

Mr. Joseph Scavuzzo  
President

Mr. Patrick Brennan  
Vice President

Mr. George Piperno  
Secretary

Mr. G. Burton German  
Treasurer

Mr. Ronald Johnson  
Ass't Secretary/Treasurer

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**Minutes of the MPWC Monthly Business Meeting  
January 14, 2016**

**ATTENDEES:**

**Commissioners:**

Mr. Joseph Scavuzzo, President  
Mr. Patrick Brennan, Vice President  
Mr. G. Burton German, Treasurer  
Mr. Ronald Johnson, Asst. Secretary/Treasurer

**Other Attendees:**

Michael A. Saraceni, COO  
Craig Campbell, Superintendent  
Richard Spafford, P.E.  
Karl N. McConnell, General Counsel  
Brandy Eisenmann  
Carol Feriozzi

The President called the meeting to order at 6:00PM  
George Piperno was out of town and excused from the meeting.  
Salute to the Flag; the Open Public Meetings Act Compliance Statement was read.

**ITEMS TO BE DISCUSSED**

**MPWC-Annual Report to Governments-Schedule**

Mr. Saraceni reported that he would be scheduling the presentation of the MPWC annual report to Pennsauken and Merchantville governments. Mr. Scavuzzo then explained to Mr. Johnson the basis for making the annual reports.

**Carbon Replacement-Marion Avenue GAC Filter Plant**

Mr. Spafford reported Calgon Carbon was the sole bidder for the Marion Avenue GAC Filter Plant with a bid of \$89,615.00.

**Fire Protection Regulation 1009-Proposed Amendment**

Mr. Saraceni stated that Mr. Spafford recommended the proposed Fire Protection Regulation 1009 amendments. Mr. Spafford explained that that wording provided specificity regarding purpose and location of hydrants for billing purposes. A discussion ensued.

**2016 Holiday Schedule**

Mr. Saraceni presented two options from staff to alleviate the 2016 holiday schedule issue. The first option was to add a "floating personal day" in 2016 only which would eliminate the need to close the office. The second option was to close Easter Monday. Commissioners decided to authorize a floating holiday for this year only.

**Park Avenue –Emergency Operations Center**

Mr. Campbell stated that the OEM coordinators from both Pennsauken and Merchantville were seeking to have the MPWC provide technology and equipment "upgrades" to the Park Avenue meeting room used as the "Emergency Operations Center" (EOC) for the Borough and the Township. Mr. Campbell provided a brief overview of the requests and answered questions. A discussion ensued and the Commissioners decided that while the facility may be used as an EOC HQ for emergency situations that the two communities would need to seek the funding for their additional needs.

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### **MPWC 90<sup>th</sup> Anniversary**

Ms. Eisenmann stated that the Customer Relations Committee finalized the schedule of activities to commemorate the MPWC 90<sup>th</sup> Anniversary. She then requested the Commissioners approve the draft Press Release provided. A discussion ensued and it was agreed that the press release needed to be revised and simplified and the C.O.O. was directed to revise it.

### **Approval of the Minutes**

Motion to approve the Minutes of the Business Meeting and Executive Session minutes of December 10, 2015 was made by Mr. German, 2<sup>nd</sup> by Mr. Johnson ; **a unanimous vote.**

### **Payment of Bills**

Motion to approve payment of bills dated January 14, 2016 with the exception of Pennsauken was made by Mr. German, 2<sup>nd</sup> by Mr. Johnson ; **a unanimous roll call vote.**

### **Payment of Bills**

Motion to approve payment of bills dated January 14, 2016 to Pennsauken was made by Mr. German, 2<sup>nd</sup> by Mr. Brennan ; **a unanimous roll call vote. Mr. Scavuzzo abstained.**

### **Meeting Open to the Public:**

Meeting was open to the public at 6:23 PM. None present.

### **Bid Openings:**

#### **Marion Avenue-GAC Filter Media**

New Business

### **Staff Reports:**

Chief Operating Officer: Mr. Saraceni informed the Commissioners that on February 4<sup>th</sup> at 10:00 AM and 11:00AM Horizon would present information sessions about the new Omnia health plan. The Commissioners were invited to attend. He also reminded the Commissioners that the Personnel Update Forms are due back to Angela Waldron by the end of January.

Superintendent: N/A

Director of Customer Service: Mrs. Eisenmann informed the Commissioners that currently there are 1754 enrollments for HomeServe, with 2071 contracts signed. As a side note, HomeServe reported that there have already been 3 claims filed under agreements. The next mailer will be sent out on/about January 20, 2016.

Engineer: Mr. Spafford stated that he was very pleased with the outcome of the painting of the floors in the Park Ave. plant. Pictures are included with the Engineer's report.

General Counsel: Mr. McConnell provided details regarding Verizon's exceptions to our proposed Marion Tank lease. The exceptions taken (proposed changes) were acceptable to the Commissioners, but not for the issues of

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Commissioners approval and they declined to bear Verizon's costs if the antennae is required to be removed for tank maintenance or repair during the term of the lease..

Counsel also explained the ramifications of an access agreement to Verizon for environmental testing as to National Highway. Mr. Spafford explained he had no concerns with the agreement conditions for this site.

**Old Business:**

2016 Holiday Schedule:

Motion to approve floating holiday for 2016 only – Motion made by Mr. German, 2<sup>nd</sup> by Mr. Johnson; **a unanimous roll call vote.**

**New Business:**

Motion to approve GAC Filter Media bid to Calgon Carbon with a bid of \$89,615.00 Motion: Mr. German, 2<sup>nd</sup> By Mr. Brennan: **a unanimous roll call vote.**

**New Services:**

**20 South 41<sup>st</sup> Street- new 1" service -** Motion to approve new service. Motion: Mr. German, 2<sup>nd</sup> By Mr. Brennan: **a unanimous roll call vote.**

**24 South 41<sup>st</sup> Street- new 1" service-** Motion to approve new service. Motion: Mr. German, 2<sup>nd</sup> By Mr. Johnson: **a unanimous roll call vote.**

**MPWC Regulation 1009 – Fire Protection-** Motion to approve the amendments to the regulation as proposed. Motion: Mr. German, 2<sup>nd</sup> By Mr. Johnson: **a unanimous roll call vote.**

**Commissioners Reports / Discussions / Comments**

Mr. Brennan stated that he believed the need for capital project financing required all of the Commissioners undivided attention and proposed that a special meeting be held by the Commissioners in February. A discussion ensued and it was decided that a special meeting would be scheduled for the end of February. Discussion topics should include; finance options, timelines and bond information. Staff was instructed to initiate research and preparation for the meeting. Mr. Saraceni said that he would set up the date and time for the meeting.

Mr. German stated that he had spoken to Mr. Saraceni previously regarding the reporting period reflected for his monthly financial report. Mr. Saraceni stated that he could certainly make any adjustment requested.

Mr. Johnson-Mr. Johnson wished everyone Happy New Year. He further expressed that he plans on being more visible to our customers and stressed the importance of Commissioners being visible to the public.

**Adjournment:**

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Johnson to adjourn the meeting at 6:58 PM: **a unanimous roll call vote.**

Submitted by,  
Carol Feriozzi & Michael Saraceni

Mr. Joseph Scavuzzo  
President

Mr. Patrick Brennan  
Vice President

Mr. George Piperno  
Secretary

Mr. G. Burton German  
Treasurer

Mr. Ronald Johnson  
Ass't Secretary/Treasurer

**Minutes of the MPWC Monthly Business Meeting  
February 11, 2016**

**ATTENDEES:**

**Commissioners:**

Mr. Joseph Scavuzzo, President  
Mr. Patrick Brennan, Vice President  
Mr. G. Burton German, Treasurer  
Mr. George Piperno, Secretary  
Mr. Ronald Johnson, Asst. Secretary/Treasurer

**Other Attendees:**

Michael A. Saraceni, COO  
Craig Campbell, Superintendent  
Richard Spafford, P.E.  
Karl N. McConnell, General Counsel  
Brandy Eisenmann  
Carol Feriozzi  
James Langraf -Esquire-Special Counsel  
Mark Schiavo-Esquire-Special Counsel

The President called the meeting to order at 6:00PM

All Commissioners were present.

Salute to the Flag; the Open Public Meetings Act Compliance Statement was read.

There were several members of the public in attendance including: Anthony Marinelli and Chris Cornforth of Pennsauken/Merchantville Boy Scout Troop 118. It was explained that they were in attendance to achieve their Communications Merit badge and they need to attend an Open Public meeting and chose the MPWC.

**ITEMS TO BE DISCUSSED**

**Cherry Hill Tank- Special Counsel Attendance- Executive Session-Litigation**

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Piperno to move to Executive Session for matters of litigation/attorney-client privilege involving the Cherry Hill Tank at 6:10 PM. The Motion included that the Minutes of the Executive Session are to be made public 6 months after the final date of all appeals have expired and the Commission will return into public session within the hour.

**A unanimous roll call vote except for Mr. Brennan who recused himself from Executive Session.**

**Public Meeting (Resumed):**

Motion Mr. German and 2<sup>nd</sup> by Mr. Piperno to return to public session at 7:02 PM. **A unanimous roll call vote.**

**Park Avenue –Emergency Operations Center-O.E.M. Coordinators**

OEM Coordinators Dennis Cowgill and J.P. Beauchamp from Pennsauken and Merchantville respectively made a request for funding from the Commission for technical upgrades to the Park Avenue Conference Room which is used during emergencies as the area Emergency Operations Center. Each Coordinator explained the reasons for the request, how the upgrades would be beneficial to the MPWC and why they were asking the MPWC. Several questions were asked by the Commissioners and a discussion ensued.

It was decided that this unbudgeted expense was not something the MPWC could support at this time. It was further suggested that they first obtain support from their respective municipalities.

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### **MPWC 90<sup>th</sup> Anniversary**

Mr. Saraceni requested consent and/or endorsement of the proposed 90<sup>th</sup> anniversary events that were outlined and previously given to the Commissioners. Mr. Brennan asked that the committee to reach out to Maureen McLoone of the Merchantville Historical Society, as she could provide information on Merchantville's history. Mrs. Eisenmann explained that both historical societies were to be invited, one at a time and that Pennsauken's invitation was sent first. It was agreed by the Commissioners that the upcoming events would continue to be discussed at the monthly Business Meetings.

### **HomeServe Marketing Initiative- Marketing Pieces**

Mr. Brennan stated that he was concerned with how HomeServe is sending out marketing pieces in the MPWC envelope. He said this was confusing for customers and he felt that this was a misrepresentation to our customers. Mr. Saraceni then stated that this particular marketing piece was previously approved in October 2015. Mr. Scavuzzo then asked Mr. Saraceni to contact HomeServe with the Commissions concerns. Mr. Saraceni said that we will closely monitor future any/all mailings from HomeServe.

### **PMAC- C.O.O. Guest Speaker –April Meeting**

Mr. Saraceni stated that he and Sean Fitzgerald will be guest speakers at the PMAC luncheon on April 13<sup>th</sup> and that this will give them an opportunity to highlight the services provided by the MPWC to the local business community. Mr. Scavuzzo then spoke to the public in attendance about the MPWC's high quality and low cost of water.

### **Westfield Avenue- Polling Site Request-Pennsauken Township**

Mr. Saraceni stated that he received a request from Pennsauken Township to utilize the Westfield Ave. building as an election polling site for two (2) districts for the Primary in June and the Presidential election in November. Mr. Saraceni stated that this could possibly be held in the Westfield Ave. lobby and in the corridor. A discussion ensued and it was decided that Mr. Saraceni should get more information and clarification before it can be decided. Mr. Scavuzzo suggested that Mr. Saraceni should seek clarification from Gene Padalino on his exact needs to ensure that there would be adequate accommodations. Mr. Saraceni agreed.

### **Project Financing-Special Meeting-Commission to select date/time**

The Special Meeting will be held February 25<sup>th</sup> at 4:00 PM. Mr. German suggested that the distribution map be made available at the meeting. Mr. German requested that Mr. Garaguso as well as Mr. Saraceni, Mr. Spafford and Mr. Campbell be in attendance.

