



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
September 12, 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, Assistant Secretary/Treasurer

Other Attendees:

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

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

The following items were discussed:

Audit Report – Commission Approval – Affidavit and Resolution

Mr. Pat Brennan reported that there were no findings on the 2018 Audit. CPA James Miles proceeded to explain details of the audit to the Commission.

Employee Manual Policies – Retiree and Sick leave

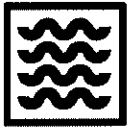
The Retiree policy was tabled and still under review. The Earned Sick leave policy was issued to the Commissioners to review for comment at the October monthly meeting.

Assembly Bill – 3937 – Residency

Mr. McConnell explained how the Assembly Bill 3937 that became law affects the MPWC residency policy. Mr. Saraceni stated that a draft Residency policy would be prepared for review at the October Commission Meeting. Commissioner Pat Brennan expressed that he wanted the Commissions better informed in advance about any bills in the Legislature that would affect the MPWC. He then asked Mr. Saraceni to reach out to the New Jersey Water Association regarding upcoming bills.

Authorization to advertise main inspection/rehabilitation RFP

Mr. Spafford requested authorization to proceed forward with the RFP for the advertisement of the main inspection/ rehabilitation. A discussion ensued and it was agreed that he should proceed with the next steps that need to be taken.

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TreasurerMr. Edward F. Brennan
Ass't Secretary/ Treasurer**2020 Draft Operating and Capital Budgets**

Mr. Saraceni stated that the President and Treasurer reviewed the draft 2020 Operating and Capital budgets. The issue of the needs of the Commission was discussed in light of the impending capital infrastructure challenges necessitated by State regulation changes. It was discussed that additional treatment plants will be necessary and therefore the Commission should consider a 2.0% rate increase for 2020. A discussion ensued and it was requested by the Commissioners to review the budget and to contact Pat Brennan with any questions or concerns. It is intended that approval could be attained at the October meeting.

Employee Resignation - Recruitment for replacement Field Service Technician

The Commission was advised that a Field Service Technician resigned effective August 23rd. Recruitment had taken place after letters were sent to the Mayors of Pennsauken and Merchantville. The field of applicants was narrowed down to 11 interviewees. 3 were requested back for a second interview. Alexander Garofalo was unanimously selected by both interview panels and will be offered employment with Commission permission.

Rutgers Author/Professor Articles – Dr. Richard A. Michelfelder

Mr. Saraceni reported that Mr. Pat Brennan shared an article regarding Dr. Richard A. Michelfelder, a consultant with specific expertise with water utilities – asset management and finances. A discussion ensued and the Commissioners agreed that it would be beneficial to meet with him at a Special Meeting. Mr. Saraceni agreed to set up the meeting.

Approval of Minutes:

Mr. Pat Brennan motioned, 2nd by Mr. Johnson to approve the Business Meeting Minutes of August 8, 2019. **A unanimous roll call vote.**

Approval of Special Meeting Minutes:

Mr. Pat Brennan motioned, 2nd by Mr. Johnson to approve the Special Meeting Minutes of August 1, 2019. **A unanimous roll call vote. Mr. Edward Brennan abstained.**

Payment of the Bills:

Mr. Pat Brennan motioned, 2nd by Mr. Piperno to approve payment of the bills dated September 12, 2019 in amount of \$623,911.81. **A unanimous roll call vote.**

Mr. Pat Brennan motioned, 2nd by Mr. Johnson to approve payment of bills for Merchantville Borough in the amount of \$2300.00 and Remington and Vernick in the amount of \$22,668.75 dated September 12, 2019. **A unanimous roll call vote. Mr. Edward Brennan abstained.**

Mr. Pat Brennan motioned, 2nd by Mr. Edward Brennan to approve payment of bill for the P-Card in the amount of \$535.21, transfer for PERS/Pension expense in the amount of \$24,966.46 and a bill for Sage in the amount of \$ 3126.95, all dated September 12, 2019. **A unanimous roll call vote.**

Staff Reports:

Mr. Saraceni wished congratulations to the Scavuzzo family. He also stated that he sent an email to the Commissioners of when they will be impacted by the flushing program.



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Mr. Pat Brennan then responded that the Commissioners would like maps of the areas effected, to which Mr. Spafford said that he could draw the areas on a map.

Ms. Eisenmann stated that the Awards Committee is currently planning for the Employee Appreciation Awards Breakfast. She conveyed that the Pennsauken County Club is available on December 12, 2019 for breakfast and lunch. A discussion ensued and it was decided that we will continue with the breakfast format.

Mr. McConnell informed the Commission that the Local Finance Board responded regarding the request for an Advisory Ethics Opinion about Mr. Spafford that they would provide a private opinion on behalf of Mr. Spafford, but not on behalf of the Commission. Therefore, as to this matter of requesting same Mr. McConnell is acting as Counsel to the individual. He is awaiting that opinion.

New Business

Mr. Pat Brennan motioned, 2nd by Mr. Piperno to authorize hiring of a new Field Service Technician. **A unanimous roll call vote.**

Mr. Pat Brennan motioned, 2nd by Mr. Piperno to approve the audit. **A unanimous roll call vote.**

Mr. Pat Brennan motioned, 2nd by Mr. Johnson to approve authorization to advertise the water main inspection/rehabilitation RFP, with the three (3) cost options. **A unanimous roll call vote.**

New Services:

Mr. Pat Brennan motioned, 2nd by Mr. Edward Brennan to approve 800 Hylton Road – 2” domestic service, 2100 Haddonfield Road – 2” irrigation service, 3901 Sharon Terrace – 2” domestic service. **A unanimous roll call vote.**

Project Status:

Mr. Pat Brennan asked Mr. Spafford of the status of GIS mapping. Mr. Spafford responded that although it is almost finished, he has been in contact with Hopeworks, who have been experiencing some technical issues on their end..

Commissioners Reports:

Mr. Johnson remarked that it has been 1 year to the day that he was hospitalized. He then stated that he is “blessed.”

Mr. Edward Brennan apologized for being absent from the August Business Meeting.

Mr. Piperno said congratulations to the Scavuzzo’ on their new daughter.

Mr. Pat Brennan requested a revised draft budget and 10-year plan be sent to the Commissioners.

Adjournment

A motion by Mr. Piperno and 2nd by Mr. Johnson to adjourn at 5:14 PM. **A unanimous voice vote.**

Submitted By:

Carol Feriozzi & Michael Saraceni