

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

RESOLUTION DESIGNATING SIGNATORIES FOR SPECIAL CHECKING ACCOUNTS/INSTRUMENTS FOR COURT EXPENDITURES

WHEREAS, the Merchantville Pennsauken Water Commission pursuant to the Laws of the State of New Jersey under L. 1923 c. 195, now known as N.J.S. 40:62-108 et seq. and the relevant acts amendatory and supplemental thereto, provides that monies held in any separate fund, i.e., operating fund general fund, capital fund, trust fund, and all escrow accounts shall be treated as monies held in trust, and shall not be diverted to any other purpose; and

WHEREAS, said authorizing statute also provides for the MPWC to have the authority to handle and direct funds for the benefit of the Commission; and

WHEREAS the MPWC has established a separate account at 1st Colonial Community Bank for the sole purposes of legal expenditures and court filings; and

WHEREAS the MPWC to permit the efficient routine authorized transactions and to permit administrative authorization to avoid delays in processing;

NOW THEREFORE BE IT RESOLVED that MPWC hereby and until further notice designates:

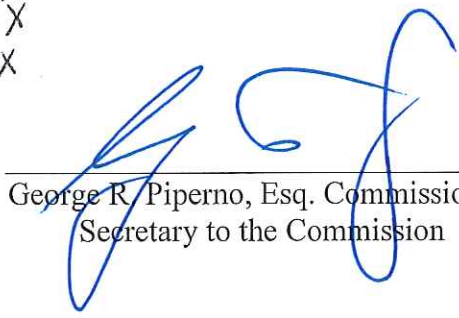
1st Colonial Community Bank of Collingswood

and including all banks/Financial Institution located in the State of New Jersey shall be the depository for the special legal account of the Commission. Only one signature is required on the checks from this account and the authorized signatories are; Commissioner G. Burton German, Jr., Commissioner Patrick Brennan, Commissioner Ronald Johnson, Michael Saraceni (Chief Operating Officer) and Richard Spafford, P.E., (Director of Engineering).

By Resolution and vote of the Commissioners on March 9, 2017 the results of Roll Call Vote:

Commissioners:	#YEAs	#NAYs	# ABSTAINs	# Absent
Brennan	X			
German	X			
Johnson	X			
Piperno	X			
Scavuzzo	X			

Date: 3/23/17



George R. Piperno, Esq. Commissioner and
Secretary to the Commission

SEAL

RESOLUTION EXERSIZING THE OPTION OF THE MPWC TO ACCEPT THE PURCHASE OF THE LISTED VEHICLES AT THE ATTACHED PRICES AS A FUNCTION OF AWARDING BIDS FOR LEASE OF VEHICLES IN JUNE 2014

WHEREAS, the Merchantville- Pennsauken Water Commission (hereafter, MPWC) in furtherance of its mission to produce, store and supply safe drinking water to its constituents, needs vehicles to provide the services, transport personnel and materials and generally to perform its operations; and

WHEREAS, the MPWC caused to have the necessary contracts publicly advertised in 2014 in accordance with the requirements of the Local Public Contracts Act; and advertised for the bid of the lease of vehicles including an option to purchase at the end of the lease; and thereafter gave opportunities for questions and objections; and there being none; and

WHEREAS, bids were received and opened as described in the final documents and Miller Ford was the bid that was awarded on May 8, 2014 in Resolution 2014-12 including an Option to the MPWC to purchase the vehicles at the end of the lease; and

WHEREAS, the staff having collectively evaluated and made recommendations to the Commissioners and the Commissioners having directed that purchasing the leased vehicles appeared to be the superior option for the Commission now; and

NOW, THEREFORE BE IT RESOLVED, by the Commissioners of the MPWC on this 13th day of April 2017, in its duly advertised and publicly held meeting in the Township of Pennsauken, in the County of Camden, that Conditional upon and subject to any further approvals that may be necessary this Commission utilizes its option to purchase the leased vehicles, identified on the attached list at the referenced prices:

SEE ATTACHED LIST

BE IT FURTHER RESOLVED that the original of this resolution be kept in the Records of the Commission. I hereby certify that this is a True and Accurate Recitation of the Resolution adopted by the Merchantville-Pennsauken Water Commission on the 13th of April 2017.

Merchantville-Pennsauken Water Commission



George R. Piperno, Esq., Commissioner and
Secretary to the Commission



MPWC Vehicles to be Purchased off Lease as each expires in Summer of 2017

No.	Type	VIN	Current Mileage	Lease Purchase Price
Truck #5	2014 F150 4-Door	1FTFW1EF6EFC74528	20,470m	\$20,500
Truck #6	2015 F250 Utility	1FDBF2B62FEB12567	33,365m	\$19,500
Truck #8	2014 F150 Ext. Cab	1FTEX1EM9EFC51736	23,470m	\$18,500
Truck #9	2014 F150 Ext. Cab	1FTEX1EM1EFC51732	25,983m	\$18,500
Truck #11	2014 F150 Ext. Cab	1FTEX1EM7EFC51735	18,692m	\$18,500
Truck #13	2014 F150 Ext. Cab	1FTEX1EMXEFC51731	15,923m	\$18,500

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

A RESOLUTION AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY NO LONGER NEEDED FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE

WHEREAS, the Merchantville-Pennsauken Water Commission (Hereafter MPWC) has determined that the property described on Schedule A attached hereto and incorporated herein is no longer needed for public use; and

WHEREAS, N.J.S.A. 40A:11-36 authorized the sale of surplus personal property no longer needed for public use through the use of an online auction service; and subsequent legislation and regulations have since codified their more regular and efficient use; and

WHEREAS, the State has now entered into a State contract with Gov Deals, and also no longer requires that the local agency even report this resolution or use of Gov Deals to the DCA as the vendor will; and

WHEREAS, the MPWC intends to utilize the online auction services of GOV DEALS located at www.govdeals.com ; and

WHEREAS, the sale of the surplus property shall be conducted pursuant to State Contract A-70967/T2581 in accordance with the terms of that contract and as authorized by the New Jersey State, Department of Community Affairs, Division of Local Government Services' Local Finance Notice 2008-9; and

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of Merchantville- Pennsauken Water Commission in the County of CAMDEN, State of New Jersey, that the Commission is hereby authorized to sell the surplus personal property of:

A 2007 Ford Explorer XLT, more particularly described as indicated on **attached Schedule A** on an online auction website entitled govdeals.com; and be it further,

RESOLVED, that the surplus property as identified shall be sold in an "as-is" condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property, and that the MPWC reserves the right to accept or reject any bid submitted; and be it further

RESOLVED, that the remaining terms and conditions of the agreement entered between Gov. Deals and the MPWC are available at the Vendor's web address and in the administrative office of the MPWC, By Resolution and vote of the Commissioners on April 13, 2017.

Result of Roll call Vote:

Commissioners:	#YEAs	#NAYs	# ABSTAINs	# Absent
Brennan	X			
German	X			
Johnson	X			
Piperno	X			
Scavuzzo	X			

I hereby certify that the above and the attached is a True and Accurate Copy of the Resolution approved in duly advertised and legally conducted public session as stated on the date listed above.

Date: 4/13/17



George R. Piperno, Esq. Commissioner & Secretary to the Commission

SEAL

SCHEDULE A- FORM

Description of Surplus items to be sold online

- 1) For those items that are part of the local unit's fixed asset inventory, the description of items must also include information that sufficiently identifies the item and provides an audit trail (i.e., inventory or serial number).
- 2) For items not in the fixed asset inventory, the resolution must provide a general description sufficient to inform the public of the item being sold.
- 3) The listing for any motorized vehicle that is titled in the name of the local unit must include the vehicle identification number (VIN) shown on the title. Local units must comply with applicable statutes regarding abandoned property, confiscated vehicles, etc.

SEPARATE LEGAL ADVERTISING REQUIRED

A legal newspaper advertisement informing the public as to the nature of items being sold and how to obtain more information on the sale is required pursuant to N.J.S.A. 40A:11-36. An advertisement must be published in conjunction with **each** authorizing resolution. The advertisement must be published in the local unit's official newspaper and shall:

- a. Announce the auction and that the item(s) will be sold online.
- b. Include the internet address for the sale that is being advertised.
- c. Include the date and time of the auction, and a general description of the surplus personal property intended to be sold. Specific information for particular items, such as the VIN for vehicles, is not required to be included in such newspaper advertisements.
- d. Include a statement that bidders must pre-register with the approved vendor and the internet address with registration information.

Pursuant to N.J.S.A. 40A:11-36, sales shall be held not less than 7 or more than 14 days after the latest publication of the advertisement.

6. The online auction company may provide an option of continuing or reopening a sale after the close (i.e., in the event a minimum reserve price was not met). The potential for this occurrence must be provided for in agreement between the local unit and the auction company and the provision clear to bidders from the sale webpage. In the event of a continuance or re-opening, those bidders who participated in the sale must be notified of the new date. Under these circumstances an additional public advertisement is not required.



MPWC 2007 Ford Explorer - GovDeals

No.	Type	VIN	Mileage	2007 MSRP	Current Condition
Truck #	2007 Ford Explorer XLT	IFMEU73E47UB74209	76,724	\$28,960	Poor

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

RESOLUTION AUTHORIZING THE AWARD AND EXECUTION OF A WELL MAINTENANCE SERVICES AGREEMENT TO USCI, INC. TO PROVIDE WELL, PUMP AND MOTOR CONTRACT MAINTENANCE SERVICES SUBJECT TO THE APPROVAL OF THE STATE AGENCIES

WHEREAS, the MERCHANTVILLE-PENNSAUKEN WATER COMMISSION ("MPWC" or "Commission") is a governmental regional municipal water authority created in 1926 by the agreement and respective ordinances of each of the municipalities named therein in accordance with NJSA 40:62-108; and

WHEREAS, the MPWC owns extensive potable water supply and distribution systems and 98% of its potable water is supplied by deep wells into native aquifers; and

WHEREAS, the MPWC undertook a RFQ/RFP competitive procurement process pursuant to N.J.S.A 58:26-19 et seq., (*New Jersey Water Supply Public-Private Contracting Act* referred herein as the "Act"), to obtain proposals from qualified firms to provide proactive well, pump and motor maintenance services for its Systems; and

WHEREAS, after public advertising commencing on August 19, 2016 and on August 23, 2016, the MPWC received Proposals on October 8, 2016 and the MPWC received a proposal from the from USCI, Inc/Suez timely and qualified; and

WHEREAS, the MPWC evaluation committee following a review of the proposal, and the application of the pre-proposal evaluation criteria, selected USCI, Inc/ Suez for the negotiation of a new contract operator services agreement; and

WHEREAS, the Evaluation Team and the MPWC Chief Operating Officer and USCI, Inc had additional meetings, negotiations and interviews with the respondents; and in the meantime, advertised and made available by website and for public inspection the draft agreements such as it was at each stage; and

WHEREAS, the MPWC advertised the RFP, the responsive Proposal, as well as the criteria applied, and the memoranda regarding the selection of USCI, and as they became available the negotiated draft contracts; and

WHEREAS the MPWC advertised a Public Hearing on the agreement for December 8, 2016, again for January 12, 2017, and finally for March 9, 2017; and at no time did any member of the public appear or comment; and the only one who sought documents were current contractors who did not submit proposals, but did seek contract drafts; and

WHEREAS the MPWC successfully completed negotiations on the changes and amendments to the agreement (the "Services Agreement") and advertised timely for the Public Hearing on same for March 9, 2017 at 4pm; and



MPWC

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

6751 Westfield Avenue • Pennsauken, NJ 08110
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CERTIFICATE OF AVAILABILITY OF FUNDS

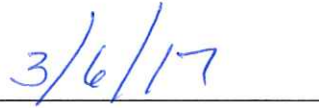
March 6, 2017

I, Joyce Peirce, Financial Services Director for the Merchantville-Pennsauken Water Commission, hereby certify that the funds for the Contract Well Maintenance are available. The contract will be awarded to USCI Inc., in the amount of \$197,340.00. This is a multi-year contract.

2017 Budgeted Amount	\$200,000.00
Expense Acct. #	01-5320-020
Maintenance of Wells	



Michael A. Saraceni, COO



Date



Joyce Peirce, Financial Services Director



Date

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

RESOLUTION OF THE COMMISSION AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF A WELL MAINTENANCE SERVICES CONTRACT TO THE LOCAL FINANCE BOARD AND TO THE BOARD OF PUBLIC UTILITIES PURSUANT TO N.J.S.A 58:26-19 et seq., APPROVING THE SUBMISSION THERETO AND TO THE NJ DEP FOR REVIEW AS DIRECTED BY NJSA 58:26-24(f)

WHEREAS, THE MERCHANTVILLE-PENNSAUKEN WATER COMMISSION IN THE COUNTY OF CAMDEN, (the "COMMISSION") is a regional municipal water authority created pursuant to NJSA 40:62-108 *et seq* and serving its residents and customers since 1926; and

WHEREAS, the Commission hereby acknowledges that the agreement needs to be approved pursuant to section 7 of P.L.1995, c.101 (C.58:26-25); and

WHEREAS, the Commission desires to adopt this Resolution to make application to the **Local Finance Board of the Division of Local Government Services** (the "Division") for the 's approval of the contract for well maintenance services ("Services Agreement") to USCI, Inc. pursuant to N.J.S.A 58:26-24(e) of the New Jersey Water Supply Public-Private Contracting Act, (the "Act"); and

WHEREAS, the Commission desires to adopt this Resolution to make application to the **Board of Public Utilities** (the "Board") for the 's approval of the contract for well maintenance services ("Services Agreement") to USCI, Inc. pursuant to N.J.S.A 58:26-24(e) of the New Jersey Water Supply Public-Private Contracting Act, (the "Act"); and

WHEREAS, the Commission believes that the Well Maintenance Services Agreement provides the MPWC

- (a) with a more efficient approach to institute this preventative maintenance program; and
- (b) it provides access to cutting edge technological advances; and
- (c) significantly decreases the risk of need for the large capital expenditure of a new well; and
- (d) significantly shifts the costs of well rehabilitations out over the contract term; and
- (e) by such items avoids the risk of need and costs of financing such expenditures; and
- (f) provides a guarantee of performance of such wells and rehabs; and
- (g) said purpose or improvements are for the health, wealth, convenience or betterment of the inhabitants of the MPWC service area;
- (h) the amounts to be expended for said purposes or improvements are not unreasonable or exorbitant; and
- (i) it is in the public interest to accomplish such purposes;

NOW, THEREFORE, BE IT RESOLVED by the Commission, on this 13th Day of April 2017 as follows:

Section 1. The application to the Local Finance Board is hereby authorized and approved (the "Application"), and the Chief Operating Officer, and General Counsel, along with other representatives of Commission as necessary, including Bond Counsel are each hereby authorized and directed to prepare and submit such Application and to represent the Commission in matters pertaining thereto;

Section 2. The Secretary of the Commission is hereby authorized and directed to execute a certified copy of this Resolution and for it to be included with the Applications to both the Division (LFB) and the Board (BPU) to obtain their consent as part of such application and to include in the DEP's submission for their review; and

Section 3. The Local Finance Board is hereby respectfully requested to consider such Application and to record its findings, recommendations and/or approvals as provided by the applicable New Jersey Statutes and to cause its consent to be endorsed upon the Services Agreement Authorization; and

Section 4. Upon receipt of such Approvals from the state authorities referenced in the Act or upon expiration of the statutory time period referenced in the Act, the Commission's Chief Operating Officer, Michael Saraceni is authorized to execute the Agreement on behalf of the Commission.