### **Approval of the Minutes**

Motion to approve the Minutes of the Business Meeting of February 11, 2016 was made by Mr. German, 2<sup>nd</sup> by Mr. Brennan ; **a unanimous vote.**

### **Payment of Bills**

Motion to approve payment of bills dated February 11, 2016 with the exception of Pennsauken was made by Mr. German, 2<sup>nd</sup> by Mr. Brennan ; **a unanimous roll call vote.**

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### **Payment of Bills**

Motion to approve payment of bills dated February 11, 2016 to Pennsauken was made by Mr. German, 2<sup>nd</sup> by Mr. Brennan ; **a unanimous roll call vote. Mr. Scavuzzo abstained.**

### **Correspondence**

- Mayor Ricardo Taylor-Letter of Gratitude-Pennsauken Angel Tree Program
- D. Cowgill/J.P. Beauchamp to C. Campbell-Park Avenue Emergency Operations Center
- M. Saraceni to Pennsauken Historical Society-Invitation- 2-4-2016
- M. Saraceni to Mayor John Kneib-Invitation- 2-4-2016

### **Staff Reports:**

Chief Operating Officer: Mr. Saraceni stated that he received a request from the developer for the Pennsauken Mart project requesting partial relief on connection fees. A discussion ensued and it was decided that the developer needs to submit an application first before the Commission can consider any specifics.

### **New Business:**

#### **Park Avenue EOC**

Motion to reject EOC request. Motion: Mr. German, 2<sup>nd</sup> by Mr. Brennan; **a unanimous roll call vote.**

### **New Services:**

**2171 Route 70-Medical Facility 2" service/6" fire service** -Motion to approve new service. Motion: Mr. German, 2<sup>nd</sup> By Mr. Brennan: **a unanimous roll call vote.**

### **Clements Avenue Tank Painting**

Motion to authorize advertisement for bid Motion: Mr. German, 2<sup>nd</sup> By Mr. Brennan: **a unanimous roll call vote.**

### **Commissioners Reports / Discussions / Comments**

Mr. Brennan- Mr. Brennan thanked Mr. Saraceni and Mr. Campbell for giving the local government annual presentations. He stated that the presentation was very informative and that they did a good job.

Mr. German- Mr. German spoke to the public in attendance and explained a brief history of the MPWC.

Mr. Scavuzzo- Mr. Scavuzzo also stated that Mr. Saraceni and Mr. Campbell did a nice job on the Pennsauken/Merchantville Annual Presentations.

### **Adjournment:**

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Piperno to adjourn the meeting at 7:58 PM. **A unanimous vote.**

Submitted by,  
Carol Feriozzi & Michael Saraceni

Mr. Joseph Scavuzzo  
President

Mr. Patrick Brennan  
Vice President

Mr. George Piperno  
Secretary

Mr. G. Burton German  
Treasurer

Mr. Ronald Johnson  
Ass't Secretary/Treasurer

**Minutes of the MPWC Special Meeting  
February 25, 2016**

**ATTENDEES:**

**Commissioners:**

Mr. Joseph Scavuzzo, President  
Mr. Patrick Brennan, Vice President  
Mr. G. Burton German, Treasurer  
Mr. George Piperno, Secretary  
Mr. Ronald Johnson, Asst. Secretary/Treasurer

**Other Attendees:**

Michael A. Saraceni, COO  
Craig Campbell, Superintendent  
Richard Spafford, P.E.  
Karl N. McConnell, General Counsel  
James Garaguso, Assistant Superintendent  
Sean Fitzgerald, Treatment Technician  
Carol Feriozzi

The President called the meeting to order at 4:00 PM

All Commissioners were present.

Salute to the Flag; the Open Public Meetings Act Compliance Statement was read.

**ITEMS TO BE DISCUSSED**

President Scavuzzo announced that this special meeting was scheduled to review and discuss possible and needed infrastructure projects qualifying for long-term financing and deferred to the C.O.O.

The C.O.O. reported that based on direction from the Commission, staff had identified specific infrastructure upgrades, repairs and replacements and projected the costs associated with those upgrades/repairs. Additionally, that staff had researched and prepared a comparison of financing options between utilizing the NJEIT loan process versus the public bond market. That financial analysis was conducted by a reputable financial advisor and it was based on a projected \$15,000,000, 20 year debt project. The C.O.O. then deferred the presentation of identified projects over to the Director of Engineering.

Mr. Spafford produced a breakdown of potential projects including; main replacement, dead end main correction and the accelerated completion of the water meter replacement project. For discussion purposes, these projects totaled approximately \$9.2 million dollars. A lengthy discussion ensued weighing the benefits and costs of various methods to achieve the projected goals.

It was decided that the water meter replacement project would remain in its current format and continue through completion. It was further decided that since the dead end main projections were the most feasible to accomplish first, the balance of the dead-end project would be researched and identified and then expand this project accordingly.

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Staff Engineer Spafford was questioned relative to the scope of the dead end and main replacement project as to a concern that the project may be too large to design and execute in-house. Mr. Spafford agreed. The Commission held a discussion regarding the use, and associated expenses, associated with utilizing one of the Commission's qualified engineering firms to handle the design. He was asked to forecast and estimate the cost of the design of the project through consulting engineers. Mr. Spafford agreed and was directed to research the project with, or without, a Construction Manager – all under his supervision.

Mr. Saraceni indicated that he understood what was requested by the Commission and that they would continue their research accordingly and be prepared to report.

Adjournment:

Motion by Mr. German and 2nd by Mr. Johnson; unanimous voice vote at 5:30 PM.

Submitted by,  
Michael A. Saraceni



Mr. Joseph Scavuzzo  
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Mr. Patrick Brennan  
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Mr. George Piperno  
Secretary

Mr. G. Burton German  
Treasurer

Mr. Ronald Johnson  
Ass't Secretary/Treasurer

**Minutes of the MPWC Monthly Business Meeting  
March 10, 2016**

**ATTENDEES:**

**Commissioners:**

Mr. Joseph Scavuzzo, President  
Mr. Patrick Brennan, Vice President  
Mr. G. Burton German, Treasurer  
Mr. George Piperno, Secretary  
Mr. Ronald Johnson, Asst. Secretary/Treasurer

**Other Attendees:**

Michael A. Saraceni, COO  
Craig Campbell, Superintendent  
Richard Spafford, P.E.  
Karl N. McConnell, General Counsel  
Brandy Eisenmann  
Carol Feriozzi  
Others present as listed below.

The President called the meeting to order at 6:00PM

All Commissioners were present.

Salute to the Flag; the Open Public Meetings Act Compliance Statement was read.

**ITEMS DISCUSSED**

**HomeServe Representatives**

HomeServe representatives Bill Eller and Monica Valera attended the meeting to answer questions and give a progress report. Mr. Eller thanked the Commissioners for their support of HomeServe. Ms. Valera advised that currently there are 2300 customers and 2700 contracts signed for HomeServe with better than a 4% affirmative response rate. Several Commissioners expressed concern over the marketing pieces to MPWC customers. A discussion ensued and HomeServe represented they would take into consideration the concerns expressed for future mailings. Ms. Valera stated that she would send several options for MPWC approval.

**KMS Development- Crossroads Development Project**

Michael Sencindiver presented on behalf of KMS Development and their partner Delco of the Commissioners with a summary, renderings and site plans showing the buildings and location of Phase One of the Redevelopment Project. These developers are equitable owners of Renaissance LLC, the Designated Redeveloper by the Township and the CCIA. A lengthy discussion ensued with representations as to the details of the transactions for them acquiring the property and regarding the details of the redevelopment plans for the project. The Commission inquired of General Counsel whether the Commission had the discretion to vary the connection fees. General Counsel advised that they have discretion pursuant to the Redevelopment Act. Mr. Sencindiver, when questioned regarding his request indicated that he was requesting that the fees be reduced to 50%, and that he was facing a deadline to complete the transactions and to close on the sale from the CCIA. The Commission thanked Mr. Sencindiver for his presentation and indicated that they would discuss further and get back to him.

**Clements Avenue Tank Bid-**

The Commission was presented the Results and Staff Recommendations.

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### **Authorization to Bid Longwood Avenue Main Replacement**

Staff requested authority to put out the project for bid.

### **Cherry Hill Township-Review of Fees for Road Projects**

Mr. Saraceni stated that Mr. Spafford met with Cherry Hill Township officials about road projects and it was disclosed that there will be \$22,000.00 additional fees for the main replacement project. A discussion ensued and it was agreed to pay the additional fees.

### **Purchase of 2013 Explorers**

Mr. Campbell stated that four (4) 2013 Explorers leases terminated and General Counsel intervened to ensure those vehicles were purchased for \$17,500.00 each. This purchase was budgeted for 2016.

### **Westfield Avenue-Proposed Installation of Bollards in Parking Lot**

Mr. Saraceni proposed installation of bollards in the Westfield parking lot as a result of several accidents and recent damage to the Westfield building. He also stated that this work would be completed in-house.

### **Financial Disclosure Statements-April 30,2016**

Mr. Saraceni told the Commissioners that the Financial Disclosure Statements are due April 30, 2016. He stated that he would notify the Commissioners when the Financial Disclosure Statements were posted on the DCA website to be completed.

### **Public Official's Training –May 1<sup>st</sup> 2016**

Mr. Saraceni stated that the Public Officials Training is available and encouraged to take online and is due by May 1, 2016. Commissioners can contact Mr. Saraceni or Mrs. Feriozzi to verify their usernames and passwords and if they require any assistance.

### **Approval of the Minutes**

Motion to approve the Minutes of the Business Meeting of February 11, 2016 and the Special Meeting held on February 25, 2016 was made by Mr. German, 2<sup>nd</sup> by Mr. Piperno ; **a unanimous vote.**

### **Payment of Bills**

Motion to approve payment of bills dated March 10, 2016 with the exception of Pennsauken was made by Mr. German, 2<sup>nd</sup> by Mr. Johnson ; **a unanimous roll call vote.**

### **Payment of Bills**

Motion to approve payment of bills dated March 10, 2016 to Pennsauken was made by Mr. German, 2<sup>nd</sup> by Mr. Piperno ; **a unanimous roll call vote. Mr. Scavuzzo abstained.**

### **Correspondence**

- M. Saraceni to Merchantville Historical Society-Invitation- 3-1-2016
- M. Saraceni to Mayor Edward Brennan-Invitation- 3-1-2016

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### Staff Reports:

Chief Operating Officer: Mr. Saraceni proposed to the Commissioners the purchase of a public address system for the Board Room to which the Commissioners agreed.

General Counsel: Mr. McConnell stated that Verizon has restricted their acquisition of antennae sites in this region and just informed us that they will not proceed with seeking a National Highway antennae lease.

### Old Business:

#### Westfield Avenue-Polling Site

Mr. Saraceni stated that Mr. Padalino & the County Board of Elections surveyed the lobby area and agreed that there is sufficient room for use as a polling site.

### New Business:

#### Clements Avenue Tank Painting

Motion to award bid to US Tank Painting - Motion: Mr. German, 2<sup>nd</sup> By Mr. Piperno: **a unanimous roll call vote.**

#### Authorization to Bid Longwood Avenue Main Replacement

Motion to authorize bid for Longwood Avenue Main Replacement: Motion: Mr. German, 2<sup>nd</sup> By Mr. Johnson: **a unanimous roll call vote.**

#### Purchase of 2013 Explorers

Authorization to purchase the four (4) leased 2013 Ford Explorers: Motion: Mr. German, 2<sup>nd</sup> By Mr. Piperno: **a unanimous roll call vote.**

### New Services:

Grant Avenue- addition of 1" Domestic Line: Motion to approve new service. Motion: Mr. German, 2<sup>nd</sup> By Mr. Johnson: **a unanimous roll call vote.**

706-710 Haddonfield Road- addition of 4" Domestic Line & 6" Fire Service: Motion to approve new service. Motion: Mr. German, 2<sup>nd</sup> By Mr. Johnson: **a unanimous roll call vote.**

### Commissioners Reports / Discussions / Comments

Mr. Brennan asked staff to research how the MPWC can make donations to Flint, Michigan, to which Mr. Saraceni agreed and indicated that staff would research.

Mr. German proposed that future Monthly Commission Meetings should be held at 4:00PM. A discussion ensued and it was decided that a final decision would be given at a later time, possibly the re-org meeting in July.

Mr. Piperno revisited the reduced connection fee for Crossroads Redevelopment Zone as requested by KMS Development. A discussion ensued. The Commission consented to a 50% reduction in connection fees, conditioned upon several stipulations that would be expressed by resolution or reflected in an authorized agreement prepared by staff.

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**A motion to approve Crossroads Connection Fee** formula as KMS request with numerous conditions and requirements: Motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno. **A unanimous roll call vote.**

Mr. Johnson- Mr. Johnson commended Ms. Eisenmann and Mr. Fitzgerald along with their committee on the videos that were presented to the Pennsauken Historical Society. He recommended that the videos be available to others (possibly channel 19) to be viewed.

**Executive Session**

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Johnson to move to Executive Session for personnel matters at 8:15 PM without intention of returning to Public Session. A unanimous roll call.

Minutes of the Executive Session are to be kept confidential.

