

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
June 12, 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
Karl McConnell, General Counsel
Richard Spafford, P.E.
Brandy Eisenmann
Angela Waldron

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

Annual Drinking Water Week Poster Contest

President Kofoet distributed awards for the winning entries.

Executive Session:

Resolution to enter Executive Session at 6:15 PM regarding litigation by Mr. German, 2nd by Mr. Brennan,
Vote was unanimous.

Commissioners Re-entered Public Session at approximately 6:27 PM.

Audit Process

Mr. German informed the Commission that the audit process is underway and that to-date there was one issue that arose for discussion.

Legal Account – Resolution Required

Mr. Saraceni seeks approval to open a dedicated bank account at our Depository 1st Colonial that would only be funded when necessary for to court costs and filing fees. The Commission authorized the account and the signatories as reflected in the specific resolution.

Professional Consultants – Advertisement for 2014/2015

The RFQs are to be prepared and posted for receipt and recommendation at the upcoming Reorganization meeting. Mr. Saraceni initiated a conversation regarding the possibility of moving the annual professional consultant appointments to a calendar but the Commissioners saw no real advantage to moving the appointments and directed Mr. Saraceni to proceed as he did last year.

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Salary Committee Recommendations

No discussion.

Backhoe Bids, Trade-In of Current Equipment

Mr. Spafford distributed the list of received bids for review. One of the submissions will need to be reviewed as it may not meet the specifications. He will be evaluating their claim that they have an "equivalent" to the specification. Mr. Spafford recommends review and possible award at the next Commission meeting. In the interim, he also seeks approval to post the existing Backhoe on GovDeals for sale with a minimum bid of no less than \$28,001.00

Project Status

a. Park Avenue Plant

Mr. Spafford summarized the ongoing activities relative to the repairs and the renovation and estimates that the project will be complete within another 2-3 weeks and total costs look to be approximately \$200K.

b. Park Avenue Tank

The tank has been in service since May 9, 2014. Outstanding issues include the antenna for Verizon, which is scheduled to go back on in about six weeks; still waiting on T-Mobile.

c. Plymouth/Hinchman Main Replacement

Approximately 2700 ft. of main has already been complete with the tie-in expected to take place on Chapel Avenue in the next week. The contractor has been paving as they go. There was a discussion regarding whether that was included in the specification and the value of including it in future main replacement projects. Mr. Spafford recommends not including it due to the fact that other contractors may not have the capability and should be left out as not to limit the number of bidders.

d. Delaware Gardens

This project is complete with the exception of the paving. There was a brief discussion regarding a Pennsauken FD trailer on the property.

Approval of the Minutes

Motion to approve the Minutes of Business Meeting of May 8, 2014, was made by Mr. German, 2nd by Mr. Scavuzzo; **a unanimous roll call vote.**

Payment of Bills

Motion to approve payment of bills June 12, 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 Arnold's Lock, Municipal Maintenance, and Hibrett Puratex, dated June 12, 2014. Motion: Mr. German, 2nd by Mr. Scavuzzo; **a unanimous roll call vote, except Mr. Kofoet, who abstained**

Correspondence

No discussion.

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Public Comment

The meeting was opened for public comment.
None present.

Staff Reports

- Mr. Saraceni informed the Commission of upcoming summer Employee Development sessions planned for the 13th and 20th of June. Topics will include Department Head updates and Emergency Preparedness and Active Shooter training, presented by Pennsauken PD, following an inspection and evaluation of our facilities. Commissioners were invited to attend.
- Mr. Saraceni noted that all Financial Disclosure Forms have been completed and thanked the Commission for their cooperation.
- There was a discussion regarding information that Mr. Brennan forwarded to Mr. Saraceni regarding the Water Infrastructure Act, which could serve as a potential funding source.
- Mr. Saraceni informed the Commission that there was been a website failure and that important information regarding rates and applications has been restored but that a full restoration would need to be performed and that staff would be working on that project.
- Mr. Brennan noted that there was a patch from a previous main break at Cuthbert and Rt. 70 that should be inspected and repaired as it was difficult to drive over. It was also noted that pumpage was up the past 2 months.
- Mr. McConnell informed the Commission that there was no date for mediation regarding the Cherry Hill tank as of yet. There was a discussion regarding the proposal for a Camden City Emergency Water Supply Agreement and the proposal forwarded to the Commissioners by Mr. McConnell for their review. Additionally a form of contract was sent to them for a new NJAW agreement which he anticipated to be a final draft if they approved.

