and WUM Guyer will work on reconciling the project and submitting for reimbursement. MSC gave a GIS Mapping Demo of our system to City Administrator Tantillo on October 14th.
5. PFAS Litigation (Executive Session) – WUM Guyer is following updates on the 3M / DuPont and Tyco / BASF Settlements. WUM Guyer confirmed the second payment from the 3M Phase One Action Fund Settlement was received on October 20th.

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Water Department Commission Meeting Report

November 20, 2025

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6. Delaware State and Local Cybersecurity Grant Program (DSLPG) - Keystone Engineering delivered a draft of the Preliminary Engineering Report on September 1st. WUM Guyer and WUS Jaeger met with our KEGI Representative to review our questions/comments. WUM Guyer is working on closing out and submitting for Grant reimbursement of the VLAN's Segmentation of IT / OT Systems project.
7. Radiation and Granular Activated Carbon – MSC continues collecting monthly background readings around the carbon vessels and at the carbon vessel sample taps at School Lane Water Treatment Facility.

C. System Repairs and Maintenance

1. Water Operator Projects / Tasks worked on during the Month:
 - a. Operators collected Monthly Bacteria Samples (10 per month) and Anion Samples as required by ODW for compliance.
 - b. All Long-Term Water Cuts were verified to be turned off.
 - c. Operators are cutting and maintaining the 300' radius wellhead protected grass areas around Cross Roads, Frenchtown Road, and School Lane Wells.
 - d. Delaware Street Pier and Fountain have been winterized.
 - e. Office Vestibule renovation is nearing completion. Work has been performed by Operator's Granger and Spiess.
 - f. Leaking Mechanical Joint – October 20th – MSC personnel completed a repair on a leaking 8" CIP Mechanical Joint on West 11th Street in Washington Park. Multiple bolts on this fitting had corroded failed causing a leak at the joint. Data was input into Esri Mapping for tracking.
 - g. Penn Farm Day – October 16th - WUS Jaeger and WUO Schlecht gave 100 Colonial School District 8th Graders tours of the School Lane Treatment Facility.
2. Riverbend Subdivision - Flushed on October 7th and 21st to maintain Chlorine residual.

D. Equipment

1. New Truck 14 – NuCar received the Chassis on November 10th then shipped it to Intercon Truck on the 12th for the Utility Body installation. The truck should be completed and ready for delivery by January 2026.
2. No other Equipment issues to report.

E. Personnel and Training

1. No Personnel issues to report

MUNICIPAL SERVICES COMMISSION

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

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

Water Department Commission Meeting Report

November 20, 2025

Prepared by: Jay Guyer on November 12, 2025

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. DFIT Safety Meetings – The next meeting is scheduled for November 18th at the Milford Public Works Facility. Linemen Lindberg and WUM Guyer will attend.

4. Local, State, and Federal Agencies

A. WSCC - Water Supply Coordinating Council

1. The November 5th Meeting went well. DGS gave an updated Water conditions Report and presentation on Delawares Ground Water Tracker, Environmental Monitoring gave an updated weather forecast and presentation on the Delaware Water Tracker, DRBC updated Basin conditions / activities, and DNREC Office of Communications made a presentation on their 2025 PFAS Survey of Delaware Residents.
2. The next WSCC Full Council meeting is tentatively scheduled for March 2026.
3. The next New Castle County WSCC Subcommittee meeting is pending.
4. The next WSCC Drought Advisory Subcommittee meeting is pending as the Subcommittee monitors water conditions and will restart meetings when needed.

B. WRA – Water Resource Agency

1. WUM Guyer continues sending monthly 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 2025.

D. Water Operator Advisory Council

1. The November 6th meeting went well. Operator license applications and training courses were reviewed / approved, and an executive session for a personnel matter.
2. The next Advisory Council meeting is scheduled on December 4th for Operator Licensing Regulation Review.

E. WIAC - Water Infrastructure Advisory Council

1. The next WIAC meeting is scheduled for December 10th.

End of Report

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Monthly Water Works Report

October 1 - 31, 2025

Prepared By: Jay Guyer on November 12, 2025

Water Production				FT 300							
Month	Year	Raw		Adjusted Finished		Gallons		Raw	Finished	Difference	Percentage Difference
		Total Gallons	Total Gallons	Total Gallons	Total Gallons	Raw	Finished				
October	2024	16,980,500	16,708,516								
October	2025	12,411,400	12,288,533								
	Difference	-4,569,100	-4,419,983								
	Percentage Difference	-36.8	-36.0								
Note: in 2024, MSC sold water to Artesian Water Company from October 16th through the 22nd. Total sold was 3,054,240 Gallons											
Well(s) in Operation Days Pumped	Basin Road Reserve Status	Frenchtown Road Resting	School Lane XXX	Cross Roads XXX	Reserve OOS XXX	Not Used Out of Service Run and No. of Days					
			30	1							