The Commissioners returned to public session at 8:22 PM. Motion: Mr. German and 2<sup>nd</sup> by Mr. Johnson: a unanimous roll call followed.

**Adjournment:**

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Piperno to adjourn the meeting at 8:23 PM: A unanimous roll call followed.

Submitted by,  
Carol Feriozzi & Michael Saraceni

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110  
Ph: 856.663.0043 • Fx: 856.486.7417 • www.mpwc.comMr. Joseph Scavuzzo  
PresidentMr. Patrick Brennan  
Vice PresidentMr. George Piperno  
SecretaryMr. G. Burton German  
TreasurerMr. Ronald Johnson  
Ass't Secretary/Treasurer**Minutes of the MPWC Monthly Business Meeting  
April 14, 2016****ATTENDEES****Commissioners:**

Mr. Joseph Scavuzzo, President  
Mr. Patrick Brennan, Vice President  
Mr. G. Burton German, Treasurer  
Mr. George Piperno, Secretary  
Mr. Ronald Johnson, Asst. Secretary/Treasurer

**Other Attendees:**

Michael A. Saraceni, C.O.O.  
Craig Campbell, Superintendent  
Richard Spafford, P.E.  
Karl N. McConnell, General Counsel  
Brandy Eisenmann, Customer Service Director

The President called the meeting to order at 6:00 PM.

All Commissioners were present.

Salute to the Flag; the Open Public Meetings Act Compliance Statement was read.

**ITEMS DISCUSSED:****Longwood Avenue Main Replacement-Bids Received**

Rich Spafford reported on the bid results. The initially apparent low bid by Kline Construction contained a calculation error and violated a specification, and was therefore non-responsive. Mr. Spafford recommends award by the , South State which was the lowest responsive bid.

**2017 Main Replacement Project-RFQs Received**

Rich Spafford reported on the bid results. Mr. German suggested that the conversation be tabled until later in the meeting.

**Marion Avenue Antenna-Bid Received**

Mr. McConnell reported on the bid results and recommends award to the sole bidder (Verizon) and requests that the Commission authorize the C.O.O. to execute the lease.

**90<sup>th</sup> Anniversary-Emblem Contest Submissions**

Brandy Eisenmann reported that she received 5 submissions for Commission review. The Commission confirmed that all participants would receive participation awards.

**Personnel Matters**

Mr. Saraceni reported on an employee resignation, as well as another employee's intent to retire, and seeks Commission approval to replace the resigning employee. The Commissioners instructed the C.O.O. to recruit for both positions. Mr. German reported that the Salary Committee will meet with staff in the coming weeks and they intend to submit report/recommendations to the Commissioners at the next meeting.

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Ph: 856.663.0043 • Fx: 856.486.7417 • www.mppwc.comMr. Joseph Scavuzzo  
PresidentMr. Patrick Brennan  
Vice PresidentMr. George Piperno  
SecretaryMr. G. Burton German  
TreasurerMr. Ronald Johnson  
Ass't Secretary/Treasurer**Water Quality-Testing Concerns**

Commissioners discussed a letter to Mr. Scavuzzo from Pennsauken Public Schools. The letter requested direction and assistance from the MPWC with regard to water quality testing in the schools. The Commissioners agreed to respond by suggesting to secure the cost benefits for any schools who wished to participate of the MPWC's contracted price per test performed. This would drastically reduce the costs incurred by the schools. In addition, the MPWC will, if requested, provide recommendations for the testing protocol. The Commission instructed staff to prepare specific instructions to the schools for collecting samples and test results. All schools in the service area will be contacted and offered the same consideration should they be interested in utilizing any portion of the offered assistance.

**Executive Session**

Executive session discussions were postponed until later in the meeting.

**Approval of the Minutes**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Johnson to approve the minutes of the Business meeting and Executive sessions of March 10, 2016. **A unanimous roll call vote.**

**Payment of the Bills**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to approve payment of the bills dated April 14, 2016, with the exception of a bill for Pennsauken Township. **A unanimous roll call vote.**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to approve payment of a bill for Pennsauken Township dated April 14, 2016. **A unanimous roll call vote, except Mr. Scavuzzo abstained.**

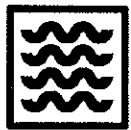
**Correspondence**

John J. Deserale, Pennsauken BOE to President Scavuzzo

**Staff Reports**

Mr. Saraceni reminded the Commissioners that Arbor Day was quickly approaching and that staff is in the process of making the necessary arrangements. Commissioners will be notified of the time and locations.

Mr. McConnell reported on his research regarding a possible water donation to Flint, Michigan. Unfortunately, the Commission agreed it will not be feasible. Mr. McConnell also reported on the receipt of three (3) condemnation notices for properties in Merchantville Borough. A discussion ensued and General Counsel was directed to coordinate MPWC concerns expressed with the Borough Solicitor.

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110  
Ph: 856.663.0043 • Fx: 856.486.7417 • www.mpwc.comMr. Joseph Scavuzzo  
PresidentMr. Patrick Brennan  
Vice PresidentMr. George Piperno  
SecretaryMr. G. Burton German  
TreasurerMr. Ronald Johnson  
Ass't Secretary/Treasurer**Old Business**

- Mr. Saraceni reminded the Commissions of the due date for submission of Financial Disclosure Statements as well as the upcoming EPL Training.
- Mr. Saraceni reported that the closing on the former Pennsauken Mart property has taken place and that the MPWC is awaiting the signed agreement from KMS Development.

**Award Longwood Avenue Main Replacement Project**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to award the Longwood Avenue Main Replacement Project to South State and to reject all others, including Kline Construction, who was deemed non-responsive. **A unanimous roll call vote.**

**Award Marion Avenue Tank Antenna Bid**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Johnson to award the bid for an antenna on the Marion Avenue Tank to Cellco Partnership d/b/a Verizon. **A unanimous roll call vote.**

**New Services**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Brennan to approve a new 1.5" domestic service at 469 Third Avenue and also two (2) new 2" domestic services at 900-912 Haddonfield Road. **A unanimous roll call vote.**

**Condemnation Notices-Borough Redevelopment Properties**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to authorize the C.O.O. to take any action deemed by him to be reasonable including assigning the collection or the actual claim to Merchantville Borough for properties at 29 Volan Street, 309 Plymouth Place and 19 West Chestnut Avenue. **A unanimous roll call vote.**

**Water Quality Testing for School Districts**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Johnson to offer a program to school districts and private schools in the service area to provide access to the MPWC's contract for independent lab at the contracted cost to conduct water quality testing, with the cost to be incurred by the school/district and for test results to also be sent to the MPWC for review by water quality professionals. **A unanimous roll call vote.**

**Infrastructure Design Project-RFQs Received-Discussion**

Rich Spafford reported again on the Proposal results and offered more detail on how he prepared the RFP package and indicated that 3 of 4 Commission qualified consulting engineers responded with competitive proposals. Mr. Spafford reported that he called the lowest bidder to confirm the basis of the proposal as it was low by comparison and he wanted clarification. He advised the Commissioners that he agreed and was comfortable with the explanation offered by that firm.

Mr. Brennan advised that although he could not participate fully, he felt compelled to advise the other Commissioners of his reluctance regarding the low bidder and the Commission's previous change orders when they were assigned engineers on the Park Avenue plant. Mr. German discussed the MPWC's previous experience with the firm with the lowest quote and voiced dissatisfaction and stated that he would not be comfortable contracting with them simply because they would provide the service for the lowest cost. He further requested that past experience with the firm be considered by all Commissioners.

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Ph: 856.663.0043 • Fx: 856.486.7417 • www.mpwc.comMr. Joseph Scavuzzo  
PresidentMr. Patrick Brennan  
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TreasurerMr. Ronald Johnson  
Ass't Secretary/Treasurer

Mr. Brennan also indicated that he has not been impressed by the MPWC's past interaction and performance by the firm submitting the lowest quote, citing extensive redesign and change orders throughout the course of a previous projects.,

Mr. Johnson offered that he has had many years of good experience with the firm submitting the lowest while serving on the Pennsauken Planning Board, and that he has a similar discomfort with the firm submitting the 2<sup>nd</sup> lowest quote and would be less than comfortable passing by the low quote in favor of the other firm. Mr. Johnson asked Mr. Spafford to clarify which aspects of the project could, if any, be handled in-house by the MPWC. Mr. Spafford indicated that he could not survey, but could design and would be capable of inspecting. He also indicated that the design portion, though simplistic, would be time prohibitive for him since it is almost all CAD work. Mr. Johnson stated that he was not comfortable by-passing the lowest quote.

Mr. Scavuzzo initiated a discussion regarding Mr. Spafford's ability to do portions of the project in-house and to oversee the project, including all inspections, if the Commission should choose to award to the low bidder. Mr. Spafford agreed that he could easily oversee the project and handle the contract administrations and inspections if the projects were done on a multi-year capital plan schedule. Mr. Scavuzzo acknowledged that Commissioners had unsatisfactory interactions with both firms – the lowest and the 2<sup>nd</sup> lowest quote – and questioned staff and Commissioners on any past interactions we've had with the third firm. All parties responded that the known engineers had left that firm and no one is familiar with the current staff, so there couldn't currently be a fair assessment of expectations of that firm.

It was suggested by the Commission that since it was not clear that the sections of the work might not all be awarded that it was safest that all quotes are rejected at this time. Mr. Spafford was instructed to review the RFP for any sort of language that may have caused such drastic differences in cost. Mr. Spafford would like to reach out all firms in an effort to gain some insight into how they approached the project. He will revise the package to include redefining the specifications and to clarify that the inspections portion would exist as an option that may or may not be awarded with the survey and design portions.

**Executive Session-Litigation**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to move to Executive Session for litigation discussions at 6:58 with the intention to return to public session. **A unanimous roll call vote.**

Minutes of the Executive Session are to be kept confidential until 6 months after the conclusion of all deadlines to appeal.

The Commissioners came to order in public session at 7:05 PM.

**Settlement on Cherry Hill Tank Painting Claim**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to accept the settlement offered regarding the litigation and to authorize the C.O.O. to execute the settlement documents so as to accept a settlement in the aggregate of \$205,000.00. **A unanimous roll call vote.**



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Ph: 856.663.0043 • Fx: 856.486.7417 • www.mpwc.comMr. Joseph Scavuzzo  
PresidentMr. Patrick Brennan  
Vice PresidentMr. George Piperno  
SecretaryMr. G. Burton German  
TreasurerMr. Ronald Johnson  
Ass't Secretary/Treasurer**RFP for Infrastructure Design Projects**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to reject all RFPs submitted for the 2017 Main Replacement Project and directed staff to further define/clarify the request and resubmit for new RFPs for all firms. **A unanimous roll call vote.**

**Commissioners Reports**

Mr. Johnson reported that he has been working on assessing the MPWC vulnerability assessment and will be providing a progress report at the next commission meeting.

Mr. Piperno expressed his concerns over the recent and intense focus on the issue of lead in drinking water. Staff reported on our compliance with all current state guidelines with regard to lead testing throughout our service area. The Superintendent is confident the source water is not a problem and that any instances of lead exposure in drinking water are coming from private plumbing beyond the MPWC's distribution system. The MPWC is continuing its assessment of the system and has identified only a possible 6 services that may have lead laterals, however, it is important to state that of those 6 identified, they may have already been replaced and the records may be outdated. Several options were discussed and it was agreed that with the information they have now, the responsibility for any plumbing/water services on the customer's property will remain the customer's responsibility until additional information becomes available

Mr. German indicated that the Salary Committee would be meeting over the next couple of weeks and would be reporting at the next Commission meeting. Mr. German also proposed moving the time of the meeting to 4:00 PM when the next Commission schedule is produced at the upcoming Reorganization Meeting in July. Staff was directed to prepare a draft of the 2016-2017 meeting schedule for the re-organization meeting which includes any specific or different times. (Scheduled Public interfaces, December meeting, etc.)

Mr. Scavuzzo reported that he had an opportunity to attend the recent PMAC luncheon, where the C.O.O. and Treatment Technician, Sean Fitzgerald delivered a presentation on the value of the MPWC to the residential and business communities. Mr. Scavuzzo noted that the presentation was very well received and that both Mr. Saraceni and Mr. Fitzgerald did a fantastic job in their delivery of the presentation.