By Resolution and Roll call vote of the Commissioners on April 13, 2017 as follows:

Commissioners:	#YEAs	#NAYs	# ABSTAINs	# Absent
Brennan	X			
German	X			
Johnson	X			
Piperno	X			
Scavuzzo	X			

I hereby certify that the above and the attached is a True and Accurate Copy of the Resolution approved in duly advertised and legally conducted public session as stated on the date listed above.

Date: 4/13/17



George R. Piperno, Esq. Commissioner
& Secretary to the Commission

RESOLUTION ACCEPTING AND AWARDING BIDS FOR WATER MAIN VALVE
INSERTION MACHINE

WHEREAS, the Merchantville- Pennsauken Water Commission (MPWC) in furtherance of its mission to produce, store and supply safe drinking water to its constituents, is in need of equipment to further its ability to provide services and/or materials in an efficient manner with regard to maintenance and improvement of infrastructure; and

WHEREAS, the MPWC caused to have the necessary contracts as set forth below publicly advertised in accordance with the requirements of the Local Public Contracts Act; and

WHEREAS, the engineering and design was done and documents prepared by our engineer; and

WHEREAS, the MPWC through its engineer, advertised for the bid of the materials and services; and gave opportunities for questions and objections; and there being none; and

WHEREAS, bids were received and opened as described in the final documents and

WHEREAS, only one vendor submitted a compliant bid for the contract as specified; and

WHEREAS, the bid(s) have been evaluated by the MPWC and their Engineer, respectively and the recommendations are made as hereinafter provided to the lowest responsible and responsive bidder pursuant to Local Public Contracts Law, N.J.S.A. 40A:11-1, et. seq. and in accordance with the specifications; and

WHEREAS, the MPWC QPA, Joyce Pierce, the designated certifying finance officer having presented the attached certification as to the availability of funds, and contained therein the designated line item as referenced and the appropriate encumbrance thereof in conformance with N.J.A.C.5:30-5.4; and

WHEREAS, the Commissioners based upon the available and supplied information having found the below referenced bidder to be the lowest responsible bidder within the meaning of the Act; and so

NOW, THEREFORE BE IT RESOLVED, by the Commissioners of the MPWC on this 13th day of April 2017, in its duly advertised and publicly held meeting in the Township of Pennsauken, in the County of Camden, that Conditional upon and subject to any further approvals that may be necessary this Commission awards the bid for a:

water main **valve insertion machine** as follows:

to **Water Works Supply Company** at a bid cost of **\$56,909.34**

And that unless the said awardees fail to execute the contract or comply with all requirements as set forth in the bid packages, then all other bids shall upon execution be deemed rejected; and

BE IT FURTHER RESOLVED, that the original of this resolution be kept in the Records of the Commission and upon Commencement of the construction the Clerk of the Townships of Pennsauken and the Borough of Merchantville shall be provided a copy of this resolution.

I hereby certify that this is a True and Accurate Recitation of the Resolution adopted by the Merchantville-Pennsauken Water Commission on the date aforementioned.

Merchantville-Pennsauken Water Commission



George R. Piperno, Esq., Commissioner and
Secretary to the Commission

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION Resolution

ESTABLISHING POLICIES AND PROCEDURES FOR THE USE OF PROCUREMENT CARDS AND AUTHORIZING THE EXECUTION OF A CORPORATE CARD PROGRAM LINKING AUTHORIZATION CONTRACT WITH THE STATE OF NEW JERSEY AND OTHER DOCUMENTATION AS REQUIRED TO IMPLEMENT A PROCUREMENT CARD PROGRAM FOR THE COMMISSION

WHEREAS, N.J.S.A. 40A:5-16(c) permits the use of Procurement Cards and The Merchantville - Pennsauken Water Commission has a need to implement a procurement card program (P-Card) for specific circumstances to be used for certain payments, and

WHEREAS, the statute permits a contracting unit to adopt policies, and permit specifically named employees to use a P-Card for the purchase of goods and services. The transactions must comply with Local Public Contracts Law, N.J.S.A. 40A:11-12, and

WHEREAS, the Treasurer, the Chief Operating Officer and the Designated Qualified Purchasing Agent have recommended that procurement cards be utilized where appropriate for purchases of and/or for the Water Commission; and

WHEREAS, FIA Card Services, N.A., a Bank of America Company, has been awarded to the State of New Jersey contract to provide agencies the ability to purchase goods and services through the use of a P- Card Index#T-1654, Contract #84675, and

WHEREAS, the following internal controls are set for compliance with the statutory authorization and the Local Finance Notice 2013-17 rules will be in place, and

WHEREAS, the law, N.J.S.A. 40A:5-16(c) establishes the specific circumstances when procurement cards can be used; and, the rules adopted by the Local Finance Board governing the use of procurement cards are set forth in N.J.A.C. 5:30-9A; and

WHEREAS, the Commissioners find that a procurement card program would be beneficial to the Commission and wish to authorize their use and establish policies and procedures for their use as required by law; and

WHEREAS, the Commissioners also wish to authorize the Qualified Purchasing Agent to execute a Corporate Card Program Linking Authorization Contract with the State of New Jersey, and other documentation as required to implement a procurement card program for the MPWC.

NOW, THEREFORE BE IT RESOLVED that the Commission hereby adopts the following policies and procedures for the use of procurement cards for purchases of and/or for the MPWC and that the policies and procedures for the use of procurement cards as stated herein shall be included in the MPWC Purchasing Procedures:

PROCUREMENT CARDS

A. How Procurement Cards Can Be Used

1. P-Cards can be utilized for tangible supplies or non-tangible items under the following conditions:

a. When payment to vendors is required in advance of the delivery of certain materials or services that cannot be obtained from any other source at comparable prices. (N.J.S.A. 40A:5-16(c)(1):

- i. Advance payment is required by the vendor;
- ii. Comparable pricing is not otherwise obtainable for such goods or services to be available at the time and place required;
- iii. The QPA and C.O.O and Director of Engineering have all approved such item for purchase from a particular vendor.

b. When ordering, billing and payment transactions for goods and services are made through a computerized electronic transaction (N.J.S.A. 40A:5-16(c)(2):

- i. An order is placed from computer to computer, such as on the Internet or similar computernetwork;
- ii. Vendor requires immediate payment;
- iii. The Qualified Purchasing Agent (QPA) has approved such item for purchase from a particular vendor.

c. When certification is not obtainable (N.J.S.A. 40A:5-16(c)(3)

- i. Certification is not readily obtainable by the contracting unit; but such exceptions shall not include reimbursement of employee expenses or payment for personal services

2. Transactions cannot exceed the amount designated and authorized below.

3. P-Cards cannot be used for the purchase of items or services of a personal nature for employees, volunteers or officials.

B. Procurement Card Program Oversight

1. The Qualified Purchasing Agent (QPA) shall serve in the capacity of program manager if one is so employed and appointed as QPA by the Commission. If the Commission has not appointed a Qualified Purchasing Agent, the Chief Operating Officer (C.O.O.) shall serve in the capacity of program manager.

The program manager shall be responsible for day-to-day oversight and management of supervisory review of procurement card usage. Supervisory review means confirming the propriety and accuracy of P-Card usage by all authorized users.

2. The role of a program manager in overseeing the P-Card program does not exempt that individual from accountability to those above them in the organization.

3. Should the program manager not hold a QPA certification, the maximum threshold on P-Card transactions shall not exceed 15% of the Commission's bid threshold.

4. The program manager and C.O.O. shall assure that internal controls are maintained concerning the integrity of vendor payments, accumulated costs for goods and services as well as other Local Public Contract Law requirements.

5. The C.O.O., the program manager, the Director of Engineering, and all personnel holding a QPA certificate shall receive training in all aspects of the system.

6. The program manager will develop and administer a supervisory review process, identify and manage all risks associated with P-Card use; as well as engage in any other oversight or management duties required to ensure their proper utilization.

7. P-Cards must be issued in the name of a specific individual upon completion of the requisite training, and cannot be issued to personnel who are neither covered by a fidelity bond or a blanket honesty policy held by the local unit (or become ineligible for said coverage after being issued a P-Card).

Violations of policies governing P-Card use shall result in appropriate remedial or disciplinary action.

8. P-Cards shall only be issued in the names of the C.O.O. and the Director of Engineering. No other employee shall have a card issued in their name or authority to use the P-Card.

9. The program manager, C.O.O., Director of Engineering, and all personnel holding a QPA certificate, shall sign an acknowledgement of Procurement card training and agreement to abide by policies and procedures for procurement card usage and said agreement shall be retained by the Commission in their personnel file.

10. The Program Manager shall also ensure that:

- a. all cards have imprinted on them both the users' names and the name of the local unit
- b. the merchant code is accurate;
- c. Sufficient funds are encumbered from the proper accounts to cover any charges the user is authorized to make;
- d. Program participants are aware of the program and approved vendors with whom the cards may be utilized, dependent upon contracts awarded by the governing body;
- e. When applicable and bids are advertised, the bid documents include that the payments may be made by procurement card so the local unit receives in their bid prices any discount for timely payments.

11. All purchases with the P-card shall be approved by both the C.O.O. and the program manager in advance, and reported monthly and separately to the Commission.

12. Purchases by each P-Card user shall be limited to \$3,400.00 per purchase and an aggregate of \$6,000.00 per month per user.

13. Users shall expeditiously provide all receipts to the program manager, who will compare receipts to the computer-generated usage report provided by the card company. Returned material must be reported to the program manager quickly to ensure either the charge is cancelled or the local unit receives proper credit.

14. The C.O.O. and program manager are authorized to create P-Card procedures to assure compliance with these requirements.

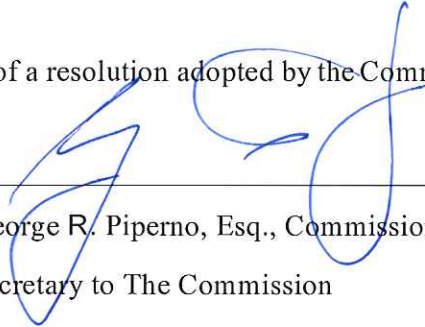
C. Nothing in this policy shall change regulations or requirements pursuant to Local Public Contracts Law (N.J.S.A. 40A: 11-1 etseq.)

BE IT FURTHER RESOLVED that the Commission Designated Qualified Purchasing Agent is hereby authorized to execute a Corporate Card Program Linking Authorization Contract with the State of New Jersey, and other documentation as required to implement a procurement card program for the Merchantville-Pennsauken Water Commission.

ALSO, BE IT RESOLVED, that the Merchantville- Pennsauken Water Commission does hereby authorize the use of a Procurement Card in accordance with the N.J.S.A. 40A:5-16(c) and N.J.A.C. 5:30-9A, and

BE IT FURTHER RESOLVED, that the Merchantville- Pennsauken Water Commission hereby enables and authorizes Michael Saraceni to sign the Linking Authorization Contract with FIA Card Services, N.A. for Procurement Card Services on its behalf.

I hereby certify the foregoing to be a true copy of a resolution adopted by the Commission at a meeting held on June 8, 2017.



George R. Piperno, Esq., Commissioner and
Secretary to The Commission

**MERCHANTVILLE-PENNSAUKEN WATER COMMISSION
RESOLUTION AUTHORIZING ADJUSTMENTS OF COMPENSATION FOR
CERTAIN LISTED EMPLOYEES on Attached List**

WHEREAS, the Merchantville-Pennsauken Water Commission (hereafter the MPWC or Commission) is a public entity and a body politic of the State of New Jersey created pursuant to New Jersey Statutes 40:62-108 et seq.; and

WHEREAS, the Commission has the authority to provide for the orderly and efficient operation of the Commission, finances, and to employ and compensate employees; and

WHEREAS, the Commission met on this 8th of June 2017 while in open public meeting duly organized and advertised and appeared in public session; and had publicly considered and proceeded under the Open Public Meetings Act; and

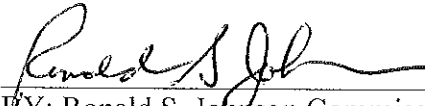
WHEREAS, the Treasurer had chaired a committee of commissioners who entertained recommendations from staff, and made its own considerations, and thereafter said Commissioners made their own recommendations to this assembled body, **and**

NOW, THEREFORE BE IT SO RESOLVED by the MPWC in the COUNTY of Camden, STATE OF NEW JERSEY, That the changes set forth on the attached page for the therein listed employees is HEREBY authorized, effectuated and all appropriate staff are directed to take appropriate actions by the Commissions procedures to implement said compensation payments as of the first full payroll date after July 1, 2017 in accordance with its routine procedures.

The Roll Call Vote of Commissioners* was: 5 Yea; 0 Nay; 0 Abstain; 0 Absent.

I HEREBY CERTIFY THAT THE FOREGOING IS ACCURATE RECITATION OF A RESOLUTION AND VOTE AS ADOPTED BY THE MERCHANTVILLE-PENNSAUKEN WATER COMMISSION, COUNTY OF CAMDEN, AND STATE OF NEW JERSEY AT ITS REGULAR MEETING HELD THE 8TH Day of JUNE, 2017.

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION:


BY: Ronald S. Johnson Commissioner &
Asst. Secretary to the Commission

*The Official Minutes of the MPWC and the Official List of Each Commissioner's Roll Call vote are maintained in the official records of the Commission by the Chief Operating Officer.

