



**MPWC**

**MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**

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

Mr. Joseph C. Scavuzzo  
President

Mr. George R. Piperno  
Vice-President

Mr. Ronald S. Johnson  
Secretary

Mr. Patrick Brennan  
Treasurer

Mr. Edward F. Brennan  
Ass't Secretary/ Treasurer

**Minutes of the MPWC Monthly Business Meeting  
July 11, 2019**

**ATTENDEES**

**Commissioners:**

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

**Other Attendees:**

Michael A. Saraceni, C.O.O.  
Richard Spafford, P.E., Director of Engineering  
Karl N. McConnell, General Counsel  
Brandy Eisenmann, Customer Service Director  
Carol Feriozzi, Personnel Administrator  
James Garaguso, Assistant Superintendent

The President called the meeting to order at 4:00 PM.  
Salute to the Flag; the Open Public Meetings Act Compliance Statement was read.

**REORGANIZATION OF THE MPWC:**

**Oath of Office**

Edward Brennan, Esq. administered the Oath of Office to Mr. Patrick Brennan for his reappointment by the Borough of Merchantville (Term: July 1, 2019 through June 30, 2024).

**Nomination/Designation of Officers:**

On motion by Mr. Pat Brennan and 2<sup>nd</sup> by Mr. Johnson with a unanimous vote, the Officers remain:

President: Joseph C. Scavuzzo  
Vice President: George R. Piperno  
Treasurer: Patrick Brennan  
Secretary: Ronald S. Johnson  
Asst. Secretary & Asst. Treasurer: Edward F. Brennan

**Cash Management Plan**

A Resolution to approve the modified MPWC Cash Management Plan. Motion by Mr. Pat Brennan 2<sup>nd</sup> by Mr. Piperno; **A unanimous roll call vote.**

**Designating Bank Signatories**

A Resolution to designate signatories for the Operating, Payroll and Legal Accounts. Motion by Mr. Pat Brennan, 2<sup>nd</sup> by Mr. Piperno; **A unanimous roll call vote.**



**MPWC**

**MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**

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

Mr. Joseph C. Scavuzzo  
President

Mr. George R. Piperno  
Vice-President

Mr. Ronald S. Johnson  
Secretary

Mr. Patrick Brennan  
Treasurer

Mr. Edward F. Brennan  
Ass't Secretary/ Treasurer

**Designating Depositories**

A Resolution to designate Depositories of Funds for MPWC to PNC, Bank of America, BB&T, TD Bank, First Colonial Community Bank, Columbia Bank, Haddon Savings Bank, Santander Bank, Wells Fargo Bank & the New Jersey Cash Management fund & any other GUDPA participating bank/financial institutions deemed necessary by the Treasurer & approved by the Commission during the year. Motion by Mr. Pat Brennan, 2<sup>nd</sup> by Mr. Piperno; **A unanimous roll call vote.**

**Designation of the Petty Cash Fund**

A Resolution to establish the Petty Cash Fund of \$500.00 managed by the Finance Director and/or the C.O.O. Motion by Mr. Pat Brennan, 2<sup>nd</sup> by Mr. Piperno; **A unanimous roll call vote.**

**Designation of the FSA/HRA Account and Signatories**

A Resolution to designate signatories for the Flexible Spending and HRA accounts. Motion by Mr. Pat Brennan, 2<sup>nd</sup> by Mr. Piperno; **A unanimous roll call vote.**

**Designation of Newspapers & Websites of the Commission**

A Resolution to designate the official newspapers and websites for public notice of the MPWC as the Courier-Post, The Retrospect and the websites of Pennsauken Township, Merchantville Borough, Merchantville Community and Merchantville-Pennsauken Water Commission. Motion by Mr. Pat Brennan, 2<sup>nd</sup> by Mr. Piperno; **A unanimous roll call vote.**

**Designation of the Meeting Dates and Times**

A Resolution to establish the meeting dates and times for the 2020 Commission year. Motion by Mr. Pat Brennan, 2<sup>nd</sup> by Mr. Piperno; **A unanimous roll call vote.**

**Appointment of Public Agency Compliance Officer**

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

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

A Resolution authorizing the C.O.O. or the Engineer to make applications to the NJDEP and EPA. Motion by Mr. Pat Brennan, 2<sup>nd</sup> by Mr. Piperno; **A unanimous roll call vote.**

**Authorization of Purchases under the State Contract and Approved Co-Ops**

A Resolution to authorize staff to make purchases utilizing state contracts and co-ops approved by the Commission. Motion by Mr. Pat Brennan, 2<sup>nd</sup> by Mr. Piperno; **A unanimous roll call vote.**

**Approval of Maximum Thresholds and Agents for Purchasing**

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



**MPWC**

**MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**

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

Mr. Joseph C. Scavuzzo  
President

Mr. George R. Piperno  
Vice-President

Mr. Ronald S. Johnson  
Secretary

Mr. Patrick Brennan  
Treasurer

Mr. Edward F. Brennan  
Ass't Secretary/ Treasurer

**Approval and Award of Annual Professional Services Appointments (A)**

A Resolution to award as Fair and Open, the annual professional appointments. Motion by Mr. Pat Brennan 2<sup>nd</sup> by Mr. Johnson; **A unanimous roll call vote:**

