

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110
Ph: 856.663.0043 • Fx: 856.486.7417 • www.mpwc.comJoseph C. Scavuzzo
PresidentShakir Ali
Vice-PresidentPatrick Brennan
TreasurerEdward F. Brennan
SecretaryFrank Warwick
Asst. Secretary/Treasurer**Minutes of the MPWC Monthly Business Meeting
March 11, 2021****ATTENDEES****Commissioners:**Mr. Joseph C. Scavuzzo, President
Shakir Ali, Vice President
Mr. Patrick Brennan, Treasurer
Mr. Edward Brennan, Secretary
Mr. Frank Warwick, 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

The President called the meeting to order at 4:00 PM in a Zoom video conference. There was a roll call of Commissioners; Participants choosing to identify themselves were noted on record. After the Salute to the Flag, the Open Public Meetings Act Compliance Statement was read.

Oath of Office – Frank Warwick

General Counsel administered the Oath of Office to Mr. Frank Warwick in person at the G. Burton German Meeting Room in the presence of Mr. Scavuzzo and Mrs. Eisenmann

Designation of Commission Officers:

Upon nomination and vote of the Commissioners, the following reorganization occurred:

Mr. Ted Brennan- Secretary

Mr. Shakir Ali- Vice President

Mr. Frank Warwick- Assistant Secretary/ Treasurer

All other Commissioners remained in their current positions.

Meeting Open to the Public:

The President indicated that the meeting was open for public comment. Customer Ms. Mechelle Herring was present via telephone or audio internet.

Customer Dispute – Leak Adjustment Protocols 7501 Pleasant Avenue

Customer Mechelle Herring of 7501 Pleasant Ave. Pennsauken was present virtually to request an adjustment on her high water bill, due to a water leak. Mrs. Eisenmann said that she had previously sent the Commissioners a synopsis of the issue at 7501 Pleasant Ave. A discussion ensued and it was agreed by the Commissioners that this request did not meet the criteria established to qualify for a leak adjustment. The Commissioners offered that Mrs. Eisenmann would work with Ms. Herring on a payment plan which can be over an extended period of time.

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Asst. Secretary/Treasurer**Mr. Saraceni- Retirement**

Mr. Saraceni said that it was a privilege and honor to work at the MPWC and the Commissioners for the last 15 years. All Commissioners wished Mr. Saraceni well in his retirement and praised his skills as a C.O.O. and how far the MPWC has come under Mr. Saraceni's direction and leadership.

Fund Commissioner Appointment

Executive Session

Field Service Technician Recruitment – Positions/Hiring

Mr. Saraceni requested to offer employment for the vacated positions for J. Magliari and F. Benzenhafer. One would start in Treatment and the other would start in Construction. Mr. Pat Brennan's motion, 2nd by Mr. Ted Brennan to approve the hiring of 2 new Field Service Technicians by a unanimous vote.

Upgrade of Commission iPads – surplus existing devices

Mr. Saraceni suggested an upgrade to the Commissioner iPads since they were bought in 2014. The Commissioners agreed and authorized the sale of the existing devices as surplus by a unanimous vote.

MPWC Policy 1120 Retiree Benefits – Revisions Proposed – Attached

Mr. Saraceni informed the Commissioners that there were inaccuracies in the wording of Policy 1120 Retiree Benefits when it was rewritten. Mr. Saraceni and Mr. McConnell spoke with Mr. Piperno regarding the policy since he took part in the rewriting in 2019. Mr. McConnell gave the Commissioners background as to the exceptions that they had expressly authorized at that time but had apparently inadvertently omitted. Mr. Ted Brennan agreed that it would as modified, be then consistent with state law. The Commissioners agreed with the proposed changes and approved the language clarification of the policy as submitted.

MPWC Policy 1250 –Temporary Disability – Clarification Sought – Attached

Mr. Saraceni asked for clarification by the Commissioners on Policy 1250. He questioned what the Commissioners' intention was when they proposed the present language. A discussion ensued after which Mr. Pat Brennan proposed that the most liberal reading be given for now so no one expecting coverage be surprised but that it should be deferred for Staff to develop and recommend language adjustments as well as to clarify the Commission's intent.

