**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**

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

Mr. Joseph Scavuzzo
President

Mr. George Piperno
Vice President

Mr. Ronald Johnson
Secretary

Mr. Patrick Brennan
Treasurer

Mr. Edward Brennan
Ass't Secretary/ Treasurer

**Minutes of the MPWC Monthly Business Meeting
January 14, 2021**

ATTENDEES

Commissioners:

Mr. Joseph Scavuzzo, President
Mr. George Piperno, Vice President
Mr. Patrick Brennan, Treasurer
Mr. Ronald Johnson, Secretary
Mr. Edward Brennan

Other Attendees:

Michael A. Saraceni, C.O.O.
Craig Campbell, Superintendent
Richard Spafford, P.E., Director of Engineering
Karl N. McConnell, General Counsel
Brandy Eisenmann, Customer Service Director
Joe Jasinski, Suez
Caren Sheehan – Court Reporter

The President called the meeting to order at 4:00 PM via Zoom

There was a roll call of Commissioners all were present via Zoom, except Mr. George Piperno.

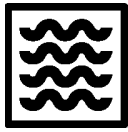
Salute to the Flag; the Open Public Meetings Act Compliance Statement was read.

Public-Private Main Contract Public Hearing

The President turned the meeting over to Mr. McConnell for the Public Hearing in accordance with the New Jersey Water Supply Public-Private Contracting Act." N.J.S.A. 58:26-19. Court Reporter and General Counsel were present in the G. Burton German Meeting Room of the MPWC Headquarters open for Public attendance with Meeting Notices posted on front door. No members of public chose to attend in person or via Zoom. It was announced that the Hearing Record will remain open for an additional one-week period for any Written Public Submissions. Transcript to be attached when available for the official record. Mr. Jasinski of Suez exited at the end of the Hearing.

National Highway New Plant Construction

Mr. Spafford indicates that he has developed a plan to build on our existing site as the preferred option and he displayed a preliminary drawing of the proposed site. The construction phase would be accelerated by building on the existing site and no future structures would be needed due to this plant's treatment technology. Mr. Spafford reported that next steps would be to prepare a plan and take them to the DEP and the Pennsauken Planning Board. There was a brief discussion regarding whether the Commission would need additional land on that site at a later date and agreed that they would deal with that issue should it arise in the future. Mr. Spafford inquired about financing the project and it was agreed that it would go through the Infrastructure Trust Fund.

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110
Ph: 856.663.0043 • Fx: 856.486.7417 • www.mpwc.comMr. Joseph Scavuzzo
PresidentMr. George Piperno
Vice PresidentMr. Ronald Johnson
SecretaryMr. Patrick Brennan
TreasurerMr. Edward Brennan
Ass't Secretary/ Treasurer**HomeServe Agreement Renewal as A Concession and a Non-Fair & Open Contract**

Mr. Saraceni indicated that the documents for the two (2) year renewal are in order and ready for approval and signature. Mr. McConnell will prepare a Resolution documenting all the Commission decisions in this regard.

Neptune 360 Cloud Software and Antennas

Mr. Spafford reported on project progress which included two (2) training sessions for both field and office staff. Mr. Spafford also initiated a conversation on the installation of antennas for data collection. The Commission authorized staff to install up to 3 antennas to pilot the program.

Customer Leak Adjustment

Mrs. Eisenmann explained the circumstances surrounding the leak and seeks approval for an account adjustment in accordance with Regulation 1023.

Approval of the Minutes

A motion by Mr. Pat Brennan and 2nd by Mr. Johnson to approve the Minutes of the Business Meeting and the Executive Session of December 10, 2020. **All voted in the affirmative in a roll call vote, except Mr. George Piperno who was absent.**

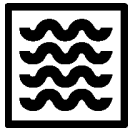
Payment of the Bills

Pat Brennan asked Mr. Saraceni to explain to the Commission what the HRA & FSA Transfers were funding. Mr. Saraceni provided explanation. A motion by Mr. Pat Brennan and 2nd by Mr. Ron Johnson to approve payment of the bills dated December 11, 2020 as follows: HRA Transfer for \$217,000.00 and FSA Transfer for \$8,898.00, and bills dated January 14, 2021 for \$1,372,451.36. **All voted in the affirmative in a roll call vote, except Mr. Piperno who was absent.**

A motion by Mr. Pat Brennan and 2nd by Mr. Ted Brennan to approve payment of the bills for Pennsauken Township in the amount \$1,045.00 dated January 14, 2021. **All voted in the affirmative in a roll call vote; Mr. Scavuzzo abstained, and Mr. Piperno was absent.**

Staff Reports

Mr. Saraceni requested an Executive Session at the end of the meeting for contract discussions. It was mentioned that one of the Superintendent's charts was missing from his report. Mrs. Eisenmann acknowledged the oversight when transmitting and indicated that she was forwarding it via email immediately to all. Mr. Spafford requested signatures on the annual contracts. Mr. Spafford also gave a brief update on the National Highway project and the Superintendent mentioned that the MPWC met all sampling deadlines. All were very pleased with the project. Mr. McConnell informed the Commissioners that he requested title work of a deed and any easements for the former Friendly's parcel at the Pavilions from Presidential Title.

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

A motion by Mr. Pat Brennan and 2nd by Mr. Ted Brennan to approve the award of a Concession as a Non-Fair and Open contract with HomeServe USA as a two (2) year contract renewal of the former terms . Mr. McConnell clarified the scope of the award by regulation that the Resolution would be comprehensive and reflect that scope. **All voted in the affirmative in a roll call vote, except Mr. Piperno was absent.**

A motion by Mr. Pat Brennan and 2nd by Mr. Johnson to approve to begin the design and permitting process for the new treatment plan to be built on the site of the existing National Highway facility. **All voted in the affirmative in a voice vote, except Mr. Piperno was absent.**

New Business

A motion by Mr. Ron Johnson and 2nd by Mr. Pat Brennan to award authorizing staff to pilot the data collection upgrade project by installing two to three antennas in the service area. **All voted in the affirmative in a voice vote, except Mr. Piperno was absent.**

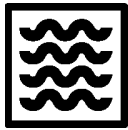
New Services

A motion by Mr. Pat Brennan and 2nd by Mr. Ted Brennan to approve new services as follows: 1" domestic service at 2238 39th Street, Pennsauken & a new 4" fire service and 2" domestic to service 23 residential units at 2100 & 2118 Haddonfield Rd at Haddon Point. **All voted in the affirmative in a roll call vote, except Mr. Piperno was absent.**

Commissioners Reports:

Mr. Piperno arrived at 5:14 PM. Mr. Piperno asked about the customer leak request and Mr. Saraceni recapped the discussion for him. Mr. Ted Brennan had nothing to report but wished everyone a Happy New Year. Mr. Johnson also wished everyone a Happy New Year and indicated that he was looking forward to a better 2021 for everyone. Mr. Pat Brennan informed that he has not yet met with Mr. Scavuzzo to discuss last month's Executive Session but will be scheduling that meeting in the coming days. Mr. Pat Brennan also informed everyone that Camden County has opened appointments for Covid vaccines for all eligible Phase 1A and certain Phase 1B folks and urged those who are interested to schedule their appointments. Mr. Scavuzzo also indicated that he and Mr. Brennan had not yet met but would be doing so shortly. Mr. Scavuzzo mentioned that he and Mr. Saraceni had some preliminary ideas/notes to be shared with Mr. Brennan and then later with the rest of the Commissioners.

A motion by Mr. Pat Brennan and 2nd by Mr. Ted Brennan to enter Executive Session for contract discussions at 5:22 PM. **All voted in the affirmative in a 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 Scavuzzo
President

Mr. George Piperno
Vice President

Mr. Ronald Johnson
Secretary

Mr. Patrick Brennan
Treasurer

Mr. Edward Brennan
Ass't Secretary/ Treasurer

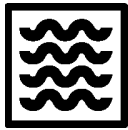
The Commissioners re-entered the public meeting at 5:37 PM with no action to be taken at this time.

Adjournment

A motion by Mr. Pat Brennan and 2nd by Mr. George Piperno to adjourn at 5:38 PM. **A unanimous voice vote of those present.**

Submitted By:

Brandy Eisenmann & Michael Saraceni

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**

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

Joseph C. Scavuzzo
President

George R. Piperno
Vice-President

Patrick Brennan
Treasurer

Edward F. Brennan
Secretary

Shakir Ali
Asst. Secretary/Treasurer

**Minutes of the MPWC Monthly Business Meeting
February 11, 2021**

ATTENDEES

Commissioners:

Mr. Joseph C. Scavuzzo, President
Mr. George R. Piperno, Vice President
Mr. Patrick Brennan, Treasurer
Mr. Edward Brennan, Secretary
Mr. Shakir Ali, 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 – Shakir Ali

General Counsel administered the Oath of Office to Mr. Shakir Ali in person at the G. Burton German Meeting Room in the presence of Mr. Scavuzzo and Mr. Spafford.

Designation of Commission Officers:

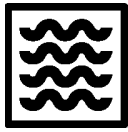
Upon nomination and vote of the Commissioners, the following reorganization occurred:
Mr. Ted Brennan- Secretary
Mr. Shakir Ali- Assistant Secretary/ Treasurer
All other Commissioners remained in their current positions

Retiree Benefits – Commission Authorization – F. Benzenhafer – Resolution

Mr. Saraceni stated that staff is now requesting that Commissioners authorize a resolution anytime an employee retires and is qualified for lifetime benefits without premium contribution such as Frank Benzenhafer. This will become a matter of record.

