

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 11, 2017**

**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 4:00 PM  
Salute to the Flag; the Open Public Meetings Act Compliance Statement was read.

**ITEMS TO BE DISCUSSED:**

**NJAWWA Presentation – Best Tasting Water in New Jersey 2017**

Mr. Scavuzzo accepted on behalf of the Commission a plaque from Nicole Wiley and Brian Carr of the NJAWWA for winning the 2017 Best Tasting Water in New Jersey. The President thanked the staff and expressed that the MPWC won this due to the employees he described as “an amazing team of dedicated professionals.”

**Governor’s Safety Award – May 3, 2017**

Mr. Saraceni informed the Commission that the MPWC received a Governor’s Safety Award from the Governor’s Occupational Safety and Health Awards Program for no lost work time due to work-related injury or illness. The MPWC was the only Water Utility to receive a Citation of Merit.

**2017 Water Week Poster Contest Winners – Presentations**

The winners of the 2017 Water Week Poster Contest and their families attended the presentation of awards. The participants were from the 5<sup>th</sup> grade classes of Pennsauken Intermediate School. Ms. Eisenmann welcomed all and presented the winners with their awards. Photographs of the winners were taken with Commissioner Scavuzzo.

**Salary Committee – Recommendations**

Mr. German stated that each Commissioner was given a report with recommendations and they were asked to review for discussion at the June Meeting. He requested that any questions be directed to either himself or Commissioner Scavuzzo.

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**Employee Manual Policies Submitted for Review:**

**Residency – Revision**-Mr. Saraceni stated that the Residency Policy has been revised and resubmitted for Commission approval.

**Stand-by and Overtime**- Mr. Saraceni explained that the Field Service Technicians are on a Tuesday- Saturday schedule and this change in the Stand by and Overtime policy change was needed for the new schedule

**Vacation –** Mr. Saraceni stated that the changes made to the Vacation Policy was needed to clarify the policy with regards to achieving vacation benchmarks and for Plant Operators in which the vacation time was converted to hours for tracking purposes.

**Authorization to Recruit Replacement**

Mr. Saraceni sought authorization to recruit a replacement for a probationary Plant Operator who had resigned.

**Summer Help Program – Recruitment Status**

Interviews for the Summer Help Program were held and that Staff propose to employ 5 candidates of which 3 participated last year.

**New Employees completion of probation:**

Robert Cairns and Brenda Pirillo completed their probation and are recommended for permanent employment.

**Insurance Service Office – Pennsauken & Merchantville Assessments**

The Insurance Service Office (ISO) requested assistance from the MPWC with regards to updated system information and flow test data for Pennsauken and Merchantville. A discussion concluded that this initiative could serve to benefit both municipalities because of the MPWCs' system and service capabilities.

**School House Commons – Account Issues Requiring Commission Review**

Mr. Saraceni requested guidance in handling an ongoing issue at School House Commons. A discussion ensued at it was suggested that the Engineer look at the construction at School House Commons with regards to the possibility of installing individual meters. Other options were suggested but it was agreed further discussion was to wait until Mr. Spafford completes his review of the property in question.

**Pennsauken OEM – Request access/use of Swiftreach**

Mr. Campbell stated that the Pennsauken Office of Emergency Management requested access to MPWC's Reverse 911 system Swiftreach for use in emergencies only. The Commission had no issue, with the usual controls and protocols being applied for the authorization.

**Approval of the Minutes**

Motion to approve the Minutes of the Business Meeting of April 11,2017 was made by Mr. German, 2<sup>nd</sup> by Mr. Piperno; **a unanimous roll call vote.**

**Payment of Bills**

Motion to approve payment of bills for \$25.00, \$347,476.39 and \$4000.00 except Pennsauken Township was made by Mr. German, 2<sup>nd</sup> by Mr. Johnson; **a unanimous roll call vote.**

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### Payment of Bills

Motion to approve payment of bill dated May 11, 2017 for Pennsauken was made by Mr. German, 2<sup>nd</sup> by Mr. Piperno; **a unanimous roll call vote except Mr. Scavuzzo abstained.**

### Bid Openings

2017 Vehicle Lease-Mr. Spafford expressed that the bid opening was earlier this date and requested additional time to review the results before reporting, as was granted.

### Meeting Open to the Public:

Meeting was open to the public at 4:57. Employees Sean Fitzgerald and Rick Lukasiak were present – no comments made.

### Staff Reports:

- Mr. Saraceni raised the Merchantville Memorial Day. The Commissioners agreed that the MPWC would participate with Commissioner attendance. Mr. Saraceni will inquire if Pennsauken will be having a ceremony.
- The Commissioners were reminded the June 6<sup>th</sup> Primary Polling site would be in this Building.
- Mr. Saraceni and Commissioner Brennan informed the Commissioners of a customer complaint forwarded to Mayor Brennan. They provided a synopsis of the complaint and praised staff for the professional way an error on our part on the Woodbine tank perimeter was translated into a happy resident and a good outcome for both our customer and the MPWC.

Mr. Campbell explained decreased water usage has been influenced by increased rainfall. He anticipates that new construction should increase pumpage. A general discussion occurred regarding the reduction in consumption of water.

Mr. McConnell reported that he and Mr. Spafford presented to the Local Finance Board for the Well Maintenance Contract application hearing on 5/10 and received unanimous approval.

### Old Business:

Motion for Residency Policy Amendment was made by Mr. German, 2<sup>nd</sup> by Mr. Piperno; **a unanimous vote.**

### New Business:

Motion to authorize the amendments to the Stand by and Overtime policy was made by Mr. German, 2<sup>nd</sup> by Mr. Johnson; **a unanimous vote.**

Motion to authorize the amendments to the Vacation policy was made by Mr. German, 2<sup>nd</sup> by Mr. Piperno; **a unanimous vote.**

### New Services:

#### **4720 River Road**

Motion for authorization for new service at 4720 River Road was made by Mr. German, 2<sup>nd</sup> by Mr. Piperno; **a unanimous vote.**

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**Project Status:**

Mr. Johnson said that the Vulnerability Assessment project should be complete by the end of May and could be removed from the table.

**Commissioners Reports:**

Mr. Brennan thanked Mr. Saraceni and Mr. Campbell for rectifying an issue with a customer on Volan. Ave. He said he is proud of how the situation was handled.

Mr. Piperno informed the Commissioners that he will be unable to attend the July 13<sup>th</sup> 2017 Commission Re-organization Meeting.

Mr. Scavuzzo thanked staff for the presentations of the Arbor Day trees and water fountain dedications.

Mr. German informed the Commissioners that the 4'' mains located on the master map may have several mistakes and that staff is in process of correcting those while completing a complete review of the water map for accuracy. A discussion ensued and it was determined that the scope of repairs may exceed in-house capabilities.

**Adjournment:**

A motion was made by Mr. German and 2<sup>nd</sup> by Mr. Piperno to adjourn the meeting at 5:31 PM. A unanimous vote.

Submitted by,  
Carol Feriozzi & Michael Saraceni