**Adjournment**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Johnson to adjourn at 8:07 PM. **A unanimous roll call vote.**

Mr. Joseph Scavuzzo  
President

Mr. Patrick Brennan  
Vice President

Mr. George Piperno  
Secretary

Mr. G. Burton German  
Treasurer

Mr. Ronald Johnson  
Ass't Secretary/Treasurer

**Minutes of the MPWC Monthly Business Meeting  
May 12, 2016**

**ATTENDEES:**

**Commissioners:**

Mr. Joseph Scavuzzo, President  
Mr. Patrick Brennan, Vice President  
Mr. G. Burton German, Treasurer  
Mr. George Piperno, Secretary  
Mr. Ronald Johnson, Asst. Secretary/Treasurer

**Other Attendees:**

Michael A. Saraceni, COO  
Craig Campbell, Superintendent  
Richard Spafford, P.E.  
Karl N. McConnell, General Counsel  
Brandy Eisenmann  
Carol Feriozzi

The President called the meeting to order at 6:00 PM

All Commissioners were present.

Salute to the Flag; the Open Public Meetings Act Compliance Statement was read.

**ITEMS TO BE DISCUSSED:**

**Project Contest- Recipients/Awards**

The winners of the 2016 Water Week Project Contest and their families attended the presentation of awards. The participants were from 5<sup>th</sup> grade classes in both Pennsauken Intermediate School and Merchantville School. Mrs. Eisenmann welcomed the group and expressed how impressive all of the projects were. Mrs. Eisenmann then presented the winners with their award. Pictures were taken of winners along with Commissioner Scavuzzo by MPWC employee Julissa Hernandez. After congratulations, families and friends were invited to take pictures. The winners were: 1<sup>st</sup> place-Taylor Meachum of Merchantville School and Ayen Aldana of Pennsauken Intermediate School. 2<sup>nd</sup> place-Abigail Morgan, 3<sup>rd</sup> place-Gavin Cross, 4<sup>th</sup>-Claudia Szentesy all of Merchantville School. At the end of the presentation the individuals and families exited.

**MPWC Day-Discussion**

To celebrate the MPWC 90<sup>th</sup> Anniversary, Mr. Saraceni suggested a presentation of the actual check used to purchase the Merchantville Water Company be mounted and showcased in the lobby. It was proposed that the Commissioners' picture be taken with the check as part of an article to honor and publicize the anniversary. The Commissioners agreed to the proposal.

**AWWA National Conference-MPWC Participation**

The 2016 AWWA Conference will be held in Chicago on June 19-22 and Mr. Saraceni asked to send 2 representatives from the MPWC: Rich Spafford and Ryan Magee. Mr. Campbell suggested that Ryan has worked very hard and in his capacity, the information he could gather could be brought back and enhance our operations. Mr. Spafford then stated that he was asked to participate in a panel discussion for HomeServe at the conference. The discussion panel would address "unaccounted water" but that he would be obtaining further details. A discussion ensued regarding our current HomeServe status and the issues that the Commissioners had with the marketing pieces.

Mr. Saraceni stated that staff would contact our HomeServe representative and discuss their concerns. The Commission authorized Rich Spafford and Ryan Magee to attend the conference.

Mr. Joseph Scavuzzo  
President

Mr. Patrick Brennan  
Vice President

Mr. George Piperno  
Secretary

Mr. G. Burton German  
Treasurer

Mr. Ronald Johnson  
Ass't Secretary/Treasurer

#### **NJDEP Inspection- Information Update**

Mr. Campbell reported that the annual NJDEP Inspection was conducted on May 5<sup>th</sup> and would be completed on May 13<sup>th</sup>.

**NJDEP Correspondence** Mr. Campbell stated that he had a conference call along with Mr. Saraceni, Mr. Spafford, Mr. Garaguso with Karen Fell, Acting Assistant Director of Water Supply and Geoscience at the NJDEP, on May 5<sup>th</sup>. Ms. Fell indicated that the November 2015 EPA testing report identified at several MPWC sites, the presence of 1,4 Dioxane, an unregulated contaminant for which there is currently no Maximum Contaminate Level (MCL). Ms. Fell also stated that at least 18 other NJ utilities are affected at dozens of sites throughout the state. She indicated that DEP is contemplating recommendations and will be sending a letter shortly suggesting quarterly testing. Staff informed the Commission that they have started researching for effective treatment technologies and they intend to be aggressive with testing. Staff suggests monthly testing instead of quarterly. Mr. Spafford said that after the results are received from a series of tests a pilot test for the contaminant can be designed and implemented.

#### **Well Maintenance Program (Utility Service)- 2017 Budget**

Mr. Spafford stated that representatives from Utility Services met with him and presented a maintenance agreement where they would redevelop and maintain our wells and pumps for an annual fee. Mr. Spafford distributed a handout which gave an overview of the Well Maintenance Program. Mr. Spafford fielded questions from the Commissioners and it was agreed that this would be a prudent and long term cost saving program and that the MPWC will budget for it in 2017.

#### **2017 Main Replacement-RFP Discussion**

Motion to table 2017 Main Replacement was made by Mr. German, 2<sup>nd</sup> by Mr. Brennan ; a **unanimous roll call vote**.

#### **Park Tank Mixer-Authorization to Purchase**

Mr. Spafford requested authorization to purchase mixer for Park Ave.

Motion to authorize purchase of the Park Tank Mixer was made by Mr. German, 2<sup>nd</sup> by Mr. Johnson ; a **unanimous roll call vote**.

#### **RFQ-MPWC Consultants-June 2016 issuance (Informational)**

Mr. Saraceni reported that the RFQ for Professional Consultants has been revised and forwarded for review. He asked the Commissioners to review the proposed amendments to the RFQ for Professional Engineers which has been revised to reflect current utilization of qualified engineering consultants.

#### **Employee Manual-Proposed Amendments (Informational)**

Mr. Saraceni stated that there have been slight changes to several Employee Manual Policies mostly driven by MELJIF. The small changes would not alter any of the policies.

#### **Proposed Regulation Amendment-Meter Location-1013 (Informational)**

Mr. Spafford said that he updated the Meter Location Regulation 1013. A discussion ensued regarding some of the language and the Commission proposed some amended language. Mr. Spafford indicated that he would change the wording to reflect the suggestions of the Commissioners.

Mr. Joseph Scavuzzo  
President

Mr. Patrick Brennan  
Vice President

Mr. George Piperno  
Secretary

Mr. G. Burton German  
Treasurer

Mr. Ronald Johnson  
Ass't Secretary/Treasurer

#### **Memorial Day- Commission Representation**

Mr. Saraceni reported that the wreaths have been purchased and will be available on the Friday before the Memorial Day ceremonies. Mr. Scavuzzo said that he would attend both the Pennsauken and Merchantville ceremonies.

#### **Salary Committee-Recommendations Submission for Review**

To be discussed in Executive Session.

#### **Approval of the Minutes**

Motion to approve Minutes of the Business Meeting and Executive Session of April 14, 2016 was made by Mr. German, 2<sup>nd</sup> by Mr. Piperno ; **a unanimous roll call vote.**

#### **Payment of Bills**

Motion to approve payment of bills dated April 28, 2016 and May 12, 2016, except for Pennsauken Township, was made by Mr. German, 2<sup>nd</sup> by Mr. Piperno ; **a unanimous roll call vote.**

#### **Payment of Bills**

Motion to approve payment of bill date May 12, 2016 for Pennsauken was made by Mr. German, 2<sup>nd</sup> by Mr. Johnson; **a unanimous roll call vote except Mr. Scavuzzo abstained.**

#### **Correspondence**

Commissioner Scavuzzo's response to John Deserable, of Pennsauken BOE

#### **Meeting Open to the Public:**

Meeting was open to the public at 7:13 PM. None present.

#### **Bid Openings:**

None besides Tabled RFP.

#### **Staff Reports:**

Chief Operating Officer:

- Mr. Saraceni reminded the Commissioners that the MPWC will be a polling site for the June 7<sup>th</sup> Primary Election.
- Mr. Saraceni also stated that two (2) Commissioners still need to take the MEL JIF training and indicated that if they needed any assistance to contact him.
- Mr. Saraceni informed the Commissioners that he received notification from the Borough that Mr. German was re-appointed for his ninth term as Commissioner. Mr. German was congratulated.

General Counsel:

Mr. McConnell recommended that the Commission approve an extension to the Nextel lease on the National Highway tank.

#### **Old Business:**

Water Testing-Schools-SSA with Pennsauken

The Commissioners determined any action as to any of the schools should be tabled for now pending instructions from the State regarding testing requirements and State funding to cover the costs. Mr. Saraceni stated that Mr. Killion and Mr. Deserable of Pennsauken BOE would be notified

Mr. Joseph Scavuzzo  
President

Mr. Patrick Brennan  
Vice President

Mr. George Piperno  
Secretary

Mr. G. Burton German  
Treasurer

Mr. Ronald Johnson  
Ass't Secretary/Treasurer

### **Recruitment- New Hires**

Mr. Saraceni stated that interviews will be held for the newly created Field Service Technician position and a Plant Operator position. He said that letters had been sent to the Pennsauken and Merchantville Mayors. He also stated that a current employee expressed interest in the Field Service Technician position and that he had interviewed for the position. He said this employee is a good candidate. Mr. Saraceni stated that he would keep the Commissioners updated on the recruitment initiatives.

### **New Business:**

#### **AWWA Conference**

Motion to send the two MPWC employees to the AWWA Conference in June was made by Mr. German, 2<sup>nd</sup> by Mr. Piperno ; a **unanimous roll call vote**.

### **2017 Main Replacement Project**

Tabled for now. See above.

### **Park Avenue Tank Mixer**

Capital Expenditure in 2016 Budget: Authorized to purchase.

### **Professional Consultants-RFQ**

No comments on changes to RFQ – will be published according to MPWC procedures.

### **Employee Manual Proposed Amendments**

Motion to approve Employee Manual Policy amendments was made by Mr. German, 2<sup>nd</sup> by Mr. Piperno; a **unanimous roll call vote**.

### **MPWC Regulations-Proposed Amendment**

Motion to approve MPWC Regulation Meter Location 1013 amendment was made by Mr. German, 2<sup>nd</sup> by Mr. Piperno ; a **unanimous roll call vote**.

Motion to approve extension for Nextel on National Highway Tank was made by Mr. German, 2<sup>nd</sup> by Mr. Johnson ;a **unanimous roll call vote**.

### **Commissioners Reports / Discussions / Comments**

Mr. Brennan expressed that the website NJSpotlight.com has informative articles on the water situation in NJ and it is a good source for the MPWC. He requested that the articles involving water issues be printed and given to the Commissioners to which Mr. Saraceni agreed.

Mr. German thanked Commissioners and staff for welcoming him back for his ninth term on the Commission.

### **Executive Session**

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Johnson to move to Executive Session for personnel matters 7:29 at PM. A unanimous roll call.

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Johnson to return to the public meeting at 7:47 at PM. A unanimous roll call.

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Mr. Joseph Scavuzzo  
President

Mr. Patrick Brennan  
Vice President

Mr. George Piperno  
Secretary

Mr. G. Burton German  
Treasurer

Mr. Ronald Johnson  
Ass't Secretary/Treasurer

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Minutes of the Executive Session are to be made public 6 months after the last date of appeal for any litigation with the exception of personnel matters.

**Adjournment:**

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Brennan to adjourn the meeting at 7:48 PM. A unanimous vote.

Submitted by,  
Carol Feriozzi & Michael Saraceni

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110  
Ph: 856.663.0043 • Fx: 856.486.7417 • www.mpwc.comMr. Joseph Scavuzzo  
PresidentMr. Patrick Brennan  
Vice PresidentMr. George Piperno  
SecretaryMr. G. Burton German  
TreasurerMr. Ronald Johnson  
Ass't Secretary/Treasurer**Minutes of the MPWC Monthly Business Meeting  
June 9, 2016****ATTENDEES****Commissioners:**

Mr. Joseph Scavuzzo, President  
Mr. Patrick Brennan, Vice President  
Mr. G. Burton German, Treasurer  
Mr. George Piperno, Secretary  
Mr. Ronald Johnson, Asst. Secretary/Treasurer

**Other Attendees:**

Michael A. Saraceni, C.O.O.  
Craig Campbell, Superintendent  
Richard Spafford, P.E.  
Karl N. McConnell, General Counsel  
Colleen O'Brien, Customer Support Rep.

The President called the meeting to order at 6:00 PM.

All Commissioners were present.

Salute to the Flag; the Open Public Meetings Act Compliance Statement was read.

**ITEMS DISCUSSED:****MPWC 90<sup>th</sup> Anniversary – Plaque/Picture with Commissioners**

As part of the 90<sup>th</sup> anniversary Staff had the original check with which the Water Commission purchased the Merchantville Water Company placed on a plaque and the Commissioners took a photo with it.

**NJDEP Correspondence – Recommendations**

Superintendent Craig Campbell advised the Commissioners regarding the DEP correspondence received, his response, and the proactive steps being taken.

