



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  
January 13, 2022**

**ATTENDEES**

**Commissioners:**

Mr. Joseph Scavuzzo, President  
Mr. 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  
James Garaguso, Assistant Superintendent

Mr. Scavuzzo called the meeting to order at 4:00 PM in a Zoom video conference.  
The roll call of Commissioners reflected all present.  
Salute to the Flag; Open Public Meetings Act Compliance Statement read.

**Modified Operations – Covid Response**

Mr. Killion advised that the public portion of MPWC HQ is closed, summarized actions taken and indicated that status is assessed weekly. Mr. Patrick Brennan opinioned that the C.O.O. and staff make such operational decisions as they deem appropriate and need not seek Commission approval for changes to operations.

**Annual Contracts**

Mr. Spafford indicated that contracts are ready for signature.

**Antenna Leases**

Mr. McConnell explained that the MPWC received the amount of last year's rent for National Hwy. from T-Mobile which they explained to him was their practice when they knew they would be holding over. He recommends that we accept this as an offer to extend the existing lease on the National Highway tank as a one-year extension which we are free to do after two bids with no responses for that expired lease. Additionally, the MPWC received a letter today advising that T-Mobile is seeking to upgrade its equipment on the Woodbine tank where they have not responded regarding their lease which expires this February. Mr. McConnell requests going out for bid on that immediately on that lease as well as for the Verizon antenna on the Park Avenue tank. Verizon has already expressed an interest in bidding early for a new lease which expires in November. There was a brief discussion regarding the schedule of bids on expiring antenna contracts and the Commissioners supported counsel's proposals.

**Assembly Bill 1075**

As of this meeting date, the bill was removed and has apparently not been pre-filed. Mr. Ted Brennan suggests that he arrange a meeting for the MPWC contingent to meet with Assemblywoman Lampitt and Majority Leader Greenwald to discuss. Mr. Ted Brennan stated it is unclear how quickly the bill will move forward but setting up a meeting within the next month to discuss impact would be highly prudent to get ahead of it.

Mr. Joseph Scavuzzo  
PresidentMr. Shakir Ali  
Vice PresidentMr. Edward Brennan  
SecretaryMr. Patrick Brennan  
TreasurerMr. Frank Warwick  
Ass't Secretary/ Treasurer**Approval of the Minutes**

A motion by Mr. P. Brennan and 2<sup>nd</sup> by Mr. Warwick to approve the Business Meeting Minutes of December 9, 2021. **A unanimous roll call vote of all present.**

**Payment of the Bills**

A motion by Mr. P. Brennan and 2<sup>nd</sup> by Mr. Ali to approve payment of the bill list dated January 13, 2022, for \$1,082,720.99, the P-Card in the amount of \$784.80, and also the wire transfers for both the HRA and FSA accounts totaling \$200,154.60. **A unanimous roll call vote of all present.**

A motion by Mr. P. Brennan and 2<sup>nd</sup> by Mr. Warwick to approve payment of the bills for Pennsauken Township in the amount of \$1,520.00. **A unanimous roll call vote of all present, except Mr. Scavuzzo and Mr. Ali abstained.**

A motion by Mr. P. Brennan and 2<sup>nd</sup> by Mr. Ali to approve payment of the bills for Remington & Vernick in the amount of \$4,148.00. **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.

**Staff Reports**

Mr. Killion reviewed items noted in his report.

Mr. Spafford summarized the status of the Woodbine Plant project and indicated that he intended to bring the plant online for the second quarter at the very beginning April. Construction is in its final stages and the project is expected to come in right on budget. Mr. Spafford also advised that the Collingswood interconnect issues have been resolved.

Mr. McConnell asked the Commission to amend the November business meeting minutes to reflect that the actual action taken at the November meeting was the qualification of Mr. Wiltsey/Obermayer in lieu of Dillworth Paxson rather than an actual contract award at that time. Mr. McConnell also asks for the Commission to award at this time a Non-Fair & Open Contract for Obermeyer as the QPA has advised that all necessary documents were timely received.

**Old Business**

A motion by Mr. P. Brennan and 2<sup>nd</sup> by Mr. Warwick to amend the business meeting minutes of November 15, 2021 as referenced. **A unanimous roll call vote of all Commissioners present.**

**New Business**

A motion by Mr. P. Brennan and 2<sup>nd</sup> by Mr. Ali to award a Professional Contract to Brett Wiltsey, Esq. of Obermeyer Rebmann firm under a Non-Fair & Open contract to handle the bond work for National Highway Project Financing. **A unanimous roll call vote of all Commissioners present.**



**MPWC**

**MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**

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

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Mr. Joseph Scavuzzo  
President

Mr. Shakir Ali  
Vice President

Mr. Edward Brennan  
Secretary

Mr. Patrick Brennan  
Treasurer

Mr. Frank Warwick  
Ass't Secretary/ Treasurer

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A motion by Mr. P. Brennan and 2<sup>nd</sup> by Mr. Warwick to accept T-Mobile's offer as a one-year extension their current antennae lease at National Highway. **A unanimous roll call vote of all members present.**

**Project Status Table:**

The Commissioners will begin to consider a date for their next Strategic Planning session and possibly plan for facilities tours with the host communities.

**Commissioners Reports:**

Mr. Warwick wished the Commissioners and staff a Happy & Healthy New Year.

Mr. Ted Brennan thanked staff for the time and energy they put into working on Bill 1075, and also a Happy New Year.

