

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
May 12, 2016**

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

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:

Project Contest- Recipients/Awards

The winners of the 2016 Water Week Project Contest and their families attended the presentation of awards. The participants were from 5th grade classes in both Pennsauken Intermediate School and Merchantville School. Mrs. Eisenmann welcomed the group and expressed how impressive all of the projects were. Mrs. Eisenmann then presented the winners with their award. Pictures were taken of winners along with Commissioner Scavuzzo by MPWC employee Julissa Hernandez. After congratulations, families and friends were invited to take pictures. The winners were: 1st place-Taylor Meachum of Merchantville School and Ayen Aldana of Pennsauken Intermediate School. 2nd place-Abigail Morgan, 3rd place-Gavin Cross, 4th-Claudia Szentesy all of Merchantville School. At the end of the presentation the individuals and families exited.

MPWC Day-Discussion

To celebrate the MPWC 90th Anniversary, Mr. Saraceni suggested a presentation of the actual check used to purchase the Merchantville Water Company be mounted and showcased in the lobby. It was proposed that the Commissioners' picture be taken with the check as part of an article to honor and publicize the anniversary. The Commissioners agreed to the proposal.

AWWA National Conference-MPWC Participation

The 2016 AWWA Conference will be held in Chicago on June 19-22 and Mr. Saraceni asked to send 2 representatives from the MPWC: Rich Spafford and Ryan Magee. Mr. Campbell suggested that Ryan has worked very hard and in his capacity, the information he could gather could be brought back and enhance our operations. Mr. Spafford then stated that he was asked to participate in a panel discussion for HomeServe at the conference. The discussion panel would address "unaccounted water" but that he would be obtaining further details. A discussion ensued regarding our current HomeServe status and the issues that the Commissioners had with the marketing pieces.

Mr. Saraceni stated that staff would contact our HomeServe representative and discuss their concerns. The Commission authorized Rich Spafford and Ryan Magee to attend the conference.

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NJDEP Inspection- Information Update

Mr. Campbell reported that the annual NJDEP Inspection was conducted on May 5th and would be completed on May 13th.

NJDEP Correspondence Mr. Campbell stated that he had a conference call along with Mr. Saraceni, Mr. Spafford, Mr. Garaguso with Karen Fell, Acting Assistant Director of Water Supply and Geoscience at the NJDEP, on May 5th. Ms. Fell indicated that the November 2015 EPA testing report identified at several MPWC sites, the presence of 1,4 Dioxane, an unregulated contaminant for which there is currently no Maximum Contaminant Level (MCL). Ms. Fell also stated that at least 18 other NJ utilities are affected at dozens of sites throughout the state. She indicated that DEP is contemplating recommendations and will be sending a letter shortly suggesting quarterly testing. Staff informed the Commission that they have started researching for effective treatment technologies and they intend to be aggressive with testing. Staff suggests monthly testing instead of quarterly. Mr. Spafford said that after the results are received from a series of tests a pilot test for the contaminant can be designed and implemented.

Well Maintenance Program (Utility Service)- 2017 Budget

Mr. Spafford stated that representatives from Utility Services met with him and presented a maintenance agreement where they would redevelop and maintain our wells and pumps for an annual fee. Mr. Spafford distributed a handout which gave an overview of the Well Maintenance Program. Mr. Spafford fielded questions from the Commissioners and it was agreed that this would be a prudent and long term cost saving program and that the MPWC will budget for it in 2017.

2017 Main Replacement-RFP Discussion

Motion to table 2017 Main Replacement was made by Mr. German, 2nd by Mr. Brennan ; a **unanimous roll call vote**.

Park Tank Mixer-Authorization to Purchase

Mr. Spafford requested authorization to purchase mixer for Park Ave.
Motion to authorize purchase of the Park Tank Mixer was made by Mr. German, 2nd by Mr. Johnson ; a **unanimous roll call vote**.

RFQ-MPWC Consultants-June 2016 issuance (Informational)

Mr. Saraceni reported that the RFQ for Professional Consultants has been revised and forwarded for review. He asked the Commissioners to review the proposed amendments to the RFQ for Professional Engineers which has been revised to reflect current utilization of qualified engineering consultants.

Employee Manual-Proposed Amendments (Informational)

Mr. Saraceni stated that there have been slight changes to several Employee Manual Policies mostly driven by MELJIF. The small changes would not alter any of the policies.

Proposed Regulation Amendment-Meter Location-1013 (Informational)

Mr. Spafford said that he updated the Meter Location Regulation 1013. A discussion ensued regarding some of the language and the Commission proposed some amended language. Mr. Spafford indicated that he would change the wording to reflect the suggestions of the Commissioners.

