

Mr. Bernhard Kofoet
President

Mr. Patrick Brennan
Vice President

Mrs. Regina Davis
Secretary

Mr. G. Burton German
Treasurer

Mr. Joseph Scavuzzo
Ass't Secretary/Treasurer

**Minutes of the MPWC Monthly Business Meeting
August 14, 2014**

ATTENDEES:

Commissioners:

Mr. Bernhard Kofoet, President
Mr. Patrick Brennan, Vice President
Mr. G. Burton German, Treasurer
Mrs. Regina Davis, Secretary
Mr. Joseph Scavuzzo, Asst Secretary/Treasurer

Other Attendees:

Michael A. Saraceni, COO
Craig Campbell, Superintendent
Richard Spafford, P.E.
Brandy Eisenmann
Colleen O'Brien
Karl N. McConnell, General Counsel

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

Audit Status:

Mr. German reported that everything was fine and on schedule.

BAN Rollover:

Mr. German informed the Commission that the "Note Resolution" for the BAN rollover needs to be adopted and that the Commission will be paying down \$800,000 on the debt and would hope to pay a large portion of the balance off again in 2015.

GovDeals Resolution:

Mr. Campbell gave a brief description of the miscellaneous equipment that was no longer used by the MPWC. Mr. Brennan asked that any customer information that may be stored in the old handheld reading devices be removed before they were no longer owned by the MPWC.

Customer Account – Delinquency Review:

Mrs. Eisenmann brought up that 10 S. Union has not made any more payments other than the initial payment since the court date and asked for direction from the Commission. Mrs. Eisenmann also needed some direction with a specific customer that has history of not being able to pay that was due for turn off as well. The account history was reviewed and Mrs. Eisenmann was directed to continue to monitor the account.

Performance Policy & Discipline Policy Revisions:

The Commission received the draft edits to the 2 policies prior to the meeting. A discussion took place on the revised language. Mr. Brennan questioned and directed that the language be revised and clarified in two specific areas. The Commissioners agreed the amendments could then be approved with revisions.

Cherry Hill Township – MPWC Relationship:

Mr. Saraceni expressed the need to improve the working relationship between the MPWC and Cherry Hill Township. There have been a few issues lately, and Mr. Saraceni wishes to address them, on both the MPWC's end as well as the Township's end. Mr. Brennan and Mr. Saraceni will meet with the Mayor to express their concerns and to hopefully improve inter-agency operations.

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Personnel – Replacement of Customer Support Center Position:

After a discussion about the position, it was decided that the C.O.O. was authorized to post the position vacancy and move forward with the selection process.

Project Status

- Park Avenue Tank: Mr. Spafford updated the progress of T-Mobile's antenna set up, which should be complete next week. The valve vault is fully operational. He also commented that Verizon will be on site once T-Mobile is complete to set up their antenna.
- Plymouth/Hinchman Main Replacement: Mr. Spafford commented that paving should be complete by the last week of August. Also that the leak at Hinchman and Chapel is scheduled for repair on Friday August 15th.
- Delaware Gardens – Main Relocation: Mr. Spafford discussed with the Construction Department about the project and it was recommended that the project be handled by an outside contractor instead of internally. Mr. Spafford requested permission to bid the work.
- New SCADA System: after research Mr. Spafford identified that SCADA program updates would best be served by deferring the project to the 2015 budget and the annual services contract.
- Site Monitoring: 11 total sites will need to have camera systems installed. This research has revealed that the cost could be extensive so therefore additional research will be conducted prior to making a recommendation.

Approval of the Minutes

Motion to approve the Business Meeting and Executive Session of July 10, 2014 was made by Mr. German, 2nd by Mr. Scavuzzo; **a unanimous roll call vote.**

Payment of Bills

Motion to approve payment of bills dated August 14, 2014, other than those payments pulled and addressed below. Motion: Mr. German, 2nd by Mrs. Davis; **a unanimous roll call vote.**

Motion to approve payment of bills for Pennsauken Township, dated August 14, 2014. Motion: Mr. German, 2nd by Mrs. Davis; **a unanimous roll call vote, except Mr. Kofoet, who abstained.**

Correspondence

No Correspondence.

Public Comment

The meeting was opened for public comment.
None present.

Bid Openings

There currently are no bid openings.

Staff Reports

- Mr. Saraceni mentioned that Gene Padalino asked that since the Polling Places will not be in schools anymore and requested the use of an MPWC location if needed. Also, informed that for the Harvest Festival in October that the volunteers will be using the parking lot on Westfield Avenue.
- Mr. Brennan commented on the increasing number of vacant properties.

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- Mr. McConnell commented that Camden City has been responsive about Easement.

Old Business:

BackHoe Purchase:

Mr. Spafford submitted the contracts to be signed by the Commission.

New Vehicle Lease

To date; 7 of the 8 vehicles have arrived, and 6 of those were already in service. The existing leased vehicles are being taken out of service and returned to the leasing agency.

New Business:

Authorization of BAN Resolution. Motion: Mr. German, 2nd by Mr. Scavuzzo; **a unanimous roll call vote.**

Resolution to sell miscellaneous equipment owned by the MPWC on GovDeals. Motion: Mr. German, 2nd by Mr. Brennan; **a unanimous roll call vote.**

Approval of changes to policies 1080 & 1090. Motion: Mr. German, 2nd by Mr. Scavuzzo; **a unanimous roll call vote.**

Project Status Table

No Discussion.

Commissioners Reports / Discussions / Comments

Mr. German mentioned that the 2015 Budget process was beginning.

Executive Session:

Resolution to enter Executive Session at 6:48 PM regarding matters of contracts by Mr. German, 2nd by Mr. Scavuzzo. **Vote was unanimous.**

Commissioners Re-entered Public Session at approximately 7:44 PM.

Adjournment:

Motion by Mr. German and 2nd by Mr. Scavuzzo; **unanimous voice vote** at 7:45 PM.

Submitted by,
Colleen O'Brien & Michael Saraceni