EMPLOYEE EVALUATIONS – APRIL 2017 / HOURLY CAREER PATH ADJUSTMENTS MAY 1, 2017

Employee Operations	Current Rate	Proposed Rate	Increase/ Hourly	Promotion	Merit	Balance of Year Impact
Field Supervisors						
Tom Fimple	\$35.59	\$36.34	.75/hr	No	Yes	\$780.00
Chris Kuchera	\$35.59	\$36.34	.75/hr	No	Yes	\$780.00
Treatment Technician						
Sean Fitzgerald*	\$30.21	\$30.96	.75/hr	No	Yes	\$780.00
Construction						
Ryan Magee	\$25.45	\$26.42	.97/hr	No	Yes	\$1,008.80
Gordon Hartson	\$30.09	\$31.59	1.50/hr	No	Yes	\$1,560.00
Joe Hutton	\$21.81	\$23.81	2.00/hr	Yes (C-5 to C-4)	Yes	\$2,080.00
Customer Service						
Colleen O'Brien	\$21.20	\$22.20	1.00/hr	Yes (O-3 to O-2)	Yes	\$1,040.00
Julissa Hernandez	\$16.05	\$17.05	1.00/hr	No	Yes	\$1,040.00
Brandon Raczkowski	\$19.38	\$22.92	\$3.54	No	Yes	\$3,681.60
Finance						
Jeannine Hershey	\$21.18	\$21.87	.69/hr	No	Yes	\$ 717.60
Administration						
Carol Feriozzi	\$21.01	\$22.51	1.00/hr	No	Yes	\$1,040.00
Total						\$14,508.00

*Treatment Tech/Program Coordinator -Maintain Stand-By Pay – Weekends Not on Duty – 2.0 Hours Each – Friday, Saturday & Sunday

RESOLUTION ACCEPTING AND AWARDING BIDS FOR LEASE OF VEHICLES

WHEREAS, the Merchantville- Pennsauken Water Commission (hereafter, MPWC) in furtherance of its mission to produce, store and supply safe drinking water to its constituents, is in need of vehicles in order to provide the services, transport personnel and materials and generally to perform its operations; and

WHEREAS, the staff having collectively evaluated and made recommendations to the Commissioners and the Commissioners having directed that leasing vehicles appeared to be the superior option for the Commission at this time; and

WHEREAS, the MPWC caused to have the necessary contracts as set forth below publicly advertised in accordance with the requirements of the Local Public Contracts Act; and

WHEREAS, the MPWC advertised for the bid of the materials/services; and gave opportunities for questions and objections; and there being none; and

WHEREAS, bids were received and opened as described in the final documents and

WHEREAS, although multiple parties requested accepted bids packages for the contract, only Acme ultimately submitted a Bid, doing so under the or equivalent clause; and

WHEREAS, the bid(s) have been evaluated by the MPWC, and the recommendations are made as hereinafter provided to the lowest responsible and responsive bidder pursuant to Local Public Contracts Law, N.J.S.A. 40A:11-1, *et. seq.* and in accordance with the specifications; and

WHEREAS, the bid was made both with and without a maintenance package; and

WHEREAS, the Commissioners based upon the available and supplied information having found the below referenced bidder to be the lowest responsible bidder within the meaning of the Act, and the Commissioners deciding that the maintenance can likely be obtained for a better value; and so

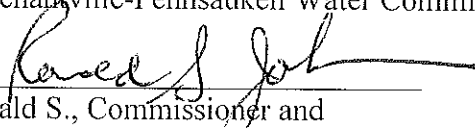
NOW, THEREFORE BE IT RESOLVED, by the Commissioners of the MPWC on this 8th day of June 2017, in its duly advertised and publicly held meeting in the Township of Pennsauken, in the County of Camden, that Conditional upon and subject to any further approvals that may be necessary this Commission awards the Lease for vehicles to:

ACME Auto Leasing, LLC for Five (5) Dodge Ram Pick-Ups for a total of \$2,075.00 per month for 36 months (without maintenance) inclusive of 15,000 miles per vehicle per year

unless the said awardees fail to execute the contract or comply with all requirements as set forth in the bid packages, then all other bids shall upon execution be deemed rejected; and

BE IT FURTHER RESOLVED that the original of this resolution be kept in the Records of the Commission. I hereby certify that this is a True and Accurate Recitation of the Resolution adopted by the Merchantville-Pennsauken Water Commission on the 8th of June 2017.

Merchantville-Pennsauken Water Commission



Ronald S., Commissioner and
Asst. Secretary to the Commission



MERCHANTVILLE-PENNSAUKEN WATER COMMISSION


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

Joyce Peirce
Financial Services Director

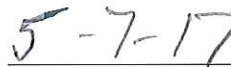
CERTIFICATE OF AVAILABILITY OF FUNDS

I, Joyce Peirce, Director of Finance, for the Merchantville-Pennsauken Water Commission, hereby certify that the funds are available for the Contract 20-2017, for a 3-Year Lease of 5 Vehicles. The contract was awarded to Acme, in the amount of \$2,075.00 per month. The Lease is for a 3 year period without maintenance. The total for each year will be \$24,900.00.


Budgeted Amount \$33,000.00
General Ledger Acct. # 01-5410-010 Vehicle Lease




Michael A. Saraceni, COO



Date



Joyce Peirce, Director of Finance



Date

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

REORGANIZATION RESOLUTION OF THE COMMISSION appointing and DESIGNATING its OFFICERS for the Coming COMMISSION YEAR

WHEREAS, this Water Commission, a governmental entity and corporate politic of the State of New Jersey was created on July 1, 1926 by the Supreme Court Justice in accordance with the statute and on application jointly by the Borough of Merchantville and the Township of Pennsauken pursuant to L. 1923 c. 195, now known as N.J.S. 40:62-108 *et seq.* and thereafter permanent created in its present form in 1942 pursuant to the agreement between Merchantville Borough and the Township of Pennsauken; and

WHEREAS, the Merchantville Pennsauken Water Commission pursuant to the Laws of the State of New Jersey under N.J.S. 40:62-108 *et seq.* and the relevant acts amendatory and supplemental thereto, and the 1942 agreement between the founding municipalities provides that the commissioners newly appointed thereto shall be sworn in and the Commission reorganized and officers elected among them for the coming year of the Commission, and the Commissioners having reorganized in Public meeting duly advertised do hereby after vote appoint the following to the positions as follows for the next year, or until replaced in accordance with the statutes and by-laws:

PRESIDENT- Joseph Scavuzzo

VICE-PRESIDENT- Patrick Brennan

TREASURER- G. Burton German

SECRETARY- George R. Piperno, Esq.

ASST. TREASURER & ASST. SECRETARY – Ronald S. Johnson

By Resolution and vote of the Commissioners on July 13, 2017; Result of Roll call Vote:

Commissioners:	#YEAS	#NAYs	# ABSTAINs	# Absent
Brennan	X			
German				X
Johnson	X			
Piperno	X			
Scavuzzo	X			

Date: July 13, 2017



Ronald S. Johnson, Commissioner & Asst. Secretary to the Commission

SEAL

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

RESOLUTION ADOPTING A CASH MANAGEMENT PLAN FOR THE 2017-18
COMMISSION YEAR

WHEREAS, the Cash Management Plan of the Merchantville-Pennsauken Water Commission for the reorganization period beginning July 13, 2017 and ending July 2018 has been presented for adoption before the governing body of the Merchantville-Pennsauken Water Commission at its open public meeting of July 13, 2017; and

WHEREAS, the New Jersey Statute NJ.S.A. 40A5-14 requires the establishment of a Cash Management Plan in accordance with the requirements of NJ.S.A. 40A5-14, *et seq*; and

WHEREAS, the Administrative Code at N.J.A.C.5:31-3.1 also require same; and

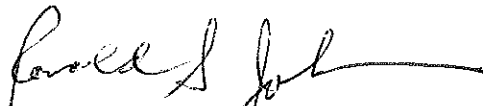
WHEREAS, the Cash Management Plan as attached and presented for adoption reflects the total funds and accounts covered by the Plan; and

WHEREAS, same does hereby adopt and incorporate by reference the P-Card resolution and procedures passed by the Commission on June 8, 2017; and

WHEREAS, law and regulation and the public trust which is placed in this governmental entity require that monies held in any separate fund, i.e., operating fund general fund, capital fund, trust fund, and all escrow accounts shall be treated as monies held in trust, and shall not be diverted to any other purpose; and

NOW THEREFORE, BE IT RESOLVED by the governing body of the Merchantville-Pennsauken Water Commission, at an open public meeting held on July 13, 2017 that the Cash Management Plan of the Merchantville-Pennsauken Water Commission which is attached and is hereby adopted for the Commission Year period beginning July 13, 2017.

Merchantville-Pennsauken Water Commission By:



Ronald S. Johnson, Asst. Secretary

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

CASH MANAGEMENT PLAN

RE-ORGANIZATION PERIOD

JULY 1, 2017 TO JUNE 30, 2018

Pursuant to the requirements of N.J.S.A. 40A5-14, et. seq., the following is the Cash Management Plan the Merchantville-Pennsauken Water Commission Utilities Commission for the fiscal year indicated above.

I. Identification of Funds and Accounts to Be Covered By the Plan.

- a. Revenue Money Market
- b. Operating Checking
- c. Payroll Checking
- d. Legal/Court Fees
- e. Change Fund (Cash Drawers)
- f. Petty Cash Fund
- g. Escrow Fund
- h. Bond Funds
- i. Investments
- j. P-Card Purchases (Resolution 2017-07 / 6-8-2017)**

II. Designation of Individuals Authorized to Make Deposits

- a. Chief Operating Officer
- b. Director of Finance, or her/his designee(s)

III. Designation of Depositories

The designation of depositories shall be made by resolution at the annual reorganization meeting of the Commission. The resolution may be amended or supplemented as deemed by the Commission, they are;

PNC; Bank of America; Sun National; TD Bank; BB&T; Hudson City Savings Bank; Beneficial Savings Bank; First Colonial Community Bank; Audubon Savings; Haddon Savings Bank ;Republic Bank; Santander Bank; New Jersey Cash Management and any other Bank/Financial institution deemed necessary by the Treasurer and approved by the Commission during the year.

IV. Deposit Policies

All Commission funds received by any official or employee shall be deposited within 48 hours to an interest bearing account in the name of the Commission.

V. Accounts Held by the Trustee

The accounts will be various according to the covenant of the bond or bond anticipation note issue or other lender.

Approved by Commission – July 13, 2017



VI. Investment Policies

It shall be the responsibility of the Director of Finance, under the direct supervision of the Treasurer, to analyze the cash flow and to invest funds in legal investments so as to maximize interest earnings. When investing funds in commercial savings banks, savings and loans, etc., the Director of Finance shall obtain a minimum of two (2) quotations and shall invest at the institution offering the highest effective rate. The Director of Finance may recommend which type of legal investment will best serve the needs of the Commission and upon approval by the Treasurer is hereby authorized to place the funds in any such legal investments unless otherwise restricted by bond or loan covenant of the Commission.

The Director of Finance shall report monthly all of the investment transactions to the Commission as required by N.J.S.A. 40A:5-15.2.

VII. Securities Which May Be Purchased By or On Behalf of the Commission

- a. Certificates of Deposit
- b. United States Treasury Bills or Notes

VIII. Disbursement Policies

No Commission funds shall be disbursed by the Director of Finance prior to the approval of the Commission except for:

- a. Debt Service Payments
- b. Payroll and Payroll Withholdings
- c. Petty Cash - \$500.00

IX. Designation of Individuals Authorized to Sign Checks for Disbursements

The designation of individuals authorized to sign checks for disbursements shall be made by resolution at the annual reorganization meeting of the Commission. The signatures of the following Commissioners shall be required on all checks issued for disbursement of monies:

- a) Treasurer or Assistant Treasurer and President or Vice-President
- b) Chief Operating Officer or Director of Engineering (Payroll Account Only)
- c) Vice-President, Treasurer, Assistant Treasurer, **C.O.O. and Director of Engineering (Legal/Court Fees Only)**

X. Cancellation of Outstanding Checks

Outstanding checks shall be addressed as follows:

- a) Checks not cashed at the monthly bank account reconciliation (statement) shall be left open until the following statement, if still not cashed, the Director of Finance shall;
 1. Wait until the next statement is received and ascertain if the check was cashed, if still not cashed, then;
 2. The Director of Finance shall notify the vendor (in writing) of the check number, date and amount that has not been cashed and 1) if they never received the check, they are directed to sign the enclosed affidavit and return it. Upon receipt, the check will be voided and a new one issued and 2) should they still have the check, they will be

directed to cash the check immediately or the check will be cancelled on the date specified in the notification.

XI. Conflict of Interest

Any official of the Commission involved in the designation of the depositories, or in the authorization for investments as permitted pursuant to the Plan, or any combination of the proceeding, who has a material, business, or personal relationship with the organization, shall disclose that relationship to the Commission as appropriate.

XII. Approval, Amendment, and Administration of the Plan

Cash Management Plan shall be approved annually by resolution and may be amended in order to reflect changes in Federal or State law or regulations, or in the designation of depositories, funds, investment instruments, or the authorization for investments. The Chief Operating Officer shall be charged with administering the Plan; however, any amendments to the plan shall be approved by the Treasurer on behalf of the Commission prior to implementation. The Director of Finance shall deposit or invest the monies of the Commission as designated or authorized by the Plan, and shall, thereafter, be relieved of any liability for loss of such monies due to the insolvency or closing of any depository designated by, or the decrease in value of any investments authorized by the Plan.

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

RESOLUTION DESIGNATING DEPOSITORY FOR OPERATING/CHECKING ACCOUNTS AND FUNDS OF THE COMMISSION AND DESIGNATING SIGNATORIES FOR SUCH ACCOUNTS/INSTRUMENTS AND FOR PAYROLL ACCOUNT

WHEREAS, the Merchantville Pennsauken Water Commission pursuant to the Laws of the State of New Jersey under L. 1923 c. 195, now known as N.J.S. 40:62-108 et seq. and the relevant acts amendatory and supplemental thereto, provides that monies held in any separate fund, i.e., operating fund general fund, capital fund, trust fund, and all escrow accounts shall be treated as monies held in trust, and shall not be diverted to any other purpose.

Now, therefore, be it resolved that MPWC hereby and until further notice designates:

1st Colonial Community Bank of Collingswood

and including all banks/Financial Institution located in the State of New Jersey shall be the depository for the general operating / checking account of the Commission and Signatories on the accounts shall be as follows AND Two of the following must sign all disbursements:

The Account/Instruments must be signed by two individuals,

Which must include ONE of the following:

Treasurer of the Commission, G. Burton German, **or**
Assistant Treasurer of the Commission, Ronald Johnson


and also One of the Following:

President of the Commission, Joseph Scavuzzo, **or**
Vice-President of the Commission, Patrick Brennan

Except for the regular PAYROLL ACCOUNT and for the Special Legal Account of the Commission where only one signature is required from any of:

Michael Saraceni, C.O.O., **or**
Richard Spafford, Engineering Director, **or**
Joseph Scavuzzo, **or**
G. Burton German, as authorized signatures for the MPWC **Payroll Account**

By Resolution and vote of the Commissioners on July 13, 2017.



Ronald S. Johnson, Commissioner and Asst. Secretary to the Commission

SEAL

The Official Minutes of the MPWC and the Official List of Each Commissioner's Roll Call vote are maintained in the official records of the MPWC by the Chief Operating Officer.

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

REORGANIZATION RESOLUTION DESIGNATING DEPOSITORIES FOR ACCOUNTS AND FUNDS OF THE COMMISSION FOR THE COMING COMMISSION YEAR

WHEREAS, the Merchantville Pennsauken Water Commission pursuant to the Laws of the State of New Jersey under L. 1923 c. 195, now known as N.J.S. 40:62-108 et seq. and the relevant acts amendatory and supplemental thereto, provides that monies held in any separate fund, i.e., operating fund general fund, capital fund, trust fund, and all escrow accounts shall be treated as monies held in trust, and shall not be diverted to any other purpose.

THEREFORE, BE IT RESOLVED HEREBY, THAT the Merchantville-Pennsauken Water Commission Resolves that:

Audubon Savings Bank; Bank of America; BB&T; Beneficial Savings; First Colonial Community Bank of Collingswood; Haddon Savings Bank; Hudson City Savings Bank; PNC; Republic Bank; Santander Bank; Sun National Bank; TD Bank; and The State of New Jersey Cash Management Fund

and any other Bank/Financial institution deemed necessary by the Treasurer and approved by the Commission during the year including all banks/Financial Institution authorized and located in the State of New Jersey may hereby be a depository for all current funds of the Merchantville-Pennsauken Water Commission.

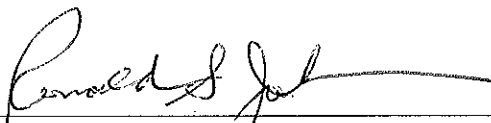
1. That the MPWC is authorized to apply, to participate in, and is legally authorized by its governing body to participate in the State of New Jersey Cash Management Fund; and

2. The Treasurer, Assistant Treasurer, or the Chief Operating Officer of the MPWC is authorized to execute any necessary documentation to effectuate same. These persons are authorized to purchase and sell participation in the Fund for the account of the participant, and written notification will be made promptly of any change in the authorized personnel.

