

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
December 10, 2015**

ATTENDEES:

Commissioners:

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

Other Attendees:

Michael A. Saraceni, COO
Craig Campbell, Superintendent
Richard Spafford, P.E.
Karl N. McConnell, General Counsel
Brandy Eisenmann
Carol Feriozzi
James Miles, CPA
Patricia Croce, Court Stenographer

The President called the meeting to order at 9:42 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

President Scavuzzo turned the meeting over to Mr. McConnell to conduct the scheduled hearings. The Rate Hearing is memorialized in a verbatim transcript of record with the Commission. No members of the public attended the hearing.

At the Conclusion of the Hearing the Commission resumed its regular monthly meeting.

Budget-Approved by State of NJ-Adoption Resolution

Mr. Saraceni stated that the NJ DCA approved the proposed 2016 MPWC budget and therefore it was ready for formal adoption.

Annual Maintenance & Supply Contracts-Bid Process/Results & Recommendations

Mr. Spafford summarized the bid results and recommended the low bidders in each instance as reflected on the included Annual Maintenance Bid summary sheet for contract's 16-01,16-02,16-03,16-04,16-05,16-06,16-07,16-11,16-12 and 16-13.

Authorization to Bid-Carbon Media-Marion Ave. GAC Filter Plant

Mr. Spafford stated that the GAC Filter needs to be replaced and is seeking permission to go to bid.

Review of Regulation 1002-Definitions-Proposed Amendments

Proposed amendments presented at the prior months meeting are presented for adoption.

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Longwood Avenue Survey-Main Replacement 2016-RFP Results/Authorization

Mr. Saraceni stated that the bid (quotes) results would be opened later this morning. Authorization will be completed in New Business. The quotes were received and opened during the course of the meeting and Mr. Spafford recommended award to T&M with the lowest proposal of \$6,875.00.

2016 Draft Holiday Schedule was submitted by staff for approval. A discussion ensued and the Commission directed staff to revisit the issue of one date and bring back a recommendation to the Commissioners.

Customer Relations Committee-Progress Report 2-The Customer Relations Committee will be focusing in 2016 on the 90th anniversary of the MPWC. Ms. Eisenmann commended Sean Fitzgerald for outlining a calendar of activities to commemorate the Anniversary. She explained the difficulties the committee faces providing tours to students and therefore they were proposing that tours can be given to other groups, such as Senior Citizens, Scouts etc. Mrs. Eisenmann reported that the Customer Relations Committee is researching virtual tours motivated a discussion and concluded that the committee should continue its research.

Bad Debt-Staff Report & Recommendations

A report was submitted to the Commission for review and approval regarding the write-off of certain debt.

Health Benefits-Open Enrollment-Update

Mr. Saraceni provided the Commissioners with spreadsheets detailing the 2016 healthcare options. He explained that Horizon will be unveiling in 2016 other healthcare plan options. Mr. Saraceni stated that the Commissioners will be invited to the information sessions.

Approval of the Minutes

Motion to approve the Minutes of the Special Meeting of November 7, 2015 was made by Mr. German, 2nd by Mr. Piperno ; **a unanimous vote.**

Motion to approve the Minutes of the Business Meeting and Executive Session minutes of November 12, 2015 was made by Mr. German, 2nd by Mr. Johnson ; **a unanimous vote.**

Payment of Bills

Motion to approve payment of bills dated December 10, 2015 with the exception of Pennsauken was made by Mr. German, 2nd by Mr. Johnson ; **a unanimous roll call vote.**

Payment of Bills

Motion to approve payment of bills dated December 10, 2015 to Pennsauken was made by Mr. German, 2nd by Mr. Piperno ; **a unanimous roll call vote. Mr. Scavuzzo abstained.**

Correspondence

Eleven Cherry Hill fire hydrants were removed from Cherry Hill Retail Partners in the Racetrack development and turned over to the responsibility of the Cherry Hill Board of Fire Commissioners.

Meeting Open to the Public:

Meeting was open to the public at 10:45 AM. None present.

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Staff Reports:

Chief Operating Officer: Mr. Saraceni thanked the Commissioners for the Employee Recognition /Holiday Breakfast and for their support in 2015.

Superintendent: Mr. Campbell also thanked the Commissioners for the Employee Recognition/Holiday Breakfast. The Backhoe forks and fifteen surplus light fixtures were sold on GovDeals. Mr. Campbell is seeking permission to sell 3 Truck Bed covers on Govdeals.

Director of Customer Service: Mrs. Eisenmann wished everyone a Happy Holiday.

Engineer: Mr. Spafford is seeking approval of a \$ 63,176 change order for the Greenleigh/Essex/Evergreen Main Replacement due to additional paving work required by Cherry Hill Township beyond their approved plan.