**Clements Avenue Tank – Project Status**

Rich Spafford reported that the containment stage has commenced and the blasting and painting stage will ensue following that.

**Service Line Replacement - Status**

Superintendent Campbell reported that there were only a total of 5 lead services found on the MPWC's side of the connections. To date 2 have been replaced and the remaining are scheduled to be addressed in the coming weeks.

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Ph: 856.663.0043 • Fx: 856.486.7417 • www.mpwc.comMr. Joseph Scavuzzo  
PresidentMr. Patrick Brennan  
Vice PresidentMr. George Piperno  
SecretaryMr. G. Burton German  
TreasurerMr. Ronald Johnson  
Ass't Secretary/Treasurer**Recruitment Initiative – Field Service Technician & Plant Operator**

Michael Saraceni reported that the Staff recommends a solid candidate for the Field Service Technician that already has training in all MPWC's needed areas. Staff would like more time to review the applicants for Plant Operator and will have recommendation at the next monthly meeting. Also Staff seeks to hire this year's Summer Help employees.

**Salary Committee – Commission Discretion/Approval**

Mr. German received no inquiries or questions regarding the salary committee's recommendations. A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Piperno to approve the salary committee's recommendations as submitted. **A unanimous roll call vote.**

**Approval of the Minutes**

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Johnson to approve the minutes of the Business meeting and Executive sessions of May 12, 2016. **A unanimous roll call vote.**

**Payment of the Bills**

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Piperno to approve payment of the bills dated May 17, 2016, and June 9, 2016 with the exception of a bill for Pennsauken Township. **A unanimous roll call vote.**

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Piperno to approve payment of a bill from Pennsauken Township dated May 17, 2016. **A unanimous roll call vote, except Mr. Scavuzzo abstained.**

**Staff Reports**

Mr. Saraceni reported that the use of the MPWC HQ as a polling place went well, and that the Westfield Avenue Office will be used again in November.

Mr. Spafford reported that Visa Credit Cards are now able to be accepted by the MPWC.

Mr. McConnell reported and provided a copy of a proposed DCA rule regarding LFB approval of Bond refunds.

**Old Business**

Richard Spafford and Ryan Magee will be attending this year's AWWA Conference scheduled for the following week.

**New Business**

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Johnson to hire the Staff's recommendations for the Field Service Technician and Summer Help. **A unanimous roll call vote.**

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Johnson to reschedule the July 14<sup>th</sup> Meeting at 4:00PM. **A unanimous roll call vote.**



**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110  
Ph: 856.663.0043 • Fx: 856.486.7417 • www.mpwc.comMr. Joseph Scavuzzo  
PresidentMr. Patrick Brennan  
Vice PresidentMr. George Piperno  
SecretaryMr. G. Burton German  
TreasurerMr. Ronald Johnson  
Ass't Secretary/Treasurer**Project Status Table**

Mr. Piperno inquired about removing the Vulnerability Assessment from the Project Status Table. After discussion, it was decided that it would remain until everything was completed.

**Commissioners Reports**

Mr. German reported that the last bill regarding the Cherry Hill tank litigation was received. Also, that the MPWC may pay off the remaining balance of the bond, but he will discuss with the Staff during the time of the Budget for 2017. Mr. German also happily stated that he has recently been reflecting on his 40 years of service with the MPWC.

**Executive Session**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Johnson to move into Executive Session at 6:30 PM. **A unanimous roll call vote.**

A motion was made to return to the Public Meeting; Motion Mr. German and 2<sup>nd</sup> by Mr. Piperno at 6:55 PM. A unanimous voice vote.

**Adjournment**

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Brennan to adjourn at 6:56 PM. **A unanimous voice vote.**

**Minutes of the MPWC Monthly Business Meeting  
July 14, 2016**

**ATTENDEES**

**Commissioners:**

Mr. Joseph Scavuzzo, President  
Mr. Patrick Brennan, Vice President  
Mr. G. Burton German, Treasurer  
Mr. George Piperno, Secretary  
Mr. Ronald Johnson, Asst. Secretary/Treasurer

**Other Attendees:**

Michael A. Saraceni, C.O.O.  
Craig Campbell, Superintendent  
Richard Spafford, P.E.  
Karl N. McConnell, General Counsel  
Brandy Eisenmann, Customer Service Director

The President called the meeting to order at 4:00 PM.

All Commissioners were present.

Salute to the Flag; the Open Public Meetings Act Compliance Statement was read.

**REORGANIZATION OF THE MPWC:**

**Oath of Office**

The President welcomed Mayor Edward Brennan, who was on-hand to administer the Oath of Office to G. Burton German for his reappointment by the Borough of Merchantville. In addition, Mr. German was honored for his outstanding service of over 40 years with a special proclamation from Merchantville Borough and read by Mayor Brennan.

**Nomination/Designation of Officers:**

On motion and unanimous Resolution the Commissioners the Officers for the Commission year are:

President: Joseph C. Scavuzzo

Vice President: Patrick Brennan

Secretary: George R. Piperno

Treasurer: G. Burton German

Asst. Secretary/Treasurer: Ronald S. Johnson

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Brennan and a **unanimous vote** be cast for the entire slate.

**Cash Management Plan**

A Resolution to approve the MPWC Cash Management Plan as described in the respective resolution; Motion made by Mr. German and 2<sup>nd</sup> by Mr. Brennan with **A unanimous roll call vote**.

**Designating Bank Signatories**

A Resolution to designate signatories for the Operating, Payroll and Legal Accounts as designated in the respective Resolution. Motion by Mr. German, 2<sup>nd</sup> by Mr. Brennan and **A unanimous roll call vote**.

**Designating Depositories**

A Resolution to designate Depositories as designated in the respective Resolution. Motion made by Mr. German, 2<sup>nd</sup> by Mr. Piperno with **A unanimous roll call vote.**

**Designation of the Petty Cash Fund**

A Resolution to establish the Petty Cash Fund to be managed by the Finance Director and/or the C.O.O. and increased to \$500.00 a month. Motion by Mr. German, 2<sup>nd</sup> by Brennan; **A unanimous roll call vote.**

**Designation of the FSA Account and Signatories**

A Resolution to designate signatories for the Flexible Spending Account as designated in the respective Resolution. Motion made by Mr. German, 2<sup>nd</sup> by Brennan; **A unanimous roll call vote.**

**Designation of Newspapers & Websites of the Commission**

A Resolution to designate the official newspapers and websites for public notice of the MPWC as designated in the respective Resolution. Motion made by Mr. German 2<sup>nd</sup> by Brennan; **A unanimous roll call vote.**

**Designation of the Meeting Dates and Times**

A Resolution to establish the meeting dates and times on the attached Resolution for the Commission year on the second Thursdays of the month with a change in regular meeting time. Motion made by Mr. German 2<sup>nd</sup> by Brennan; **A unanimous roll call vote.**

**Appointment of Public Agency Compliance Officer**

A Resolution appointing the C.O.O. as the Public Agency Compliance Officer. Motion made by Mr. German, 2<sup>nd</sup> by Brennan; **A unanimous roll call vote.**

**Authorization of C.O.O. to make NJDEP/EPA Applications**

A Resolution designating the C.O.O. to make applications to the NJDEP and EPA. Motion made by Mr. German, 2<sup>nd</sup> by Brennan; **A unanimous roll call vote.**

**Authorization of C.O.O. to make NJDEP/EPA Applications**

A Resolution to authorize purchases by use of state contract and approved co-ops as designated in the respective Resolution. Motion made by Mr. German 2<sup>nd</sup> by Mr. Brennan; **A unanimous roll call vote.**

**Approval of Maximum Thresholds and Agents for Purchasing**

A Resolution to approve Commission contracting Agent Saraceni to purchase up to the maximum State Bid thresholds as designated in the respective Resolution. Motion made by Mr. German, 2<sup>nd</sup> by Mr. Brennan; **A unanimous roll call vote.**

### **Professional Services Appointments**

- Auditor: Bowman & Company LLC: Motion by Mr. German, 2<sup>nd</sup> by Mr. Brennan; **A unanimous roll call vote.**
- Accounting Services (Consultant): Your Part Time Controller: Motion by Mr. German, 2<sup>nd</sup> by Mr. Brennan; **A unanimous roll call vote.**
- Insurance Broker of Record: Connor, Strong & Buckelew: Motion by Mr. German, 2<sup>nd</sup> by Mr. Brennan; **A unanimous roll call vote.**
- Broker of Record for Employee Benefits: Connor, Strong & Buckelew: Motion by Mr. German, 2<sup>nd</sup> by Mr. Brennan; **A unanimous roll call vote.**
- Commission Bond Counsel: Parker McCay: Motion by Mr. German, 2<sup>nd</sup> by Mr. Brennan; **A unanimous roll call vote.**

The following submitting engineers were found to be qualified and therefore constitute the pool of Engineers available for contract by the Commission for this year:

- Remington & Vernick, Consulting Engineer Services, T&M Associates, and Pennoni Associates, Inc. Motion by Mr. German, 2<sup>nd</sup> by Mr. Brennan; **A unanimous roll call vote.**

### **Designation of the 2016 Public Employees Awards Committee**

A Resolution proposed to reappoint the current sitting members of the committee for the 2016 Commission year. Motion made by Mr. German, 2<sup>nd</sup> by Brennan; **A unanimous roll call vote.**

### **ITEMS TO BE DISCUSSED:**

#### **Project Status**

Rich Spafford summarized the status of the Clements Ave tank painting project, which is near completion and reported that the Longwood Avenue main replacement project drilling will begin the following week.

#### **Service Line Replacements**

Mr. Saraceni reported that 5 service line replacements were completed.

#### **HomeServe-Proposed Materials for Next Mailing**

Brandy Eisenmann presented the Commissioners with the proposed materials for the next promotion. HomeServe removed the MPWC logo from the exterior envelope but proposes using 'Merchantville-Pennsauken Water Commission' in typeface. The Commissioners were strongly opposed, citing the Commission's need to protect the organization's ability to communicate official critical business of the MPWC via mailing pieces and feels that customers may discount official mailings as solicitations. The Commission instructed the Customer Service Director to go back to HomeServe and inform them that all future offers/correspondence must remove the MPWC logo as the return address and replace it with the HomeServe logo, to avoid the appearance that the information is an official and critical communications from the MPWC, as that would impair our ability to ensure critical information was read by MPWC customers.

### **Employee Policy Amendment**

The Commissioners have received and reviewed a new proposed policy regarding employees dating employees as proposed by MEL-JIF.

### **Recruitment of Plant Operator - Recommendation**

Mr. Saraceni reported that a number of candidates were interviewed and considered and that the interview panel has recommended the Commission hire Philip Scarfo, Jr. for the position of Plant Operator.

### **Approval of the Minutes**

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Johnson to approve the minutes of the Business meeting and Executive sessions of June 9, 2016. **A unanimous roll call vote was taken.**

### **Payment of the Bills**

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Piperno to approve payment of the bills dated July 14, 2016, with the exception of a bill for Pennsauken Township resulted in **A unanimous roll call vote.**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to approve payment of a bill for Pennsauken Township dated July 14, 2016. **A unanimous roll call vote, except Mr. Scavuzzo abstained.**

### **Correspondence**

Ray Bukowski – NJDEP to Craig Campbell – Inspection Letter of Compliancy  
Richard Huynh to Joyce Peirce – Letter of Gratitude for Scholarship  
Ling Ling Lu to Joyce Peirce – Letter of Gratitude for Scholarship  
Fatima Talebi to Joyce Peirce – Letter of Gratitude for Scholarship

### **Staff Reports**

Brandy Eisenmann reported that the Customer Relations posted a FaceBook message reminding customers who may be playing Pokemon Go to please refrain from entering MPWC property. Mrs. Eisenmann initiated a discussion with the Commissioners regarding an initiative proposed under the 90<sup>th</sup> Anniversary plans, and asked for permission to move forward with plans to donate drinking fountains to the Borough and Township. The Commissioners authorized staff to move forward with the project.

Rich Spafford reported that preparations are underway for the next phase of the dead-end tie-in project on Roosevelt Avenue (at Garfield and Baker Avenues) and that capital funds would cover the approximate \$35K costs.

### **New Business**

#### **Approval to Hire Philip Scarfo, Jr. as a Plant Operator**

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Johnson to hire Philip Scarfo, Jr. for the position of Plant Operator. **A unanimous roll call vote was taken.**

### **Employee Manual Amendment**

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Johnson to approve and adopt the proposed employee manual amendment. **A unanimous roll call vote was taken.**

### **Commissioners Reports**

Mr. Piperno reported on ongoing discussions regarding Commissioners salaries. It was noted that Commissioner salaries haven't increased since the early 2000's. Mr. Piperno spoke with PSA officials who believe they have the discretion over their compensation. Mr. McConnell advised that the MPWC enabling statute and our founding documents address the issue and he will provide Mr. Piperno with the necessary research and report so that the Commissioners can be duly informed regarding procedures.