Mr. Pat Brennan led a discussion on the budget status report and summarized the financial outcome of the year as success in spite of challenges. There was a discussion on funding for the National Highway plant and the Commission is hopeful for some funding relief to become available.

Mr. Scavuzzo echoed everyone's sentiments of a happy & healthy new year.

**Adjournment**

A motion by Mr. Warwick and 2<sup>nd</sup> by Mr. Ali to adjourn at 4:58 PM. **Received a unanimous voice vote of all members present.**

**Submitted By:**

Brandy Eisenmann  
Jack Killion  
Karl McConnell

Mr. 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  
February 10, 2022****ATTENDEES****Commissioners:**

Mr. Joseph Scavuzzo, President  
Mr. 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  
James Garaguso, Assistant Superintendent

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

**Clement Ave and Woodbine Ave Tank Paintings**

Staff is seeking approval to bid painting the interior of the Clement Avenue tank and the exterior of the Woodbine Avenue tank.

**National Highway Plant Project – Bond Resolution**

The project requires a Resolution declaring the Commission's intent to reimburse the already expended project costs from the financing to come.

**Water Meter Antennas**

Mr. Spafford reported on the usefulness of the completion of implementation of Neptune meter reading with 3 more antennas. Commissioners expressed their desire to move forward with adding the antennas to the system.

**Lead Line Replacement Program**

Mr. Spafford informed the Commissioners of the state's notification requirements, and that staff has already begun preparations to meet them by the deadline. The state's template letter sets a minimum and Commissioners and Mr. Spafford felt that adding to that would give our neighbors greater reassurance.

**Commissioner Strategic Planning Session**

The Commissioners discussed their desire to hold a planning session in the Spring, but that they all agreed that it made more sense to wait to see the details from the Federal and State government regarding financing of the Water Infrastructure and timing of same before trying to schedule that at this meeting.

**Approval of the Minutes**

A motion by Mr. P. Brennan and 2<sup>nd</sup> by Mr. Ali to approve the Business Meeting Minutes of January 13, 2022.  
**A unanimous roll call vote of all present.**

Mr. 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. P. Brennan and 2<sup>nd</sup> by Mr. Warwick to approve payment of the bill list dated February 10, 2022, for \$579,915.79, the P-Card in the amount of \$84.48, and also the wire transfer for the NJEIT loans for \$71,273.79. **A unanimous roll call vote of all present.**

A motion by Mr. P. Brennan and 2<sup>nd</sup> by Mr. E. Brennan to approve payment of the bills for Pennsauken Township in the amount of \$104,644.27. **A unanimous roll call vote of all present, except Mr. Scavuzzo and Mr. Ali abstained.**

A motion by Mr. P. Brennan and 2<sup>nd</sup> by Mr. Ali to approve payment of the bills for Merchantville Borough for \$13,707.45 and for R&V in the amount of \$2,390.25. **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 Openings**

Mr. McConnell indicated that there were no bidders for the Woodbine Sprint-Spectrum/T-Mobile antenna lease renewal. He indicated he will bid it again.

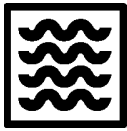
**Staff Reports**

Mr. Killion reviewed items noted in his report and advised that Plant Operator Brenda Pirillo would be resigning so that vacancy is posted internally. If it goes unfilled, letters will be sent to the Mayors before it is advertised outside.

The Commissioners discussed with staff the current main break season and it was noted that areas where other utility work had been done recently was playing a role in disrupting the MPWC water mains. Staff noted that the areas of prevalence of breaks are always considered when deciding on the priorities for the next area of work.

Mr. Spafford explained that a subcontractor Trojan had corrected a piping issue at their cost in the Woodbine plant and that the project was nearing completion. Staff will shortly begin preparations for a ribbon cutting. Mr. Spafford advised that a permanent plaque has been ordered for the Cherry Hill water tank.

Mr. McConnell reported that there were no bids submitted for the Woodbine antenna space and he would advertise it again, particularly in case T-Mobile seeks to offer an extension again. Dish Network has a contract with Crown Castle to go up on the Bethel Monopole but has not gotten back to MPWC yet so Counsel will come back when he has details. Finally, Counsel reported that Mr. Spafford and he were seeking approval in the future if presented with the opportunity to place antennae on the Bethel and Cherry Hill tanks since Mr. Spafford reported that by running the cables up the center of that style tank that the antennae can be almost invisible and less of an eyesore. The Commissioners indicated that if it would not present an appearance problem that the tanks could be used.

Mr. 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 2<sup>nd</sup> by Mr. E. Brennan authorizing staff to go out for bid on painting of the Clement and Woodbine Avenues water tanks. **A unanimous roll call vote of all Commissioners present.**

A motion by Mr. P. Brennan and 2<sup>nd</sup> by Mr. E. Brennan to begin the process of installing the next phase of water meter antennas. **A unanimous roll call vote of all members present.**

A motion by Mr. P. Brennan and 2<sup>nd</sup> by Mr. Warwick to declaring the Commission's intent to reimburse project costs for the National Highway Plant project. **A unanimous roll call vote of all members present.**

**Resol 2022-03****Commissioners Reports:**

Mr. Warwick notified the Commissioners and staff that the Pennsauken BOE just completed their lead water testing and noted that there are no galvanized or lead services in the system to the best of BOE knowledge.

