

**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
June 10, 2021****Commissioners:**

Mr. Joseph C. Scavuzzo, President
Mr. Shakir Ali, Vice President
Mr. Patrick Brennan, Treasurer
Mr. Edward Brennan, Secretary
Mr. Frank Warwick, Asst. Secretary/Treasurer

Other Attendees:

Jack Killion, C.O.O.
Richard Spafford, P.E., Director of Engineering
Karl N. McConnell, General Counsel
James Garaguso, Assistant Superintendent
Colleen O'Brien, Customer Support Supervisor

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

New Hire Dan Lovett

Dan Lovett was present to meet the Commission after his recent hire.

Financial Disclosure Statements due June 30th, 2021

Mr. Killion reminded the Commission that the due date for submission of completed certified statements is June 30th, 2021. Mr. Killion discussed this with those Commissioners who had not yet filed.

Field Work – 2020 Audit – Starting June 8th, 2021 – Prep Work Completed and sent to Bowman

Mr. Killion stated that Bowman has begun their work for the 2020 audit this week and will be ongoing until completion.

Professional Services RFP Posted – Return Date is June 25th, 2021

Professional Services RFP's were posted. Deadline for submission of proposals to the MPWC is June 25th, 2021. Jack Killion will advise the Commissioners of the information returned.

Salary Committee – Commission Decision/Action Pending

Mr. Scavuzzo explained how the typical process is completed. Due to an oversight, the Salary Committee's recommendations were not shared with the other Commissioners and Mr. Scavuzzo asked the Commissioners if they would be comfortable with reviewing the Senior Staff recommendations now and vote on their decisions later this evening during the business meeting. All Commissioners agreed.

Polling Site – Westfield Avenue – June 8th, 2021

Mr. Killion commented that there were no issues with the Westfield Avenue Office being the polling place. Mr. McConnell set up the arrangements to do so, and Mr. Garaguso was there to give the polling site members access to the building prior to business hour opening.

Standard STD Increasing Coverage to Cover Higher Salaries at Minimal Cost

Mr. Killion stated that due to a current long-term absence of a salaried employee due to medical reasons, it was discovered that the Standard STD Coverage was poor coverage for salaried employees while it could be



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disincentively rich for hourly employees. Mr. Killion has been working with Scott Davenport to correct this moving forward.

Reviewing and Updating Policies and Procedures

Mr. Spafford reported that the multiple forms were consolidated to require only one master form to simplify reporting of accidents and/or incidents at the MPWC. Mr. Pat Brennan stated that at the time some procedures were initiated their creation were positive improvements for the MPWC as a whole, but agreed that they should be reviewed and amended as needed.

Scholarships Delivered to Schools

Mr. Killion informed the Commission that the scholarships have been delivered to the schools, but that the students have not been informed yet. The school's award ceremonies should be upcoming.

Approval of the Minutes

Mr. Pat Brennan motioned, 2nd by Mr. Warwick to approve the Business Meeting Minutes of May 13th, 2021. **A unanimous roll call vote.**

Payment of the Bills

Mr. Pat Brennan's motion, 2nd by Mr. Ted Brennan to approve the bill list in the amount of \$599,496.73 dated June 10th, 2021, and the High School Scholarships dated May 25th, 2021 in the amount of \$5,000.00. **A unanimous roll call vote.**

Mr. Pat Brennan motioned, 2nd by Mr. Ted Brennan to approve payment of bill for Pennsauken Township, dated June 10th, 2021 in the amount of \$4,890.48. **After Mr. Ali and Mr. Scavuzzo abstained; all others voted yes.**

Mr. Pat Brennan motioned, 2nd by Mr. Warwick to approve payment of bill to R&V in the amount of \$12,935.75 dated June 10th, 2021. **After Mr. Ted Brennan abstained, all others voted yes.**

Mr. Ted Brennan motioned, 2nd by Mr. Ali to approve payment of the P-Card in the amount of 180.00 dated June 10th, 2021. **A unanimous roll call vote.**

Mr. Pat Brennan motioned, 2nd by Mr. Ted Brennan to pay the postage for the customer postcard dated June 10th, 2021. **A unanimous roll call vote.**

Meeting Open to the Public:

No members of the public were present. This portion of the meeting was then closed.

Staff Reports

Mr. Killion began by informing the Commission of the new postcard to be sent to all MPWC customers that was discussed among Senior Staff. A copy was provided to the Commission to review and all agreed to move forward with having them sent out.

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Mr. Garaguso reported that pumpage is still increasing. Even with the loss of some commercial customers due to the pandemic, there has been an increase in residential customers as well as new apartment complex customers.

Ms. O'Brien, on behalf of Mrs. Eisenmann, had copies of the new customer post cards for the Commissioners. Commissioners directed to inform Mrs. Eisenmann to move forward with the distribution.

Mr. Spafford informed the Commission that the first three (3) Neptune Antennas were in operation but there was not much to report yet since they were only in place for a few days. Mr. Spafford would like to move forward with placing more antennas throughout the service area. A discussion also took place of some of the features that will be available once training is completed with Neptune which is scheduled for Monday, June 14th, 2021.

Mr. McConnell discussed with the Commissioners the terms regarding the Cellular Antennas and the direction the Commission wished to move in regarding future contract terms. The Commissioners declined to sell an ownership, control or easement over the Bethel Monopole Property; they declined to entertain any acceleration of rent in exchanged for reduced rent by AT&T on their Marion Lease; and they directed Mr. McConnell to minimum bid terms for the next Park Ave. antennae lease currently held by Verizon.

Old Business

None considered.

New Business:

Mr. Pat Brennan motioned, 2nd by Mr. Warwick to authorize the Salary Committee Recommendations for increases for selected hourly employees effective July 1st, 2021. **A unanimous roll call vote.**

Mr. Pat Brennan motioned, 2nd by Mr. Warwick to approve the three (3) new service applications. **A unanimous roll call vote.**

Mr. Ted Brennan motioned, 2nd by Mr. Ted Brennan to authorize increase to The Standard STD Coverage for salaried employees. **A unanimous roll call vote.**

Mr. Pat Brennan motioned, 2nd by Mr. Warwick to approve a Park Avenue antennae lease going out for a future Bid. **A unanimous roll call vote.**

Commissioners Reports

Mr. Pat Brennan thanked Staff for their efforts in the recent upgrades to the appearance to the Westfield Avenue Building. He also stated that although the Operating Budget shows approximately a \$4 million increase over previous years, of that \$2 million has been borrowed and there is only an increase of \$1 million.

Mr. Ted Brennan stated that he had a Zoom Meeting with Commissioner Pat Brennan and Congressman Donald Norcross regarding possible funding that could be used by the MPWC for improvements for infrastructure bills coming withing the next ten (10) years.



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Adjournment

Upon a unanimous voice vote the Commissioners adjourned at 5:25pm

Prepared By:
Colleen O'Brien
Jack Killion