Mr. Piperno inquired and questioned about the Commissioners address a relaxed the dress code for Commission meetings during summer months. He was advised by other Commissioners that they have no official dress code.

Mr. Brennan congratulated Mr. German on 40 years with the MPWC and reported that he's been honored to be working with him and that the MPWC has become a better place due in a good part to Mr. German's contributions.

Mr. Johnson echoed those sentiments then thanked Mr. Brennan for sharing a recent article with Commissioners and staff.

Mr. German stated that the MPWC should start preparing for likely additional regulations and treatment requirements that could require mean large capital projects. In preparation, Mr. German recommends that the balance of the loan on the building be paid off this year.

Mr. Scavuzzo related that he was aware that the State has announced procedures and funding intentions regarding mandatory lead testing in schools. He commended the decision by the MPWC to hold off on its program to offer assistance ahead of the state's requirements. Mr. Scavuzzo also thanked Mr. German for his many years of service to the Commission and looks forward to continuing to learn from him while working together.

### **Adjournment**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Brennan to adjourn at 4:54 PM. **A unanimous roll call vote.**

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110  
Ph: 856.663.0043 • Fx: 856.486.7417 • www.mpwc.comMr. Joseph Scavuzzo  
PresidentMr. Patrick Brennan  
Vice PresidentMr. George Piperno  
SecretaryMr. G. Burton German  
TreasurerMr. Ronald Johnson  
Ass't Secretary/Treasurer**Minutes of the MPWC Monthly Business Meeting  
August 11, 2016****ATTENDEES****Commissioners:**

Mr. Joseph Scavuzzo, President  
Mr. Patrick Brennan, Vice President  
Mr. G. Burton German, Treasurer  
Mr. George Piperno, Secretary  
Mr. Ronald Johnson, Asst. Secretary/Treasurer

**Other Attendees:**

Michael A. Saraceni, C.O.O.  
Craig Campbell, Superintendent  
Richard Spafford, P.E.  
Karl N. McConnell, General Counsel  
Colleen O'Brien, Customer Support Rep.

The President called the meeting to order at 4:00 PM.

All Commissioners were present.

Salute to the Flag; the Open Public Meetings Act Compliance Statement was read.

**ITEMS DISCUSSED:****MPWC 90<sup>th</sup> Anniversary – Water Fountains Project**

Both the Borough of Merchantville and Township of Pennsauken approved the water fountains being installed. This will be completed closer to the fall once the specs have been finalized.

**Well Maintenance Program – Authorization to advertise RFP**

Rich Spafford reported that this is a preventative maintenance plan that will be in place for 10 years. There is a lengthy process to go through for approval of the contract that will put the start at early of next year. He requested to initiate the process as soon as possible.

**Main Extension Regulation (1008) – Proposed Amendments**

Mr. Brennan suggested a few minor changes and corrections that will be made by Rich Spafford.

**Corrosion Inhibitor – Authorization to Advertise – Resolution for Proprietary Needed**

Rich Spafford gave a brief explanation regarding the necessity to advertise for bids for corrosion inhibitor at this time. He and the Superintendent have been coordinating with the NJDEP in their attempt to secure approval from DEP for another product, but that has not come in time to avoid going to bid. It was explained that the bid will be a per unit bid, and therefore does not commit the MPWC to any set volume so as to allow for any changes as needed once any change is approved at the State level.

**State Guidelines – Lead Testing for Schools – Status Report**

Michael Saraceni gave a brief review of actions taken since the last Commission Meeting. Pennsauken BOE would like to move forward with the testing for the schools though details have not yet been released by the state. Reportedly, there will be reimbursement options and all schools will be required to have frequent regular testing. The Commission agreed to continue to remain available to provide assistance deemed necessary.

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Ph: 856.663.0043 • Fx: 856.486.7417 • www.mppwc.comMr. Joseph Scavuzzo  
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TreasurerMr. Ronald Johnson  
Ass't Secretary/Treasurer**Pennsauken 125<sup>th</sup> Anniversary Logo – Park Ave Tank**

A discussion ensued what will be done regarding the logo and Pennsauken Township requested this logo resemble the one used for their 90<sup>th</sup> anniversary. Staff agreed to develop a draft accordingly.

**Executive Session**

The Commissioners would like to hold an Executive Session following the Public Meeting regarding matters of personnel.

**Approval of the Minutes**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Johnson to approve the minutes of the Business meeting of July 14, 2016. **A unanimous roll call vote.**

**Payment of the Bills**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to approve payment of the bills dated August 11, 2016 with the exception of a bill for Pennsauken Township. **A unanimous roll call vote.**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to approve payment of a bill for Pennsauken Township, dated August 11, 2016. **A unanimous roll call vote, except Mr. Scavuzzo abstained.**

**Public Comment**

The meeting was opened for public comment at 4:15 PM. Daniel Wynn and his assistant from Simmons Pet Food Inc. introduced themselves to the Commission. Mr. Wynn stated that Simmons will be putting in higher security measures and would like to allow us to continue to have access to their property. Simmons is more than willing to work with and communicate what their plans are with the MWPC going forward. Dan also thanked the MPWC for the help provided when there was a power outage (approximately a year ago) and for the MPWC reaching out to PSE&G to assist with having service restored during a large storm. Dan stated that he looked forward to working with the MPWC and with maintaining a partnership.

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Piperno to close the public portion of the meeting at 4:20 PM. **A unanimous roll call vote.**

**Staff Reports**

Mr. Campbell reported that the N.J.A.W. bulk purchase agreement that was previously approved by the Commissioners takes effective on August 1, 2016 reducing our daily purchase to 50,000 gpd. Mr. Piperno asked questions regarding the purchase of water and the history of the agreement. General Counsel provided explanation/clarification as to the history of the need for the agreement and the need occasioned at the time by the Garden State Park development.

Mr. Piperno had a question regarding Mr. Spafford's report, specifically time extensions on currently approved developer's permits. Mr. Spafford clarified that there was currently several State DEP permits expiring (GSP Project) and that the developers were notified, and that MPWC staff would be assisting them with renewing their permits.



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Mr. McConnell reported that Verizon assured him that the check and lease were coming for the cell tower agreement.

**Old Business**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to Authorize Commencement of the Public-Private Partnership Water services Agreement process for the Well Maintenance RFP. **A unanimous roll call vote.**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Johnson to approve the Main Extension Regulation (1008) subject to the discussed changes. **A unanimous roll call vote.**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to Authorize Advertisement of the Corrosion Inhibitor Bid. **A unanimous roll call vote.**

**New Business**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Johnson to approve the new 1" service at 4331 Cooper Ave. Mr. Brennan advised the Commission that his title Company acted as settlement clerk at the closing of this property. **A unanimous roll call vote.**

**Commissioners Reports**

Mr. Johnson reported that he has had discussion with Pennsauken Township regarding the possibility of 3 or 4 new businesses coming into town; further information will be passed along to Staff.

Mr. Piperno continued from the last Commission Meeting the desire to increase the Commissioners' annual salaries. A discussion ensued regarding the topic to include that the last time there was an increase was in 2005 which was the first since before 1995. Mr. McConnell advised that the Commission statute at NJSA 20:62-129 sets forth the process for amendment. Mr. Piperno will discuss with Pennsauken and Mr. Brennan will discuss with Merchantville.

Mr. Brennan had a question regarding Rich Spafford's report and the reference to seeking alternative & back up fuel sources for MPWC generators. Mr. Spafford reminded the Commissioners that the prior direction was that each will be updated as needed at the end of their working life, and that natural gas will most likely be the chosen form of fuel source.

Mr. German reported that the Audit Exit Conference took place with the auditors. He stated that he found minor mistakes in their report that will be addressed. Mr. German requested that the rest of the Commission review the draft and to contact him directly with any questions or concerns. A final copy would be presented for approval at the September Commission Meeting.

Mr. Scavuzzo commented on NJAW's recent water main break at the Puchack Well Field in the Delair section of Pennsauken and the water boil advisory that was issued.

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Mr. Ronald Johnson  
Ass't Secretary/Treasurer

**Executive Session**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to move into Executive Session at 4:52 PM. **A unanimous roll call vote.** Everyone but Commissioners was excused.

**Adjournment**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Johnson to adjourn at 5:19 PM. **A unanimous roll call vote.**

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PresidentMr. Patrick Brennan  
Vice PresidentMr. George Piperno  
SecretaryMr. G. Burton German  
TreasurerMr. Ronald Johnson  
Ass't Sec./Treasurer**Minutes of the MPWC Monthly Business Meeting  
September 8, 2016****ATTENDEES****Commissioners:**Mr. Joseph Scavuzzo, President  
Mr. Patrick Brennan, Vice President  
Mr. G. Burton German, Treasurer  
Mr. George Piperno, Secretary  
Mr. Ronald Johnson, Asst. Secretary/Treasurer**Other Attendees:**Michael A. Saraceni, C.O.O.  
Craig Campbell, Superintendent  
Richard Spafford, P.E.  
Karl N. McConnell, General Counsel  
Brandy Eisenmann, Director of Customer Service  
Colleen O'Brien, Customer Support Rep.

The President called the meeting to order at 4:00 PM.

All Commissioners were present.

Salute to the Flag; the Open Public Meetings Act Compliance Statement was read.

**ITEMS DISCUSSED:****Adopt-A-Hydrant Program**

Ryan Magee and Sean Fitzgerald presented their proposal for an Adopt-A-Hydrant Program for the MPWC service area. The Commissioners agreed that this was a great program and agreed that the guidelines should stay as they are.

**2015 Draft Audit Report – Revision - Approval**

Mr. German stated that all questions were cleared up and that approval was in order.

**2017 Draft Operating & Capital Budgets**Mr. German stated that he would like to have this prepared and ready for the October Commission Meeting to approve by November 1<sup>st</sup> when the State requires it. Mr. Brennan suggested Staff prepare drafts of different rate increase amounts (1% through 6%) to better compare and make a decision.**Authorization to bid Bethel Avenue Monopole Successor Lease**

Mr. McConnell requested authorization to take this back to bid.

**Connection Fee and Rate Hearings – proposed November**

A discussion ensued among the Commission on when the hearings should take place. All agreed on November, as long as the Auditor and Court Reporter had the availability to come at that time.

**Employee Manual Proposed Amendments****Bereavement – 1190 & Educational Assistance Program - 1130:**

A discussion ensued and the Commissioners agreed there needs to be some slight changes to language and both drafts will be tabled until the next meeting.

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Ph: 856.663.0043 • Fx: 856.486.7417 • www.mppwc.comMr. Joseph Scavuzzo  
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TreasurerMr. Ronald Johnson  
Ass't Sec./Treasurer**MPWC Regulation – 1014 Meter Test & Adjustments – Proposed Amendments:**

The Commissioners all agreed on the new language to the Regulation.

**Approval of the Minutes**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Johnson to approve the minutes of the Business Meeting and Executive Session of August 11, 2016. **A unanimous roll call vote.**

**Payment of the Bills**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Johnson to approve payment of the bills dated September 8, 2016 with the exception of a bill for Pennsauken Township. **A unanimous roll call vote.**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to approve payment of a bill for Pennsauken Township dated September 8, 2016. **A unanimous roll call vote, except Mr. Scavuzzo abstained.**

**Correspondence**

Information was present to Mr. Saraceni and Mr. Campbell while at the Cherry Hill Township Meeting after being recognized by Mayor Cahn for the MPWC's help in receiving a Class 1 rating, and that the MPWC may be able to receive a "Class 1" rating as a water utility. Mr. Saraceni indicated he would research further and report back when completed.

**Public Comment**

The meeting was opened for public comment AT 4:48 PM.  
None were present.

**Bid Openings:**

Mr. Spafford reported that there was a bid opening for Corrosion Inhibitor naming Klenphos as the only responsive bidder. A discussion ensued regarding language as there is a possibility that the State (DEP) may approve an additional product and that the MPWC may want to transition to that product sometime after award. Provisions of the proprietary bid would allow such a transition.

**Staff Reports**

Staff had nothing to add to their reports for the Commission.