3. The participant accepts the terms and conditions of the administration of the Fund as established in the regulations promulgated by the State Treasurer, pursuant to P.L. 1977, c. 281 *et seq.* or by subsequent amendment thereto.

I hereby certify this to be an accurate and true recitation of the Unanimous Resolution arrived at and voted by the Commissioners present on July 13, 2017.

Date: 7/13/17



Ronald S. Johnson, Commissioner and
Asst. Secretary to the Commission

SEAL

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

RESOLUTION Authorizing A PETTY CASH FUND to Be Managed By the Director Of Finance and the Chief Operating Officer

WHEREAS, the Merchantville Pennsauken Water Commission pursuant to the Laws of the State of New Jersey under L. 1923 c. 195, now known as N.J.S. 40:62-108 et seq. and the relevant acts amendatory and supplemental thereto, and

WHEREAS, the New Jersey statutes N.J.S.A.40A:5-14 requires the adoption of a cash management plan; and

WHEREAS, the Administrative code at N.J.A.C. 5:31-3.1 also require same; and

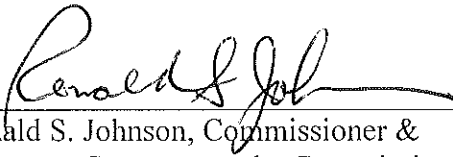
WHEREAS, law and regulation and the public trust which is placed in this governmental entity require that monies held in any separate fund, i.e., operating fund general fund, capital fund, trust fund, and all escrow accounts shall be treated as monies held in trust, and shall not be diverted to any other purpose; and

WHEREAS, the Commission must also operate effectively and efficiently, and must be able to handle and expend some operating funds where appropriate in small amounts between Commission meetings; and

THEREFORE, IT IS HEREBY RESOLVED by the Commission that in accordance with the Commission's Cash Management Plan which is hereby reapproved; and:

BE IT FURTHER RESOLVED THAT The Commission hereby authorizes and establishes from its general operating revenues/accounts a monthly Petty Cash Fund which shall be administered and maintained by the Chief Operating Officer, Michael Saraceni and Director of Finance Joyce Pierce and shall not exceed \$500.00 in expenditures per month until further order of the Commission.

By Resolution and vote and adopted at the Public Meeting of Commissioners on July 13, 2017,

Date: 7/13/17 
Ronald S. Johnson, Commissioner &
Asst. Secretary to the Commission

SEAL

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

**RESOLUTION DESIGNATING AND AUTHORIZING SIGNATORIES FOR
MERCHANTVILLE-PENNSAUKEN WATER COMMISSION
Flexible Spending/ Section 125 ACCOUNTS**

WHEREAS, the Merchantville Pennsauken Water Commission pursuant to the Laws of the State of New Jersey under L. 1923 c. 195, now known as N.J.S. 40:62-108 et seq. and the relevant acts amendatory and supplemental thereto, provides that monies held in any separate fund, i.e., operating fund general fund, capital fund, trust fund, and all escrow accounts shall be treated as monies held in trust, and shall not be diverted to any other purpose except by majority vote of Commissioners; and

WHEREAS, said authorizing statute also provides for the MPWC to have the authority to handle and direct funds for the benefit of the Commission; and

WHEREAS, P.L. 2011, Chapter 78 has required that all public employers establish Flexible Spending accounts for pre-tax dollars pursuant to Section 125 of the IRS Code; and

WHEREAS, the MPWC has establish both a medical healthcare FSA as well as a Dependent Care FSA; and

WHEREAS the MPWC has established a separate bank account for funding of such at 1st Colonial National Bank; and/or any other bank it may so decide or chose to use in addition to or instead of same; and


WHEREAS the MPWC in order to permit the efficient routine authorized transactions and to permit administrative authorization to avoid delays in processing, to permit the administrator access to the MPWC funds without permitting them access to the MPWC general funds, and to segregate such funds;

THEREFORE, IT IS HEREBY RESOLVED BY THE MERCHANTVILLE-PENNSAUKEN WATER COMMISSION as follows:

Chief Operating Officer, **Michael A. Saraceni**, or Director of Engineering, **Richard Spafford**, or President of the Commission, **Joseph Scavuzzo**, or Treasurer of the Commission, **G. Burton German** are HEREBY authorized as individual signatories on the account at 1st Colonial National Bank to sign FSA account checks, transfers, and disbursement authorizations to the extent such is required. **(ONLY One REQUIRED)**

I HEREBY CERTIFY THAT THE FOREGOING IS ACCURATE RECITATION OF A UNANIMOUS RESOLUTION AND VOTE AS ADOPTED BY THE MERCHANTVILLE-PENNSAUKEN WATER COMMISSION, COUNTY OF CAMDEN, AND STATE OF NEW JERSEY AT ITS REGULAR MEETING HELD ON July 13, 2017.

Date: July 13, 2017



Ronald S. Johnson, Commissioner &
Asst. Secretary to the Commission

SEAL

MERCHANTVILLE PENNSAUKEN WATER COMMISSION

REORGANIZATION RESOLUTION FOR OFFICIAL PUBLIC NOTICES AND DESIGNATING NEWSPAPERS AND WEBSITES OF THE COMMISSION

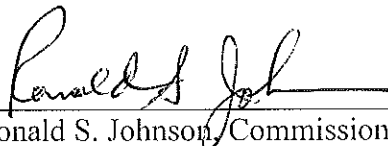
WHEREAS, the "OPEN MEETINGS ACT" requires that advance posting of written notice of meetings of the Authority in one (1) public place designated by Resolution, and mailed to all persons requesting a copy of the same upon payment of an established fee.

NOW THEREFORE, BE IT RESOLVED by the Merchantville Pennsauken Water Commission as follows:

- (1) All advance written notices of the Commission meetings shall be forwarded to:
 - a. the Clerks of the Municipalities in service area for dissemination and posting on the bulletin Board located in all Four (4) Municipal Buildings, and
 - b. also posted on the MPWC lobby and
 - c. on the MPWC website,
 - d. as well as be made available for posting on the website of Pennsauken Township and
 - e. made available for posting on the website of the Borough of Merchantville and the Merchantville Community website.
- (2) Advance written notices of Authority meetings shall be provided to the following newspapers: Courier-Post, Philadelphia Inquirer, The Retrospect, and All Around Pennsauken.
- (3) All advance written notices of Commission meetings throughout the year shall be mailed to all persons requesting a copy of the same after payment by such person (s) of a fee at a maximum allowed by Law. News media shall be exempt from such fees.
- (4) The schedule of regular official Commission meetings and regular Commission work sessions for the period from and after this reorganization meeting in July 2017 shall be in accordance with the ACCOMPANYING list designating the dates, times and places of meetings.

This Resolution Adopted by the Vote of the Commissioners in Public Session on July 13, 2017.

The undersigned hereby attest to the above as having been duly adopted by unanimous approval of all Commissioners present on the afore noted date.

By: 

Ronald S. Johnson, Commissioner &
Asst. Secretary to The Commission

SEAL

MERCHANTVILLE PENNSAUKEN WATER COMMISSION

REORGANIZATION RESOLUTION ESTABLISHING THE MEETINGS DATES AND TIMES FOR THE NEW COMMISSION AND THE NEW COMMISSION YEAR

NOTICE OF ANNUAL SCHEDULED MEETINGS

Notice is hereby given by the Merchantville-Pennsauken Water Commission of the following list of regular meetings of the Commission normally held on the **second Thursday of each month**, and until the next regular Reorganization meeting at the second Thursday in JULY 2018.

REGULAR MONTHLY OFFICIAL PUBLIC MEETINGS

All such meetings, unless otherwise indicated, shall be held at **4:00 PM** in the G. Burton German Meeting Room at the Headquarters of the Merchantville Pennsauken Water Commission at 6751 Westfield Ave., Pennsauken, NJ. Formal action may be taken at such meetings on any business coming before the Commission on the dates and times:

ON THE LIST ATTACHED HERETO

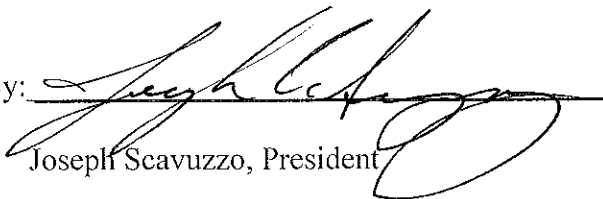
The July 12, 2018 Reorganization meeting shall be held at 4:00 PM and Regular Business Meeting shall commence immediately thereafter.

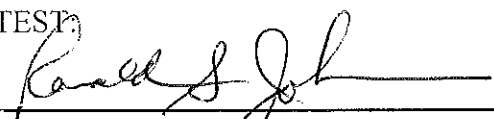
Formal official action is intended to be taken at all such meetings on all business involved with and coming before the Commission.

These Official meeting dates are HEREBY ADOPTED By Resolution and vote of the Commissioners on July 13, 2017 by the Roll Call Vote of Commissioners.

The undersigned hereby attest to the above as having been duly adopted by unanimous approval of all Commissioners present on the date aforementioned.

SEAL

By: 
Joseph Scavuzzo, President

ATTEST:
By: 
Ronald S. Johnson, Asst. Secretary

Pursuant to the requirements of "The Open Public Meetings Act", Chapter 231, P.L. 1975, the following is the **Annual Notice of Public Meetings of the Merchantville-Pennsauken Water Commission.**

Meeting Location: 6751 Westfield Avenue, Pennsauken, NJ 08110

Meeting Time: 4:00 PM

Meeting Dates: August 10, 2017
September 14, 2017
October 12, 2017
November 9, 2017
December 14, 2017 **(9:30 AM)**
January 11, 2018
February 8, 2018
March 8, 2018
April 12, 2018
May 10, 2018
June 14, 2018
July 12, 2018 (REORGANIZATION)

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

**RESOLUTION OF THE COMMISSION APPOINTING A PUBLIC AGENCY
COMPLIANCE OFFICER**

WHEREAS, The Public Contracts Law (N.J.S.A. 40A: 11.1 *et seq*) requires that Public Bodies award contracts subject to certain conditions and restrictions and require certain submissions to the public agency; and

WHEREAS one such requirement is that all regulations be met with regard to the laws regarding both employing and reporting and filing regarding employees of any vendors or contractors of public entities; and

WHEREAS the appointment of a compliance officer is required for the purpose of ensuring all those individuals and corporations who have contracts with the Merchantville-Pennsauken Water Commission comply with all Equal Opportunity rules and regulations and other state and federal requirements; and

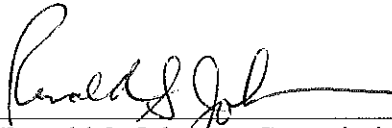
THEREFORE, BE IT RESOLVED, that the Merchantville-Pennsauken Water Commission in Public meeting, properly advertised and held this date in the Township of Pennsauken, in the County of Camden, New Jersey, is hereby appointing the following to serve in the designated position for a one (1) year term commencing today until replaced.

Public Agency Compliance Officer:
Michael Saraceni, Chief operating Officer

This Resolution shall take effect immediately upon adoption this 13th day of July, 2017.

I hereby certify that this is a true copy of a Resolution adopted by the Merchantville-Pennsauken Water Commission on July 13, 2017.

Merchantville-Pennsauken Water Commission

By: 

Ronald S. Johnson, Commissioner &
Asst. Secretary of The Commission

SEAL

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

**RESOLUTION GRANTING AND DESIGNATING THE AUTHORITY TO EXECUTE
NJDEP AND EPA APPLICATIONS**

WHEREAS, the Merchantville-Pennsauken Water Commission has granted permission for the the Chief Operating Officer or the Director of Engineering of the Authority to execute NJDEP and EPA Applications.

THEREFORE By These Presents, the Authority hereby designates its

Chief Operating Officer, Michael Saraceni; and/or
Director of Engineering, Richard Spafford

as the authorized representative of this Authority to take all action in all matters relating to the NJDEP and EPA Applications.

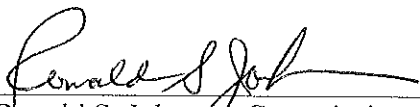
Either Authorized Representative may be contacted at the following address:

Merchantville-Pennsauken Water Commission.
6751 Westfield Ave.
Pennsauken, NJ 08110

This Resolution shall take effect immediately upon adoption on this 13th day of July, 2017 and continue until further notice.

I hereby certify that this a true copy of a Resolution adopted by the Merchantville-Pennsauken Water Commission on July 13, 2017.

Merchantville-Pennsauken Water Commission

By: 

Ronald S. Johnson, Commissioner &
Asst. Secretary to The Commission

SEAL

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

RESOLUTION AUTHORIZING THE MPWC TO PURCHASE UNDER STATE CONTRACT AND UNDER CAMDEN COUNTY COOPERATIVE PRICING SYSTEM or other approved Cooperatives

WHEREAS, the Merchantville-Pennsauken Water Commission of the Township of Pennsauken, in the County of Camden, State of New Jersey, pursuant to N.J.S.A. 40A 11-12 (a) and N.J.A.C. 5:34-7.29 (c) may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Merchantville-Pennsauken Water Commission of the Township of Pennsauken, in the County of Camden, State of New Jersey, pursuant to N.J.S.A. 40A 11-11 (5) and N.J.A.C. 5:34-7.29 (c) may by resolution and without advertising for bids, purchase any goods or services under a properly authorized Cooperative Purchasing Program for any contracts entered into on behalf of that approved Cooperative Pricing System; and

WHEREAS, NJSA 40:11-11(5) authorizes contracting units to establish and enter into Cooperative Pricing Agreements; and

WHEREAS by Resolution adopted October 26, 1995, The Board of Chosen Freeholders of the County of Camden established the Camden County Cooperative Pricing System with the County of Camden as the Lead Agency, and the MPWC on March 13, 2014 passed Resolution 2014-08 joining said Cooperative Pricing System and such joinder has been approved by NJ DCA; and

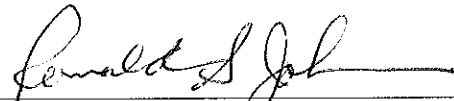
WHEREAS, the Merchantville-Pennsauken Water Commission has the need on a timely basis to purchase goods/services utilizing State contracts or those from the County Cooperative System; and

NOW, THEREFORE, BE IT RESOLVED that the Merchantville-Pennsauken Water Commission authorizes the purchase of certain goods and services from any approved cooperatives or processes and therein approved contract vendors, pursuant to all the conditions of the relevant contracts; and

BE IT FURTHER RESOLVED by the Merchantville-Pennsauken Water Commission that, pursuant to the N.J.A.C. 5:30-5.5 (b), the certification of available funds shall be certified at as the goods or services are called for prior to placing the order, and a certification of availability of funds supplied by the QPA/Purchasing Agent and via authorized purchase order; and

BE IT FURTHER RESOLVED, that the duration of this authorization shall be until further Resolution of this Commission or upon the expiration of the vendor's relevant contract, whichever event first occurs.

I hereby certify that this is a true copy of a Resolution adopted by the Merchantville-Pennsauken Water Commission on July 13, 2017.