Water Quality		MSC Average		Goal / Target Level		Range	
Average Chlorine Residual		1.35 ppm		1.40 ppm		1.0 - 4.0 ppm	
Average pH		7.1		7.5		6.5 - 8.5 on a 0 - 14 Scale	
Average Fluoride Residual		0.88 ppm		0.80 ppm		0.60 - 1.00 ppm	

General Water System Report

**Routine Bacteria Sampling
(Office of Drinking Water)**

# Collected	Absent	Present
10		
10		
0		

**Miss Utility Locate Requests
(Water and Electric Locates)**

# Received	Absent	Present
59		
59		
0		

**Building Permit Review
(Water Related Conflicts)**

# Reviewed	Absent	Present
29		
29		
0		

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Monthly Water Outages / Interruptions Report

October 1 - 31, 2025

Prepared By: Jay Guyer on November 12, 2025

Planned Outage / Interruptions

Approximate

Duration

Date Hours / Minutes

Location

No. of

Customers

Comments

No Planned Outages or Interruptions for the Month of October 2025.

Unplanned Outage / Interruptions

Approximate

Duration

Date Hours / Minutes

Location

No. of

Customers

Comments

No Unplanned Outages or Interruptions for the Month of October 2025.

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ELECTRIC DEPARTMENT COMMISSION REPORT

November 20, 2025

Prepared by Artie Granger on November 12, 2025

1. Developer Projects:

A. Riverbend Subdivision:

- I. The main circuit feed from Centerpoint to Riverbend has been completed. This now allows the development to be fully developed. The development has been on a temporary feed since the first houses were built.
- II. The developer has substantially completed the C-Phase loop. This will allow all of the units that Lennar has been building to be connected.
- III. The Developer has began clearing for the next phase.
- IV. MSC has continued to install developer provided materials to install the feed from the Dobbinsville Substation to the development.
- V. MSC will continue to work with the developer to get material and keep this moving.
- VI.

2. Capital Projects:

a. Electric Mapping System

- I. There is nothing new to report at this time.

b. Electric SCADA System

- I. MSC has asked Utility Engineers to start this project. Utility Engineers has reached out to SEL Engineering to get their scope of work as well as materials update. MSC will be meeting with Utility Engineers to get plan moving this week.

c. Wilmington Road Substation Upgrades

- I. MSC will be meeting with Utility Engineers to get planning finalized.
- II. MSC is preparing to take Wilmington Road Substation off line for some needed upgrades. This is scheduled to take place in FY 2026/2027 The general scope of this project will be:
 - Relay replacement
 - This is due to the existing relays being out of warranty and continued serviceability issues.

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November 20, 2025

Prepared by Artie Granger on November 12, 2025

- Control wiring
 - This is due to the wiring in place has been installed since the transformer was installed. We have multiple challenges with the existing wiring.
- Distribution Breakers
 - Scheduled replacement to maintain reliability.
- 138KV Breaker
 - Scheduled replacement to maintain reliability.
- Cable Trough and Raceways
 - Cable trough has been installed for the original substation and made work. This replacement will improve installation and maintenance.
- Install Nitrogen system on transformer.
 - Automates the nitrogen blanket for the transformer.
- Scada upgrades
 - Update SCADA system to replace unserviceable equipment. Separate SCADA system from the water departments system.
- Buss Structure cleaning and inspections
 - Make sure additional repairs are not needed.
- Transformer Inspections
- Repair nitrogen leak in transformer
 - Transformer has a small nitrogen leak that needs located and repaired.
- Testing and Inspections of substation

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ELECTRIC DEPARTMENT COMMISSION REPORT

November 20, 2025

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3. Outages :

MSC has one outage this past month. This was due to repairing a conduit in Riverbend. We had 8 customers out for 56 minutes.

SAIDI (minutes)	SAIFI (number of interruptions)	CAIDI (minutes)	ASAI (percent)
6.590237	0.06978343	94.43842	99.99879

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

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

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

ASAI - is the Average Service Availability Index.

4. Repairs and Maintenance:

A. Wilmington Road Substation:

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

B. Dobbinsville Substation:

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

C. System

- I. MSC has been assisting the city with the sluice gate. We have used equipment and labor to help the city get mud cleared from in front of them.
- II. MSC has been doing routine street light cleaning and maintenance. MSC will be repainting some of the street light poles that need it.