**Old Business**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Brennan to approve the 2015 Draft Audit Report. **A roll call vote yielded four (4) approvals and Mr. Johnson abstained.**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Johnson to approve the 125<sup>th</sup> Anniversary Logo for Pennsauken Township. **A unanimous roll call vote.**

**New Business**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to authorize to advertise for bid for the Bethel Ave Monopole Successor Lease. **A unanimous roll call vote.**



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Ass't Sec./Treasurer

A motion by Mr. German and 2<sup>nd</sup> by Mr. Johnson to approve the Meter Test Regulation amendment with the discussed changes included. **A unanimous roll call vote.**

**Commissioners Reports**

Mr. Johnson raised a question about the Commission Strategic Planning Meeting, asking when the next one would be scheduled. A discussion ensued and the Commission reported that the Strategic Planning Meetings are generally scheduled on an "as-needed" basis, not necessarily annually.

**Executive Session**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Brennan to move into Executive Session at 4:58 PM for matters of personnel. **A unanimous roll call vote.**

A motion was made to the Open Public Meeting; Motion: Mr. German and 2<sup>nd</sup> by Mr. Johnson at 5:44. A unanimous voice vote.

**Adjournment**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Brennan to adjourn at 5:45 PM. **A unanimous roll call vote.**



## MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

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Mr. Patrick Brennan  
Vice President

Mr. George Piperno  
Secretary

Mr. G. Burton German  
Treasurer

Mr. Ronald Johnson  
Ass't  
Secretary/Treasurer

### Minutes of the MPWC Monthly Business Meeting October 13, 2016

#### ATTENDEES

##### Commissioners:

Mr. Joseph Scavuzzo, President  
Mr. Patrick Brennan, Vice President  
Mr. G. Burton German, Treasurer  
Mr. George Piperno, Secretary  
Mr. Ronald Johnson, Asst. Secretary/Treasurer

##### Other Attendees:

Michael A. Saraceni, C.O.O.  
Craig Campbell, Superintendent  
Richard Spafford, P.E.  
Karl N. McConnell, General Counsel  
Brandy Eisenmann, Director of Customer Service  
Colleen O'Brien, Customer Support Rep.

The President called the meeting to order at 4:00 PM.

All Commissioners were present.

Salute to the Flag; the Open Public Meetings Act Compliance Statement was read.

#### ITEMS DISCUSSED:

As there were members of the public in attendance, the Commission opened the Public Participation portion first to allow those present to be heard first.

Richard Lukasiak, an MPWC Field Service Technician addressed the Commissioners to propose a revision of the residency requirement of the MPWC. Mr. Lukasiak explained his proposal outlining details to modify the existing residency policy for the employees of the MPWC. The Commission acknowledged and thanked Mr. Lukasiak for his presentation. They further decided that they would take the time to review and discuss the elements and to seek comment/positions from the host communities before offering any comments.

##### Commissioners – Salary Discussion

Mr. Piperno placed on the record that he had discussed with Pennsauken Township leadership, and Mr. Brennan discussed with Merchantville Borough regarding this matter, and both reported that the respective bodies of the municipalities had no issues with proposed salary adjustments.

##### Lead Testing in Schools

Mr. Campbell stated that this testing has been made mandatory for all schools to complete. A discussion ensued about how the State would be reimbursing the schools for testing responsibilities.

##### Plant Operator Vacancy - Recruitment

Mr. Saraceni reported that the position was posted internally and there was no interest, so he sent letters to Mayor Kneib and Mayor Brennan to inform of the vacancy. Mr. Saraceni has been reviewing applications on file with Mrs. Waldron and Staff is hoping to have a clearer decision by the November meeting.

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Ph: 856.663.0043 • Fx: 856.486.7417 • www.mpwc.comMr. Joseph Scavuzzo  
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TreasurerMr. Ronald Johnson  
Ass't  
Secretary/Treasurer**Employee Manual Proposed Amendments****Bereavement – 1190 & Educational Assistance Program - 1130:**

A discussion ensued to ensure both Staff and the Commission understood the changes that were made, which were discussed at the September Meeting. The Commissioners agreed to the revised formats.

**NJUA Safety Committee Meeting**

The MPWC will be the host on October 20, 2016 at 10:30am for this meeting. Mr. Saraceni informed the Commission that they are welcome to attend.

**2017 Budget Draft – State Format Approval**

There were only a few minor changes that were already discussed that were made and approved.

**Well Maintenance – Bid Status**

Mr. Spafford reported that the RFP response was received from only one vendor. The Evaluation Committee found their proposal to be more than sufficient according to the pre-ordained criteria. Mr. Spafford had posted the entire RFP and the responsive Proposal on their portal for the Commissioners review. Mr. Spafford also stated that he highly recommends going forward with this long term agreement/project and expressed that the added costs were worth the product, system & assurance with long term benefits of the contract.

**Approval of the Minutes**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Brennan to approve the minutes of the Business Meeting and Executive Session of September 8, 2016, the Special Meeting and Executive Session of September 13, 2016, and the Special Meeting and Executive Session of September 22, 2016. **A unanimous roll call vote.**

**Payment of the Bills**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to approve payment of the bills dated October 13, 2016 and October 14, 2016 with the exception of a bill for Pennsauken Township. **A unanimous roll call vote.**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to approve payment of a bill for Pennsauken Township dated October 13, 2016. **A unanimous roll call vote, except Mr. Scavuzzo abstained.**

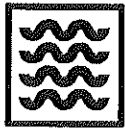
**Bid Openings: None****Staff Reports**

Mr. Saraceni reported that the Superintendent of Pennsauken Schools is holding a “Touch-A-Truck” event and that the MPWC will be participating in this public event and will be bringing their dump truck for display.

Mr. Brennan commented to Mr. Campbell that he noticed that pumpage has increased.

**Old Business**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Brennan to Award the Klenphos Bid and to reject the other bid as non-responsive. **A unanimous roll call vote.**

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TreasurerMr. Ronald Johnson  
Ass't  
Secretary/Treasurer

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to approve the Employee Manual updates. **A unanimous roll call vote.**

A motion by Mr. Piperno and 2<sup>nd</sup> by Mr. German to approve a salary increase for the Commissioners as previously discussed by \$50 per meeting. **A unanimous roll call vote.**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to approve the 2017 Budget which anticipates a rate increase to be presented to the State on behalf of the Commission. **A unanimous roll call vote.**

**New Business**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to conditionally award the bid for Well Maintenance and to authorize negotiation of a contract subject to the December public hearing and all statutorily required procedures and approvals under N.J.S.A. 58:26-19 et seq. **A unanimous roll call vote.**

**Commissioners Reports**

Mr. Piperno reiterated his compliments regarding Mr. Lukasiak's presentation.

Mr. German thanked everyone involved for their support and help with the budget.

Mr. Scavuzzo stated that he would not be in attendance at the November meeting; however, he introduced the possibility of a shared services agreement between the Township of Pennsauken and the MPWC, based on discussions with MPWC staff seeking assistance from the Township with road opening repairs. A discussion ensued regarding the relative merits and it was agreed that the concept would be further reviewed for possible implementation.

**Adjournment**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to adjourn at 5:30 PM. **A unanimous roll call vote.**



**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110  
Ph: 856.663.0043 • Fx: 856.486.7417 • www.mpwc.comMr. Joseph Scavuzzo  
PresidentMr. Patrick Brennan  
Vice PresidentMr. George Piperno  
SecretaryMr. G. Burton German  
TreasurerMr. Ronald Johnson  
Asst.  
Secretary/Treasurer**Minutes of the MPWC Monthly Business Meeting  
November 10, 2016****ATTENDEES****Commissioners:**Mr. Patrick Brennan, Vice President  
Mr. G. Burton German, Treasurer  
Mr. George Piperno, Secretary  
Mr. Ronald Johnson, Asst. Secretary/Treasurer**Other Attendees:**Michael A. Saraceni, C.O.O.  
Craig Campbell, Superintendent  
Richard Spafford, P.E.  
Karl N. McConnell, General Counsel  
Brandy Eisenmann, Customer Service Director  
James J. Miles, Bowman & Co.  
Patricia Croce, Court Reporter

The Vice President called the meeting to order at 4:00 PM.  
The President was absent, all other Commissioners were present.  
Salute to the Flag; the Open Public Meetings Act Compliance Statement was read.

**Connection Fee & Rate Hearings**

The Vice President announced that the first order of business would be to conduct the advertised connection fee and rate hearings, and turned the meeting over to General Counsel. Commissioner German noted that there was no one from the public present and suggested that the hearings be consolidated.

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to approve consolidating the Rate and Connection Fee hearings. **A unanimous voice vote.**

Mr. McConnell informed the Commissioners that he was recommending that the transcripts and their exhibits from the past 2 years' rate and connection fee hearings be incorporated by reference in evidence, testimony and the transcript for this year's Rate & Connection Fee hearing.

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to approve the admission before the Commission and in the hearing of the incorporation by reference of the last two years' prior hearings and exhibits. **A unanimous voice vote.**

General Counsel proceeded to call witnesses and present exhibits. Official transcripts will be provided to the MPWC and attached to these Minutes for the official record. The hearing concluded and was closed at 4:23 PM.

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110  
Ph: 856.663.0043 • Fx: 856.486.7417 • www.mpsc.comMr. Joseph Scavuzzo  
PresidentMr. Patrick Brennan  
Vice PresidentMr. George Piperno  
SecretaryMr. G. Burton German  
TreasurerMr. Ronald Johnson  
Asst.  
Secretary/Treasurer**ITEMS DISCUSSED:****Plant Operator Recruitment**

The staff reported on the status of the recruitment for a new plant operator and requested permission to move forward with hiring their selected candidate following second interviews under the current circumstances. Additionally, with the anticipated retirement announcement of another Plant Operator in the very near future, staff requested permission to advertise using alternative and additional recruitment methods, the Commissioners agreed that staff may move to fill the position and agreed that alternate methods of recruitment advertising may be utilized, including classified ads and/or online recruitment sites.

**Retirement Announcement & Recruitment Initiative**

Staff reported that 36+ year employee, David Dorofy, has announced his retirement. Staff requested permission to begin the standard recruitment process to fill the position. The Commission agreed.

**Annual Contracts – Authorization to Bid**

Mr. Spafford requested permission to bid the regular annual maintenance and supply contracts for 2017 so they may be opened prior to the December meeting.

**RFP for Survey Work – 2017 Main Replacement Project**

Mr. Spafford requested permission to request proposals for survey work to begin the design of the 2017 main replacement project for Chapel Avenue.

**Pennsauken High School 2017 Scholarship – Commitment to Support**

The Commission received correspondence from Pennsauken High School requesting a commitment to continue participating in the scholarship awards for 2017.

**Salary Committee – Initial Meeting, Salaried Employees**

Mr. Saraceni reported that he's met with the Salary Committee to discuss evaluations. Mr. German concurred and indicated that the Commission would go into Executive Session to discuss further.

**2017 Holiday Schedule - Proposed**

Staff provided the Commissioners with the proposed holiday schedule for 2017 for review and comment. Mr. Piperno noted that in 2017, there is a Commission meeting on the evening prior to Good Friday and suggested that in the future, if a meeting falls immediately prior to a holiday, the Commission would consider moving the meeting date. Mr. Brennan inquired about last year's "floating holiday" and wondered if it should be considered for the coming year, as well. Commissioners asked staff to consider this option and report back prior to approval of the official holiday calendar at the December meeting.

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110  
Ph: 856.663.0043 • Fx: 856.486.7417 • www.mpwc.comMr. Joseph Scavuzzo  
PresidentMr. Patrick Brennan  
Vice PresidentMr. George Piperno  
SecretaryMr. G. Burton German  
TreasurerMr. Ronald Johnson  
Asst.  
Secretary/Treasurer**Approval of the Minutes**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to approve amended minutes of the Business meeting of October 13, 2016. **A unanimous roll call vote.**

**Payment of the Bills**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Johnson to approve payment of the bills dated November 10, 2016. **A unanimous roll call vote.**

**Correspondence**

No discussion.

**Staff Reports**

Mr. McConnell informed the Commissioners that Verizon emailed proposed terms for a new antenna on National Highway. After a discussion regarding the proposed terms, the Commissioners instructed Mr. McConnell to continue to negotiate the rate with Verizon and report back at the next meeting.

**Old Business**

Mr. German mentioned that the 2017 budget is pending review and approval by the state. Mr. Miles was present for the earlier rate hearing and confirmed that he would be in communications with the state and it is anticipated that the budget could be adopted at the December meeting.