By 
Ronald S. Johnson, Commissioner &
Asst. Secretary to the Commission

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

**RESOLUTION TO SET THE COMMISSION'S BID THRESHOLD AND TO
AUTHORIZE AGENTS FOR PURCHASES UNDER BID THRESHOLD**

WHEREAS, the Merchantville-Pennsauken Water Commission (hereafter the MPWC or Commission) is a public entity and a body politic of the State of New Jersey created pursuant to New Jersey Statutes 40:62-108 et seq.; and

WHEREAS, the Commission has the authority and the duty to provide for the orderly and efficient operation of the Commission, finances, and water supply and quality; and

WHEREAS, the Commission on this date while in open public meeting duly advertised by the Commission appeared in public session; and had publicly considered and proceeded under the Open Public Meetings Act;

WHEREAS, N.J.S.A. 40A:11-3 supplementing and amending the New Jersey Statutes allows local contracting units to increase the bidding threshold to the limit set by the Governor; and

WHEREAS, the State has raised the thresholds for both bidding and quotes (15% of bid threshold) under the Local Public Contracts Act if a local entity has a certified QPA , and the MPWC desires to continue to set its thresholds to those maximums as they increase ; and

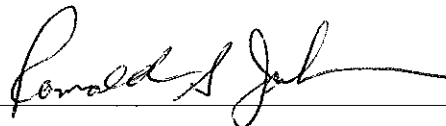
WHEREAS, employee Joyce Pierce, has been certified by the state as a QPA and the MPWC appoints her to the position of the Commission QPA and along with the Designated Commission Agent, Michael Saraceni, are together authorized to secure purchases of items under the bid threshold in accordance with Commission practice and procedure:

NOW, THEREFORE, BE IT RESOLVED on this 13th Day Of July by the **MERCHANTVILLE-PENNSAUKEN WATER COMMISSION** that the Bid threshold is hereby set at the maximum permitted by N.J.S.A.40A11-3, and currently pursuant to N.J.A.C. 5:34-5.2, The COMMISSION HEREBY SETS THE BIDDING THRESHOLD AT \$40,000.00, and the quote threshold at 15% of that bid threshold, so long as that permission and regulation shall be in place and this government agency shall qualify and as set forth by the NJ DCA.

BE IT FURTHER RESOLVED that the Agents listed above shall have the authority, responsibility and accountability for the purchasing activity for the COMMISSION subject to the approval and signature on all contracts of the Chief Operating Officer as set forth in Resolution 2011-27.

I HEREBY CERTIFY THAT THE FOREGOING IS A TRUE COPY OF A RESOLUTION ADOPTED BY THE MERCHANTVILLE-PENNSAUKEN WATER COMMISSION, COUNTY OF CAMDEN, AND STATE OF NEW JERSEY AT A REGULAR MEETING HELD ON July 13, 2017.

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION:



Ronald S. Johnson, Commissioner and Asst. Secretary to the Merchantville-Pennsauken Water Commission

MERCHANTVILLE PENNSAUKEN WATER COMMISSION

RESOLUTION FOR ADOPTION OF ANNUAL CONTRACTS WITH CERTAIN PROFESSIONALS AND QUALIFICATION OF OTHERS PURSUANT TO FAIR & OPEN PROCEDURES

WHEREAS, there exists a need for the MPWC to procure the certain licensed professional services from professionals deemed qualified from announced and publicly advertised criteria: and

WHEREAS, the service of the professional services are authorized to be engaged without bidding as a professional service under the Local Public Contract Law because such services are to be respectively performed by a person or persons authorized by law to practice a recognized profession which is regulated by law and it is not prudent or possible to simply obtain bids; and

WHEREAS, the need for such services were publicly advertised with criteria and qualifications made public in advance and an Open and public return date with all applications opened publicly and

WHEREAS, the Local Public Contracts Law, NJSA 40A:11-1, *et. seq.* authorizes qualification of such professionals and pursuant to the State’s Local Unit Pay-to-Play, N.J.S.A. 19:44A-20.4 *et seq.*, establishes a “fair and open” process compliant with the rules and restrictions set forth therein which requires a resolution authorizing the qualification and/or award of contracts for professional services after established criteria and publicly advertised, and the Commission having done so; and

NOW, THEREFORE, the Commission finds that it has proceeded in accordance with the procedures required under New Jersey law for appointment under the Fair and Open Process which it hereby deems this to have been; and

FURTHER BE IT RESOLVED in duly advertised Public Meeting as follows:

Section 1: President, and Secretary are hereby authorized and directed to execute all necessary contracts to engage the following professionals who were each the sole respondents to the publicly advertised RFP’s for the Commission year subject to reaching acceptable terms and conditions in contract language:

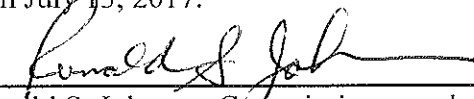
- (a) Insurance BROKER of Record: Conner Strong & Buckelew, Marlton, NJ
- (b) AUDITOR: Bowman & Company, Voorhees, NJ 08043
- (c) Employee Benefits Broker of Record: Conner Strong & Buckelew, Marlton, NJ
- (d) Bond Counsel: Parker McCay, Mt. Laurel, NJ
- (e) Accountants/ Consultants Your Part Time Controller, Philadelphia, PA

And hereby finds the following to have met the Qualifications to be included the qualified pool from which the Commission will receive proposals to select the professional and engage on an as needed per project basis at the discretion of the Commissioners and subject to reaching acceptable terms and conditions in contract language for retention as professionals:

- (f) Engineers: CME Associates, Camden, NJ
T&M Associates, Moorestown, NJ
Pennoni Associates, Haddon Heights, NJ
Remington & Vernick, Haddonfield, NJ

Section 2: The MPWC hereby finds that above complies with the Open & Fair procedures, with the provisions of the Open Public Meetings Act, NJ ELEC law and regulations, and is hereby qualified and thereby authorized to contract to perform professional services, respectively, pursuant to criteria previously established and advertised and to negotiate and enter contracts with these professionals as deemed necessary and on a project basis, and

The undersigned hereby attest to the above as having been duly adopted by unanimous approval of all Commissioners present on July 13, 2017.

By: 
Ronald S. Johnson, Commissioner and Asst. Secretary to the Commission

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

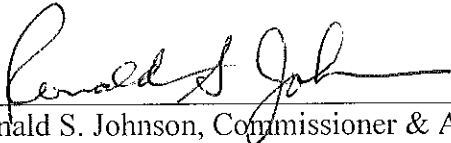
**REORGANIZATION RESOLUTION OF THE COMMISSION REESTABLISHING
EMPLOYEE AWARDS PROGRAM AND APPOINTING AND DESIGNATING
EMPLOYEE AWARDS COMMITTEE for the Coming COMMISSION YEAR**

WHEREAS, this Water Commission, a governmental entity and corporate politic of the State of New Jersey was created on July 1, 1926 by the Supreme Court Justice in accordance with the statute and on application jointly by the Borough of Merchantville and the Township of Pennsauken pursuant to L. 1923 c. 195, now known as N.J.S. 40:62-108 *et seq.* and thereafter permanent created in its present form in 1942; and

WHEREAS, the Merchantville Pennsauken Water Commission pursuant to the Laws of the State of New Jersey under N.J.S. 40:62-108 *et seq.* and the relevant acts amendatory and supplemental thereto the Commission is a public entity that chooses pursuant to establish a Public Employees' Awards Program and Designating a Public Employees' Awards Committee in accordance with and pursuant to N.J.S.A. 40A:5-31.

THEREFORE, BE IT HEREBY RESOLVED by this Commission on this date that the following are appointed so that Brandy Eisenmann and Joyce Peirce each beginning 1st year of 3 yr. term) are hereby appointed to the Committee so that the Committee shall now consist of the Following: Commissioner Johnson (1 year term), along with the current Commissioner Scavuzzo (beginning 2nd Year of 2 year appointment), Mr. Saraceni (beginning 2nd Year of two year term), in accordance with the statute until further resolution or appointment being made to the committee by the Commissioners.

Resolved by Resolution and vote of the Commissioners on July 13, 2017.



Ronald S. Johnson, Commissioner & Asst. Secretary to the
Commission

RESOLUTION NO. 2017-24

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

**RESOLUTION AUTHORIZING AGREEMENT WITH SPRINT AND US TANK
AS A ONE-TIME MODIFICATION OF LEASE TERMS REGARDING
TELECOMMUNICATIONS ANTENNAE AND TANK PAINTING AND
GRANTING FUTURE CONCESSIONS TO ACHIEVE SAME**

WHEREAS, after public bid in accordance with both the laws of the State of New Jersey and prior formal Resolution of this Commission Sprint Spectrum (“Sprint”) was awarded a lease for the Commission property at the National Highway Water Tank; and

WHEREAS, the Merchantville-Pennsauken Water Commission and Sprint entered into a lease and that lease provided for limited specific terms under which maintenance of the tank could take place; and

WHEREAS, Sprint has objected to the planned removal of their antennae and the impact economic and otherwise to their system; and

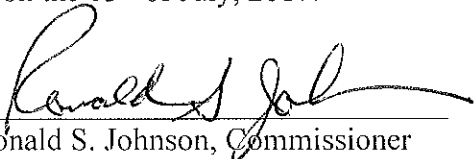
WHEREAS Sprint requested accommodations under the lease in exchange for them to absorb certain obligations for certain change orders if required by US Tank, the Commission’s Tank painting vendor, whose contract was bid and awarded as low bidder prior to their voicing objections; and said obligation accompanies a concession of a credit to Sprint of \$10,245.99 credit against their rental payment due November 1, 2017 for the next rental lease year; and

WHEREAS, the Staff recommends the attached agreement as settlement of the dispute in order to accomplish both in time and price the low bid as awarded with US Tank; and

WHEREAS, the Commission hereby authorizes, ratifies and consents to same; and

NOW, THEREFORE, BE IT RESOLVED by the Merchantville-Pennsauken Water Commission that it consents to the attached agreement and its terms, adopts and ratifies same and the C.O.O. Michael Saraceni is authorized to execute the agreement as an acknowledgement of this resolution of approval on behalf of the Commission; and

. I hereby certify that this is a true and accurate recitation of the resolution adopted by the Merchantville-Pennsauken Water Commission on the 13th of July, 2017.



Ronald S. Johnson, Commissioner
and Asst. Secretary

The Official Minutes of the MPWC and the Official List the Commissioners vote are maintained by the Chief Operating Officer

Agreement among parties regarding procedures and commitments for National
Highway Water Tank Painting 2017

The Merchantville Pennsauken Water Commission ("MPWC"), owner of the site and water tank on National Highway in Pennsauken, Sprint Spectrum Realty Company, LLC, antenna facilities tenant on that water tower ("Sprint") and US Tank Painting, Inc. ("US Tank"), contractor of MPWC to perform maintenance of painting the subject tank pursuant to contract arrived at and through public bid;

Hereby enter this agreement to document, clarify and detail the expressed commitments made by the respective parties as to the operations and procedures to be utilized in the coming tank painting.

Sprint, US Tank Painting and MPWC agree to the following:

1. US Tank (tank painter) personnel will be wearing RF sensors, to ensure their safety. Sprint personnel agree that they will be on site at all US tank operational hours in order to facilitate and ensure the "Work Around" (which means the coordination of moving Sprint's equipment on the water tank to facilitate US Tank's painting of the water tank as further described below) to minimize the effect on US Tank's painting of the water tank and assist with RF shut downs, if necessary. Anytime a painter needs to access an area where he/she will be exposed to RF radiation, Sprint agrees to shut that antenna down. If an employee's sensor is overexposed, he will be done painting and paid for the day. This shall be billed to the MPWC as part of the components of a change order, which shall be reimbursed by Sprint.

2. Sprint, by its contractor Magness, will begin work 6/26 preparing the tank for Work Around.

- a. Leaving the pipe masts in place, disconnecting hard lines from the water tank and securing them, allowing access to painting. Moving antennas and RRFs to a position allowing access to painting. Secondary mast repositioning will not be needed.
- b. MPWC and US Tank will inspect and request additional needs prior to the painting project, starting on 7/10.
- c. Magness will be on site or on call for any support or changes needed to prevent impeding the painting process. A Sprint

representative along with a representative from MPWC will be on site daily to make decisions regarding work flow and delays incurred.

3. Delays caused by failure to (a) relocate antennas, cables, mounts or other cellular equipment, (b) shut down antennas, as needed, or (c) failure to abide by this agreement, shall be billed to MPWC at \$135 per man per hour (prevailing wage) as a change order for the duration that the painting contractor is on site and unable to work.

4. All such delays asserted by U.S. Tank shall be the subject of immediate notification to Richard Spafford of MPWC and transmitted to all parties within 48 hours of occurring.

5. Since the painting was performed as recently as 10 years ago and without any concession, the MPWC will allow Sprint a credit of three (3) months of the current pro rata rent to be deducted (\$10,245.99) against the succeeding years rent due to the MPWC by Sprint on November 1, 2017. This credit against future rent is to help offset the costs incurred by Sprint for antenna relocation, however does not act as a modification of lease so as to require same in the future or to express any such interpretation to the existing terms.

Miscellaneous

6. MISCELLANEOUS PROVISIONS

a. Construction of this Agreement The parties acknowledge that this agreement was prepared under New Jersey law and shall therefore be interpreted under the laws of the State of New Jersey choice of law or conflict of law principles notwithstanding and shall be under the exclusive jurisdiction of the Superior Courts of New Jersey Camden vicinage.


b. Entire Agreement This agreement is in addition to and does not supersede or replace any other agreements between the parties, but is an addition or amendment thereto.

c. Assignability This agreement and all rights, duties and obligations contained herein may not be assigned without prior written consent from both parties.

d. Any other provisions required by New Jersey law to be a part of such an agreement are hereby incorporated by reference.

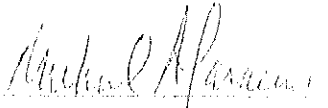
- d. Binding Agreement. The agreement shall be binding upon the parties hereto and their herein contractually authorized agents.
- e. The parties agree that the contract may be executed at a separate time and place by each party.

Whereas the each of the parties described above have authorized the signatures on their behalf as executed below.



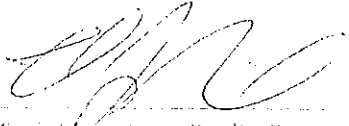
U.S. Tank Painting, Inc
By, Thomas Sulkowski

Date 7/5/17



Merchantville Pottsauken Water Commission
By: Michael Saraceni, C.O.O.

Date 6-7-17



Sprint Spectrum Realty Company, LLC
By: Thomas J. Popowich
SITE DEVELOPMENT MANAGER

Date 6-23-17

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

RESOLUTION AFTER APPROVAL OF STATE AGENCIES FOR FINAL APPROVAL AND AUTHORITY TO EXECUTE THE APPROVED WELL MAINTENANCE SERVICES AGREEMENT TO USCI, INC. PURSUANT TO Water Supply Public-Private Contracting Act, N.J.S.A 58:26-19 et. Seq.