Mr. Ted Brennan informed Commissioners and staff that he would be resigning as a Commissioner and that this would be his final meeting. Mr. Brennan has accepted an offer as a shareholder position at R&V and felt that serving as a Commissioner could present an appearance of a conflict. He complimented the Commissioners and staff on their professionalism, dedication to serving their neighbors and commitment to this organization and its mission. Mr. Brennan noted that he has enjoyed his time with the MPWC and will remain available as Mayor of Merchantville to assist the Commission in that capacity.

Mr. Ali congratulated Mr. Brennan on his new endeavor. Mr. Ali thanked and complimented Mr. Brennan for his contributions to the Commission.

Mr. Pat Brennan also wished Ted well and thanked him for his service to the Commission and noted that he's been a great asset and will be missed.

Mr. Scavuzzo echoed the sentiments of the other Commissioners and wished Mr. Brennan the best of luck in all of his future endeavors.

**Adjournment**

A motion by Mr. P. Brennan and 2<sup>nd</sup> by Mr. Ali to adjourn at 4:51 PM. **Received a unanimous voice vote of all members present.**

**Submitted By:**Brandy Eisenmann  
Jack Killion  
Karl McConnell

Mr. Joseph Scavuzzo  
PresidentMr. Shakir Ali  
Vice PresidentMr. Frank Warwick  
SecretaryMr. Patrick Brennan  
TreasurerMr. Anthony Perno  
Ass't Secretary/ Treasurer**Minutes of the MPWC Monthly Business Meeting  
March 10, 2022****ATTENDEES****Commissioners:**

Mr. Joseph Scavuzzo, President  
Mr. Shakir Ali, Vice President  
Mr. Patrick Brennan, Treasurer  
Mr. Frank Warwick, Secretary  
Mr. Anthony Perno, 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 4:10 PM.  
The roll call of Commissioners reflected all present.  
Salute to the Flag; Open Public Meetings Act Compliance Statement read.

**Oath of Office – Anthony Perno**

General Counsel administered the Oath of Office to Mr. Anthony Perno.

**Designation of Commission Officers:**

Upon a nomination of a single complete slate of officers and vote of the Commissioners, the following reorganization occurred:

Mr. Frank Warwick- Secretary  
Mr. Anthony Perno- Assistant Secretary/ Treasurer  
All other Commissioners remained in their current positions

**Water Main Replacement Contract Amendment**

Mr. Spafford is seeking Commission approval on the continuation of the agreed upon project scope for 2022/2023.

**Klenzoid Costs**

The vendor is unable to continue to meet the contract price due to component costs having become unattainable near the original cost and request a permissive termination of the agreement. He recommends acceptance.

**Bid Openings for Tank Painting**

Mr. Spafford reported on the bid openings and recommended awards to the low bidders for exterior painting of Woodbine tank and interior painting of Clement Ave. tank.

**Bid Opening for Antennae Space**

Mr. McConnell reported that there were no bids received for the antennae space on the Woodbine tank.

**HomeServe USA Price Increase**

Ms. Eisenmann reported that HomeServe would be increasing contract pricing to participating customers upon renewal beginning in June of 2022. Mr. Brennan asked that staff confirm the new pricing will still reflect the maximum discount to the customer base in lieu a commission to the MPWC.

Mr. Joseph Scavuzzo  
PresidentMr. Shakir Ali  
Vice PresidentMr. Frank Warwick  
SecretaryMr. Patrick Brennan  
TreasurerMr. Anthony Perno  
Ass't Secretary/ Treasurer**Moratorium Grace Period Expiration**

Ms. Eisenmann reported on plans to resume standard collections procedures in anticipation of the expiration of the moratorium on March 15, 2022. Staff will continue to offer extended installment agreements to customers seeking assistance in paying outstanding balances. The MPWC will continue to utilize its social platforms, website and other publications to inform customers of options available to them.

**Customer Leak Adjustments**

Ms. Eisenmann seeks Commission approval of an adjustment for 3612 Connecticut Avenue in accordance with MPWC regulation for unusual and extreme circumstances. Ms. Eisenmann also seeks Commission decision on a customer request for leak adjustment appeal for 6020 Mansion Avenue.

**Approval of the Minutes**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick to approve the Business Meeting Minutes of February 10, 2022. **A unanimous roll call vote of all present, except Mr. Perno abstained.**

**Payment of the Bills**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to approve payment of the bill list dated March 10, 2022, for \$800,216.14 and the P-Card in the amount of \$610.24. **A unanimous roll call vote of all present.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick to approve payment of the bills for Pennsauken Township in the amount of \$380.00. **A unanimous roll call vote of all present, except Mr. Scavuzzo and Mr. Ali abstained.**

**Meeting Open to the Public:**

The President opened the meeting for public comment. Mr. George Lancaster of 405 W. Maple Avenue introduced himself and indicated that he was in attendance to observe and learn more about the MPWC. The Commissioners and staff engaged in conversation with Mr. Lancaster regarding MPWC history, operations, and answered questions posed by him about them.

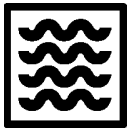
**Staff Reports**

Mr. Killion reported that the MPWC staff have decided to participate in a charity donation drive for Ukraine and invited the Commissioners to participate. Mr. Killion reminded Commissioners that their annual elected officials training would take place in the month of April and that Angela would be in touch shortly with login information. Mr. Killion reported that staff has been planning for upcoming facilities tour for the elected officials in our host communities to commence at a ribbon cutting on our new Woodbine plant for April 29. Mr. Killion also discussed that staff was in the process of updating the 2016 Annual Report that would be completed and available by the tour. The Commission's strategic planning session would follow. Mr. Ali and Mr. Brennan suggested that staff hire a professional videographer to create a marketing video showcasing the MPWC's facilities and technology.