New Business:

Motion to advertise RFQs for Professional Consulting Services. Motion: Mr. German, 2nd by Mr. Scavuzzo; a **unanimous roll call vote**.

Motion to establish a new bank account for legal and filing fees; Signatories are designated as President, Vice President or Treasurer along with the C.O.O. or the Director of Engineering. Motion: Mr. German, 2nd by Mr. Scavuzzo; a **unanimous roll call vote**.

A Motion to approve salary increases as submitted to the Salary Committee. Motion: Mr. German, 2nd by Mr. Scavuzzo; a **unanimous roll call vote**.

A Motion to accept a new NJAW agreement with the proposed amendments. Motion: Mr. German, 2nd by Mr. Scavuzzo; a **unanimous roll call vote**.

A Motion to approve a new service for 300 Fifth Avenue. Motion: Mr. German, 2nd by Mr. Scavuzzo; a **unanimous roll call vote**.

A Motion to approve the proposed settlement in the case of Vega vs. MPWC. Motion: Mr. German, 2nd by Mr. Scavuzzo; a **unanimous roll call vote**.

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A motion to Raitify and Approve of the Emergency declared by the Staff and the emergency contracts and funds expended regarding the emergency situation at Park Avenue Plant on May 9, 2014. Motion: Mr. German, 2nd by Mr. Scavuzzo; **a unanimous roll call vote.**

A Motion to authorize the sale of the backhoe for no less than \$28,001.00 and to sell it on the GovDeals website with a minimum bid. Motion: Mr. German, 2nd by Mr. Scavuzzo; **a unanimous roll call vote.**

OLD BUSINESS

Customer Account Dispute – 10 South Union

The Customer has paid his initial requirement and signed the agreement with the MPWC and has been compliant to date.

Used Vehicles / Equipment Sold on GovDeals

All items sold. Total amount collected from all items is \$11,197.65.

Project Status Table

Mr. Saraceni expects a final report from the NJ State Police Vulnerability Assessment team by the week of July 11, 2014. Mr. Brennan requested a copy of the minutes from the Commissions most recent Strategic Planning workshop.

Commissioners Reports / Discussions / Comments

Mr. German complemented staff on a job very well done with regard to the Park Avenue leak/failure. He noted that staff came together and worked very hard in this emergency and initiated a discussion regarding recognition and acknowledgement of all of those involved. Mr. Scavuzzo mentioned that he was present for a status meeting with staff once the immediate emergency was controlled. He indicated that it was impressive to watch the team at work in such a stressful situation. The Commissioners discussed that this potentially catastrophic event was handled exceptionally well and in the end was able to be handled/repared for just under \$200K. The situation was very quickly diagnosed and repaired and that staff's performance was remarkable. It was noted that the event had very little effect on the rate payers and that the system was operating normally within minutes of the team pulling together. Mr. Brennan thanked the entire team and noted that staff made the Commission very proud. The Commission would like to prepare a letter of Commendation to each employee for file for their efforts and that those that have gone above and beyond should receive special recognition. Mr. Saraceni indicated that he has already taken that step. Additionally, Mrs. Davis added that she liked the recent waterlines article and Mr. Kofoet congratulated Mr. Brennan on being honored as a 'Champion of Children' for his work with the Camden Children's Garden. Mr. Kofoet also discussed the Memorial Day ceremonies that he was in attendance for and where the Commission dedicated wreaths.

Executive Session:

Resolution to enter a second Executive Session of the evening at 7:30 PM regarding matters of personnel by Mr. German, 2nd by Mr. Scavuzzo. **Vote was unanimous.**

Commissioners Re-entered Public Session at approximately 9:50 PM.

Adjournment:

Motion by Mr. German and 2nd by Mr. Brennan; **unanimous voice vote** at 9:51 PM.

Submitted by,
Brandy Eisenmann, Angela Waldron & Michael Saraceni