WHEREAS, the MERCHANTVILLE-PENNSAUKEN WATER COMMISSION ("MPWC" or "Commission") is a governmental regional municipal water authority created in 1926 by the agreement and respective ordinances of each of the municipalities named therein in accordance with NJSA 40:62-108; and 98% of its potable water is supplied by deep wells into native aquifers; and

WHEREAS, the MPWC undertook a RFQ/RFP competitive procurement process pursuant to N.J.S.A 58:26-19 et seq., (*New Jersey Water Supply Public-Private Contracting Act* referred herein as the "Act"), to obtain proposals from qualified firms to provide proactive well, pump and motor maintenance services for its Systems; and

WHEREAS, after public advertising commencing on August 19, 2016 and on August 23, 2016, the MPWC received Proposals on October 8, 2016 and the MPWC received a proposal from the from USCI, Inc/Suez timely and qualified; and

WHEREAS, the MPWC evaluation committee following a review of the proposal, and the application of the pre-proposal evaluation criteria, recommended selection of USCI, Inc/ Suez for the negotiation of a new contract operator services agreement; and

WHEREAS, the Evaluation Team and the MPWC Chief Operating Officer and USCI, Inc had additional meetings, negotiations and interviews with the respondents; and in the meantime, advertised and made available by website and for public inspection the draft agreements such as it was at each stage; and

WHEREAS, the MPWC advertised the RFP, the responsive Proposal, as well as the criteria applied, and the memoranda regarding the selection of USCI, and as they became available the negotiated draft contracts; and

WHEREAS the MPWC advertised a Public Hearing on the agreement for December 8, 2016, again for January 12, 2017, and the last time on March 9, 2017; and at no time did any member of the public appear or comment; and the only one who sought documents were current contractors who did not submit proposals, but did seek contract drafts; and

WHEREAS the MPWC successfully completed negotiations on the changes and amendments to the agreement (the "Services Agreement") and advertised timely in advance of and for the Public Hearing on same for March 9, 2017 at 4pm; and

WHEREAS, pursuant to the Act, the MPWC made the current form of Services Agreement available for inspection via website on February 21, 2017 and physically made hard copies executed by USCI available the four days preceding the conduct of the public hearing concerning the Well Maintenance Services Agreement on March 9, 2017; and no member of the public commented or appeared at any Hearing; and the MPWC received no public during the comment period following the hearing during which time the public hearing record was held open; and

WHEREAS, in accordance with the Acts, the MPWC resolved at its regular meeting of April 13, 2017 for both a preliminary approval of the proposed contract and authorized submission of the Well Maintenance Services Agreement to the Local Finance Board of the DLGS (“Division”), and to the Board of Public Utilities (“Board”) for approval and to the Board Rate Counsel, and to the New Jersey Department of Environmental Protection for review; and

WHEREAS, the Application of the MPWC was approved by the LFB on May 10, 2017, and The Board Rate Counsel issued its letter opinion on June 8, 2017; and

WHEREAS, the Board requested an extension of time from the MPWC to complete its review and to entertain the application at its June 30th meeting to which the MPWC agreed, and the Board entertained and approved the application at that meeting and issued its Order Approving the Contract on June 30, 2017 effective July 10, 2017; and

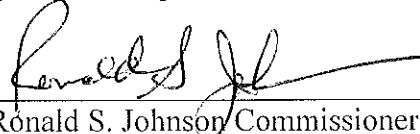
BE IT THEREFORE HEREBY RESOLVED AND ENACTED, by the COMMISSION THAT :

1. The Chief Operating Officer of the Commission, Michael Saraceni is hereby authorized and directed to execute the Well and Pump Maintenance Services Agreement with USCI, Inc., in its final form as approved by the State Agencies in accordance with the Act; and
2. In light of the need to accommodate the BPU extension request, the commencement date of the contract is amended so as to be August 1, 2017.

By Resolution and Unanimous Roll call vote of Commissioners present on July 13, 2017.

I hereby certify that the above and the attached is a True and Accurate Copy of the Resolution approved in duly advertised and legally conducted public session as stated on the date listed above.

Date: 7/13/17



Ronald S. Johnson Commissioner
& Asst. Secretary to the Commission

The Official Minutes and Each Commissioner's Roll Call vote are in the official MPWC records maintained by the Chief Operating Officer.



MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

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

Joyce Peirce
Financial Services Director


CERTIFICATE OF AVAILABILITY OF FUNDS

I, Joyce Peirce, Financial Services Director for the Merchantville-Pennsauken Water Commission, hereby certify that the funds for the Contract Well Maintenance are available. The contract will be awarded to Utility Services Company Inc., in the amount of \$197,340.00. This is a multi-year contract.

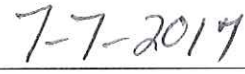
2017 Budgeted Amount \$200,000.00

Expense Acct. # 01-5320-020

Maintenance of Wells



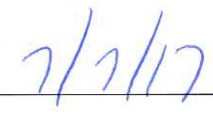
Michael A. Saraceni, COO



Date



Joyce Peirce, Financial Services Director



Date

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

RESOLUTION DESIGNATING THE COMMISSION DIRECTOR OF ENGINEERING, R. SPAFFORD AS CONTRACT ADMINISTRATOR FOR THE USCI, INC. WELL MAINTENANCE SERVICES AGREEMENT

WHEREAS, the Merchantville-Pennsauken Water Commission is authorized by its enabling statute NJSA 40:62-109 et seq. to take necessary actions to accomplish its mission; and

WHEREAS the MPWC made application to the DCA Local Finance Board and the NJ BPU for approval of a Well Maintenance Services contract with USCI, Inc. pursuant to the New Jersey Water Supply Public-Private Contracting Act." N.J.S.A. 58:26-19; and

WHEREAS, both the Board and the BPU have granted their approval; and

WHEREAS, the Order received on July 25 from the Local Finance Board specifies that its approval is conditioned upon the requirement that the MPWC

“ . . . appoint an individual as contract administrator to monitor compliance of the Operator as well as to ensure . . . oversight and . . . duties are performed as outlined in the Service Agreement . . . among the contract administrator’s duties . . . [is] preparation of a quarterly report to the Commission and Local Finance Board . . . include but not limited to a certification of operator’s compliance with the . . . Agreement and a report of any disputes between the Commission and USCI, Inc.” ; and

WHEREAS, the Order also requires that “whomever the Commission names to this position. . . first be approved by the Director of the Division of Local Government Services;”; and

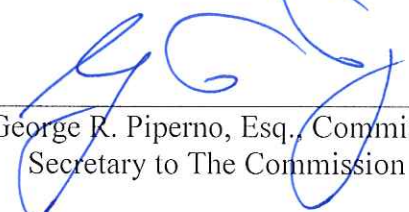
WHEREAS, at the LFB Public Hearing on May 10, 2017, Mr. Spafford was offered and accepted by the Board as contract administrator, and on July 25, the MPWC received the Approval of DLGS Director Cunningham to appoint Mr. Spafford as contract administrator; and

THEREFORE By this Resolution of the Commission, the Commission designates its
Director of Engineering, Richard Spafford, P.E.

as the contract Administrator of this Authority to take all required actions as directed by the Local Finance Board Order in all matters relating to the USCI, Inc. Well Maintenance Services agreement.

I hereby certify that this a true copy of a Resolution adopted by the Merchantville-Pennsauken Water Commission on August 10, 2017.

Merchantville-Pennsauken Water Commission

By: 
George R. Piperno, Esq., Commissioner &
Secretary to The Commission

SEAL

RESOLUTION AUTHORIZING AND MEMORIALIZING AMENDMENT AND CORRECTION OF THE MARCH 2017 REGULAR MEETING MINUTES

WHEREAS, the Merchantville-Pennsauken Water Commission (hereafter the MPWC or Commission) is a public entity and a body politic of the State of New Jersey created pursuant to New Jersey Statutes 40:62-108 et seq.; and

WHEREAS, the Commission has the authority to provide for the orderly and efficient operation of the Commission, finances, and to employ and compensate employees; and

WHEREAS, in compliance with various laws and regulations it maintains minutes of its meetings; and

WHEREAS, the Commission met on this March 9, 2017 and while in open public meeting duly organized and advertised appeared in public session; and had publicly considered and proceeded under the Open Public Meetings Act ; and under the Local Public Contracts law, N.J.S.A. 40A:11-1 et seq. and N.J.A.C. 5:34-1.1 et seq., and awarded Publicly bid contracts for each of the Chapel Avenue 2017 Main Replacement , and the National Highway Water Tank painting; and

NOW, THEREFORE BE IT SO RESOLVED by the MPWC in lawful meeting publically advertised and held in Township of Pennsauken, County of Camden, State of New Jersey, that the Commissioners by formal resolution approved the following amendments to those March 2017 minutes to include: are enacted and where applicable retroactively as follows:

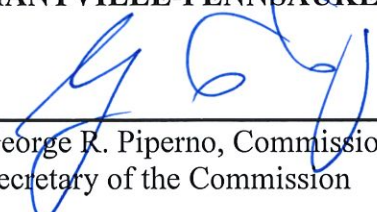
Motion to Award the 2017 Main Replacement bid be awarded to Mount Construction with a low bid of \$616,404.00 made by Mr. German, 2nd by Mr. Piperno and **a unanimous vote**.

Motion to Award the contract for the National Tank Water Tank painting bid to US Tank Painting with a low bid of \$186,900.00 made by Mr. German, 2nd by Mr. Piperno and **a unanimous vote**.

AND THEREFORE BE IT FURTHER RESOLVED that the MPWC staff is hereby directed to effectuate and make said changes and in accordance with its proper procedures to correct the minutes to include these actions taken at that time.

I hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Commission at a meeting of said Commission on August 10, 2017 and said Resolution passed by a unanimous vote of the members present of the Commission.

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION



George R. Piperno, Commissioner and
Secretary of the Commission

**RESOLUTION ACCEPTING, REJECTING, AND
AWARDING BIDS FOR THE PROJECT FOR 2017 REPLACEMENT OF CHAPEL AVENUE
WATER MAIN FROM EVERGREEN TO THE**

WHEREAS, the Merchantville- Pennsauken Water Commission (hereafter, MPWC) in furtherance of its mission to product, store and supply safe drinking water to its constituents, is in need of services and materials in replacing certain water mains and milling part of the street of Longwood Avenue; and

WHEREAS, the MPWC caused to have the necessary contracts as set forth below publicly advertised in accordance with the requirements of the Public Contracts Act; and

WHEREAS, the engineering and design was done and prepared into documents by our engineer; and

WHEREAS, the MPWC through the engineer, advertised for the bid of the materials and services; and gave opportunities for questions and objections; and

WHEREAS, bids were received and opened as described in the final documents and

WHEREAS, multiple parties submitted bids for the contract; and

WHEREAS, the bid(s) have been evaluated by the MPWC and their Engineer, respectively and the recommendations are made as hereinafter provided to the lowest responsible and responsive bidder pursuant to Local Public Contracts Law, N.J.S.A. 40A:11-1, *et. seq.* and in accordance with the specifications; and

WHEREAS, the Commissioners based upon the available and supplied information having found the below referenced bidder to be the lowest responsible bidder responsive to the bid as stated within the meaning of the Act; and

WHEREAS, the Director of Finance, Commission QPA, has certified that the funds for such award/expense are available and encumbered in Account/Line item as set forth in the attached certification;

NOW, THEREFORE BE IT RESOLVED, by the Commissioners of the MPWC on this 9th day of March 2017, in its duly advertised and publicly held meeting in the Township of Pennsauken, in the County of Camden, that all other bids are rejected, and or deemed not responsive as applicable; and

BE IT FURTHER RESOLVED that Conditional upon and subject to any further bonds being posted, documents being executed, and approvals that may be necessary, this Commission awards the 2017 Main Replacement Chapel Avenue as follows:

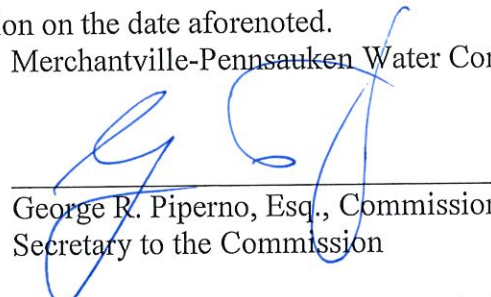
be awarded to **Mount Construction** with a low bid in the amount of **\$616,404.00**.

And that unless the said awardees fail to execute the contract or comply with all requirements as set forth in the bid packages, then all other bids shall upon execution be deemed rejected; and

ALSO, BE IT FURTHER RESOLVED, that the original of this Resolution be kept in the Records of the Commission and upon Commencement of the construction the Clerk of the Townships of Pennsauken and the Borough of Merchantville shall be provided a copy of this resolution.

I hereby certify that this is a True and Accurate Recitation of the Resolution adopted by the Merchantville-Pennsauken Water Commission on the date aforementioned.

Merchantville-Pennsauken Water Commission



George R. Piperno, Esq., Commissioner and
Secretary to the Commission

RESOLUTION ACCEPTING, REJECTING, AND AWARDING BIDS FOR TANK RESURFACING OF NATIONAL HIGHWAY WATER TANK

WHEREAS, the Merchantville- Pennsauken Water Commission (hereafter, MPWC) in furtherance of its mission to product, store and supply safe drinking water to its constituents, is in need of services and materials in removing the current surface and resurfacing both the outside of its water storage facility the NATIONAL HIGHWAY Water Tank ; and

WHEREAS, the MPWC caused to have the necessary contracts as set forth below publicly advertised in accordance with the requirements of the Local Public Contracts Act; and

WHEREAS, the engineering and design was done and documents prepared by our engineer; and

WHEREAS, the MPWC through its engineer, advertised for the bid of the materials and services; and gave opportunities for questions and objections; and there being none; and

WHEREAS, bids were received and opened as described in the final documents and

WHEREAS, multiple parties submitted bids for the contract; and

WHEREAS, the bid(s) have been evaluated by the MPWC and their Engineer, respectively and the recommendations are made as hereinafter provided to the lowest responsible and responsive bidder pursuant to Local Public Contracts Law, N.J.S.A. 40A:11-1, *et. seq.* and in accordance with the specifications; and

WHEREAS, the Commissioners based upon the available and supplied information having found the below referenced bidder to be the lowest responsible bidder within the meaning of the Act; and so

NOW, THEREFORE BE IT RESOLVED, by the Commissioners of the MPWC on this 9th day of March 2017, in its duly advertised and publicly held meeting in the Township of Pennsauken, in the County of Camden, that rejecting all other bids, and Conditional upon and subject to any further bonds, approvals, and execution of contracts as required by the Commission that may be necessary, this Commission awards as follows:

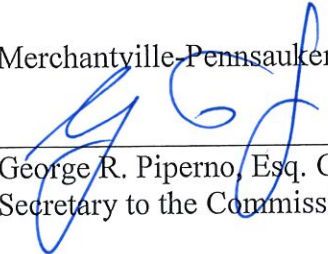
Tank painting bid to US Tank Painting with a low bid of \$186,900.00

And that unless the said awardees fail to execute the contract or comply with all requirements as set forth in the bid packages, then all other bids shall upon execution be deemed rejected; and

BE IT FURTHER RESOLVED, that the original of this resolution be kept in the Records of the Commission and upon Commencement of the construction the Clerk of the Townships of Pennsauken and the Borough of Merchantville shall be provided a copy of this resolution.

I hereby certify that this is a True and Accurate Recitation of the Resolution adopted by the Merchantville-Pennsauken Water Commission on the date aforementioned.

