



MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

6751 Westfield Avenue, Pennsauken, NJ 08110
Ph: 856.663.0043 • Fax: 856.486.7417 • www.mpwc.com

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 December 11, 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, Asst. Superintendent
Richard Spafford, P.E.
Brandy Eisenmann
Carol Feriozzi
Karl N. McConnell, General Counsel

The President called the meeting to order at 9:50 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 Resolutions

Mr. McConnell presented two (2) Resolutions for signature (approved at the November business meeting).

2015 Budget Status

Mr. Saraceni summarized the website compliance updates and informed the Commission that an approval is expected shortly.

MPWC Social Media

Sean Fitzgerald updated the Commissioners on project status and next steps and entertained questions. Testing of the Facebook page will begin shortly and a progress report will be provided for the Commission prior to official launch. The Commissioners thanked Sean for his work and indicated that they are very happy with the progress.

Salary Committee

Mr. German stated that the Salary Committee would meet in Executive Session to address the C.O.O.'s yearly performance evaluation. Mr. German recommended approval of the Committee's recommendations as proposed last month. (absent of the C.O.O.)

Annual Contracts

Mr. Spafford summarized the bid results and recommends award to the lowest bidder for contact #s 15-02, 15-03, 15-04, 15-05, 15-06, 15-07, 15-11 & 15-12. Mr. Spafford seeks approval for an extension on the current contact 15-13 for generator repairs and to go out to bid next month for a new contract. Mr. Spafford recommends holding the proprietary bids for contract #15-09 in order to reject a bidder for Corrosion Inhibitor. Mr. Spafford also recommends holding bid #15-01. And finally, Mr. Spafford recommends award for the Delaware Gardens plant demolition to OTS NJ for the base bid only.



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HomeServe/MPWC Agreements

Mr. Saraceni summarized activity on the ongoing research project. Mr. Saraceni compliments Mr. McConnell for his efforts as he continues to review the contracts. A follow-up meeting is scheduled with HomeServe and the MPWC. Mr. Saraceni indicates that recommendations would likely be brought before the Commission at the next meeting.

Camden City Agreement

Mr. McConnell presented the contract (5 copies) for Commission signature and the commission resolved to approve the contract.

2015 Proposed Holiday Schedule

Submitted by staff for approval.

Bad Debt

A report was submitted to the Commission for review and approval.

Approval of the Minutes

Motion to approve the Minutes of Business Meeting and Executive Session of December 11, 2014 was made by Mr. German, 2nd by Mrs. Davis; **a unanimous roll call vote.**

Payment of Bills

Motion to approve payment of bills December 11, 2014, other than those payments pulled and addressed below. Motion: Mr. German, 2nd by Mr. Scavuzzo; **a unanimous roll call vote.**

Motion to approve payment of bills for Municipal Maintenance and Pennsauken Township, dated December 11, 2014. Motion: Mr. German, 2nd by Mr. Scavuzzo; **a unanimous roll call vote, except Mr. Kofeet, who abstained**

Correspondence

No discussion.

Public Comment

The meeting was opened for public comment.
None present.

Staff Reports

C.O.O.

- Mr. Saraceni reported that he is still waiting on appraisals for the Delaware Gardens land. Mr. Saraceni reported that the prospective buyer indicated they would prefer a lease vs. purchase. There was a discussion regarding the agreement for the land (reversionary clause).
- Mr. Saraceni also reported that Cherry Hill Public Works contacted the MPWC regarding a "walk thru" to be constructed on the land near the Cherry Hill tank and they were looking for support/assistance. Mr. Saraceni informed them that the land does not belong to the MPWC.



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Superintendent

- There was a brief discussion with the Superintendent regarding allocation concerns relative to pumpage data reported.

Director of Customer Service

- Mrs. Eisenmann congratulated Mr. Kofoet on his retirement and noted that it has been a pleasure working with and for him over the past 7.5 years.
- Mr. Spafford seconds the congratulations and well wishes to Mr. Kofoet.
- Mr. McConnell echoed the sentiments and expressed his gratitude and pleasure in having the opportunity to work with Mr. Kofoet over many years and in many capacities.
- Mr. Saraceni reminded everyone that a retirement luncheon in Mr. Kofoet's honor was scheduled for Wednesday, December 17, 2014 at 11:30 AM.