Replacement vehicles – authorization to purchase – State Contract – Resolution

Mr. Spafford explained that he budgeted \$160,000 for the purchase of new vehicles in 2021. He continued that the price of buyout of the Dodge Rams is \$17,350.00 for each of the 5 trucks and purchasing new trucks would cost over \$30,000.00 for each. He said our current fleet is still in good shape and requested that the Commissioners authorize the buyouts for the Rams, which would leave enough money in the budget to purchase a new F250. A discussion ensued. The Commissioners agreed to the buyout of the trucks and the purchase of the new F250.

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**

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

Joseph C. Scavuzzo
President

George R. Piperno
Vice-President

Patrick Brennan
Treasurer

Edward F. Brennan
Secretary

Shakir Ali
Asst. Secretary/Treasurer

Authorization to advertise for bid - painting of Marion Avenue Elevated Water Tank

Mr. Spafford reported that the specifications for the painting of the Marion Ave. water tank have been completed and he requested authorization to go to bid for the painting. He added that \$250,000 has been budgeted for the project. The Commissioners authorized to go to bid.

Bond reduction for Edgewood Properties from \$92,400 to \$69,300 – Resolution

Mr. Spafford informed the Commissioners that Edgewood Properties requested a reduction in the original Project Performance bond from \$92,400 to \$69,300. The remaining amount will be held until future project build-out is completed.

Approval of the Minutes

Mr. Pat Brennan motioned, 2nd by Mr. Piperno to approve the Business Meeting Minutes and Executive Session Minutes of January 14, 2021. **A unanimous roll call vote.**

Payment of the Bills

Mr. Pat Brennan motioned, 2nd by Mr. Ted Brennan to approve ACH- Loan payment of \$83,117.46, the bill list in the amount of \$284,483.67 and the P-Card payment of \$1,004.31 all dated February 11, 2021. **A unanimous roll call vote.**

Mr. Pat Brennan motioned, 2nd by Mr. Piperno to approve payment of bill for Pennsauken Township, dated February 11, 2021 in the amount of \$101,265.79. **Affirmative roll call vote, except Mr. Ali and Mr. Scavuzzo abstained.**

Mr. Pat Brennan motioned, 2nd by Mr. Piperno to approve payment of bill to Merchantville Borough in the amount of \$ 13,262.36 and R&V in the amount of \$ 14,695.90 dated February 11, 2021. **Affirmative roll call vote, except Mr. Ted Brennan abstained.**

Correspondence

Edgewood Properties to Richard Spafford, PE – request for bond reduction

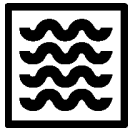
Meeting Open to the Public:

The President indicated that the meeting was open for public comment. There was no public in attendance either live or on virtual. The public portion was closed on a voice vote.

Staff Reports

Mr. Saraceni informed the Commissioners that MPWC photo Id's are currently being made and information updated. All Commissioners reported that they had no changes needed. Mr. Saraceni welcomed Mr. Ali to the MPWC, and invited him to get a picture ID.

Staff Reports continued

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110
Ph: 856.663.0043 • Fx: 856.486.7417 • www.mppwc.comJoseph C. Scavuzzo
PresidentGeorge R. Piperno
Vice-PresidentPatrick Brennan
TreasurerEdward F. Brennan
SecretaryShakir Ali
Asst. Secretary/Treasurer

Mr. Pat Brennan noted that pumpage was down reflecting the decrease in industrial production and the general economy. He asked staff to monitor pumpage in the preparation of next year's budget and rate proposals.

Mr. Spafford concerns raised by the cyber-attack on the Tampa Bay Water Treatment system caused him to contact Complete Controls and our IT contractors. A discussion ensued regarding potential cyber security threats and Mr. Spafford said he will report his findings and actions at next month's meeting.

Mr. McConnell asked the Commissioners for separate resolutions regarding Approval of the Public-Private Main asset Management Agreement with Suez recommended by the staff and authorization to sign and a second Resolution authorizing the application to the State Agencies. The complete transcripts and exhibits had been presented and posted to the Commissioners information site since the hearing record was closed on January 22 without any submissions from the public.

New Business:

Mr. Ted Brennan motioned, 2nd by Mr. Ali to approve Public-Private Water Main Asset Management Agreement. **A unanimous roll call vote.**

Mr. Piperno motioned, 2nd by Mr. Ted Brennan to authorize MPWC by Mr. Saraceni to apply to required State Agencies under the N.J. Public-Private Water Supply Contract Act for approval of that Agreement with Suez. **A unanimous roll call vote.**

Mr. Piperno motioned, 2nd by Mr. Ali to approve Retiree Benefits for Frank Benzenhafer without contributions to premium by him as reflected in the resolution. **A unanimous roll call vote.**

Mr. Piperno motioned, 2nd by Mr. Ted Brennan to approve authorization to purchase a new F250 truck and the buyouts for the 5 Dodge Rams. **A unanimous roll call vote.**

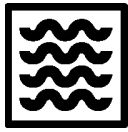
Mr. Ted Brennan motioned, 2nd by Mr. Piperno to authorize the acceptance of a Performance Bond in the amount of \$69,300 or a reduction of the Performance Bond to that amount for Edgewood Properties. **A unanimous roll call vote.**

New Services:

Mr. Piperno motioned, 2nd by Mr. Ted Brennan to approve new services at 9625 River Road – 1" Commercial Service – 6" Main Extension (900') plus a new Hydrant

Informational:

- Public-Private Hearing Transcript including Exhibits #1-11
- Suez Agreement Proposed- Exhibit #12
- Summary of Issues Raised at Hearing
- Hearing Report To be Filed with Agencies

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**

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

Joseph C. Scavuzzo
President

George R. Piperno
Vice-President

Patrick Brennan
Treasurer

Edward F. Brennan
Secretary

Shakir Ali
Asst. Secretary/Treasurer

Commissioners Reports

All Commissioners welcomed Mr. Ali to the Commission.

Mr. Ted Brennan suggested staff to investigate the value of changing any portion of our fleet of vehicles to electric vehicles in the future as sound financially and ecologically.

Mr. Piperno invited Mr. Ali to tour the MPWC facilities to see that it is a very special organization that is well run.

Mr. Pat Brennan provided some background of the MPWC to Mr. Ali and invited him to reach out if he needs anything.

Mr. Scavuzzo said that he is very proud of the MPWC, the facilities and the professionalism.

Mr. Ali said thanked everyone for the opportunity to work for the MPWC and that he is very excited to do so.

The Commissioners commenced a discussion regarding their desired procedure for the search and selection of the Commission's retiring leader, Mr. Michael Saraceni. The Commissioners agreed that all candidates seeking the position of C.O.O. must commence their application by submission of a covering letter of intent with an accompanying complete resume. Only after review of these submissions will the Commissioners determine when, how and by whom will interviews be conducted and if there is need to advertise for the position. Mr. Saraceni was asked to circulate: 1) C.O.O. job description drafted and 2) the 2014 -approved Executive Development Criteria; and the 3) Knowledge, Skills, & Abilities (KSA's) of Executives which he will send to all Commissioners for their review. It was suggested by the Commissioners that all three of these should be shared with each applicant in advance of any scheduled interview. Mr. Scavuzzo and Mr. Pat Brennan together will discuss the applicants and then may schedule a Special Meeting to continue the discussion regarding the procedure to be followed.

Adjournment

A motion was made by Mr. Piperno and 2nd by Mr. Ted Brennan to adjourn at 5:07 PM. **A unanimous roll call vote.**

Prepared By:

Carol Feriozzi

Michael A. Saraceni

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**

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

Joseph C. Scavuzzo
President

Shakir Ali
Vice-President

Patrick Brennan
Treasurer

Edward F. Brennan
Secretary

Frank 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.

**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**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.

**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**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.

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**

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

Joseph C. Scavuzzo
President

Shakir Ali
Vice-President

Patrick Brennan
Treasurer

Edward F. Brennan
Secretary

Frank Warwick
Asst. Secretary/Treasurer

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

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**

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

Joseph C. Scavuzzo
President

Shakir Ali
Vice-President

Patrick Brennan
Treasurer

Edward F. Brennan
Secretary

Frank Warwick
Asst. Secretary/Treasurer

**Minutes of the MPWC Monthly Business Meeting
April 8, 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:

Jack Killion, 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 in-person meeting to order at 4:02 PM which was also a Zoom video conference for the public. There was a roll call of Commissioners; Participants choosing to identify themselves were noted on record; none did.

After the Salute to the Flag the Open Public Meetings Act Compliance Statement was read.

Financial Disclosures MELJIF Safety Training “Employment Practices Liability”- Due 4/30

Mr. Killion reminded the Commissioners that Financial Disclosures and MELJIF Safety Training must be completed by 4/30/2021, and if anyone needed help to contact his office.

Mrs. Feriozzi introduced 2 new hires Chris Jacoby and Tom Woltjen and the Commissioners welcomed them to the MPWC and they were then excused from the meeting.

EPA Lead and Copper Rule Impacts

Mr. Spafford reported that a new Lead and Copper rule has been proposed. He advised that it will likely be approved and he recommended it as prudent that the MPWC continue of the removal of any service which is not known not to be lead or suspected to be galvanized and to replace services based on planned road openings. Ted Brennan asked Mr. Spafford to coordinate with Merchantville and Pennsauken and share information pertaining to roads which the towns already plan to open and that he will do the same. Mr. Spafford agreed.