Merchantville-Pennsauken Water Commission



George R. Piperno, Esq. Commissioner and Secretary to the Commission

RESOLUTION OF THE MERCHANTVILLE-PENNSAUKEN WATER COMMISSION TO PROVIDE TRADITIONAL HOST COMMUNITY BENEFITS REGARDING PENNSAUKEN TOWNSHIP POTABLE WATER NEEDS FOR TOWNSHIP OWNED LOCAL UTILITY OF THE PENNSAUKEN COUNTRY CLUB

WHEREAS, the Merchantville-Pennsauken Water Commission (hereafter “MPWC”) is a public corporate entity and public utility organized under the laws of the State of New Jersey and created by the Borough of Merchantville and the Township of Pennsauken in 1926; and

WHEREAS, the Township of Pennsauken (“Pennsauken”) is a municipal governmental public entity organized under the laws of the State of New Jersey and located in Camden County; and is one of the two founding and host communities who created the Commission pursuant to N.J.S.A. 40:62-108, *et. seq.*, and is an owner of the said Commission and for whom host benefits are appropriate under N.J.S.A.40:62-127 as amended by L. 1960, c. 172; and

WHEREAS, Pennsauken is also the parent entity to the Pennsauken Country Club which is also a public entity and municipal self-liquidating utility pursuant to New Jersey state law; and

WHEREAS, the NJDEP in its Draft Staff Report of 5/20/2004 on MPWC’s application for additional allocation noted (at page 9) that the MPWC “supplies two golf courses with irrigation water” and that the applicant should “shed the irrigation water from these two golf courses” as it would “free up additional water for public supply”; and

WHEREAS, the DEP expressed to the MPWC in its meeting with then DEP Commissioner Campbell that they wanted the Pennsauken Country Club not to use or renew the permit it had at that time (permit 4070PS) that permitted it to draw water direct from the Pennsauken and

WHEREAS, the MPWC had then established a program of locating and motivating voluntary removal of large users of non-potable water from the public drinking water supply; and

WHEREAS in furtherance of that understanding the MPWC applied and received a 2/3rds grant from the NJDEP for a 1981 Water Bond grant constituting a state payment for such product of \$1,700,000 dollars for the addition of supplemental treatment of Maple Shade’s tertiary effluent and

the transmission and storage of water at the Pennsauken Country Club; and secured a contribution to Pennsauken's obligations from Camden County in the amount of \$75,000.00; and

WHEREAS, the public officials authorized an agreement which among other things included the terms of providing a non-potable water supply to the Country Club by Resolutions of the Merchantville-Pennsauken Water Commission and the Pennsauken Township Committee and the Board of Trustees (Commissioners) of the Pennsauken County Club; and

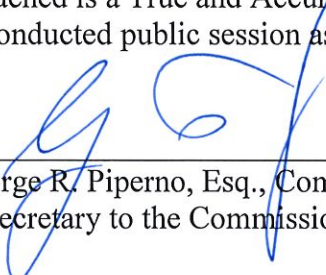
WHEREAS, that project does not provide the potable needs of the Country Club, and therefore Pennsauken Township has now requested that potable water be supplied as a host benefit to that township utility as with all other municipal entities that receive host benefits; and

THEREFORE, THE COMMISSION HEREBY RESOLVES that henceforth the MPWC will provide the Township of Pennsauken and its self-liquidating utility, the Pennsauken Country Club, (hereafter collectively "Pennsauken") with the appropriate host benefits of not charging for its connections, meters and potable water needs of the latter, as well as the fire service to them; and in addition will waive any stand-by or meter charges on the irrigation accounts, including the meter charge on the irrigation connection which serves as a back-up to the Non-Potable water supply project that the MPWC has provided to the Country Club, and will only charge if potable water is used for irrigation.

By Resolution and Affirmative Roll call vote of All Commissioners present on August 10, 2017.

I hereby certify that the above and the attached is a True and Accurate Copy of the Resolution approved in duly advertised and legally conducted public session as stated on the date listed above.

Date: 9/14/17



George R. Piperno, Esq., Commissioner
& Secretary to the Commission

The Official Minutes and Each Commissioner's Roll Call vote are in the official MPWC records maintained by the Chief Operating Officer.

RESOLUTION NO. 2017- 31

**RESOLUTION AFFIRMING ANNUAL REVIEW OF AUDIT BY THE
MERCHANTVILLE-PENNSAUKEN WATER COMMISSION COMMISSIONERS**

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual review of its accounts to be made, and

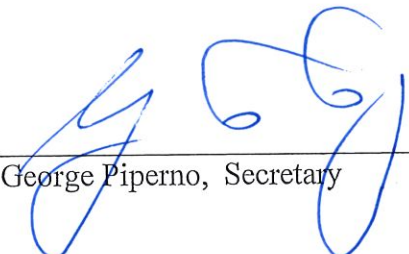
WHEREAS, the audit report for the fiscal year ending December 31, 2016 has been completed and filed with the Merchantville-Pennsauken Water Commission, pursuant to N.J.S.A. 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A 15-17 requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by Resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report and specifically the sections of the audit entitled "General Comments", and "Recommendations" and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

NOW, THEREFORE BE IT RESOLVED, that the governing body of the Merchantville-Pennsauken Water Commission hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit for the fiscal year ended December 31, 2016
, and specifically has reviewed the sections entitled "General Comments", and "Recommendations" and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED, that the Secretary of the Commission is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this Resolution.

It is hereby certified that this is a true copy of a Resolution passed at a meeting of the Commission on September 14, 2017.



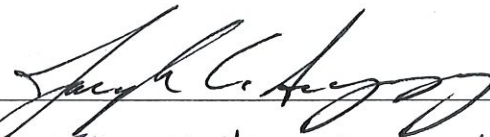
George Piperno, Secretary

ATTACHMENT TO
RESOLUTION NO. 2017- 31
LOCAL AUTHORITIES
GROUP AFFIDAVIT FORM
PRESCRIBED BY
AUDIT REVIEW CERTIFICATE

We, the members of the governing body of the Merchantville-Pennsauken Water Commission, being of full age and being duly sworn according to law, upon oath depose and say:

1. We are duly appointed members of the Merchantville-Pennsauken Water Commission.
2. We certify pursuant to N.J.S.A. 40A:5A-17, that we have each reviewed the annual report for the fiscal year ending December 31, 2016, and specifically the sections of the annual report entitled "General Comments" and "Recommendations".

Joseph Scavuzzo



G. Burton German, Jr.

ABSENT DUE TO MEDICAL ILLNESS - Will REVIEW UPON RETURN

Patrick Brennan



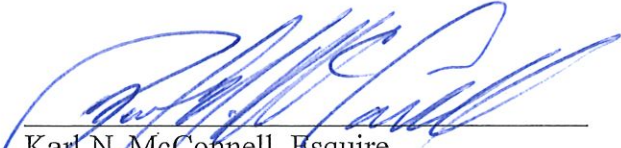
George Piperno



Ronald Johnson



Sworn to and subscribed before



Karl N. McConnell, Esquire
Attorney at Law of the State of New Jersey

September 14, 2017

Date

**THE MERCHANTVILLE-PENNSAUKEN WATER COMMISSION
RESOLUTION AUTHORIZING THE ACCEPTANCE AND APPROVAL OF
CHANGE ORDER #1 OF CONTRACT FOR CHAPEL AVENUE MAIN
REPLACEMENT PROJECT**

WHEREAS, the MERCHANTVILLE-PENNSAUKEN WATER COMMISSION ("MPWC") and its Director of Engineering have determined that unforeseen conditions were discovered during construction, along with mutual interest determined with a coming County project, along with County requirements on this county road, such that it was determined to have required changed specifications and different activity than originally designed and bid; and

WHEREAS, the MERCHANTVILLE-PENNSAUKEN WATER COMMISSION ("MPWC") and its Engineer have determined it is advantageous for the Project and proper development of its system, ease of maintenance and to meet the heretofore unanticipated needs of the project and primarily facing conditions which were unknown and unforeseen requiring necessary changes; and

WHEREAS the MPWC Commissioners, Staff and its Consulting Engineer have said that such changes are necessary, recommended same and negotiated that changes with the contractor as to the changes call for; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE MERCHANTVILLE-PENNSAUKEN WATER COMMISSION, AS FOLLOWS: The Commission hereby approves the attached Change order #1 consisting of

- 1) ADDING AN ADDITIONAL amount of \$95,136.00 to the contract with Mount construction; and
- 2) authorizing acceptance of \$50,000.00 dollar contribution from Camden County in reimbursement for the changes/work done to their benefit.

I hereby certify that this is a true copy of a Resolution adopted by the MERCHANTVILLE-PENNSAUKEN WATER COMMISSION on September 14, 2017.

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

BY:



George R. Piperno, Esq. Commissioner and
Secretary to the Commission

SEAL

RESOLUTION TO ADJUST THE RATES AND PENALTIES CHARGED BY THE MERCHANTVILLE-PENNSAUKEN WATER COMMISSION FOR WATER AND SERVICES SUPPLIED TO CUSTOMERS WITHIN ITS FRANCHISE AREA Pursuant to N.J.S.A. 40:62-127

WHEREAS, the Merchantville-Pennsauken Water Commission (hereafter the MPWC or Commission) is a public entity and a body politic of the State of New Jersey created pursuant to New Jersey Statutes 40:62-108 et seq.; and

WHEREAS, the Commission has the authority and the duty thereby to provide for the orderly and efficient operation of the Commission, finances, and water supply and quality; and

WHEREAS, the Commission has the obligation under N.J.S.A. 40:62-127 (b) to revise rates “. . .so that the waterworks shall be self-supporting, the earnings to be sufficient to provide for all expenses of operation and maintenance and such charges as interest, sinking fund and amortization, so as to prevent any deficit to be paid by taxation from accruing.”; and

WHEREAS, the Commission on this date while in open public meeting duly organized and advertised by the Commission appeared in public session; and had publicly considered and proceeded under the Open Public Meetings Act; and

WHEREAS, the Commission has applied the statutory formula for annually assessing connection fees pursuant to NJSA 40:14B-21 *et seq* in conformance with P.L. 1986, c.526; and

WHEREAS, the Commission had properly and publicly notified and advertised in advance for both a public hearing held on October 12, 2017 and a public meeting held on this date; and had advertised the proposed rates and the proposed changes to the rates; and

WHEREAS, the Commission on this date having in open public meeting duly organized and advertised by the Commission having held a connection fee and rate hearing, and heard testimony and evidence of the need for such an increase; and no one appearing in opposition and, in fact, no one from the public appearing at all; and

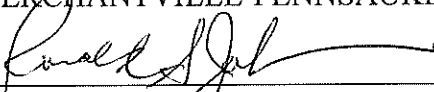
WHEREAS thereafter in its meeting the Commission determined that it must raise its rates; and

WHEREAS, the Commission, after allowing for public comment prior to a vote there upon, voted by roll call vote in open session to take the following action:

NOW, THEREFORE BE IT SO RESOLVED by the MPWC IN THE COUNTY of Camden, STATE OF NEW JERSEY, that effective January 1, 2018 the rates and charges of the Commission are adjusted as on the Attached schedule of Rates and Fees for 2018 and until further notice.

I HEREBY CERTIFY THAT THE FOREGOING IS A TRUE COPY OF A RESOLUTION ADOPTED BY THE AFFIRMATIVE VOTE OF ALL MEMBERS PRESENT OF THE MERCHANTVILLE-PENNSAUKEN WATER COMMISSION, COUNTY OF CAMDEN, AND STATE OF NEW JERSEY AT A REGULAR MEETING HELD ON OCTOBER 12, 2017 and after public hearing.

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION:



Ronald S. Johnson, Asst. Secretary and Commissioner of the MPWC

SEAL

Summary of Rate Increase

Rates and Connection Fees	Current 2017	New 2018
Quarterly Charges	Current Billing Rates	New Rates
4" Fire Service	\$400.00	\$400.00
6" Fire Service	\$715.00	\$715.00
8" Fire Service	\$1,100.00	\$1,100.00
10" Fire Service	\$1,500.00	\$1,500.00
5-23 blocks (per block)	\$2.25	\$2.30
23-50 blocks (per block)	\$3.00	\$3.05
Over 50 blocks (per block)	\$3.80	\$3.85
hydrant water usage	\$3.80	\$3.85
5/8" meter	\$24.25	\$24.75
Qualified Senior (5/8" meter)	\$24.25	\$24.75
Qualified Senior discount	\$13.50	\$13.75
3/4" meter	\$34.50	\$35.25
1" meter	\$55.00	\$56.25
1 1/2" meter	\$109.50	\$111.75
2" meter	\$164.50	\$167.75
4" meter	\$559.00	\$570.00
6" meter	\$1,018.00	\$1,038.00
8" meter	\$1,296.00	\$1,322.00
Public Fire Hydrant	\$96.00	\$97.50
Hydrant meter rental	\$600.00	\$600.00
Other Charges		
Meter Test	\$40.00	\$40.00
Returned Check	\$25.00	\$25.00
Searches	\$25.00	\$25.00
Turn on/off - working hours	\$60.00	\$60.00
Service call - after hours	\$75.00	\$75.00
Service call - holiday	\$100.00	\$100.00
Qualified senior service call	\$30.00	\$30.00
Inspection service	\$150.00	\$150.00
Overtime rate for service / construction	\$40.00	\$40.00
Hourly rate for backhoe	\$75.00	\$75.00
Hourly rate for dumptruck	\$35.00	\$35.00
New construction meter cost	Cost of meter	Cost of meter
Cost of Collection or Compliance	Cost incurred or expended	Cost incurred or expended
1" tapping fee *	\$200.00	\$200.00
2" tapping fee *	\$400.00	\$400.00
4' tapping fee *	\$2,355.00	\$2,355.00
6" tapping fee *	\$2,630.00	\$2,630.00
8" tapping fee *	\$3,246.00	\$3,246.00
10" tapping fee *	\$5,500.00	\$5,500.00
Residential connection	\$1,826.00	\$1,904.00
Commercial connection (per 1000 gallons)	\$31.19	\$32.70
* tapping fees may incur additional contracted costs		
Linear foot fee:		
6" per linear foot	\$90.00	\$90.00
8" per linear foot	\$100.00	\$100.00
12" per linear foot	\$110.00	\$110.00
Missing / frozen meter		
5/8"	Cost of meter plus installation	Cost of meter plus installation
3/4"	Cost of meter plus installation	Cost of meter plus installation
1"	Cost of meter plus installation	Cost of meter plus installation
1 1/2"	Cost of meter plus installation	Cost of meter plus installation
2"	Cost of meter plus installation	Cost of meter plus installation
Violations		
Bypass lines	\$1,000.00	\$1,000.00
illegal use of hydrants	\$1,000.00	\$1,000.00
Other violations of Commission Rules, 1st offense	\$50.00	\$50.00
Rule violation, 2nd offense	\$250.00	\$250.00
Rule violation, 3rd offense	\$500.00	\$500.00
Rule violation, 4th offense	\$1,000.00	\$1,000.00
Rule violation, 5th offense	\$2,000.00	\$2,000.00
Rule violation, 6th offense	\$3,000.00	\$3,000.00

RESOLUTION TO AUTHORIZE AND DIRECT PROPRIETARY BIDS FOR GOODS OR SERVICES TO WIT: CORROSION INHIBITOR KLENPHOS 300 AND RADIO READ WATER METERS/MIU LEAK DETECTOR NEPTUNE R 900i EACH COMMENCING IN 2018