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Memorial Day- Commission Representation

Mr. Saraceni reported that the wreaths have been purchased and will be available on the Friday before the Memorial Day ceremonies. Mr. Scavuzzo said that he would attend both the Pennsauken and Merchantville ceremonies.

Salary Committee-Recommendations Submission for Review

To be discussed in Executive Session.

Approval of the Minutes

Motion to approve Minutes of the Business Meeting and Executive Session of April 14, 2016 was made by Mr. German, 2nd by Mr. Piperno ; **a unanimous roll call vote.**

Payment of Bills

Motion to approve payment of bills dated April 28, 2016 and May 12, 2016, except for Pennsauken Township, was made by Mr. German, 2nd by Mr. Piperno ; **a unanimous roll call vote.**

Payment of Bills

Motion to approve payment of bill date May 12, 2016 for Pennsauken was made by Mr. German, 2nd by Mr. Johnson; **a unanimous roll call vote except Mr. Scavuzzo abstained.**

Correspondence

Commissioner Scavuzzo's response to John Deserable, of Pennsauken BOE

Meeting Open to the Public:

Meeting was open to the public at 7:13 PM. None present.

Bid Openings:

None besides Tabled RFP.

Staff Reports:

Chief Operating Officer:

- Mr. Saraceni reminded the Commissioners that the MPWC will be a polling site for the June 7th Primary Election.
- Mr. Saraceni also stated that two (2) Commissioners still need to take the MEL JIF training and indicated that if they needed any assistance to contact him.
- Mr. Saraceni informed the Commissioners that he received notification from the Borough that Mr. German was re-appointed for his ninth term as Commissioner. Mr. German was congratulated.

General Counsel:

Mr. McConnell recommended that the Commission approve an extension to the Nextel lease on the National Highway tank.

Old Business:

Water Testing-Schools-SSA with Pennsauken

The Commissioners determined any action as to any of the schools should be tabled for now pending instructions from the State regarding testing requirements and State funding to cover the costs. Mr. Saraceni stated that Mr. Killion and Mr. Deserable of Pennsauken BOE would be notified

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Recruitment- New Hires

Mr. Saraceni stated that interviews will be held for the newly created Field Service Technician position and a Plant Operator position. He said that letters had been sent to the Pennsauken and Merchantville Mayors. He also stated that a current employee expressed interest in the Field Service Technician position and that he had interviewed for the position. He said this employee is a good candidate. Mr. Saraceni stated that he would keep the Commissioners updated on the recruitment initiatives.

New Business:

AWWA Conference

Motion to send the two MPWC employees to the AWWA Conference in June was made by Mr. German, 2nd by Mr. Piperno ; a **unanimous roll call vote.**

2017 Main Replacement Project

Tabled for now. See above.

Park Avenue Tank Mixer

Capital Expenditure in 2016 Budget: Authorized to purchase.

Professional Consultants-RFQ

No comments on changes to RFQ – will be published according to MPWC procedures.

Employee Manual Proposed Amendments

Motion to approve Employee Manual Policy amendments was made by Mr. German, 2nd by Mr. Piperno; a **unanimous roll call vote.**

MPWC Regulations-Proposed Amendment

Motion to approve MPWC Regulation Meter Location 1013 amendment was made by Mr. German, 2nd by Mr. Piperno ; a **unanimous roll call vote.**

Motion to approve extension for Nextel on National Highway Tank was made by Mr. German, 2nd by Mr. Johnson ; a **unanimous roll call vote.**

Commissioners Reports / Discussions / Comments

Mr. Brennan expressed that the website NJSpotlight.com has informative articles on the water situation in NJ and it is a good source for the MPWC. He requested that the articles involving water issues be printed and given to the Commissioners to which Mr. Saraceni agreed.

Mr. German thanked Commissioners and staff for welcoming him back for his ninth term on the Commission.

Executive Session

A motion was made by Mr. German and 2nd by Mr. Johnson to move to Executive Session for personnel matters 7:29 at PM. A unanimous roll call.

A motion was made by Mr. German and 2nd by Mr. Johnson to return to the public meeting at 7:47 at PM. A unanimous roll call.



MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

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Minutes of the Executive Session are to be made public 6 months after the last date of appeal for any litigation with the exception of personnel matters.

Adjournment:

A motion was made by Mr. German and 2nd by Mr. Brennan to adjourn the meeting at 7:48 PM. A unanimous vote.

Submitted by,
Carol Feriozzi & Michael Saraceni