Remington & Vernick Design Contract Proposal

Tabled until the May Commission meeting.

Approval of the Minutes

Mr. Pat Brennan motioned, 2nd by Mr. Ali to approve the Business Meeting Minutes of March 11, 2021, the Executive Session Minutes of March 11, 2021 and the Special Meeting Minutes of March 26, 2021 and March 29, 2021. All received 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

Joseph C. Scavuzzo
President

Shakir Ali
Vice-President

Patrick Brennan
Treasurer

Edward F. Brennan
Secretary

Frank Warwick
Asst. Secretary/Treasurer

Payment of the Bills

Mr. Pat Brennan's motion, 2nd by Mr. Warwick to approve the bill list in the amount of \$556,973.63, the P-Card payment of \$244.96 and the appropriation fee in the amount of \$332,118.00 dated April 8, 2021. **A unanimous roll call vote.**

Mr. Pat Brennan motioned, 2nd by Mr. Ted Brennan to approve payment of bill for Pennsauken Township, dated April 8, 2021 in the amount of \$14,013.58. **After Mr. Ali and Mr. Scavuzzo abstained; all others voted yes.**

Mr. Pat Brennan motioned, 2nd by Mr. Ali to approve payment of bill to R&V in the amount of \$52,033.60 dated April 8, 2021. **After Mr. Ted Brennan abstained, all others voted yes.**

Correspondence.

Memo from Michael Saraceni.

Meeting Open to the Public:

Former Commissioner Ronald Johnson greeted the Commissioners with no other substantive items.

A Mr. Anthony Marinelli advised as a Paul VI high school student he was researching for school about the local water utility and was scheduled to meet with Asst. Superintendent Garaguso the next day. Mr. Scavuzzo informed him that Mr. Garaguso would provide him any information he required.

There were several others from the public that chose not to identify themselves or speak.

Mr. Ted Brennan motioned, 2nd by Mr. Pat Brennan to close the public session @ 4:17pm. **A unanimous voice vote.**

Mr. Ted Brennan motioned, 2nd by Mr. Pat Brennan to enter into Executive Session @ 4:22pm. **A unanimous voice vote.**

Commissioner resumed into the open portion of the meeting @ 4:47pm.

Staff Reports

Mr. Killion reported that staff is to give him hourly annual reviews by 4/30/2021, to which he will discuss recommendations with the Salary Committee in May and will go to the Commissioners at the June Commission Meeting for approval.

Mr. Garaguso announced that the new Ipad's have been delivered and he will need to meet with each Commissioner to set them up.

Mr. McConnell reported that he, Mr. Killion and Mr. Spafford had a positive virtual meeting on 4/8 with the new head of the DCA's DLGS, Director Suarez regarding the upcoming Public-Private Water Main Asset Management Contract application with the LFB.

He also advised that the MPWC been served with discovery requests from the BPU staff to which he had filed responses as had Suez to a smaller set of Discovery requests served on them.

**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

General Counsel also advised he had been requested and granted the BPU an extension of time so that they could consider our matter for their 4/27/2021 agenda.

Old Business:

MPWC Policy 1250-Temporary Disability-Tabled

New Business:**New Services:**

Mr. Pat Brennan motioned, 2nd by Mr. Warwick to approve the new services at 2200 Route 70 – Cherry Hill - new 4" domestic service and 6" fire service and 202 N. Park - Cherry Hill- two - 2" domestic services and two – 2" fire services and 475 Derousse Ave. – Pennsauken a new 1" irrigation service. **A unanimous roll call vote.**

Mr. Pat Brennan motioned, 2nd by Mr. Ted Brennan to approve the Resolution for the hiring of Mr. Jack Killion as C.O.O. of the MPWC. **A unanimous roll call vote.**

Mr. Ted Brennan motioned, 2nd by Mr. Ali to approve the Resolution for hiring 2 new Field Service Technicians- Dan Lovett and Chris Jacoby. **A unanimous roll call vote.**

Mr. Frank Warwick motioned, 2nd by Mr. Ali to approve the hiring for a 3rd Field Service Technician position to Tom Woltjen. **After Mr. Ted Brennan and Mr. Pat Brennan abstained, all others voted Yes.**

Commissioners Reports

The Commissioners welcomed Jack Killion to the MPWC. A discussion ensued. Mr. Pat Brennan requested to meet with Mr. Killion to create a new Budget spreadsheet, to which Mr. Killion agreed.

A motion was made by Mr. Brennan and 2nd by Mr. Warwick to enter into Executive Session at 5:09PM. **A unanimous roll call vote.**

The Commissioners re-entered Public Session at 5:40 PM.

A motion was made by Mr. Frank Warwick to Award the Marion Avenue Tank painting Bid to the lowest responsible bidder as Allied Painting and to reject all other bids as referenced in the Bid resolution. 2nd by Joe Scavuzzo, and a **unanimous roll call vote.**

Upon a unanimous voice vote the Commissioners adjourned at 5:48pm

Adjournment

Prepared By:
Carol Feriozzi
Jack Killion

**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
May 13, 2021****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:

Jack Killion, C.O.O.
Richard Spafford, P.E., Director of Engineering
Karl N. McConnell, General Counsel
Brandy Eisenmann, Customer Service Director
Carol Feriozzi, Personnel Administrator
Joyce Peirce, Financial Director

The President called the meeting to order at 4:00 PM. There was a roll call of Commissioners with all present. The meeting was also on Zoom video conference as advertised.

Participants that identified themselves were noted on record.

After the Salute to the Flag, the Open Public Meetings Act Compliance Statement was read.

Financial Disclosure Extension-June 30th

Mr. Killion advised the Commissioners that the extended deadline is June 30th to file their financial disclosure statement. Mr. Killion advised that he had each person's pin number to access the FDS.

Customer Service Representative Recruitment/Interviews scheduled for May 12th

Mr. Killion informed the Commissioners that interviews for the CSR position took place on May 12, 2021 and there were several good candidates including two finalists. The Commissioners authorized hiring to fill the position.

Salary Committee Meeting- Committee recommendations- May 17 @2:00pm

Salary recommendations were provided to the Salary Committee members in preparations for the meetings with Staff on May 17th.

R&V design Scope of Work

Mr. Spafford reported that design specifications are being drafted by R&V and upon completion the Commissioners will sign off for submission to the I-Bank. Completed applications are months away.

Standard Insurance- Zoom meeting with S. Davenport-STD increase to coverage proposed.

Mr. Killion held a Zoom meeting regarding issues encountered with the private short-term disability coverage. Once his remaining questions are answered, he will propose recommendations to the Commissioners.

Horizon issue regarding dependent coverage- corrected and re-instated.

Horizon made an error regarding dependent coverage for MPWC employees. Conner-Strong was contacted and worked with Horizon to get the dependents re-instated to the proper coverage as advertised.

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**

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

Joseph C. Scavuzzo
President

Shakir Ali
Vice-President

Patrick Brennan
Treasurer

Edward F. Brennan
Secretary

Frank Warwick
Asst. Secretary/Treasurer

RFP- Professional Services- to be issued by end of May.

Mr. Killion informed the Commissioners that annual RFP's will be sent out next week.

Resolution Amendment for use of P-Card-Ryan Magee: New Business**Approval of Suez Water Main Asset Management Contract-Resolution: New Business****Scholarships Approved**

Mr. Killion said that we received the name of the recipient from Haddon Heights and is waiting on the names from Pennsauken High School.

Approval of the Minutes

Mr. Pat Brennan motioned, 2nd by Mr. Warwick to approve the Business Meeting Minutes of April 8, 2021, the Executive Session Minutes of April 8, 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 \$552,202.31, the P-Card payment of \$159.83 dated May 13, 2021. **A unanimous roll call vote.**

Mr. Pat Brennan motioned, 2nd by Mr. Ted Brennan to approve payment of bill for Pennsauken Township, dated May 13, 2021 in the amount of \$101,645.79. **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 Merchantville in the amount of \$13,262.36 and R&V in the amount of \$ 23,767.75 dated May 13, 2021. **After Mr. Ted Brennan abstained, all others voted yes.**

Meeting Open to the Public:

Former Commissioner Ronald Johnson greeted the Commissioners with no other substantive items.

Staff Reports

Mr. Killion began by complimenting his staff for their hard work and dedication to the MPWC and then thanked the Commissioners for welcoming him. Mr. Brennan and Mr. Killion agreed to meet to discuss possible revisions to the financial reports. Mr. Brennan also asked that Mr. Killion and staff review the career paths.

Old Business

None considered.

New Business:

Mr. Pat Brennan motioned, 2nd by Mr. Warwick to authorize the hiring of a Customer Service Representative. **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

Joseph C. Scavuzzo
President

Shakir Ali
Vice-President

Patrick Brennan
Treasurer

Edward F. Brennan
Secretary

Frank Warwick
Asst. Secretary/Treasurer

Mr. Pat Brennan motioned, 2nd by Mr. Warwick to approve the Amended P-Card Rules and Resolution Designating, Ryan Magee, Logistics Manager, in lieu of M. Saraceni. **A unanimous roll call vote.**

Mr. Ted Brennan motioned, 2nd by Mr. Ali to authorize final approval and Commissioner execution of the Water Main Asset Management & Maintenance Services Public-Private Water Supply Agreement with Suez Advanced Water Solution and Utility Services Co, Inc. **A unanimous roll call vote.**

Commissioners Reports

Mr. Ted Brennan suggested that Mr. Killion and the Mayors of Merchantville and Pennsauken should write a letter requesting funds for the improvement of the MPWC through the state. Mr. Ted Brennan offered that he would be willing to help with contacting the legislators.