WHEREAS, the Merchantville-Pennsauken Water Commission (hereafter the MPWC or Commission) is a public entity and a body politic of the State of New Jersey created pursuant to New Jersey Statutes 40:62-108 et seq.; and has the authority and the duty thereby to provide for the orderly and efficient operation of the Commission, finances, and water supply and quality; and

WHEREAS, the Commission has the obligation to husband the finances of the Commission and under N.J.S.A. 40:62-127 (b) to revise rates "... so that the waterworks shall be self-supporting, the earnings to be sufficient to provide for all expenses of operation and maintenance and such charges as interest, sinking fund and amortization, so as to prevent any deficit to be paid by taxation from accruing." ; and

WHEREAS, the Commission on this date while in open public meeting duly organized and advertised by the Commission appeared in public session; and had publicly considered and proceeded under the Open Public Meetings Act; and had properly and publicly stated, to it, and having received and reviewed the statement of its engineer and staff as required under NJAC 5:34-9.1., and

WHEREAS, the Commissioners have properly considered and evaluated the evidence and descriptions presented by its staff and its engineer regarding the specialized nature of the Commission's needs; and have found that the "specialized nature" of the products described and the Commission's needs have been properly demonstrated that the use of a good or service other than the proprietary one will undermine the functionality or operational performance of existing facilities, the Product Klenphos 300 is patented; and

WHEREAS, the Commissioners have found that the "specialized nature" of the product and of the Commission's needs have been properly demonstrated that the use of a good or service other than the proprietary one is legally prohibited as the good or service is patented and the patented feature is essential to the operational performance; and

WHEREAS, the Commissioners have found that the need for the product and of the Commission's needs have been properly demonstrated that the Proprietary goods and services are "necessary for the conduct of MPWC affairs" because the Commission has a substantial investment in facilities, training, replacement parts, or complimentary items that warrant reliance on a specific manufacturer or vendor to maintain the value of the investment; and also where applicable because the DEP mandates its use as a condition of the permit; and

WHEREAS, the NJDEP permit for the MPWC treatment system requires that the Merchantville Pennsauken Water Commission use Klenphos-300 as a corrosion inhibitor at each of its treatment facilities; and

WHEREAS, Klenphos-300 is patented so the exact mixture is a trade secret, but it is known to be a blend of zinc potassium pyrophosphate and the unique circumstances as to a

facility or environment preclude the use of other goods or services as no others were able to meet the necessary performance requirements except the proprietary product; and

WHEREAS, the Commission through its staff has and continues to encourage vendors and manufacturers to submit for qualification of their product to the DEP; has written to that effect, and some Vendors have promised to do so, but none have complied and therefore are not qualified to be used; and

WHEREAS, the Commission has even conducted its own testing in hopes of identifying alternate products, but so far to no avail; and

WHEREAS, the MPWC set objective performance based specifications as part of a testing and qualifications for Bid for radio read meter water meter/ MIU leak detector, and whereas all major meter manufacturers and vendors were invited to participate and none had any objection to the objective nature, or importance or relevance of the stated criteria; and

WHEREAS, all participants acknowledged the results were that only the NEPTUNE R 900i RADIO READ WATER METERS/MIU LEAK DETECTOR met all the specifications and met the criteria , despite the various claims of manufacturers to the contrary; and

WHEREAS, pursuant to NJSA 40A:11-5 the purchase of this product is exempt from general bidding as it involves the provision or performance of goods or services for the support or maintenance of proprietary computer hardware and software which the Commission has already purchased; and pursuant to NJAC 5:34-9.1(a)(1)(i) the purchase of others would undermine the balance of the 3/4ths of the new meters already purchased and installed; and

WHEREAS, the Commission has already purchased close to a million dollars of a system involving such radio read meter/ MIU leak detector hardware and software; and

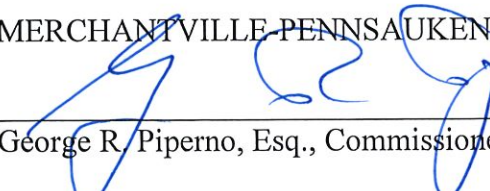
WHEREAS, the Commissioners have determined that such a proprietary bid is necessary for the “conduct of the Commission’s affairs”; and

WHEREAS, the Board, after allowing for public comment prior to a vote there upon voted by roll call vote in open session to take the following action:

NOW, THEREFORE BE IT SO RESOLVED by the MPWC that effective this day that the contracting unit has authorized a proprietary bid on behalf of the Commission for the KLENPHOS 300 corrosion inhibitor and for the Neptune R900i radio read meter/MIU Leak detector as described above and in the attachments hereto.

I certify that the foregoing is a true copy of the resolution adopted by the Merchantville-Pennsauken Water Commission at its regular meeting held in Pennsauken, NJ on November 9, 2017.

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION:



George R. Piperno, Esq., Commissioner and Secretary to the Commission

Appendix A

(a) In determining whether a good or service meets the definition of "proprietary" set forth in N.J.S.A. 40A:11-2(39) or 18A:18A-2cc, the terms used in the definition of "proprietary" shall be defined as follows:

1. "Specialized nature" means that the purpose to which the goods or services will be used has such unique characteristics that only the goods or services of a single vendor are capable of meeting the contracting unit's needs. The following shall be considered as non-limiting examples of goods or services that may, under appropriate conditions, meet the test of being of a specialized nature:

i. The use of a good or service other than the proprietary one will undermine the functionality or operational performance of existing facilities; or

ii. The good or service is patented and the patented feature is essential for operational performance.

2. "Necessary for the conduct of its affairs" means that the public need for the proprietary designation is of such a compelling nature that the value to the public that is gained by the proprietary designation overshadows the public benefit of permitting "brand name or equivalent" and the benefits of such competition. The following shall be considered as non-limiting examples of goods or services that may, under appropriate conditions, meet the test of being necessary for the conduct of its affairs:

i. The contracting unit has a substantial investment in facilities, training, replacement parts, or complimentary items that warrants reliance on a specific manufacturer or vendor to maintain the value of the investment.

ii. Unique circumstances as to a facility or environment preclude the use of other goods or services.

(b) Prior to advertising for the receipt of bids that includes proprietary goods or services, the contracting agent or purchasing agent shall certify in writing to the chief executive officer of the contracting unit an explanation of why the goods or services are of a specialized nature and necessary for the conduct of the affairs of the local contracting unit. The description shall not consist of rewriting or paraphrasing the statute or regulations but shall be specific to the circumstances. Such certification shall be included as part of the bid documents.

(c) The resolution of the governing body required by N.J.S.A. 40A:11-13(d) or 18A:18A-15d shall include a description of why the goods or services are specialized in nature and necessary for the conduct of the affairs of the contracting unit. The description shall not consist of rewriting or paraphrasing the statute or regulations but shall be specific to the circumstances.

2018 ADOPTED BUDGET RESOLUTION

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

FISCAL YEAR: **FROM:** January 1, 2018 **TO:** December 31, 2018

WHEREAS, the Annual Budget and Capital Budget/Program for the Merchantville-Pennsauken Water Commission for the fiscal year beginning January 1, 2018 and ending, December 31, 2018 has been presented for adoption before the governing body of Merchantville-Pennsauken Water Commission at its open public meeting of December 14, 2017; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 10,632,174, Total Appropriations, including any Accumulated Deficit if any, of \$ 8,651,854 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$1,862,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$ 1,862,000; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Merchantville-Pennsauken Water Commission, at an open public meeting held on December 14, 2017 that the Annual Budget and Capital Budget/Program of the Merchantville-Pennsauken Water Commission for the fiscal year beginning, January 1, 2018 and ending, December 31, 2018 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

December 14, 2017

(Secretary's Signature)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Joseph C. Scavuzzo	X			
Patrick J. Brennan	X			
George R. Piperno	X			
G. Burton German, Jr.				X
Ronald S. Johnson	X			

RESOLUTION ACCEPTING BIDS, REJECTING ALL OTHER BIDS, AND AWARDING THE BELOW LISTED ANNUAL MAINTENANCE AND SUPPLY CONTRACTS COMMENCING 2018 FOR CONTRACTS ON ATTACHED LIST

WHEREAS, the Merchantville- Pennsauken Water Commission (hereafter, MPWC) in furtherance of its mission to product, store and supply safe drinking water to its constituents, is on an unpredictable and unquantifiable basis in need of contract services and supply of materials on an as needed basis; and

WHEREAS, the MPWC caused to have the necessary contracts as set forth below publicly advertised and bid in accordance with the requirements of the Public Contracts Act; and

WHEREAS, these are the recently bid contracts to start in 2018; and

WHEREAS, the specifications and estimates for bids were prepared as best as could be done by the Commission based on knowledge of the facilities and past experience done and prepared by the Commission engineer using anticipated amounts advertised for the bid of the materials and services; and gave opportunities for questions and objections; and

WHEREAS, bids were received and opened as described in the final documents and

WHEREAS, the bids are all awarded on an "as-needed" basis in undesignated quantity and the numbers listed are not the amount to be paid but rather the amount bid based on the estimated quantities to establish a per item and quantity price; and

WHEREAS, the bid(s) have been evaluated by the MPWC and their Engineer, respectively and the recommendations are made as hereinafter provided to the lowest responsible and responsive bidder who has complied with the advertised specifications pursuant to Local Public Contracts Law, N.J.S.A. 40A:11-1, et. seq. and in accordance with the instructions for bidding; and

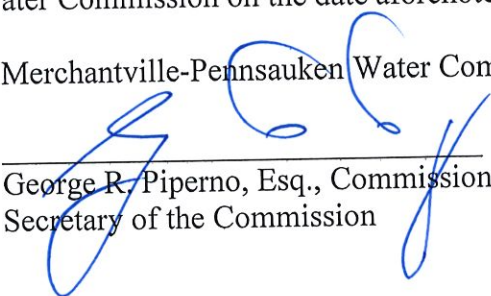
WHEREAS the designated Financial officer has certified to the availability of funds attached; and

WHEREAS, the Commissioners based upon the available and supplied information having found the referenced bidders on the attached list to be the lowest responsible bidders within the meaning of the Act; and so

NOW, THEREFORE BE IT RESOLVED, by the Commissioners of the MPWC on this 14th day of December 2017, in its duly advertised and publicly held meeting in the Township of Pennsauken, in the County of Camden, that this Commission awards the annual Maintenance and Supply Bids as listed on the attached summary sheet, for 18-1, and 18-6 thru 18-13, and awarding renewal years for 18-2 thru 18-4, and unless the said awardees fail to execute the contract or comply with all requirements as set forth in the bid packages, then all other bids shall upon execution be deemed rejected; and the MPWC staff are directed to take all necessary action to implement the appropriate agreements with those designated.

BE IT FURTHER RESOLVED that the original of this resolution be kept in the Official Records of the Commission. I hereby certify that this is a true and accurate recitation of the resolution adopted by the Merchantville-Pennsauken Water Commission on the date aforementioned.

Merchantville-Pennsauken Water Commission



George R. Piperno, Esq., Commissioner and
Secretary of the Commission

Annual Maintenance Bid Summary				
Bid No.	Bid Description	Low Bidder	Address	Total Amount
18-01	Ductile and Copper Fittings	Atlantic Plumbing Supply	543 Wrightstown-Sykesville Rd, Wrightstown, NJ 08562	\$204,265.00
18-02	Electrical Work	Municipal Maintenance Company*	1352 Taylors Lane, Cinnaminson, NJ 08077	\$13,950.00
18-03	Chemical Analysis of Water	Global Environmental*	2025 Woodlynnne Avenue, Woodlynnne, NJ 08107	\$46,015.00
18-04	Maintenance of Electrical Valves & Analyzers	Complete Control Services*	1515 Grant Street, Egg Harbor City, NJ 08215	\$304,243.20
18-06	Maintenance of Air Strippers	A.C. Schultes	664 S. Evergreen Ave, Woodbury Heights, NJ 08097	\$25,770.00
18-07	Water Meters / MIU Leak Detector	Rio Supply	100 Allied Pkwy, Sicklerville, NJ 08081	\$479,255.00
18-09	Corrosion Inhibitor	Klenzoid	912 Spring Mill Ave, Conshohocken, PA 19428	\$59,625.00
18-11	Sodium Hypochlorite / Lime	Hibrett Puratex	7001 Westfield Ave, Pennsauken, NJ 08109	\$43,722.00
18-12	Street Opening Paving Repairs	GWP	P.O. Box 498, Franklinville, NJ 08322	\$72,802.00
18-13	Generator Preventative Maintenance	Power Equipment	1259 N. Church St, Bld 2, Moorestown, NJ 08057	\$13,755.00

* contractors were extension years and not bid this year

**RESOLUTION FOR RENEWAL OF MEMBERSHIP
IN THE
NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND**

WHEREAS, the Merchantville-Pennsauken Water Commission is a member of the New Jersey Utility Authorities Joint Insurance Fund; and

WHEREAS, said renewed membership terminates as of December 31, 2017 unless earlier renewed by agreement between the Authority and the Fund; and

WHEREAS, the Authority desires to renew said membership;

NOW THEREFORE, be it resolved as follows:

1. The Merchantville-Pennsauken Water Commission agrees to renew its membership in the New Jersey Utility Authorities Joint Insurance Fund and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.
2. The Governing Body shall be and hereby are authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the New Jersey Utility Authorities Joint Insurance Fund evidencing the Authority's intention to renew its membership.

This Resolution agreed to this 14th day of DECEMBER 2017 by a vote of:
 Affirmative
 Negative

CHAIRPERSON

Michael Garami
ATTEST

Joseph C. ...

12-14-2017
DATE

**AGREEMENT TO RENEW MEMBERSHIP IN THE
NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND**

WHEREAS, the New Jersey Utility Authorities Joint Insurance Fund (hereinafter the Fund) is a duly chartered Municipal Insurance Fund as authorized by NJSA 40A:10-36 et seq., and;

WHEREAS, the Merchantville-Pennsauken Water Commission is currently a member of said Fund, and;

WHEREAS, effective December 31, 2017, said membership will expire unless earlier renewed, and;

WHEREAS, the Governing Body of the Merchantville-Pennsauken Water Commission has resolved to renew said membership;

NOW THEREFORE, it is agreed as follows:


1. Merchantville-Pennsauken Water Commission hereby renews its membership in the New Jersey Utility Authorities Joint Insurance Fund for a three (3) year period, beginning January 1, 2018 and ending January 1, 2021.*
2. The Merchantville-Pennsauken Water Commission hereby ratifies and reaffirms the Indemnity and Trust Agreement, Bylaws and other organizational and operational documents of the New Jersey Utility Authorities Joint Insurance Fund as from time to time amended and altered by the Department of Insurance in accordance with the Applicable Statutes and administrative regulations as if each and every one of said documents were re-executed contemporaneously herewith.
3. The Merchantville-Pennsauken Water Commission agrees to be a participating member of the Fund for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership.

*12:01 am

4. In consideration of the continuing membership of the Merchantville-Pennsauken Water Commission in the New Jersey Utility Authorities Joint Insurance Fund, the New Jersey Utility Authorities Joint Insurance Fund agrees, subject to the continuing approval of the Commissioner of Banking & Insurance, to accept the renewal application of the Merchantville-Pennsauken Water Commission.
5. Executed the 14TH day of December 2017 as the lawful and binding act and deed of the , which execution has been duly authorized by public vote of the governing body.



ATTEST

AUTHORITY CHAIRPERSON


NEW JERSEY UTILITY AUTHORITIES
JOINT INSURANCE FUND