

# MERCHANTVILLE-PENNSAUKEN WATER COMMISSION MONTHLY MEETING AGENDA

July 10, 2014

Open Public Meeting: 6:00 pm

Roll Call:

Salute to the Flag:

Announcement of Compliance with the NJ Open Public Meeting Act:

#### Reorganization:

• Oath of Office – Re-appointment of Patrick Brennan to five (5) year term

#### **Nominations of Officers:**

President:

Vice-President:

Secretary:

Treasurer:

Assistant Secretary/Treasurer:

#### Professional Services – Appointments: (See Spreadsheets attached)

Auditor:

Accounting Services (Consultant):

Insurance Broker of Record:

Broker of Record – Employee Benefits:

Commission Engineer(s):

Commission Bond Counsel:

Other:

### **Designating Depositories of Funds for MPWC:**

PNC; Bank of America; Sovereign; TD Bank; Susquehanna Bank; Hudson City Savings Bank; Beneficial Savings Bank; First Colonial Community Bank; Audubon Savings and Haddon Savings Bank, New Jersey Cash Management, and any other Bank/Financial institution deemed necessary by the Treasurer and approved by the Commission during the year.

#### **Approving Cash Management Plan:**

#### Resolution for Official Public Notices and Designating Newspapers & Websites of the Commission

Courier-Post &/or Philadelphia Inquirer

The Retrospect & All-Around Pennsauken

Pennsauken Township and Merchantville Borough Web Sites

Merchantville Community - Web Site

Merchantville-Pennsauken Water Commission - Web Site

## **Bank Signatories:**

Operating Account:

Payroll Account:

Legal/Court Fees Account:

#### **FSA Account and Signatories:**

#### **Establishment of Petty Cash Fund**

Director of Finance - \$400.00

Authorizing Purchases under the State Contract, Western States Contracting Alliance (WSCA) & Camden County Cooperative Purchasing Agreement

**Appointment of Public Agency Compliance Officer** 

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

Establishment of Meeting Dates/Times for the Year (copy attached)

Designation of 2014 Public Employees Awards Committee – (40A:5-31)

#### Items to be discussed:

- 1. 2013 Financial Audit Status
- 2. Professional Services/Consultants RFQ Results
- 3. Project Status
- 4. Backhoe bid award discussion
- 5. Emergency Purchasing Policy/Procedures-Draft Language

#### **Approval of Minutes:**

Regular Meeting: June 12, 2014
 Executive Session (1): June 12, 2014
 Executive Session (2): June 12, 2014

#### **Approval of Bills:**

• Bills for Payment July 10, 2014 \$ 1,465,053.74

• Escrow\*Capital Expense Report attached to Bill List

### Correspondence:

- Lorraine Velez to J. Peirce Gratitude for 2014 Walter V. Kurkian Scholarship Award
- Jason Goldstein to J. Peirce-Gratitude for 2014 Rocco J. Maroccia Scholarship Award
- M. Saraceni to Officer T. Goschler PPD Gratitude for Training

#### Meeting Open to the Public:

#### **Bid Openings:**

• RFQ's - Professional Services - June 27, 2014

• <u>;</u> • ,	Chief Operating Officer Superintendent Director of Customer Service Engineer/Consultants & Architect General Counsel
Old Business:	
• ]	Backhoe Bid
• 1	Backhoe Purchase Award Professional Consultants – 2014-2015  New Services:
• Resolutions:	
·	Re-Organization Resolutions Filed
Project Status	: (See Attached table)
Commissioners Reports:	

**Executive Session:** 

Adjournment:

**Public Meeting (Resumed):**