- Auditor: Bowman & Company LLC
- Accounting Services (Consultant): Your Part Time Controller
- Insurance Broker of Record: Connor, Strong & Buckelew
- Broker of Record for Employee Benefits: Connor, Strong & Buckelew
- Commission Bond Counsel: Parker McCay

**Approval of Pool of Qualified Engineers (B)**

A Resolution to deem these responding Engineers as qualified to submit proposals for Commission work as recommended by staff evaluators. Motion by Mr. Pat Brennan 2<sup>nd</sup> by Mr. Johnson; **Affirmative roll call vote, except Mr. Ted Brennan abstained.**

- Remington & Vernick; CME Associates; T&M Associates; Pennoni Associates; and H2M.

**Designation of the 2019-2020 Public Employees Awards Committee**

A Resolution to reappoint the current sitting members of the committee for the 2019/2020 Commission year. Motion by Mr. Pat Brennan, 2<sup>nd</sup> by Mr. Johnson; **A unanimous roll call vote.**

**ITEMS TO BE DISCUSSED:**

Retiree & Sick Leave Policy Updates – Special Meeting Request

Mr. Saraceni requested a Special Meeting to conclude Commissioner discussions on recommended revisions to MPWC retiree medical and employee sick leave policies. The Commissioners set August 1, 2019 at 4:00 pm.

**Approval of the Minutes**

Mr. Pat Brennan motioned, 2<sup>nd</sup> by Mr. Johnson to approve the amended Business Meeting Minutes of June 13, 2019. **A unanimous roll call vote.**

**Payment of the Bills**

Mr. Pat Brennan motioned, 2<sup>nd</sup> by Mr. Ted Brennan to approve payment of the bills dated July 11, 2019 in amount of \$959,483.71. **A unanimous roll call vote.**

Mr. Pat Brennan motioned, 2<sup>nd</sup> by Mr. Piperno to approve payment of bill for Pennsauken Township, dated July 11, 2019 in the amount of \$7004.78. **Affirmative roll call vote, except Mr. Scavuzzo abstained.**

Mr. Pat Brennan motioned, 2<sup>nd</sup> by Mr. Johnson to approve payment of bill for Remington and Vernick, dated July 11, 2019 in the amount of \$11,631.01. **Affirmative roll call vote, except Mr. Ted Brennan abstained.**

Mr. Pat Brennan motioned, 2<sup>nd</sup> by Mr. Johnson to approve payment of the bill to Woodbine Publication dated June 14, 2019 in amount of \$250.00. **A unanimous roll call vote.**

Mr. P. Brennan motioned, 2<sup>nd</sup> by Mr. Ted Brennan to approve payment of bill for the P-Card, dated July 11, 2019 in the amount of \$5166.80. **A unanimous roll call vote.**

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110  
Ph: 856.663.0043 • Fx: 856.486.7417 • www.mpwc.comMr. Joseph C. Scavuzzo  
PresidentMr. George R. Piperno  
Vice-PresidentMr. Ronald S. Johnson  
SecretaryMr. Patrick Brennan  
TreasurerMr. Edward F. Brennan  
Ass't Secretary/ Treasurer**Correspondence**

Denise Brouse to C.O.O. Re-appointment of Patrick Brennan – Plus Resolution

Sophia Honigfeld to Joyce Peirce – Letter of Gratitude (Merchantville Scholarship)

Jada Gabri-El to Joyce Peirce – Letter of Gratitude (Pennsauken Scholarship)

**Staff Reports**

Ms. Eisenmann requested permission to close the Westfield Ave. office on Fridays at 3:00 pm in the summer. She said that there will be very little impact to the customers, since customers don't usually come in after 3:00 on Fridays in the summer. Ms. Eisenmann continued that Monday – Thursday the office will remain open until 4:15 pm. A discussion ensued. The Commissioners approved the summer schedule and said this year will be a trial. Ms. Eisenmann advised the new summer hours will be listed on the doors of the MPWC and the website.

**Commissioners Reports:**

Mr. Johnson said that he noticed the MPWC trucks are clean and said the field personnel are all helpful and cheerful – representing the MPWC professionally.

Mr. Ted Brennan congratulated Mr. Pat Brennan on his reappointment and said that his insight is always appreciated and that his institutional wisdom would be valuable going forward.

Mr. Piperno questioned the April 9, 2020 date for the Commission meeting. After a discussion it was agreed that date would remain.

Mr. Pat Brennan spoke about an interesting article that he read about contaminants in the aquifer. Mr. Saraceni said he had that article and he will send out to the Commissioners.

Mr. Scavuzzo welcomed back Mr. Pat Brennan as a Commissioner.

**Adjournment**

A motion by Mr. Scavuzzo and 2<sup>nd</sup> by Mr. Piperno to adjourn at 4:34PM. **A unanimous roll call vote.**