**New Business****Annual Maintenance Contracts**

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Johnson to advertise for the annual maintenance and supply contract bids. **A unanimous roll call vote.**

**Rates and Connection Fees for 2017**

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Johnson to approve an adjustment to the connection fees, as well as the Rates and Fee schedule, as amended at the Hearing commencing January 1, 2017. **A unanimous roll call vote.**

**Pennsauken High School Scholarships**

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Johnson award four (4) scholarships in the amount of \$1,000.00 each to students at Pennsauken High School's graduates of the class of 2017. **A unanimous roll call vote.**

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110  
Ph: 856.663.0043 • Fx: 856.486.7417 • www.mpwc.comMr. Joseph Scavuzzo  
PresidentMr. Patrick Brennan  
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TreasurerMr. Ronald Johnson  
Asst.  
Secretary/Treasurer**Commissioners Reports**

Mr. Piperno informed the Commissioners after the last meeting he asked Mr. Saraceni to provide additional information and the resolutions regarding the MPWC's residency policy. Mr. Piperno indicated that the Commissioners intended to discuss the issue again at the February commission meeting and asked Mr. Saraceni to please include all of that information as part of the formal Commission package for the February 2017 meeting.

**Executive Session- Personnel Evaluation & Compensation**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to move to Executive Session for matters of personnel at 4:46 PM with the intention to return to public session. **A unanimous roll call vote.**  
Minutes of the Executive Session are to be kept confidential.

The Commissioners returned to public session at 5:14 PM. Motion by Mr. German and 2<sup>nd</sup> by Mr. Johnson. **A unanimous roll call vote.**

**Adjournment**

A motion by Mr. German and 2<sup>nd</sup> by Mr. Piperno to adjourn at 5:15 PM. **A unanimous roll call vote.**

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Mr. Joseph Scavuzzo  
President

Mr. Patrick Brennan  
Vice President

Mr. George Piperno  
Secretary

Mr. G. Burton German  
Treasurer

Mr. Ronald Johnson  
Ass't Secretary/Treasurer

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**Minutes of the MPWC Monthly Business Meeting  
December 10, 2015**

**ATTENDEES:**

**Commissioners:**

Mr. Joseph Scavuzzo, President  
Mr. Patrick Brennan, Vice President  
Mr. G. Burton German, Treasurer  
Mr. George Piperno, Secretary  
Mr. Ronald Johnson, Asst. Secretary/Treasurer

**Other Attendees:**

Michael A. Saraceni, COO  
Craig Campbell, Superintendent  
Richard Spafford, P.E.  
Karl N. McConnell, General Counsel  
Brandy Eisenmann  
Carol Feriozzi  
James Miles, CPA  
Patricia Croce, Court Stenographer

The President called the meeting to order at 9:42 AM

All Commissioners were present.

Salute to the Flag; the Open Public Meetings Act Compliance Statement was read.

**ITEMS TO BE DISCUSSED**

**Connection Fee & Rate Hearing**

President Scavuzzo turned the meeting over to Mr. McConnell to conduct the scheduled hearings. The Rate Hearing is memorialized in a verbatim transcript of record with the Commission. No members of the public attended the hearing.

At the Conclusion of the Hearing the Commission resumed its regular monthly meeting.

**Budget-Approved by State of NJ-Adoption Resolution**

Mr. Saraceni stated that the NJ DCA approved the proposed 2016 MPWC budget and therefore it was ready for formal adoption.

**Annual Maintenance & Supply Contracts-Bid Process/Results & Recommendations**

Mr. Spafford summarized the bid results and recommended the low bidders in each instance as reflected on the included Annual Maintenance Bid summary sheet for contract's 16-01,16-02,16-03,16-04,16-05,16-06,16-07,16-11,16-12 and 16-13.

**Authorization to Bid-Carbon Media-Marion Ave. GAC Filter Plant**

Mr. Spafford stated that the GAC Filter needs to be replaced and is seeking permission to go to bid.

**Review of Regulation 1002-Definitions-Proposed Amendments**

Proposed amendments presented at the prior months meeting are presented for adoption.

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Mr. Joseph Scavuzzo  
President

Mr. Patrick Brennan  
Vice President

Mr. George Piperno  
Secretary

Mr. G. Burton German  
Treasurer

Mr. Ronald Johnson  
Ass't Secretary/Treasurer

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### **Longwood Avenue Survey-Main Replacement 2016-RFP Results/Authorization**

Mr. Saraceni stated that the bid (quotes) results would be opened later this morning. Authorization will be completed in New Business. The quotes were received and opened during the course of the meeting and Mr. Spafford recommended award to T&M with the lowest proposal of \$6,875.00.

**2016 Draft Holiday Schedule** was submitted by staff for approval. A discussion ensued and the Commission directed staff to revisit the issue of one date and bring back a recommendation to the Commissioners.

**Customer Relations Committee-Progress Report 2-**The Customer Relations Committee will be focusing in 2016 on the 90<sup>th</sup> anniversary of the MPWC. Ms. Eisenmann commended Sean Fitzgerald for outlining a calendar of activities to commemorate the Anniversary. She explained the difficulties the committee faces providing tours to students and therefore they were proposing that tours can be given to other groups, such as Senior Citizens, Scouts etc. Mrs. Eisenmann reported that the Customer Relations Committee is researching virtual tours motivated a discussion and concluded that the committee should continue its research.

### **Bad Debt-Staff Report & Recommendations**

A report was submitted to the Commission for review and approval regarding the write-off of certain debt.

### **Health Benefits-Open Enrollment-Update**

Mr. Saraceni provided the Commissioners with spreadsheets detailing the 2016 healthcare options. He explained that Horizon will be unveiling in 2016 other healthcare plan options. Mr. Saraceni stated that the Commissioners will be invited to the information sessions.

### **Approval of the Minutes**

Motion to approve the Minutes of the Special Meeting of November 7, 2015 was made by Mr. German, 2<sup>nd</sup> by Mr. Piperno ; **a unanimous vote.**

Motion to approve the Minutes of the Business Meeting and Executive Session minutes of November 12, 2015 was made by Mr. German, 2<sup>nd</sup> by Mr. Johnson ; **a unanimous vote.**

### **Payment of Bills**

Motion to approve payment of bills dated December 10, 2015 with the exception of Pennsauken was made by Mr. German, 2<sup>nd</sup> by Mr. Johnson ; **a unanimous roll call vote.**

### **Payment of Bills**

Motion to approve payment of bills dated December 10, 2015 to Pennsauken was made by Mr. German, 2<sup>nd</sup> by Mr. Piperno ; **a unanimous roll call vote. Mr. Scavuzzo abstained.**

### **Correspondence**

Eleven Cherry Hill fire hydrants were removed from Cherry Hill Retail Partners in the Racetrack development and turned over to the responsibility of the Cherry Hill Board of Fire Commissioners.

### **Meeting Open to the Public:**

Meeting was open to the public at 10:45 AM. None present.

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Mr. Joseph Scavuzzo  
President

Mr. Patrick Brennan  
Vice President

Mr. George Piperno  
Secretary

Mr. G. Burton German  
Treasurer

Mr. Ronald Johnson  
Ass't Secretary/Treasurer

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**Staff Reports:**

Chief Operating Officer: Mr. Saraceni thanked the Commissioners for the Employee Recognition /Holiday Breakfast and for their support in 2015.

Superintendent: Mr. Campbell also thanked the Commissioners for the Employee Recognition/Holiday Breakfast. The Backhoe forks and fifteen surplus light fixtures were sold on GovDeals. Mr. Campbell is seeking permission to sell 3 Truck Bed covers on Govdeals.

Director of Customer Service: Mrs. Eisenmann wished everyone a Happy Holiday.

Engineer: Mr. Spafford is seeking approval of a \$ 63,176 change order for the Greenleigh/Essex/Evergreen Main Replacement due to additional paving work required by Cherry Hill Township beyond their approved plan.

**Old Business:**

Regulation 1002- Definitions

Motion to approve Regulation1002 - Definitions were made by Mr. German, 2<sup>nd</sup> by Mr. Brennan; **a unanimous roll call vote.**

GovDeals-

A backhoe fork and fifteen lights were sold. Mr. Campbell is seeking to sell three covers on GovDeals in the future.

**New Business:**

Motion to approve 2016 Water Rates at the proposed rate as advertised and recommended by staff. Motion: Mr. German, 2<sup>nd</sup> By Mr. Johnson: **a unanimous roll call vote.**

Motion to approve 2016 Connection Fee Rates as advertised and recommended by staff. . Motion: Mr. German, 2<sup>nd</sup> By Mr. Johnson: **a unanimous roll call vote.**

Motion to adopt 2016 Budget. Motion: Mr. German, 2<sup>nd</sup> By Mr. Piperno: **a unanimous roll call vote.**

Motion to approve annual contracts numbers 16-01,16-02,16-03,16-04,16-05,16-06,16-07,16-11,16-12 and 16-13. Motion: Mr. German, 2<sup>nd</sup> By Mr. Brennan: **a unanimous roll call vote.**

Motion to authorize advertisement for bids for Marion Ave. GAC filter plant media. Motion: Mr. German, 2<sup>nd</sup> By Mr. Piperno: **a unanimous roll call vote.**

Motion to award the Longwood Survey work for 2016 Main Replacement to T&M at (\$6,875). Motion: Mr. German, 2<sup>nd</sup> By Mr. Piperno: **a unanimous roll call vote.**

Motion to approve 2016 Holiday schedule, with the exception of the Christmas Holiday, with staff providing a future recommendation for that one day. Motion: Mr. German, 2<sup>nd</sup> By Mr. Piperno: **a unanimous roll call vote.**

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Mr. Joseph Scavuzzo  
President

Mr. Patrick Brennan  
Vice President

Mr. George Piperno  
Secretary

Mr. G. Burton German  
Treasurer

Mr. Ronald Johnson  
Ass't Secretary/Treasurer

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Motion to approve bad debt removal as proposed by staff. Motion: Mr. German, 2<sup>nd</sup> By Mr. Piperno: **all Commissioners voting affirmative except Mr. Scavuzzo abstained.**

Motion to approve change order for Greenleigh/Essex/Evergreen Main Replacement in the amount of \$ 63,176. Motion: Mr. German, 2<sup>nd</sup> By Mr. Johnson: **a unanimous roll call vote.**

**New Services:**

**2261 Rte. 70-Audi-**Motion to approve new service.. Motion: Mr. German, 2<sup>nd</sup> By Mr. Piperno: **a unanimous roll call vote.**

**614 Haddonfield Rd-**Motion to approve new services . Motion: Mr. German, 2<sup>nd</sup> By Mr. Piperno: **a unanimous roll**

**Project Status Table**

The Commissioners approved removing some ongoing projects from the project status table. A discussion concluded that this table serves as a reminder of what projects need to be completed and those that remain pending and should remain posted.

**Commissioners Reports / Discussions / Comments**

Mr. Brennan- Mr. Brennan commended the number of staff members that have acquired licensing and found this emblematic of the quality of the Management of the MPWC that encourages growth. Mr. Brennan received two calls concerning confusion as to the most recent HomeServe letter. A discussion concluded that the MPWC must edit future marketing pieces to better clarify the relationship between the MPWC and the Homeserve program.

Mr. German-Mr. German thanked the staff as he was very appreciative of the jobs that they do. He also wished everyone a Merry Christmas.

Mr. Scavuzzo- Mr. Scavuzzo said that he participated in the Pennsauken Christmas parade and he was proud to be on the MPWC float. He said that this is a worthwhile community event and that it was well-attended.

Mr. Piperno- Mr. Piperno spoke specifically to Mrs. Eisenmann and Mrs. Feriozzi stating that as he had said at the Strategic Planning meeting, that he has noticed and appreciated how friendly and helpful everyone at the MPWC is. He stated that he has worked many places in the past and that the MPWC is the most “user-friendly” staff and management he has ever seen. He asked that this be conveyed to the staff.

Mr. Johnson-Mr. Johnson wished everyone Happy Holidays.

**Executive Session**

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Piperno to move to Executive Session for personnel matters and litigation at 11:24 AM. A unanimous roll call.



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Mr. Joseph Scavuzzo  
President

Mr. Patrick Brennan  
Vice President

Mr. George Piperno  
Secretary

Mr. G. Burton German  
Treasurer

Mr. Ronald Johnson  
Ass't Secretary/Treasurer

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**The Commissioners returned to the Public Session at 12:02 PM; except Mr. Brennan who had excused himself from the executive session.**

Motion to approve the salary committee recommendations as submitted to the Commission in November.

Motion: Mr. German, 2<sup>nd</sup> By Mr. Johnson: **a unanimous roll call vote of the four Commissioners.**

Motion to authorize awarding the survey for Longwood Avenue to T & M as the lowest quote. Motion: Mr.

German, 2<sup>nd</sup> By Mr. Johnson: **a unanimous roll call vote of the four Commissioners.**

**Adjournment:**

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Scavuzzo to adjourn the meeting at 12:05. A unanimous vote **of the four Commissioners.**

Submitted by,  
Carol Feriozzi & Michael Saraceni