Old Business:

Regulation 1002- Definitions

Motion to approve Regulation1002 - Definitions were made by Mr. German, 2nd by Mr. Brennan; **a unanimous roll call vote.**

GovDeals-

A backhoe fork and fifteen lights were sold. Mr. Campbell is seeking to sell three covers on GovDeals in the future.

New Business:

Motion to approve 2016 Water Rates at the proposed rate as advertised and recommended by staff. Motion: Mr. German, 2nd By Mr. Johnson: **a unanimous roll call vote.**

Motion to approve 2016 Connection Fee Rates as advertised and recommended by staff. . Motion: Mr. German, 2nd By Mr. Johnson: **a unanimous roll call vote.**

Motion to adopt 2016 Budget. Motion: Mr. German, 2nd By Mr. Piperno: **a unanimous roll call vote.**

Motion to approve annual contracts numbers 16-01,16-02,16-03,16-04,16-05,16-06,16-07,16-11,16-12 and 16-13. Motion: Mr. German, 2nd By Mr. Brennan: **a unanimous roll call vote.**

Motion to authorize advertisement for bids for Marion Ave. GAC filter plant media. Motion: Mr. German, 2nd By Mr. Piperno: **a unanimous roll call vote.**

Motion to award the Longwood Survey work for 2016 Main Replacement to T&M at (\$6,875). Motion: Mr. German, 2nd By Mr. Piperno: **a unanimous roll call vote.**

Motion to approve 2016 Holiday schedule, with the exception of the Christmas Holiday, with staff providing a future recommendation for that one day. Motion: Mr. German, 2nd By Mr. Piperno: **a unanimous roll call vote.**

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Motion to approve bad debt removal as proposed by staff. Motion: Mr. German, 2nd By Mr. Piperno: **all Commissioners voting affirmative except Mr. Scavuzzo abstained.**

Motion to approve change order for Greenleigh/Essex/Evergreen Main Replacement in the amount of \$ 63,176. Motion: Mr. German, 2nd By Mr. Johnson: **a unanimous roll call vote.**

New Services:

2261 Rte. 70-Audi-Motion to approve new service.. Motion: Mr. German, 2nd By Mr. Piperno: **a unanimous roll call vote.**

614 Haddonfield Rd-Motion to approve new services . Motion: Mr. German, 2nd By Mr. Piperno: **a unanimous roll**

Project Status Table

The Commissioners approved removing some ongoing projects from the project status table. A discussion concluded that this table serves as a reminder of what projects need to be completed and those that remain pending and should remain posted.

Commissioners Reports / Discussions / Comments

Mr. Brennan- Mr. Brennan commended the number of staff members that have acquired licensing and found this emblematic of the quality of the Management of the MPWC that encourages growth. Mr. Brennan received two calls concerning confusion as to the most recent HomeServe letter. A discussion concluded that the MPWC must edit future marketing pieces to better clarify the relationship between the MPWC and the Homeserve program.

Mr. German-Mr. German thanked the staff as he was very appreciative of the jobs that they do. He also wished everyone a Merry Christmas.

Mr. Scavuzzo- Mr. Scavuzzo said that he participated in the Pennsauken Christmas parade and he was proud to be on the MPWC float. He said that this is a worthwhile community event and that it was well-attended.

Mr. Piperno- Mr. Piperno spoke specifically to Mrs. Eisenmann and Mrs. Feriozzi stating that as he had said at the Strategic Planning meeting, that he has noticed and appreciated how friendly and helpful everyone at the MPWC is. He stated that he has worked many places in the past and that the MPWC is the most “user-friendly” staff and management he has ever seen. He asked that this be conveyed to the staff.

Mr. Johnson-Mr. Johnson wished everyone Happy Holidays.

Executive Session

A motion was made by Mr. German and 2nd by Mr. Piperno to move to Executive Session for personnel matters and litigation at 11:24 AM. A unanimous roll call.

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The Commissioners returned to the Public Session at 12:02 PM; except Mr. Brennan who had excused himself from the executive session.

Motion to approve the salary committee recommendations as submitted to the Commission in November.
Motion: Mr. German, 2nd By Mr. Johnson: **a unanimous roll call vote of the four Commissioners.**

Motion to authorize awarding the survey for Longwood Avenue to T & M as the lowest quote. Motion: Mr. German, 2nd By Mr. Johnson: **a unanimous roll call vote of the four Commissioners.**

Adjournment:

A motion was made by Mr. German and 2nd by Mr. Scavuzzo to adjourn the meeting at 12:05. A unanimous vote **of the four Commissioners.**

Submitted by,
Carol Feriozzi & Michael Saraceni