Annual MELJIF Mandatory EPL Training – Commissioners: Building a Safe Workplace

Mr. Saraceni informed the Commissioners that the annual EPL training by MELJIF is due by April 30th. The training is a 20-minute video on "Building a Safe Workplace". The MPWC will get a \$1500 credit on premiums if all of the Commissioners and the C.O.O. completed the webinar. Mrs. Feriozzi will send a reminder along with instructions to the Commissioners.



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Approval of the Minutes

Mr. Pat Brennan motioned, 2nd by Mr. Ted Brennan to approve the Business Meeting Minutes of February 11, 2021, received a **unanimous roll call vote**.

Payment of the Bills

Mr. Pat Brennan's motion, 2nd by Mr. Ali to approve the insurance claim for \$3000, the bill list in the amount of \$367,370.00 and the P-Card payment of \$1278.86 all dated March 11, 2021. **A unanimous roll call vote.**

Mr. Pat Brennan motioned, 2nd by Mr. Ted Brennan to approve payment of bill for Pennsauken Township, dated March 11, 2021 in the amount of \$1187.50. **An Affirmative roll call vote, after Mr. Ali and Mr. Scavuzzo abstained.**

Mr. Pat Brennan motioned, 2nd by Mr. Warwick to approve payment of bill to R&V in the amount of \$ 27267.92 dated March 11, 2021. **An Affirmative roll call vote after Mr. Ted Brennan abstained.**

Correspondence

Michael Saraceni to Commissioners – Retirement Letter.

Meeting Open to the Public:

The President indicated that the meeting was open for public comment. Mr. Ronald Johnson was in attendance virtually. Mr. Johnson thanked the staff for the 2 cards sent to him. He also said that it was a pleasure working with the Commissioners. He then wished the new Commissioners well.

Mr. Pat Brennan motioned, 2nd by Mr. Ted Brennan to close the public session. **A unanimous voice vote.**

Bid Openings:

Marion Avenue Tank Painting – March 9, 2021

Mr. Spafford said that the bids were opened on Tuesday March 19, 2021. He asked for time to review because he expects that there will be a protest. He will report back at the next Commission meeting.

Staff Reports

Mrs. Eisenmann welcomed Mr. Warwick to the Commission and wished Mr. Saraceni well in his retirement.

Mr. Spafford welcomed Mr. Warwick to the Commission. He then reported that Mr. Garaguso will be attending future Commission meetings until Mr. Campbell returns from leave.

Mr. McConnell wished Mr. Saraceni well and applauded him for leading the MPWC into the modern era, both organized and professional.

Old Business:

Cyber Security – re-assessment and evaluation

Mr. Spafford provided an update and reported that he has been researching the 2-factor login system and it should be in place by the next Commission meeting.



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New Business:

MPWC Policy 1120 – Retiree Benefits – Revision

Mr. Pat Brennan motioned, 2nd by Mr. Warwick to approve the revision to Policy 1120. **A unanimous roll call vote.**

New Services:

Mr. Pat Brennan motioned, 2nd by Mr. Ali to approve the new services at 826 Stowe Road – Pennsauken- New 1” Residential Service and 5000 N. Crescent Boulevard-2” Service. **A unanimous roll call vote.**

Commissioners Reports

Mr. Warwick thanked everyone for welcoming him and he said that “I will do my best”.

All Commissioners welcomed Mr. Warwick to the Commission and offered their help to him

Mr. Scavuzzo said that he learned a lot from Mr. Saraceni and thanked him for everything that he has accomplished.

Mr. Ali motioned, 2nd by Mr. Ted Brennan to enter into Executive Session for matters of personnel at 6:04 PM. **A unanimous roll call vote.**

A motion was made by Mr. Pat Brennan and 2nd by Mr. Ted Brennan to return to open session at 6:15 PM. **A unanimous roll call vote.**

A motion was made by Pat Brennan and 2nd by Mr. Ali to designate Sean Fitzgerald as Fund Commissioner of the NJUA on behalf of the MPWC and to authorize the modification of his position so as to include his duties and responsibilities as Safety/Training Coordinator. **A unanimous roll call vote.**

Adjournment

A motion was made by Mr. Pat Brennan and 2nd by Mr. Ted Brennan to adjourn at 6:17PM. **A unanimous roll call vote.**

Prepared By:

Carol Feriozzi

Michael A. Saraceni