Adjournment

Upon a unanimous voice vote the Commissioners adjourned at 4:38pm

Prepared By:
Carol Feriozzi
Jack Killion

**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

**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

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.

**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

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.

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**

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

Joseph C. Scavuzzo
President

Shakir Ali
Vice-President

Patrick Brennan
Treasurer

Edward F. Brennan
Secretary

Frank Warwick
Asst. Secretary/Treasurer

Adjournment

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

Prepared By:
Colleen O'Brien
Jack Killion

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**

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

Mr. Joseph Scavuzzo
President

Mr. Edward Brennan
Vice President

Mr. Shakir Ali
Secretary

Mr. Patrick Brennan
Treasurer

Mr. Frank Warwick
Ass't Secretary/ Treasurer

**Minutes of the MPWC Monthly Business Meeting
July 8, 2021**

ATTENDEES

Commissioners:

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

Other Attendees:

Jack Killion, C.O.O.
Jim Garaguso, Assistant Superintendent
Karl N. McConnell, General Counsel
Richard Spafford, P.E., Director of Engineering
Brandy Eisenmann, Customer Service Director

The Mr. Scavuzzo called the meeting to order at 4:00 PM

There was a roll call of Commissioners all were present.

Salute to the Flag; the Open Public Meetings Act Compliance Statement was read.

ANNUAL STATUTORY REORGANIZATION OF THE MPWC:

Merchantville Borough Resolution Appointment & Affidavit of Oath entered into Record.

General Counsel administered the Oath of Office to Edward F. Brennan, Esq.

Resol# 2021-14: Nomination/Designation of the Officers:

On motion by Mr. P. Brennan and 2nd by Mr. Frank Warwick with a unanimous vote, the Resolution was passed appointing Officers as:

President: Joseph C. Scavuzzo

Vice President: Edward Brennan

Treasurer: Patrick Brennan

Secretary: Shakir Ali

Asst Secretary/Treasurer: Frank Warwick

Resol# 2021-15: Cash Management Plan

A Resolution to approve the MPWC Cash Management Plan. Motion by Mr. P. Brennan and 2nd by Mr. E. Brennan; a **unanimous roll call vote.**

Resol# 2021-16: Designating Depositories of Funds for the MPWC

A Resolution to designate depositories of funds for the MPWC to PNC, Bank of America, TD Bank, BB&T, First Colonial Community Bank, Haddon Savings Bank, Santander Bank, Wells Fargo Bank NA, Republic First Bank, South Jersey Federal Credit Union (aka First Harvest Credit Union), New Jersey Cash Management and any other GUDPA participating bank or financial institution deemed necessary by the Treasurer and approved by the Commission during the year. Motion by Mr. P. Brennan and 2nd by Mr. Ali; by **unanimous roll call vote.**

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110
Ph: 856.663.0043 • Fax: 856.486.7417 • www.mpwc.comMr. Joseph Scavuzzo
PresidentMr. Edward Brennan
Vice PresidentMr. Shakir Ali
SecretaryMr. Patrick Brennan
TreasurerMr. Frank Warwick
Ass't Secretary/ Treasurer**Resol# 2021-17: Designating Bank Signatories**

A Resolution to approve the signatories for the Operating, Payroll and Legal accounts. Motion by Mr. P. Brennan and 2nd by Mr. Ali; **a unanimous roll call vote.**

Resol# 2021-18: Designation of the Petty Cash Fund

A Resolution authorizing the Petty Cash Fund of \$500.00 managed by the Finance Director and/or the C.O.O. Motion by Mr. P. Brennan and 2nd by Mr. Ali; **a unanimous roll call vote.**

Resol# 2021-19: Designation of the FSA/HRA Account and Signatories

A Resolution to designate signatories for the Flexible Spending and HRA accounts. Motion by Mr. P. Brennan and 2nd by Mr. E. Brennan; **a unanimous roll call vote.**

Resol# 2021-20: 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 and the Retrospect; MPWC website, Pennsauken Township, Merchantville Borough and Merchantville Community websites. Motion by Mr. P. Brennan and 2nd by Mr. E. Brennan; **a unanimous roll call vote.**

Resol# 2021-21: Designation of Meeting Dates & Times

A Resolution establishing the meeting dates and times for Commission year 2021-2022. Motion by Mr. P. Brennan and 2nd by Mr. Warwick; **a unanimous roll call vote.**

Resol# 2021-22: Appointment of the Public Agency Compliance Officer

A Resolution to appoint the C.O.O. as the Public Agency Compliance Officer. Motion by Mr. P. Brennan and 2nd by Mr. Ali; **a unanimous roll call vote.**

Resol# 2021-23: Authorization to make NJDEP/EPA Applications

A Resolution authorizing the C.O.O. or Engineer to make applications to the NJDEP and EPA. Motion by Mr. P. Brennan and 2nd by Mr. Ali; **a unanimous roll call vote.**

Resol# 2021-24: 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. P. Brennan and 2nd by Mr. Warwick; **a unanimous roll call vote.**

Resol# 2021-25: Approval of Maximum Bid Thresholds and Agents for Purchasing

A Resolution to approve the maximum State purchasing thresholds and respective agents for purchasing as designated in the Resolution. Motion by Mr. P. Brennan and 2nd by Mr. Warwick; **a unanimous roll call vote.**

Resol# 2021-26: Appointment of the NJUA-JIF Fund Commissioner

A Resolution appointing Sean Fitzgerald as the MEL/JIF Fund Commissioner. Motion by Mr. P. Brennan and 2nd by Mr. Ali; **a unanimous roll call vote.**

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110
Ph: 856.663.0043 • Fax: 856.486.7417 • www.mpwc.comMr. Joseph Scavuzzo
PresidentMr. Edward Brennan
Vice PresidentMr. Shakir Ali
SecretaryMr. Patrick Brennan
TreasurerMr. Frank Warwick
Ass't Secretary/ Treasurer**Resol# 2021-27: Designation of the 2021-22 Public Employees Awards Committee**

A Resolution designating members of the Committee. Motion by Mr. P. Brennan and 2nd by Mr. Warwick; **a unanimous roll call vote.**

Resol# 2021-28: Approval & Award of Annual Professional Services Appointments

A Resolution to award contracts as Fair & Open, the annual professional appointments are as follows:

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

Motion by Mr. P. Brennan and 2nd by Mr. E Brennan; **a unanimous roll call vote.**

Resol# 2021-29: Approval of Pool of Qualified Bond Counsel for Professional Appointments for whom may be made professional contract awards. Motion by Mr. P. Brennan and 2nd by Mr. E Brennan; **a unanimous roll call vote**

- Parker McCay;
- Dilworth-Paxon

Resol# 2021-30: Approval of Pool of Qualified Engineers for whom may be made professional contract awards. Motion by Mr. P. Brennan and 2nd by Mr. Warwick; **affirmative roll call vote, except Mr. E Brennan abstained.**

- Remington & Vernick
- CES
- T&M Associates
- CME Associates
- PS&S

The following items were discussed/addressed:

Approval of the Minutes

A motion by Mr. P. Brennan and 2nd by Mr. Ali to approve the Minutes of the June 10, 2021, Business Meeting **a unanimous roll call vote.**

Payment of the Bills

A motion by Mr. P. Brennan and 2nd by Mr. E. Brennan to approve payment of the bills dated June 11, 2021; and the HRA-ACH Transfer dated June 29, 2021; and ACH transfer of loans dated July 8, 2021; and the P-card payment dated July 8, 2021, and the bills dated July 8, 2021; **a unanimous roll call vote.**

A motion by Mr. P. Brennan and 2nd by Mr. E. Brennan to approve payment of the bills for Pennsauken Township dated July 8, 2021. **All voted in the affirmative in a roll call vote, except Mr. Scavuzzo & Mr. Ali who abstained.**

A motion by Mr. P. Brennan and 2nd by Mr. Ali to approve payment of the bills for Remington & Vernick. **All voted in the affirmative in a roll call vote, except Mr. E. Brennan abstained.**

Meeting Open to the Public:

The President indicated that the meeting was open for public comment. Seeing no one from the public present, the public session was closed.

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**

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

Mr. Joseph Scavuzzo
President

Mr. Edward Brennan
Vice President

Mr. Shakir Ali
Secretary

Mr. Patrick Brennan
Treasurer

Mr. Frank Warwick
Ass't Secretary/ Treasurer

Staff Reports

The C.O.O. stated that the Standard disability insurance policy was amended, and confirmatory paperwork is pending.

Auditors completed their onsite work and a Final report from Bowman on the 2020 Audit is forthcoming.

The MPWC received an HRA refund of \$85,163.94.

The C.O.O. indicated that a Plant Operator was returning from leave and that a Field Service Tech had been temporarily reassigned as a Plant Operator.

Mr. Killion reminded Commissioners that there are two policies submitted for their consideration: one amending Bereavement Leave; and one regarding the Short-Term Disability Insurance.

The Commissioners indicated that they will address the proposed changes at next month's meeting.

Ms. Eisenmann was asked about the letter sent to customers and there was a discussion regarding the Governor's grace period on utility service terminations and the MPWC's efforts to collect payments and assist customers with extended installment agreements.

Mr. Spafford provided updates on the Woodbine and National Highway Treatment Plant projects.

New Services

A motion by Mr. Pat Brennan and 2nd by Mr. Ali to approve a new 1" services at the following locations: 7553 Forrest Avenue; 715 Northwood Avenue; and 361 N Lincoln Avenue; **a unanimous roll call vote.**

Commissioners Reports:

Mr. E. Brennan indicated that he was pleased to be reappointed to the Commission and serving another term.

Mr. P. Brennan mentioned that as some current bonds were paid off, new bonds will need to be financed and this should be considered for the upcoming budget season.

Adjournment

A motion by Mr. P. Brennan and 2nd by Mr. Ali to adjourn at 4:35 PM. **A unanimous voice vote of those present.**

Submitted By:

Brandy Eisenmann
Karl McConnell
Jack Killion

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**

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

Mr. Joseph Scavuzzo
President

Mr. Shakir Ali
Vice President

Mr. Edward Brennan
Secretary

Mr. Patrick Brennan
Treasurer

Mr. Frank Warwick
Ass't Secretary/ Treasurer

Minutes of the MPWC Monthly Business Meeting**August 12, 2021****ATTENDEES****Commissioners:**

Mr. Joseph Scavuzzo, President
Shakir Ali, Vice President
Mr. Edward Brennan, Secretary
Mr. Patrick Brennan, Treasurer
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
Brandy Eisenmann, Customer Service Director
Carol Feriozzi, Personnel Administrator

Mr. Scavuzzo called the meeting to order at 4:00 PM

There was a roll call of Commissioners all were present. Mr. Pat Brennan was present via Zoom.

Salute to the Flag; the Open Public Meetings Act Compliance Statement was read.

Craig Campbell - retirement - Resolution

Mr. Killion announced that Superintendent Craig Campbell will be retiring as of September 1, 2021, after 36 years of employment at the MPWC and Mr. McConnell prepared a resolution affording the post-retirement benefits without contribution.

BAN Loan-rollover or payoff

Mr. Killion advised that after discussing the BAN loan with the Treasurer and Financial Director it was agreed that the BAN Loan would be rolled over for another year.

Budget planning-ongoing

Mr. Killion said that Financial Director Peirce and Engineer Spafford have completed approximately 50% of the budget and the process is ongoing.

City of Camden lawsuit

Mr. Killion had forwarded from our General Counsel to the Commissioners an article and a copy of the complaint of the City of Camden against the companies who were the primary manufacturers and distributors of PFAS whose products contaminated their groundwater. He asked the Commissioners to again consider whether this Commission should join or bring such a lawsuit given the plants it was having to construct. A discussion ensued. Mr. Pat Brennan suggested that the Commissioners monitor the situation for now.

Lead service line legislation

Mr. Spafford advised that the new state law required all water companies to inventory all services and to replace lead and galvanized water lines whether it is the utilities or the landowners. The water purveyors have 60 days to identify the properties with such lines now singularly treated as "lead" water lines in 6 months and begin to replace them. The process must maintain a maximum pace of completion in under 10 years. Mr. Spafford explained that MPWC procedures have already been put in place in anticipation of this inventory becoming a requirement. The service cards were already being reviewed by staff and door hangars have begun to be distributed to alert and question homeowners. Miss Eisenmann related those customers had already been calling in response. There was discussion regarding possible funding coming through proposed federal legislation.

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110
Ph: 856.663.0043 • Fax: 856.486.7417 • www.mppwc.comMr. Joseph Scavuzzo
PresidentMr. Shakir Ali
Vice PresidentMr. Edward Brennan
SecretaryMr. Patrick Brennan
TreasurerMr. Frank Warwick
Ass't Secretary/ Treasurer**Engagement Agreements from Conner-Strong & Buckelew- signatures needed**

Mr. Killion stated that there were two engagements letters from Conner Strong and Buckelew and requested that they be signed today.

Employee Manual Policies-Bereavement, Non-Work-Related Disability and Sick- approval

Mr. Killion asked that all three updates to the policies be approved by the Commissioners effective immediately and a meeting with the employees to discuss the revised Sick policy will be on Tuesday, August 17th.

Approval of the Minutes

A motion by Mr. P. Brennan and 2nd by Mr. Ali to approve the Business Meeting Minutes of the July 8, 2021, a **unanimous roll call vote**.

Payment of the Bills

A motion by Mr. Pat Brennan and 2nd by Mr. Ted Brennan to approve payment of the bills dated July 26, 2021 for \$140.98, payment of the bills dated July 30, 2021, for HRA- ACH transfer for \$2500.00, payment of the bill list dated August 12, 2021, for \$1,634,322.09 and the P-Card for \$1050.00, a **unanimous roll call vote**.

A motion by Mr. Pat. Brennan and 2nd by Mr. Ted Brennan to approve payment of the bills for Pennsauken Township in amount of \$102,120.79. **All voted in the affirmative in a roll call vote, except Mr. Scavuzzo & Mr. Ali who abstained.**

A motion by Mr. Pat Brennan and 2nd by Mr. Warwick to approve payment of the bills for Merchantville Borough in the amount of \$13,262.36 and Remington & Vernick in the amount of \$23,888.50. **All voted in the affirmative in a roll call vote, except Mr. E. Brennan abstained.**

Meeting Open to the Public:

The President opened the meeting for public comment. No public was present, so the session was closed.

Staff Reports

Mr. Killion informed the Commissioners that the MPWC Covid19 protocols have been reinstated. He reported on an upcoming meeting with Mr. Scott Davenport of Conner Strong & Buckelew to discuss renewal rates for Horizon. Renewals for Delta Dental and VSP are not due until January 1, 2024. Mr. Killion advised that our NJUA Fund representative Sean Fitzgerald is reviewing the Employment Policy Liability Handbook from the MELJIF, and he is awaiting Mr. Fitzgerald's suggestions on how to proceed. Mr. Killion shared that he is looking into upgrading the outside of the Westfield Ave. building. Mr. Killion inquired of Commissioners what they would like to see on his C.O.O. report in the future. Mr. Pat Brennan said to monitor the Department Head reports and Mr. Scavuzzo suggested putting any new information that hasn't already been reported on into the report.

Mr. Spafford reported that NJDEP issued violation notices for not sampling the wells at Woodbine and Collingswood even though DEP has confirmed these well have been off for months. DEP is in process of removing and correcting these violations.

Mr. McConnell advised that he and Mr. Spafford had negotiated for the SUEZ Main contract to commence year 1 as of August 1, 2021 and requested that this be formalized by approval and signature of the 2nd amendment to the Main Asset Management Public-Private Water Supply Contract today.

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**

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

Mr. Joseph Scavuzzo
President

Mr. Shakir Ali
Vice President

Mr. Edward Brennan
Secretary

Mr. Patrick Brennan
Treasurer

Mr. Frank Warwick
Ass't Secretary/ Treasurer

Adoption of Policy Amendments

A motion was made by Mr. Ted Brennan and 2nd by Mr. Warwick to approve as submitted updates of Employee Policies: Bereavement; Non-Work -Related Disability; and Sick Leave; **a unanimous roll call vote.**

BAN Rollover

A motion made by Mr. Pat Brennan and 2nd by Mr. Ted Brennan to approve the BAN Loan 1 year rollover; **a unanimous roll call vote.**

Superintendent Campbell Retirement

A motion by Mr. Ted Brennan and 2nd by Mr. Ali to approve the Resolution approving voluntary retirement and lifetime medical and spouse coverage without contribution for Craig T. Campbell; **a unanimous roll call vote.**

Approval of Substance and Execution of 2nd Amendment as to Suez Main Agreement

A motion by Mr. Ted Brennan and 2nd by Mr. Warwick to approve the execution of a 2nd formative amendment to the Suez Main Agreement establishing year 1 as commencing August 1, 2021, **a unanimous roll call vote.**

Commissioners Reports:

Mr. Warwick shared that the Pennsauken school district is getting tested for lead next month and that he does not expect any issues.

Mr. Pat Brennan suggested that we may want to cross reference with HomeServe regarding inventory and line issues. He also inquired of the status of Neptune antennae. Mr. Spafford advised that he is still waiting on Neptune to provide their plan on how they will sort residential from businesses.

Mr. Ted Brennan stated that he will follow up on the City of Camden lawsuit.

Adjournment

A motion by Mr. Warwick and 2nd by Mr. Ali to adjourn at 5:04 PM. **A unanimous voice vote.**

Submitted By:

Jack Killion
Karl McConnell
Carol Feriozzi

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**

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

Mr. Joseph Scavuzzo
President

Mr. Shakir Ali
Vice President

Mr. Edward Brennan
Secretary

Mr. Patrick Brennan
Treasurer

Mr. Frank Warwick
Ass't Secretary/ Treasurer

**Minutes of the MPWC Monthly Business Meeting
September 9, 2021**

ATTENDEES

Commissioners:

Mr. Joseph Scavuzzo, President
Mr. Edward Brennan, Secretary
Mr. Shakir Ali, Vice President
Mr. Patrick Brennan, Treasurer
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
Brandy Eisenmann, Customer Service Director
Carol Feriozzi, Personnel Administrator
James Garaguso, Assistant Superintendent

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

2020 Audit Findings

Mr. Pat Brennan said that there were no findings on the 2020 audit but we must be prudent about our spending and not spend excessively. He then complemented staff for doing a great job, which Mr. Scavuzzo echoed the sentiments.

Aluminum Shapes Bankruptcy

Mr. Killion relayed we had received a bankruptcy notice from Aluminum Shapes and that Mr. McConnell has filed paperwork for the over \$340,000 which Aluminum Shapes owes to the MPWC. He then said that we are carefully monitoring the situation and that we are in a wait and see mode now.

Material availability and potential cost concerns

Mr. Spafford told the Commissioners that there are delays with supplies and great increases in costs due to the pandemic. He has been actively working on getting materials to complete the Woodbine project and for National Highway. Mr. Spafford said that he has stocked up on supplies when available.

Meeting with Scott Davenport- will finalize Horizon Benefits costs this month

Mr. Killion said that he recently had a 2nd meeting with Mr. Scott Davenport of Conner-Strong regarding Horizon's cost increase. A third and final meeting will be held shortly where he will receive a final figure, which he will then share with the Commissioners.

Fall Flushing Scheduled- 10/17-10/21 and 10/24 - 10/28

Mr. Killion notified the Commissioners of the fall flushing dates. Mr. Pat Brennan questioned if we were going to use the reverse 911 system to notify our customers, which we are. A discussion ensued and Mr. Spafford will talk to Sean Fitzgerald about advertising on social media that customers can change their phone #'s to cell #'s if they choose to.

Approval of the Minutes

A motion by Mr. P. Brennan and 2nd by Mr. Warwick to approve the Business Meeting Minutes of the August 12, 2021, a unanimous roll call vote.

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110
Ph: 856.663.0043 • Fax: 856.486.7417 • www.mpwc.comMr. Joseph Scavuzzo
PresidentMr. Shakir Ali
Vice PresidentMr. Edward Brennan
SecretaryMr. Patrick Brennan
TreasurerMr. Frank Warwick
Ass't Secretary/ Treasurer**Payment of the Bills**

A motion by Mr. Pat Brennan and 2nd by Mr. Ali to approve payment for HRA- ACH transfer of \$5,000, payment of the bill list dated September 9, 2021 for \$885,611.86 and the P-Card for \$139.99, **a unanimous roll call vote.**

A motion by Mr. Pat Brennan and 2nd by Mr. Warwick to approve payment of the bills for Remington & Vernick in the amount of \$15,859.68. **All voted in the affirmative in a roll call vote, except Mr. E. Brennan abstained.**

Mr. Ted Brennan led a conversation on National Highway costs coming in higher than budgeted amount due to price increases. Mr. Spafford said that there may be federal funding available to us. A discussion ensued Ted Brennan he will find out about federal funding available.

Correspondence

- Craig Campbell Resignation Letter
- Jim Gazi Thank You Letter - Walter V. Kurkian Memorial Award
- Fiona McCann Thank You Letter - G. Burton German Memorial Scholarship

Meeting Open to the Public:

The President opened the meeting for public comment. No public was present, so the session was closed.

Staff Reports

Mr. Killion reported:

- Progress on identifying galvanized and lead service lines continues.
- Accounts that are seriously delinquent are being notified by a series of notices.
- Mrs. Eisenmann has recommended Liz Rosado for a permanent position as a Customer Service Representative.
- Sean Fitzgerald identified 4 employee manual policies mandated by the MELJIF that we are currently addressing.
- Craig Campell retired as of September 1st, 2021. On August 31st a caravan of co-workers, Commissioner Ali, Police, EMS and Fire Dept drove by Craig's house. Afterwards a gathering of co-workers met with Craig and his family. Mr. Killion said that Craig was so appreciative and surprised by everything. Craig is now sending Mr. Softee to the Westfield building for all employees on September 16th as a thank you.
- Mr. Killion reported that he noticed some necessary updates to the Westfield building. He met with the original architect of the building to discuss the issues.

Mr. Spafford shared that he attended the AWWA conference where the 1,4 dioxane rule was discussed, saying that we need to be prepared for it as it is expected to take effect in the next 4 years.

He then said since Mr. Campbell has retired, the licensed operator has changed to himself. Mr. Spafford then reported that staff spoke with Homeserve about the liability we could incur with the service line changes. Homeserve they will be looking into getting their own contractors.

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**

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

Mr. Joseph Scavuzzo
President

Mr. Shakir Ali
Vice President

Mr. Edward Brennan
Secretary

Mr. Patrick Brennan
Treasurer

Mr. Frank Warwick
Ass't Secretary/ Treasurer

New Services

A motion by Mr. P. Brennan and 2nd by Mr. Warwick to approve 1" service at 447 West River Drive.
a unanimous roll call vote.

Commissioners Reports:

Mr. Ali said that he has met retired Superintendent Craig Campbell and he was happy to partake in the caravan for Mr. Campbell's retirement party.

Mr. Pat Brennan reminded everyone that we need to be prudent with spending because of the upcoming main replacement next year.

Mr. Killion said that we could reach out to the county for funding since the MPWC covers 4 towns.

Mr. Scavuzzo thanked everyone that worked on the audit.

A motion was made to enter into Executive Session for matters of personnel at 4:55 pm. A motion by Mr. Pat Brennan and 2nd by Mr. Ted Brennan. **A unanimous voice vote.**

A motion was made by Mr. Pat Brennan and 2nd by Mr. Ted Brennan to re-enter the public session at 5:40PM.
A unanimous voice vote.

Adjournment

A motion by Mr. Pat Brennan and 2nd by Mr. Ted Brennan to adjourn at 5:41 PM. **A unanimous voice vote.**

Submitted By:

Jack Killion

Carol Feriozzi

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110
Ph: 856.663.0043 • Fax: 856.486.7417 • www.mpwc.comMr. Joseph Scavuzzo
PresidentMr. Shakir Ali
Vice PresidentMr. Edward Brennan
SecretaryMr. Patrick Brennan
TreasurerMr. Frank Warwick
Ass't Secretary/ Treasurer**Minutes of the MPWC Monthly Business Meeting
October 14, 2021****ATTENDEES****Commissioners:**

Mr. Joseph Scavuzzo, President
Mr. Edward Brennan, Secretary
Mr. Shakir Ali, Vice President
Mr. Patrick Brennan, Treasurer
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
Joyce Peirce, Financial Director
Brandy Eisenmann, Customer Service Director
Carol Feriozzi, Personnel Administrator
James Garaguso, Assistant Superintendent

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

Approval of Budget and proposed rate increases

A discussion ensued among the Commissioners and the C.O.O. and it was decided that a separate Special Meeting was needed to discuss the 2022 Budget. The Special Meeting will be held on Wednesday, October 20th at 4:00pm. Mr. Killion, Mr. P. Brennan and Mr. Scavuzzo then agreed to meet next year by mid-September to discuss the 2023 Budget.

Approval of a health care provider

The Commissioners indicated that they had questions and concerns that they would like to address directly with the benefit consultant as they had done in the past before changing the proposed benefit package to the Southern NJ Regional Employees Benefits Funds. Mr. Killion stated that will seek to have Mr. Scott Davenport of Conner-Strong attend the Special Meeting on October 20th to address their concerns.

Preparing for salaried employee reviews- schedule salary committee

Mr. Killion and the salary committee, Mr. Scavuzzo and Mr. P. Brennan scheduled to meet regarding salaried employee reviews on Wednesday, November 3rd at 4:00pm.

BAN loan – Resolution

The current Loan note will mature on November 30th and the Commissioners decided to take action to approve a new successor BAN note.

Future Resolutions

Mr. Killion asked for clarification as to how the Commissioners wanted routine Resolutions handled. The Commissioners deferred to the Secretary, Mr. T. Brennan, and he indicated Mr. McConnell could email them to him after the meetings.

Building update-Westfield Ave.

Mr. Spafford said that after consulting Mr. McConnell and Special Construction Counsel, he spoke to Eagle Construction, the original general contractor of the Westfield Ave. building about the missing pins in the stone

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110
Ph: 856.663.0043 • Fax: 856.486.7417 • www.mpwc.comMr. Joseph Scavuzzo
PresidentMr. Shakir Ali
Vice PresidentMr. Edward Brennan
SecretaryMr. Patrick Brennan
TreasurerMr. Frank Warwick
Ass't Secretary/ Treasurer

capping, which resulted in the stone capping shifting. He reported that Eagle gave two estimated costs which were between \$110,000 and \$70,000. Eagle ultimately agreed to fix the issue for a cost to the MPWC of \$43,600.

Employee Manual Policy approvals- Employee References, Violence in the Workplace and Domestic Violence- due 11/1/2021-MelJif

Mr. Killion reported that the three Employee Manual policies were sent to the Commissioners prior to the Commission meeting to give them time to review, as they are due for approval by MELJIF by November 1st. Mr. Killion then stated that the Domestic Violence Policy was written by the Civil Service and that all NJ public employers are to have this policy in place.

Approval of the Minutes

A motion by Mr. P. Brennan and 2nd by Mr. Warwick to approve the Business Meeting Minutes and the Executive Session Minutes of September 9, 2021. **A unanimous roll call vote.**

Payment of the Bills

A motion by Mr. P. Brennan and 2nd by Mr. T. Brennan to approve payment of the bill list dated September 17, 2021, for \$41,685.00, the bill list dated October 14, 2021, for \$826,903.32 and the P-Card for \$1999.94. **A unanimous roll call vote.**

A motion by Mr. P. Brennan and 2nd by Mr. Warwick to approve payment of the bills for Pennsauken Township in the amount of \$12,621.16. **All voted in the affirmative in a roll call vote, except Mr. Ali and Mr. Scavuzzo abstained.**

A motion by Mr. P. Brennan and 2nd by Mr. Warwick to approve payment of the bills for Remington & Vernick in the amount of \$31,529.75. **All voted in the affirmative in a roll call vote, except Mr. E. Brennan abstained.**

Meeting Open to the Public:

The President opened the meeting for public comment. No public was present, so the session was closed.