Mr. Garaguso 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. property. The Commission agreed to the extension.

Mr. Spafford reported that Collingswood would be initiating a meeting in the near future for renegotiation of their contract with the MPWC. Mr. Spafford also seeks approval from the Commission to revise a section of a



Mr. Joseph Scavuzzo  
PresidentMr. Shakir Ali  
Vice PresidentMr. Frank Warwick  
SecretaryMr. Patrick Brennan  
TreasurerMr. Anthony Perno  
Ass't Secretary/ Treasurer

regulation having to do with billing of apartments. The Commission agreed to entertain the revision and Mr. Spafford will provide revised copy for review at the next meeting.

Mr. McConnell reported that he has received a Resolution from Bond Counsel to approve and authorize moving forward with financing for the National Highway plant project. Mr. McConnell also seeks approval to go out for bid for the antenna space on the Park Avenue tank as recited in his report.

**Mr. Lancaster excused himself at this time and thanked everyone for the information provided.**

**Commission Business**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick authorizing an amendment to the water main replacement project contract. **A unanimous roll call vote of all Commissioners present.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to cancel the existing contract and to renegotiate new terms for Klenzoid. **A unanimous roll call vote of all members present.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Perno to approve the leak adjustment for 3612 Connecticut Avenue. **A unanimous roll call vote of all members present.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to deny an appeal for further relief on the leak adjustment for 6020 Mansion Avenue. **A unanimous roll call vote of all members present.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to authorizing Bond Counsel to move forward with financing for the National Highway plant construction. **A unanimous roll call vote of all members present.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick accepting a bid of \$175,000 from Allied Painting for the Clement Avenue tank. **A unanimous roll call vote of all members present.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali accepting a bid of \$171,000 from US Tank Painting for the Woodbine Avenue tank. **A unanimous roll call vote of all members present.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Perno authorizing a minimum public bid on expiring T-Mobile antennae space on the Park Avenue tank per General Counsel's report. **A unanimous roll call vote of all members present.**

**Project Status Table:** Mr. Brennan reviewed and summarized the project status table.

**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. Frank Warwick  
SecretaryMr. Patrick Brennan  
TreasurerMr. Anthony Perno  
Ass't Secretary/ Treasurer**Commissioners Reports:**

Mr. Warwick welcomed Mr. Perno to the Commission and commented that the MPWC staff is both dedicated and hardworking. Mr. Ali also welcomed Mr. Perno to the Commission and echoed Mr. Warwick's sentiments regarding the MPWC staff. Mr. Perno thanked the Commissioners for the warm welcome and looks forward to being a part of the organization. Mr. Brennan also welcomed Mr. Perno and expressed that the business of water really becomes a part of you once you've joined the Commission. Mr. Killion added that he has been incredibly impressed by the staff since he began his employment with the MPWC and believes that Mr. Perno will find that this is a well-run and professional organization that we're all very proud to be a part of. Mr. Scavuzzo also welcomed Mr. Perno and expressed his agreement about the sentiments shared about Commissioners and Staff. Mr. Scavuzzo also noted that he recently attended a Town Hall meeting where a resident asked about testing done to water before new mains are charged.

**Adjournment**

A motion by Mr. P. Brennan and 2nd by Mr. Ali to adjourn at 5:51 PM. **Received a unanimous voice vote of all members present.**

**Submitted By:**

Brandy Eisenmann

Jack Killion

Karl McConnell

Mr. Joseph Scavuzzo  
PresidentMr. Shakir Ali  
Vice PresidentMr. Frank Warwick  
SecretaryMr. Patrick Brennan  
TreasurerMr. Anthony Perno  
Ass't Secretary/ Treasurer**Minutes of the MPWC Monthly Business Meeting  
April 14, 2022****ATTENDEES****Commissioners:**

Mr. Joseph Scavuzzo, President  
Mr. Shakir Ali, Vice President  
Mr. Patrick Brennan, Treasurer  
Mr. Frank Warwick, Secretary  
Mr. Anthony Perno, 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, Distribution Superintendent

Mr. Scavuzzo called the meeting to order at 4:03 PM.  
The roll call of Commissioners reflected all present.  
Salute to the Flag; Open Public Meetings Act Compliance Statement read.

**Bid Opening for Park Ave Tank Antennae License**

Mr. McConnell informed the Commissioners that there were no bidders, and the antenna space will be re-bid.

**Woodbine Tank Antennae License**

Mr. McConnell seeks Commission approval to accept the T-Mobile proposal for a one-year contract extension for the Woodbine Tank Antennae. They have already tendered a one-year fee at last year's rate of \$47,928.00.

**Apartment Bill Rate Language**

As discussed at last month's meeting, Mr. Spafford provided the Commissioners with the revised language in order to clarify the apartment billing rate.

**Offer of Employment-Plant Operator**

Staff to offer employment to a candidate identified in the interview process for Plant Operator.

**Financial Disclosure Statements**

Commissioners were reminded to complete their annual financial disclosure statements before the end of April.

**AFD & EPL Training for Commissioners**

Mr. Killion reminded the Commissioners of the May 1 deadline to complete the annual training for credit.

**DCA LIHWAP Program**

Ms. Eisenmann informed the Commissioners of the restrictions and guidelines for collections under the DCA LIHWAP program after having attended a recent webinar.

**Summer Help Recruitment**

Staff is in the process of advertising for recruitment for the seasonal summer help program.

**Customer Support Center Recruitment**

Ms. Eisenmann informed the Commission that the Customer Support Center is recruiting to fill the department vacancy that has open after being created by a resignation last year.



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Secretary

Mr. Patrick Brennan  
Treasurer

Mr. Anthony Perno  
Ass't Secretary/ Treasurer

### **Salary Committee Meeting**

Mr. Killion reminded the Commissioners that staff would like to meet with the Salary Committee in the coming weeks. Mr. Scavuzzo summarized the timeline of activities surrounding annual evaluations for both hourly and salaried staff for new Commissioners.

### **Approval of the Minutes**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to approve the Business Meeting Minutes of March 10, 2022. **A unanimous roll call vote of all present.**

### **Payment of the Bills**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick to approve payment of the bill list dated March 10, 2022, for \$679,423.66, and the P-Card in the amount of \$329.97, and the wire transfer in the amount of \$357,346.00. **A unanimous roll call vote of all present.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Perno to approve payment of the bills for Pennsauken Township in the amount of \$8,788.83. **A unanimous roll call vote of all present, except Mr. Scavuzzo and Mr. Ali abstained.**

### **Staff Reports**

Mr. Killion reported that staff has been working on the MPWC Annual Report and it will be ready for distribution at the facilities tour at the end of the month. Mr. Killion noted that the MPWC raised \$600.00 in donations for Ukraine, matched with \$500.00 by Google for a total donation to UNICEF for Ukraine relief of \$1,100.00.

Mr. Garaguso reported that PSEG was finishing running their services on Park Avenue and that the county contractor would soon be removing their materials from the MPWC property. Mr. Brennan inquired about the spring flushing initiative and staffing of main breaks that occur during the flushing. Mr. Garaguso assured the Commissioners that the Techs have been able to provide service with little disruption, and that the flushing program is near ending for the season. It was commented that while pumpage was up in March comparing to last year would not be a fair comparison due to the pandemic.

Mr. Spafford reported that the Clement's Tank interior painting would begin with the tank being drained next week. The new Woodbine treatment plant is online and running. The project team is working through punch list items.

A meeting has been set for contract renegotiations with Collingswood.

Mr. McConnell reported that the Bond Counsel reported MPWC must obtain a credit rating for the Infrastructure Bank application for National Highway Plant upgrade project funding. Two options were recommended by Bond counsel, and following those, the MPWC requested two financial advisors provide quotes. Only one provided a quote, but it was below the quote threshold. Mr. McConnell recommends that the Commission retain Acacia Financial Group, Inc. to obtain a Moody's credit rating for the MPWC financing of the National Highway plant upgrades.



**MPWC**

**MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**

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Ass't Secretary/ Treasurer

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**Commission Action**

A Resolution by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick authorizing the one-year extension of the T-Mobile antenna contract for the Woodbine tank. **A unanimous roll call vote of all present. Resol.2022-07.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali formally ratifying and authorizing Mr. Killion execution of the contracts for the MPWC's enrollment in the DCA LIHWAP program. **A unanimous roll call vote of all members present.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Perno awarding a not to exceed \$6,500.00 contract and authorizing retention of Acacia Financial Group, Inc. to obtain a Moody's credit rating for the MPWC for IBank financing. **A unanimous roll call vote of all members present.** An engagement letter agreement was executed.

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali adjust language to clarify the MPWC billing rate for apartments. **A unanimous roll call vote of all members present.**

**Commissioners Reports:**

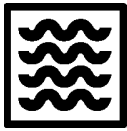
Mr. Ali wished Commissioners and staff a happy Easter. Mr. Brennan informed Commission and staff that he would be on medical leave for a few weeks and looks forward to returning. Mr. Scavuzzo wished everyone a Happy Easter and reminded Commissioners to complete their Financial Disclosure forms. Mr. Scavuzzo and Mr. Brennan, as the current salary committee, would be discussing a date for availability to meet with staff to review the hourly employee recommendations.

**Adjournment**

A motion by Mr. Scavuzzo and 2<sup>nd</sup> by Mr. Perno to adjourn at 5.00 PM. **Received a unanimous voice vote of all members present.**

**Submitted By:**

Brandy Eisenmann  
Jack Killion  
Karl McConnell

Mr. Joseph Scavuzzo  
PresidentMr. Shakir Ali  
Vice PresidentMr. Frank Warwick  
SecretaryMr. Patrick Brennan  
TreasurerMr. Anthony Perno  
Ass't Secretary/ Treasurer**Minutes of the Monthly Business Meeting  
May 12, 2022****ATTENDEES****Commissioners:**Mr. Joseph Scavuzzo, President  
Mr. Shakir Ali, Vice President  
Mr. Frank Warwick, Secretary**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, Distribution Superintendent

Mr. Scavuzzo called the meeting to order at 4:10 PM.

The Roll Call of Commissioners reflected:  
Messrs. Scavuzzo, Ali and Warwick present;  
Messrs. Brennan and Perno absent.

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

**Bid Opening for Park Ave Tank Antennae License**

Mr. McConnell informed the Commissioners that the MPWC received a qualifying bid for an initial year payment of \$53K and all other mandatory minimums from T-Mobile and staff will recommend an award.

**Collingswood Contract Meeting**

Mr. Killion summarized the meeting and noted that the MPWC is currently in contract negotiations with Collingswood.

**I-Bank & NJEIT Financing Status – National Highway Plant Project**

Mr. Killion informed the Commissioners of staff's meeting with Moody's representative regarding the MPWC's credit rating for project financing with the NJEIT. Mr. Killion noted that Moody's agent was complimentary and impressed with the MPWC. The Rating report expected next week for review and approval.

**Salary Committee Recommendations**

Salary Committee presented its recommendations to Commissioners for review and comment at next month's meeting.

**Approval of the Minutes**

A motion by Mr. Warwick and 2<sup>nd</sup> by Mr. Ali to approve the Business Meeting Minutes of April 14, 2022. **A unanimous roll call vote of all present; Mr. Brennan and Mr. Perno were absent.**

Mr. Joseph Scavuzzo  
PresidentMr. Shakir Ali  
Vice PresidentMr. Frank Warwick  
SecretaryMr. Patrick Brennan  
TreasurerMr. Anthony Perno  
Ass't Secretary/ Treasurer**Payment of the Bills**

A motion by Mr. Warwick and 2<sup>nd</sup> by Mr. Ali to approve payment of the bill list dated May 12, 2022, for \$753,364.34, and 15,077.44 for Merchantville Borough, and \$1,763.44 for the P-Card. **A unanimous roll call vote of all present; Mr. Brennan and Mr. Perno were absent.**

A motion by Warwick and 2<sup>nd</sup> by Mr. Ali to approve payment of the scholarships dated May 13, 2022, in the amount of \$4,000.00. **A unanimous roll call vote of all present; Mr. Brennan and Mr. Perno were absent.**

Commissioners were advised that Pennsauken High School will distribute scholarships the evening of June 9, 2022. They have requested a representative of the MPWC to present to the recipients.

A motion by Warwick and 2<sup>nd</sup> by Mr. Ali to table the bills to Pennsauken township due to lack of an unconflicted quorum. **A unanimous roll call vote of all present; Mr. Brennan and Mr. Perno were absent.**

**Commission Action**

A motion by Mr. Warwick and 2<sup>nd</sup> by Mr. Ali to accept the T-Mobile bid for the Park Avenue antenna space and award to them. **A unanimous roll call vote of all present; Mr. Brennan and Mr. Perno were absent.**

A motion by Mr. Warwick and 2<sup>nd</sup> by Mr. Ali to approve new services as follows: 1" residential at 2550 43<sup>rd</sup> street; 6" fire service at 6713 Rudderow Ave; 6" fire service and 2: domestic service for 400 Rt. 38. **A unanimous roll call vote of all present; Mr. Brennan and Mr. Perno were absent.**

**Staff Reports**

Mr. Killion advised that the new Plant Operator begins his orientation tomorrow, Friday, May 13, 2012. Mr. Killion asked for feedback from Commissioners regarding the MPWC facilities tour. All Commissioners agreed that everyone in attendance appreciated the tour.

Mr. Spafford reported that report that the new Woodbine plant is up and running with only punch list items left to address for the plant itself. Mr. Spafford informed the Commissioners that he is currently researching a resolution to the noise issue resulting from the air strippers at the new plant. The estimate to resolve the issue is \$40 thousand dollars.

Mr. McConnell reported that T-Mobile representatives have requested we go back out to bid for same long-term minimum bids for the National Highway & Woodbine antennae space as previously and they requested a June 28, 2022, return date for National Highway. Woodbine rebid will closely follow.



**MPWC**

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Mr. Joseph Scavuzzo  
President

Mr. Shakir Ali  
Vice President

Mr. Frank Warwick  
Secretary

Mr. Patrick Brennan  
Treasurer

Mr. Anthony Perno  
Ass't Secretary/ Treasurer

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**Commissioners Reports:**

Mr. Scavuzzo thanked staff again for the preparations that went into the MPWC Facility Tour and noted that it was impressive and well received by the host communities.

**Adjournment**

A motion by Mr. Warwick and 2nd by Mr. Ali to adjourn at 4:53 PM. **Received a unanimous voice vote of all members present.**

**Submitted By:**

Brandy Eisenmann  
Jack Killion  
Karl McConnell





Mr. Joseph Scavuzzo  
President

Mr. Shakir Ali  
Vice President

Mr. Frank Warwick  
Secretary

Mr. Patrick Brennan  
Treasurer

Mr. Anthony Perno  
Ass't Secretary/ Treasurer

## Minutes of the Monthly Business Meeting

June 9, 2022

### ATTENDEES

#### Commissioners:

Mr. Joseph Scavuzzo, President

Mr. Shakir Ali, Vice President

Mr. Frank Warwick, Secretary

Mr. Patrick Brennan, Treasurer

Mr. Anthony Perno, Ass't Secretary/Treasurer

#### Other Attendees:

Jack Killion, C.O.O.

Richard Spafford, P.E., Director of Engineering

Karl N. McConnell, General Counsel

James Garaguso, Distribution Superintendent

Colleen O'Brien, Customer Support Supervisor

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

The Roll Call of Commissioners reflected:  
All Commissioners were present.

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

#### I-Bank & NJEIT Financing Status – National Highway Plan Project

Mr. Spafford reported that the application for financing is complete and the MPWC is only awaiting the action of the I Bank to proceed. Mr. Brennan asked what was being offered as to percent of a bond compared to a grant. Mr. Spafford responded that information is not decided until closing.

#### Permission to Bid Materials Supply Contract

Mr. Spafford advised that due to the COVID pandemic the shortages on all supplies are continuing and vendors continue to have difficulties getting supplies. In the beginning of the year the Commissioners agreed to allow us to go out for six (6) month contracts and therefore we will need to seek to go out to bid again.

