

# MERCHANTVILLE-PENNSAUKEN WATER COMMISSION MONTHLY MEETING AGENDA

July 14, 2016

Open Public Meeting: 4:00 pm

Roll Call:

Salute to the Flag:

Announcement of Compliance with the NJ Open Public Meeting Act:

### Reorganization:

• Oath of Office – G. Burton German, Jr. – Appointment: 7/1/2016 – 6/30/21

**Designation of Commission Officers: Resolution 2016-09** 

President:

Vice-President:

Secretary:

Treasurer:

**Assistant Secretary/Treasurer:** 

Approving Cash Management Plan: Resolution 2016-10

**Designating Bank Signatories: Resolution 2016-11** 

Operating Account:

Payroll Account:

Legal/Court Fees Account:

## Designating Depositories of Funds for MPWC: Resolution 2016-12

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

## Authorization of Petty Cash Fund: Resolution 2016-13

Director of Finance - \$500.00

Designation of FSA Account and Signatories: Resolution 2016-14

# Designation of Official Notices: Designating Newspapers & Websites of the Commission (2016-15)

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

Designation of Meeting Dates/Times – 2016-2017: Resolution 2016-16 (copy attached)

Designation of Public Agency Compliance Officer: Resolution 2016-17

Authorization of C.O.O. to make NJDEP/EPA Applications: Resolution 2016-18

Authorizing Purchases under the State Contract and approved Co-ops: Resolution 2016-19

Approving Maximum Thresholds and Agents for Purchasing: Resolution 2016-20

Appointing Professional Contracts & Pool of Qualified Engineers: Resolution 2016-21 (See spreadsheets attached)

Auditor:

Accounting Services (Consultant):

Insurance Broker of Record:

Broker of Record – Employee Benefits:

Commission Engineer(s):

Commission Bond Counsel:

Other:

Designation of 2016 Public Employees Awards Committee – (40A:5-31) Resolution 2016-22

# **Regular Business Meeting**

# Items to be discussed:

- 1. Project Status
- 2. Service Line Replacement
- 3. HomeServe Literature/Mailing
- 4. Employee Manual Policy Amendment Employee Dating
- 5. Recruitment: Plant Operator Replacement Recommendation from Staff
- 6. Executive Session

## **Approval of Minutes:**

1. Regular Meeting:

June 9, 2016

2. Executive Session:

June 9, 2016

## **Approval of Bills:**

• Bills for Payment

July 14, 2016

\$1,150,169.24

• Escrow\*Capital Expense Report attached to Bill List

#### **Correspondence:**

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

# Meeting Open to the Public:

## **Bid Openings:**

Reports:	
Staff:	
•	Chief Operating Officer
•	Superintendent
•	Director of Customer Service
•	Engineer/Consultants & Architect
•	General Counsel
Old Business:	
New Business	•
•	New Hire – Plant Operator
•	New Services:
•	Resolutions:  o Re-Organization Resolutions Filed
Project Status	(See Attached table)
Commissioners Reports:	
Executive Session:	

**Public Meeting (Resumed):** 

Adjournment: