



MPWC

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

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

Mr. Joseph Scavuzzo
President

Mr. Patrick Brennan
Vice President

Mr. George Piperno
Secretary

Mr. G. Burton German
Treasurer

Mr. Ronald Johnson
Ass't Secretary/Treasurer

**Minutes of the MPWC Monthly Business Meeting
July 13, 2017**

ATTENDEES

Commissioners:

Mr. Joseph Scavuzzo, President
Mr. Patrick Brennan, Vice President
Mr. George Piperno, Secretary
Mr. Ronald Johnson, Asst. Secretary/Treasurer

Other Attendees:

Michael A. Saraceni, C.O.O.
Craig Campbell, Superintendent
Richard Spafford, P.E.
Karl N. McConnell, General Counsel
Brandy Eisenmann, Customer Service Director

The meeting called to order at 4:00 PM.

There was a roll call of Commissioners all but Mr. German were present.

Salute to the Flag; the Open Public Meetings Act Compliance Statement was read.

REORGANIZATION OF THE MPWC:

Oath of Office

Mr. McConnell administered the Oath of Office to Mr. Joseph Scavuzzo for his reappointment by the Township of Pennsauken.

Nomination/Designation of Officers:

On motion and unanimous vote the Officers are:

President: Joseph Scavuzzo

Vice President: Patrick Brennan

Secretary: George Piperno

Treasurer: G. Burton German

Asst. Secretary/Treasurer: Ronald Johnson

A motion by Mr. Brennan and 2nd by Mr. Piperno to hold the titles above; **a unanimous roll call vote.**

Cash Management Plan

A Resolution to approve the MPWC Cash Management Plan as described in the respective resolution. Motion by Mr. Brennan, 2nd by Mr. Piperno; **A unanimous roll call vote.**

Designating Bank Signatories

A Resolution to designate signatories for the Operating, Payroll and Legal Accounts as designated in the respective Resolution. Motion by Mr. Brennan, 2nd by Mr. Piperno; **A unanimous roll call vote.**

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TreasurerMr. Ronald Johnson
Ass't Secretary/Treasurer**Designating Depositories**

A Resolution to designate Depositories as designated in the respective Resolution. Motion by Mr. Brennan, 2nd by Mr. Piperno; **A unanimous roll call vote.**

Designation of the Petty Cash Fund

A Resolution to establish the Petty Cash Fund to be managed by the Finance Director and/or the C.O.O. Motion by Mr. Brennan, 2nd by Mr. Piperno; **A unanimous roll call vote.**

Designation of the FSA Account and Signatories

A Resolution to designate signatories for the Flexible Spending Account as designated in the respective Resolution. Motion by Mr. Brennan, 2nd by Mr. Piperno; **A unanimous roll call vote.**

Designation of Newspapers & Websites of the Commission

A Resolution to designate the official newspapers and websites for public notice of the MPWC as Courier-Post, Philadelphia Inquirer, The Retrospect, and All Around Pennsauken. Motion by Mr. Brennan, 2nd by Mr. Piperno; **A unanimous roll call vote.**

Designation of the Meeting Dates and Times

A Resolution to establish the meeting dates and times for the Commission year. Motion by Mr. Brennan, 2nd by Mr. Piperno; **A unanimous roll call vote.**

Appointment of Public Agency Compliance Officer

A Resolution appoint the C.O.O. as the Public Agency Compliance Officer. Motion by Mr. Brennan, 2nd by Mr. Piperno; **A unanimous roll call vote.**

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

A Resolution authorizing the C.O.O. to make applications to the NJDEP and EPA. Motion by Mr. Brennan, 2nd by Mr. Piperno; **A unanimous roll call vote.**

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

A Resolution to authorize purchases under the state contract and approved co-ops as designated in the respective Resolution; Motion by Mr. Brennan, 2nd by Mr. Piperno; **A unanimous roll call vote.**

Approval of Maximum Thresholds and Agents for Purchasing

A Resolution to approve the maximum state permitted purchasing thresholds and agents for purchasing as designated in the respective Resolution; Motion by Mr. Brennan, 2nd by Mr. Piperno; **A unanimous roll call vote.**



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Approval and Award of Annual Professional Services Appointments and of Qualified Engineers

A Resolution to award as Fair and Open, the annual professional appointments designated in the respective Resolution and the Qualification of the Pool of Engineers on Motion by Mr. Brennan, 2nd by Mr. Piperno ; **A unanimous roll call vote.**

- Auditor: Bowman & Company LLC: Motion by Mr. Brennan, 2nd by Mr. Piperno; **A unanimous roll call vote.**
- Accounting Services (Consultant): Your Part Time Controller: Motion by Mr. Brennan, 2nd by Mr. Piperno; **A unanimous roll call vote.**
- Insurance Broker of Record: Connor, Strong & Buckelew: Motion by Mr. Brennan, 2nd by Mr. Piperno; **A unanimous roll call vote.**
- Broker of Record for Employee Benefits: Connor, Strong & Buckelew: Motion by Mr. Brennan, 2nd by Mr. Piperno; **A unanimous roll call vote.**
- Commission Bond Counsel: Parker McCay: Motion by Mr. Brennan, 2nd by Mr. Piperno; **A unanimous roll call vote.**