#### Lead Service Replacement - Funding

Mr. Spafford informed the Commission that of the estimated 15,000 services in our franchise area of which approximately 10,000 have been identified, approximately 200 of those need to be replaced. Currently there is principal forgiveness for five (5) years. Mr. Spafford will be in contact with the DEP during this process. Mr. Perno asked who would be responsible for the funding of replacement. Mr. Spafford stated that he would be researching ways to incentivize this for the customer to fund the replacement of their own service line(s).

#### Annual Audit Field Work

Mr. Killion informed the Commission that the audit work has begun by the staff from Bowman & Company.

#### Salary Committee – Approval of Recommendations

Mr. Scavuzzo commented that there has been no response or changes from the rest of the Commissioners about the proposed recommendations of the Salary Committee.

#### Strategic Planning Session for Commissioners

A discussion ensued about planning meetings that have taken place in the past so that the Commissioners that have not attended are aware of what the goals have been for these meetings in the past.

Mr. Joseph Scavuzzo  
PresidentMr. Shakir Ali  
Vice PresidentMr. Frank Warwick  
SecretaryMr. Patrick Brennan  
TreasurerMr. Anthony Perno  
Ass't Secretary/ Treasurer**Contract Negotiations – Collingswood**

Mr. Killion informed the Commissioners of the proposed new terms for the contract with Collingswood going into year five (5). Collingswood is looking to reduce the scope of work needed by the MPWC. That Borough proposed language which staff has drafted into a form of amendment if the Commission approves.

**Approval of the Minutes**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick to approve the Business Meeting Minutes of May 12, 2022. **A unanimous roll call vote of all present; Mr. Brennan abstained.**

**Payment of the Bills**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick to approve payment of the bill to Pennsauken Township dated May 12, 2022, for \$105,044.27. **A unanimous roll call vote of all present; Mr. Ali and Mr. Scavuzzo abstained.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick to approve payment of the scholarships dated June 1, 2022, in the amount of \$1,000.00; and payment for the P-Card in the amount of \$119.91. **A unanimous roll call vote of all present.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick to approve payment of the bill list dated June 9, 2022, for \$573,507.96. **A unanimous roll call vote of all present; Mr. Ali and Mr. Scavuzzo abstained.**

**Staff Reports**

Mr. Killion commented on the Moody's rating and was impressed to receive such a high rating. Mr. Brennan commented that the Board of Commissioners should read over the report to understand the quality of the rating received. He also emphasized the MPWC still has bigger burdens ahead.

Mr. Brennan inquired about the pumpage numbers for the month and their cause. Mr. Garaguso said that Garden State Park has added a few larger users, as well as more residential housing going into that area.

Mr. McConnell reported that there will be new resolutions for the re-organization meeting next month (July) memorializing the rules the MPWC has had for holding meetings; adopting required rules for holding meetings during a declared emergency, and to allow Commissioner remote attendance. Mr. McConnell had drafts he handed out to the Commissioners to review prior to the re-organization meeting.

**Commission Business**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Perno to authorize bids for supply materials. **A unanimous roll call vote of all present.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick to approve the Salary Committee Recommendations effective the first payroll after July 1, and to authorize execution by President and Secretary. **A unanimous roll call vote of all present except for Mr. Brennan who recused himself from the matter.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Perno to approve the contract Amendment for the last year of the agreement with Collingswood and to authorize the President and Secretary to execute same. **A Unanimous roll call vote of all present.**



**MPWC**

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Mr. Joseph Scavuzzo  
President

Mr. Shakir Ali  
Vice President

Mr. Frank Warwick  
Secretary

Mr. Patrick Brennan  
Treasurer

Mr. Anthony Perno  
Ass't Secretary/ Treasurer

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**Commissioner Reports**

Mr. Warwick congratulated Staff on the high Moody's rating. Mr. Perno congratulated Staff of the same. Mr. Ali congratulated Staff as well and welcomed Mr. Brennan back. Mr. Brennan was happy to be back and thanked all for the well wishes. Mr. Scavuzzo wished all a Happy Father's Day.

**Adjournment**

A motion by Mr. Warwick and 2nd by Mr. Ali to adjourn at 4:48 PM. **Received a unanimous voice vote of all members present.**

**Submitted By:**

Colleen O'Brien  
Jack Killion  
Karl McConnell

Mr. Joseph Scavuzzo  
PresidentMr. Shakir Ali  
Vice PresidentMr. Frank Warwick  
Secretary/Asst  
TreasurerMr. Patrick Brennan  
TreasurerMr. Anthony Perno  
Ass't Secretary**Minutes of the Monthly Business Meeting****July 14, 2022****ATTENDEES****Commissioners:**Mr. Joseph Scavuzzo, President  
Mr. Shakir Ali, Vice President  
Mr. Frank Warwick, Secretary  
Mr. Patrick Brennan, Treasurer**Other Attendees:**Jack Killion, C.O.O.  
Richard Spafford, P.E., Director of Engineering  
Karl N. McConnell, General Counsel  
James Garaguso, Distribution Superintendent  
Brandy Eisenmann, Customer Service Director

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

The Roll Call of Commissioners reflected:

All Commissioners were present except Commissioner Perno was absent.