New Business:

RESOLUTION # 2014-45 to approve salary adjustments. Motion: Mr. German, 2nd by Mr. Brennan; a **unanimous roll call vote**.

RESOLUTION # 2014-46 to approve annual contract numbers 15-02, 15-03, 15-04, 15-05, 15-06, 15-07, 15-11 and 15-12. Motion: Mr. German, 2nd by Mr. Brennan; a **unanimous roll call vote**.

RESOLUTION # 2014-47 to approve contract extensions on 15-02, 15-03 & 15-07. Motion: Mr. German, 2nd by Mr. Brennan; a **unanimous roll call vote**.

The Commission agreed to hold bids 15-01-1509

A motion to approve advertising the bid for generator maintenance. Motion: Mr. German, 2nd by Mr. Brennan; a **unanimous roll call vote**.

RESOLUTION # 2014-48 award the contract to relocate the main at Delaware Gardens to OTS NJ for \$114,925.00 (base bid only). Motion: Mr. German, 2nd by Mr. Scavuzzo; a **unanimous roll call vote**.

A motion to approve the MPWC 2015 holiday schedule. Motion: Mr. German, 2nd by Mr. Scavuzzo; a **unanimous roll call vote**.

RESOLUTION # 2014-49 to approve the emergency water supply agreement between the MPWC and the City of Camden and authorizing the President and Secretary to sign the agreement. Motion: Mr. German, 2nd by Mr. Scavuzzo; a **unanimous roll call vote**.

Project Status Table

No discussion.



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Commissioners Reports / Discussions / Comments

- Mr. German thanked staff for their cooperation and hard work throughout the year and noted that from those that work in the office to the field employees, the combined efforts are most appreciated. Mr. German thanked Mr. Kofoet and said that he was really going to miss him as part of the Commission.
- Mrs. Davis wished everyone a Merry Christmas and a Happy New Year and shared that she wishes her husband, Bill, was still with us to congratulate and thank Bernie. Mr. Kofoet replied that Mr. Davis was an important part of getting the safety program started at the MPWC.
- Mr. Scavuzzo reminded Mr. Kofoet that the monthly business meeting provides the public with an opportunity for comment and encouraged Mr. Kofoet to please stop by future meetings. Mr. Scavuzzo thanked Mr. Kofoet for all of his assistance when he became the newest Commissioner and said he will continue to rely on what he learned for guidance and wished Mr. Kofoet a very happy retirement.
- Mr. Brennan told Mr. Kofoet that he has been a true inspiration, the model of integrity and a true joy to work with. Mr. Brennan appreciates all of the efforts Mr. Kofoet has made over the years on behalf of the Commission, in always putting the MPWC first, noting that his successors will struggle to keep up. Mr. Kofoet thanked all Commissioners and staff individually for their contributions and well wishes.
- Mr. Kofoet also noted that the MPWC had dedicated confined space rescue equipment to Pennsauken FD at their recent meeting and discussed the importance of the gear, stating that with the old gear, it took approximately 10 minutes to get into the gear vs. less than one minute to gear up with the donated equipment. He noted that Pennsauken FD was one of two Fire Departments in the area that support this rescue discipline making this is an extremely important contribution to all of the surrounding communities as well.

Executive Session:

Resolution to enter Executive Session at 10:57 AM regarding matters of personnel by Mr. German, 2nd by Mr. Scavuzzo. **Vote was unanimous.**

Commissioners Re-entered Public Session at approximately 11:17 AM.

A motion to offer a specified bonus and salary adjustment to the C.O.O. for his service and performance in 2014. German and seconded by Mr. Scavuzzo; Motion: Mr. German, seconded: Mr. Scavuzzo; a unanimous roll call vote.

Adjournment:

Motion by Mr. German and 2nd by Mr. Brennan; **unanimous voice vote** at 11:18 AM.

Submitted by,
Brandy Eisenmann, Carol Feriozzi & Michael Saraceni