The following were found to be in the qualified pool of Engineers available for contracting with the Commission:

- Remington & Vernick, CME Associates, T&M Associates and Pennoni Associates, Inc. Motion by Mr. Brennan, 2nd by Mr. Piperno; **A unanimous roll call vote.**

Designation of the 2016 Public Employees Awards Committee

A Resolution to reappoint the current sitting members of the committee for the 2016 Commission year. Motion by Mr. Brennan, 2nd by Mr. Piperno; **A unanimous roll call vote.**

ITEMS TO BE DISCUSSED:

Chapel Avenue Main Replacement Project Status Update

Rich Spafford informed the Commission that staff would be attending a pre-con meeting with all involved parties at 1:00 PM on Friday 7/14/17. Traffic plans need to be finalized and with the delays, the project would likely not be completed by the end of summer. Mr. Spafford will then provide an updated report.

Sprint Lease Amendment for National Highway

The National Highway tank painting project is underway and on schedule.

Water Quality Accountability Act – Preliminary Impact Projections

Rich Spafford provided the Commission with Staff's position on the possible impact to the MPWC should it be signed by July 27th as anticipated. After a discussion, the Commissioners agree to take a wait-and-see approach, as there will likely be modifications to the legislation before it is passed, Staff acknowledged.



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OPRA Request – Claim Filed

A Resolution to enter Executive Session at 4:16 PM to discuss matters of litigation and attorney-client privilege with return to Public Session in 7 minutes and release of minutes 6 months after the last date for any appeal to be filed, but not any Attorney-Client material.; Motion by Mr. Brennan, 2nd by Mr. Johnson; **A unanimous roll call vote.** The Commission returned to the public session at 4:29 PM.

Approval of the Minutes

A motion by Mr. Brennan and 2nd by Mr. Johnson to approve the minutes of the Business meeting minutes of June 8, 2017. **A unanimous roll call vote.**

Payment of the Bills

A motion by Mr. Brennan and 2nd by Mr. Johnson to approve payment of the bills dated July 13, 2017, except for that of Pennsauken Township. **A unanimous roll call vote.**

A motion by Mr. Brennan and 2nd by Mr. Johnson to approve payment of a \$210.00 bill for Pennsauken Township, dated July 13, 2017. **A unanimous roll call vote, except Mr. Scavuzzo abstained.**

Correspondence

Joseph Scavuzzo to Commissioners & Staff of the MPWC
Zoe Dillard to Joyce Peirce – Letter of Gratitude for Scholarship
Daniel Ball to Joyce Peirce – Letter of Gratitude for Scholarship
Gene Padalino to Michael A. Saraceni – Scavuzzo Appointment & Resolution

Staff Reports

Mr. Saraceni thanked Mr. Scavuzzo on behalf of staff for the letter he wrote to the Commissioners and MPWC staff following his reappointment.

New Business

Sprint Amendment

A motion by Mr. Brennan and 2nd by Mr. Johnson to approve the Amendment to the Sprint National Highway tank Antennae Lease that provides a \$10,245.99 credit against antenna payments due to the Commission in November for the next lease year. **A unanimous roll call vote.**

Well Maintenance Contract – Final Approval / Contract Execution

A motion by Mr. Brennan and 2nd by Mr. Johnson for Final Approval and authorization for the C.O.O. to execute the approved contract for the well maintenance program to begin August 1. **A unanimous roll call vote.**

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Ass't Secretary/Treasurer**Commissioners Reports**

Mr. Johnson thanked Mr. Spafford for accompanying Commissioners to the AWWA National conference and educating him on various items there. He found the conference to be very informative and enjoyed attending.

Mr. Piperno and Mr. Scavuzzo reported on the agreed upon amount of \$4,636.62 that the MPWC would be paying to Pennsauken Township under the Fuel Station Shared Service Agreement for the MPWC's share of the capital improvements to the fuel island. Mr. Saraceni will be sending an email to Mr. Kneib confirming the amount to be paid and it will be added to next month's bill list.

Mr. Brennan thanked Mr. Scavuzzo for the comments in his letter to Commissioners and Staff and congratulated him on his reappointment.

Mr. Scavuzzo discussed that he also enjoyed attending the AWWA National conference and discussed his reappointment, indicating that he was very happy and grateful for the opportunity to continue working with the Commissioners and staff of the MPWC.

Adjournment

A motion by Mr. Brennan and 2nd by Mr. Johnson to adjourn at 4:47 PM. **A unanimous roll call vote.**