Staff Reports

Mr. Spafford inquired whether he should start the I-bank lead service line replacement loan application. The Commissioners agreed that Mr. Spafford should begin the application process.

Mr. McConnell reported that the County subcontractor Landberg Construction was seeking to store storm culverts and other materials on the grounds of the Park Ave. plant but that he would recommend against that unless they signed an Indemnity Agreement. The Commissioners all agreed.

New Business

A motion by Mr. P. Brennan and 2nd by Mr. Warwick to approve a Settlement of the Claim regarding the building stone capping and a payment to Eagle Construction in the amount of \$43,600. **A unanimous roll call vote.**

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110
Ph: 856.663.0043 • Fax: 856.486.7417 • www.mpwc.comMr. Joseph Scavuzzo
PresidentMr. Shakir Ali
Vice PresidentMr. Edward Brennan
SecretaryMr. Patrick Brennan
TreasurerMr. Frank Warwick
Ass't Secretary/ Treasurer

A motion by Mr. P. Brennan and 2nd by Mr. T. Brennan to approve the 2020 Audit. **A unanimous roll call vote.**

A motion by Mr. T. Brennan and 2nd by Mr. Warwick to approve the Resolution authorizing application for NJEITF program funding for National Highway. **A unanimous roll call vote.**

A motion by Mr. P. Brennan and 2nd by Mr. Ali to approve a New BAN Loan in the amount of \$2,000,000. for the financing of the Woodbine Plant. **A unanimous roll call vote.**

Commissioners Reports:

Mr. P. Brennan asked for an update on the antennas. Mr. Spafford responded that Neptune is still trying to update their system to distinguish commercial from residential customers and that this will be a long process.

Mr. Ali inquired about the rate increase analysis for the Budget. Mr. P. Brennan requested that Mr. Spafford send the Commissioners the 10-year projections to review for better understanding. Mr. Spafford agreed. Mr. Ali then commented on the importance of a good health benefit plan and that he hopes that the coverage is at least same if not better for all employees and retirees.

Mr. T. Brennan shared that Merchantville Borough uses the Southern NJ Regional Employee Benefits Fund program and the borough has received dividends for several years.

Mr. P Brennan requested the removal of the old sign at the Cherry Hill tank. He suggested that a plaque be made for the tank to memorialize the building of the tank. Mr. Spafford agreed to handle both.

Mr. Scavuzzo wished everyone a Happy Halloween. He then suggested that a strategic planning meeting be held in the Spring. He explained to the newer Commissioners what a Strategic Planning meeting is and what it accomplishes.

Adjournment

A motion by Mr. P. Brennan to adjourn at 5:40 PM. **A unanimous voice votes.**

Submitted By:Jack Killion
Karl McConnell
Carol Feriozzi

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110
Ph: 856.663.0043 • Fax: 856.486.7417 • www.mpwc.comMr. Joseph Scavuzzo
PresidentMr. Shakir Ali
Vice PresidentMr. Edward Brennan
SecretaryMr. Patrick Brennan
TreasurerMr. Frank Warwick
Ass't Secretary/ Treasurer**Minutes of the MPWC Monthly Business Meeting****November 15, 2021****ATTENDEES****Commissioners:**

Mr. Joseph Scavuzzo, President

Mr. Edward Brennan, Secretary

Mr. Shakir Ali, Vice President

Mr. Patrick Brennan, Treasurer

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

Brandy Eisenmann, Customer Service Director

Carol Feriozzi, Personnel Administrator

James Garaguso, Assistant Superintendent

James Miles, CPA

Caren Sheehan, Stenographer

Mr. Scavuzzo called the meeting to order at 4:00 PM

There was a roll call of Commissioners all were present.

Salute to the Flag; the Open Public Meetings Act Compliance Statement was read.

Annual Connection Fee and Rate Hearing

The President turned the meeting over to General Counsel McConnell to conduct the Public Hearing regarding the advertised changes to the Connection Fees and Water Rates. The court reporter swore in the witnesses Brandy Eisenmann, Commissioner Patrick Brennan, Richard Spafford, CPA James Miles from Bowman & Co. who all testified. There were no members of the public present.

Staff presented recommendations of the selected items of a 4% rate increase, along with the connection fee adjustments based on statutory formula as calculated by Bowmans's report. (Attached). At the conclusion there were no questions or comments from the Commissioners. Mr. Miles and Ms. Sheehan were excused. A verbatim transcript of the hearing will be created and on file.

Healthcare Benefits-employee contributions

The Commissioners all agreed and directed Mr. Killion that there would be no cost increase for employees' class of contributions from the amounts paid in the prior years.

Salary Committee- approval for salaried employees-COLA

Mr. Scavuzzo shared that he and Mr. P. Brennan met with Mr. Killion and staff to entertain recommendations for salaried employees and COLA increases and they would discuss them during Executive Session. The Commissioners would have until the next Commission meeting on December 9th to address any recommendations.

Annual Maintenance Contracts- permission to bid

Commissioners directed Mr. Spafford to bid annual contracts and gave him permission to do so in 6 month increments due to the current supply chain conditions.

Collingswood-Future Operations

Mr. Spafford advised the Commissioners regarding the ongoing activities in Collingswood.

BAN Loan closing 11/23- payment due 11/30

Mr. Killion announced that The BAN loan has been processed with no issues and it is proceeding as planned.

Mr. Joseph Scavuzzo
PresidentMr. Shakir Ali
Vice PresidentMr. Edward Brennan
SecretaryMr. Patrick Brennan
TreasurerMr. Frank Warwick
Ass't Secretary/ Treasurer**Holiday Breakfast and Employee Recognition- December 9th @ 8:00am**

Mrs. Eisenmann said that the Holiday Breakfast and employee recognition are on December 9th @ 8:00am at the Pennsauken Country Club and all arrangements are complete.

2022 Holiday Schedule- Juneteenth

Mr. Killion inquired as to the manner that the Borough was addressing the 2022 Holiday schedule due to the new federal holiday- Juneteenth. He advised that he has been told that the Pennsauken Administration has made no decisions yet. A brief discussion concluded to address this at the December meeting.

Approval of the Minutes

A motion by Mr. P. Brennan and 2nd by Mr. Ali to approve the Business Meeting Minutes and the Executive Session Minutes of October 14, 2021. **A unanimous roll call vote.**

Approval of the Minutes

A motion by Mr. P. Brennan and 2nd by Mr. Warwick to approve the Executive Session Minutes of October 20, 2021. **A unanimous roll call vote.**

Payment of the Bills

A motion by Mr. P. Brennan and 2nd by Mr. Warwick to approve payment of the bill list dated November 15, 2021, for \$1,053,722.78, the wire transfer dated November 17, 2021 for \$526,461.81 and the P-Card for \$428.15. **A unanimous roll call vote.**

A motion by Mr. P. Brennan and 2nd by Mr. T. Brennan to approve payment of the bills for Pennsauken Township in the amount of \$107,977.92. **All voted in the affirmative in a roll call vote, except Mr. Ali and Mr. Scavuzzo abstained.**

A motion by Mr. P. Brennan and 2nd by Mr. Warwick to approve payment of the bills for Merchantville Borough in the amount of \$13,262.36 and Remington & Vernick in the amount of \$10,188.50. **All voted in the affirmative in a roll call vote, except Mr. E. Brennan abstained.**

Meeting Open to the Public:

The President opened the meeting for public comment. No public was present, so the session was closed.

Staff Reports

Mr. Killion reviewed all items in his COO report.

Mrs. Eisenmann requested direction from the Commissioners on when to begin collections once the moratorium has been lifted. A discussion ensued and it was decided that the collections on residential properties should begin in the first quarter billing of 2022.

Mr. McConnell reported on the process for National Water Tank with T-Mobile antennae lease. A second bid package is advertised for a response by December 8th. Mr. McConnell then gave an update to the Aluminum Shapes bankruptcy reporting that he sat in on the hearing and is confident that the MPWC will be paid the amount owed.

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110
Ph: 856.663.0043 • Fax: 856.486.7417 • www.mpwc.comMr. Joseph Scavuzzo
PresidentMr. Shakir Ali
Vice PresidentMr. Edward Brennan
SecretaryMr. Patrick Brennan
TreasurerMr. Frank Warwick
Ass't Secretary/ Treasurer**New Business**

A motion by Mr. P. Brennan and 2nd by Mr. T. Brennan to approve the 2021 Connection Fees rates effective December 31, 2021, and new Water Rates effective January 1, 2022 as submitted in the hearing. **A unanimous roll call vote.**

A motion by Mr. P. Brennan and 2nd by Mr. Ali to authorize bidding for annual contracts. **A unanimous roll call vote.**

A motion by Mr. P. Brennan and 2nd by Mr. Warwick to Amend the Pool of Qualified Bond Counsel to Reflect Brett Wiltsey, Esq., Managing Partner of Obermayer Rebmann Maxwell & Hippel, LLP as Bond Counsel as he was the attorney originally qualified in July when he was Managing Partner at Dilworth Paxton and who has been involved with the National Highway Treatment Plant Project as Qualified Bond Counsel. **A unanimous roll call vote. Resol 2021-38**

New Services:

A motion by Mr. P. Brennan and 2nd by Mr. Warwick to approve two 4” fire services and one 2” domestic service at 4 Haddonfield Road. **A unanimous roll call vote.**

Mr. Spafford reported that Woodbine Plant roof is currently being completed.

Commissioners Reports:

Mr. Warwick thanked staff for helping the school district with a sprinkler system issue.

Mr. P. Brennan asked staff to closely monitor all expenditures since the finances are more critical now than at any previous time since he has been on the Commission. He raised whether the MPWC should hire an infrastructure consultant to help the MPWC acquire grants and funding. A discussion ensued. Mr. T. Brennan will research.

Mr. Scavuzzo shared his thought on reaching out to Pennsauken schools that have vocational type training and possibly hiring those students.

A motion was made to enter into Executive Session for matters of personnel at 5:35pm. A motion by Mr. P Brennan and 2nd by T. Brennan. Each Commissioner was polled and voted in affirmative.

A motion was made by to re-enter public session at 6:29. A unanimous voice vote.

Adjournment

A motion by Mr. to adjourn at 6:30pm. **A unanimous voice vote.**

Submitted By:Jack Killion
Karl McConnell
Carol Feriozzi

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110
Ph: 856.663.0043 • Fax: 856.486.7417 • www.mpwc.comMr. Joseph Scavuzzo
PresidentMr. Shakir Ali
Vice PresidentMr. Edward Brennan
SecretaryMr. Patrick Brennan
TreasurerMr. Frank Warwick
Ass't Secretary/ Treasurer**Minutes of the MPWC Monthly Business Meeting
December 9, 2021****ATTENDEES****Commissioners:**Mr. Joseph Scavuzzo, President
Mr. Edward Brennan, Secretary
Mr. Patrick Brennan, Treasurer
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
Brandy Eisenmann, Customer Service Director
James Garaguso, Assistant Superintendent

Mr. Scavuzzo called the meeting to order at 9:30 AM
The roll call of Commissioners reflected all present except Mr. Ali who was out of state.
Salute to the Flag; Open Public Meetings Act Compliance Statement read.

Salary Committee – Recommendation

Commissioner Brennan indicated that no member has contacted him regarding the recommendations since the committee presentation and that the committee recommends approval as submitted and revised.

2022 Budget Adoption

Budget documents for signature and approval by the Commission.

BAN Rollover

Band Anticipation Note being renewed and in progress.

Bid Opening – Annual Maintenance Contracts

Mr. Spafford provided the Commissioners with a summary of low bidders and recommends appointment in accordance with chart provided.

Bid Opening – National Highway Antenna Lease

Mr. McConnell reported that there were no bidders.

2022 Holiday Schedule-Proposed Revised

After discussion with the Commissioners, staff proposed a revised holiday schedule (attached) which includes removal of Good Friday to be replaced permanently with a floating holiday/personal day. Also, Juneteenth has been added to the holiday schedule for 2022, in lieu of January 1, which falls on a Saturday this year.

Scholarships

Staff requests permission to participate in scholarship awards for both Pennsauken and Haddon Heights High Schools for the 2022-23 school year.

Return to Collections Procedures for 2022

Commissioners indicated that staff should be prepared to resume normal Collection practice (interest and termination procedures) in the New Year, and that draft proposed letter is fine, but not to send it yet as the

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110
Ph: 856.663.0043 • Fax: 856.486.7417 • www.mpwc.comMr. Joseph Scavuzzo
PresidentMr. Shakir Ali
Vice PresidentMr. Edward Brennan
SecretaryMr. Patrick Brennan
TreasurerMr. Frank Warwick
Ass't Secretary/ Treasurer

current Legislatures last voting session is January 10 with a moratorium extension bill pending. The Commissioners will direct actions at the next meeting.

Approval of the Minutes

A motion by Mr. P. Brennan and 2nd by Mr. Warwick to approve the Business Meeting Minutes and the Executive Session Minutes of November 15, 2021. **A unanimous roll call vote of all present.**

Payment of the Bills

A motion by Mr. P. Brennan and 2nd by Mr. E. Brennan to approve payment of the bill list dated December 9, 2021, for \$830,080.88 and for the P-Card in the amount of \$859.16. **A unanimous roll call vote of all present.**

A motion by Mr. P. Brennan and 2nd by Mr. Warwick to approve payment of the bills for Pennsauken Township in the amount of \$1,140.00. **A unanimous roll call vote of all present, except Mr. Scavuzzo abstained.**

A motion by Mr. P. Brennan and 2nd by Mr. Warwick to approve payment of the bills for Remington & Vernick in the amount of \$3,275. **A unanimous roll call vote of all present except Mr. E. Brennan abstained.**

Meeting Open to the Public:

The President opened the meeting for public comment. No public was present, so the session was closed.

Bid Opening Discussion – National Highway Tank Antenna Space

Staff informed the Commissioners that despite receiving no bids, the MPWC did receive a check from T-Mobile for former Sprint sites but in a confusing amount and designation that requires further inquiry particularly since the current lease holder changed out with new equipment within the last month. Mr. McConnell will continue to seek to engage in discussions to clarify these details and the true intentions of the Sprint/T-Mobile successor entity.

Staff Reports

Mr. Killion reviewed items noted in his report and confirmed memorial services for former Commissioner Carruth would be held on 12/15/21 from 9 AM–11 AM at Ingelsby Funeral Home.

Mr. Brennan inquired the date of expected receipt of the new health insurance cards for employees & retirees.

Mr. Killion stated the cards would be received in advance of year end and he will confirm that information.

Mr. Spafford shared information with the Commissioners regarding local well applications.

Regarding Collingswood, he received notice today that DEP cited that system for a violation for failing to have a written interconnection agreement with Haddon Township and Camden. Mr. Spafford indicated that he has advised the interconnect with Camden doesn't actually work and that he's had trouble trying to contact Haddon Township to discuss and resolve but that he would continue to reach out and a resolution would be in place shortly.

Mr. McConnell reported the recovery of all money due to MPWC for 9000 River Road from the Aluminum Shapes bankruptcy Sale of Assets.

Mr. McConnell also reported that the County sub-contractor, Landberg Construction, was seeking a further extension of its temporary license/easement for construction staging to store materials on our Park Ave

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110
Ph: 856.663.0043 • Fax: 856.486.7417 • www.mpwc.comMr. Joseph Scavuzzo
PresidentMr. Shakir Ali
Vice PresidentMr. Edward Brennan
SecretaryMr. Patrick Brennan
TreasurerMr. Frank Warwick
Ass't Secretary/ Treasurer

property. Mr. Garaguso is in regular contact and has had them execute an indemnification agreement for an additional 90-days if the Commission agrees. The Commissioners agreed to extend for those terms for 90 days.

Old Business

A motion by Mr. P. Brennan and 2nd by Mr. E. Brennan to approve the Personnel Recommendations: regarding restructuring, layoff, compensation adjustment recommendations as submitted by the Salary Committee. **A unanimous roll call vote of all Commissioners present.**

A motion by Mr. P. Brennan and 2nd by Mr. Warwick approving the 2022 operating budget. **A unanimous roll call vote of all members present.**

New Business

A motion by Mr. P. Brennan and 2nd by Mr. E Brennan to award the annual maintenance contracts to the recommended bidders provided by the Engineering Director. **A unanimous roll call vote of all members present.**

A motion by Mr. P. Brennan and 2nd by Mr. Warwick to approve the latest recommended 2022 Holiday Schedule. **A unanimous roll call vote of all members present.**

A motion by Mr. P. Brennan and 2nd by Mr. E. Brennan to participate in awarding scholarships for the 2022-23 school year to Pennsauken and Haddon Heights High Schools. **A unanimous roll call vote of all members present.**

New Services:

A motion by Mr. P. Brennan and 2nd by Mr. Warwick to approve a 2" domestic service at 1135 Capital Highway. **A unanimous roll call vote of all members present.**

Project Status Table:

Mr. Brennan suggested Commissioners begin to think about a planning session possibly in early spring.

Mr. Scavuzzo inquired about the expected completion of the Woodbine plant project. Mr. Spafford expected it will be complete in February. The Commissioners noted that staff should start to discuss plans for a ceremony and for facilities tours for our host communities later as well.

Commissioners Reports:

Mr. Warwick thanked staff for helping the school district again with a water main break at the Middle School over Thanksgiving weekend.

Mr. E. Brennan advised regarding his inquiries regarding seeking assistance to secure the federal Infrastructure funds and that he's scheduled to meet with Congressman Norcross in early January. In addition, he will be attending a county infrastructure meeting next week along with many of the invited county water community including our Commissioners and staff.

The Commissioners thanked staff for a wonderful event and wished everyone a happy holiday season. Mr. Brennan expressed what a spectacular year it has been for the MPWC, adding that the MPWC is in the best

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**

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

Mr. Joseph Scavuzzo
President

Mr. Shakir Ali
Vice President

Mr. Edward Brennan
Secretary

Mr. Patrick Brennan
Treasurer

Mr. Frank Warwick
Ass't Secretary/ Treasurer

shape it could be, having made the investments in our system and the time is now to move forward confidently with a capable and dedicated staff.

Mr. Scavuzzo wished everyone a happy holidays season, expressed it has been a pleasure to serve on the Commission and he looks forward to continuing in the new year.

Adjournment

A motion by Mr. P. Brennan and 2nd by E. Brennan to adjourn at 10:25 AM. **Received a unanimous voice vote of all members present.**

Submitted By:

Brandy Eisenmann
Jack Killion
Karl McConnell