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

**ANNUAL REORGANIZATION Required by Statue:**

Mr. McConnell delivered the Oath of Office to Mr. Joseph Scavuzzo

**Designation of Commission Officers: Resol #2022-11**

A motion was made by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to nominate officers as follows:

President: Mr. Joseph Scavuzzo

Vice President: Mr. Shakir Ali

Secretary/Asst. Treasurer: Mr. Frank Warwick

Assistant Secretary: Mr. Anthony Perno

**A unanimous roll call vote of all present.**

Resol #2022-12: A motion was made by Mr. Scavuzzo and 2<sup>nd</sup> by Mr. Ali to nominate Patrick Brennan as Treasurer : **A unanimous roll call vote of all present.**

Resol #2022-13 A motion was made by Mr. Scavuzzo and 2<sup>nd</sup> by Mr. Warwick to approve the Cash Management Plan: **A unanimous roll call vote of all present.**

Resol.#2022-14A motion was made by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to Designate Depositories of Funds for the MPWC as follows: PNC, Bank of America, TD Bank, BB&T, First Colonial Community Bank, Haddon Savings Bank, Santander Bank, Wells Fargo Bank, N.A., Republic First Bank, First Harvest Credit Union, New Jersey Cash Management and any other GUDPA participating bank/financial institutions deemed necessary by the Treasurer and approved by the Commission during the year. **A unanimous roll call vote of all present.**



# MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

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Mr. Joseph Scavuzzo  
President

Mr. Shakir Ali  
Vice President

Mr. Frank Warwick  
Secretary/Asst  
Treasurer

Mr. Patrick Brennan  
Treasurer

Mr. Anthony Perno  
Ass't Secretary

Resol.#2022-14A motion was made by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to Designate Bank Signatories for the MPWC Operating Account, Payroll Account and Legal Account to remain as they are presently. **A unanimous roll call vote of all present.**

Resol.#2022-15-A motion was made by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to Authorize the Petty Cash fund of \$500.00 by the Director of Finance. **A unanimous roll call vote of all present.**

Resol #2022-16-A motion was made by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to Designate the HRA and FSA Accounts and Signatories of those accounts. **A unanimous roll call vote of all present.**

Resol.#2022-17-A motion was made by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick Designating Newspapers and Websites of the MPWC as follows: Courier-Post, The Retrospect; Pennsauken Township website, Merchantville Borough website, Merchantville community website, MPWC website. **A unanimous roll call vote of all present.**

Resol.#2022-18-A motion was made by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick Designating the Meeting Dates & Times for Commission Year 2022-23. **A unanimous roll call vote of all present.**

Resol.#2022-19-A motion was made by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick Designating a Public Compliancy Officer. **A unanimous roll call vote of all present.**

Resol.#2022-20-A motion was made by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick Authorizing the C.O.O. and Engineering Director to make NJDEP / EPA Applications for the MPWC. **A unanimous roll call vote of all present.**

Resol.#2022-21-A motion was made by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick **Authorizing** Purchases under the State Contract and Approved Co-Ops. **A unanimous roll call vote of all present.**

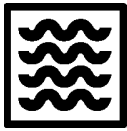
Resol.# 2022-22- A motion was made by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick Approving Maximum Thresholds and Agents for Purchasing. **A unanimous roll call vote of all present.**

Resol.#2022-23-A motion was made by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick Approving MPWC Representatives to the NJUA JIF Fund. **A unanimous roll call vote of all present.**

Resol.#2022-24-A motion was made by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali Designating the 2022-23 Public Employees Awards Committee. **A unanimous roll call vote of all present.**

Resol.2022-25- A motion was made by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali Adopting Standard Meeting Procedures for 2022-23 year of the Commission and until further notice. **A unanimous roll call vote of all present.**

Resol.#2022-26-A motion was made by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali Adopting Remote Public Meeting Procedures During States of Emergency. **A unanimous roll call vote of all present.**

Mr. Joseph Scavuzzo  
PresidentMr. Shakir Ali  
Vice PresidentMr. Frank Warwick  
Secretary/Asst  
TreasurerMr. Patrick Brennan  
TreasurerMr. Anthony Perno  
Ass't Secretary

Resol.#2022-27- A motion was made by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick Awarding Annual Contracts after Public Bids for Professional services ( 1 year) as follows:

*Auditor: Bowman & Company*

*Accounting Services (Consultant): Your Part Time Controller;*

*And award for Bids or for Extraordinary Unspecifiable Services ( 2 years)*

*Insurance Broker of Record: Connor Strong & Buckelew*

*Broker of Record for Employee Benefits: Connor Strong & Buckelew*

*IT Consultants and Management: All Covered*

**A unanimous roll call vote of all present.**

Resol.#2022-28- A motion was made by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick Qualifying Pools of Professionals Under Open & Fair RFQ Process for use of the Commission, as follows:

*Remington & Vernick*

*PS&S (Paulus, Sokolowski & Sartor, LLC)*

*T & M Associates*

*CES (Consulting Engineer Services)*

**A unanimous roll call vote of all present.**

Resol. #2022-29- A motion was made by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick Qualifying Pools of Professionals from RFQ's after Open & Fair Process for use of Commission as Bond Counsel as follows:

*Parker McCay, P.A.*

*Obermayer Rebmann Maxwell & Hippel, LLP*

**A unanimous roll call vote of all present.**

## **MPWC REGULAR MONTHLY BUSINESS MEETING – ITEMS TO BE DISCUSSED:**

### **National Highway Antenna License-Bid Opening**

Mr. McConnell reported that the T-Mobile, the incumbent, missed the Bid deadline and there were no bids submitted for the 3<sup>rd</sup> time. However, T-Mobile has since submitted a proposal package, making an offer of an initial annual payment of \$47K and meeting all other minimum conditions of the minimum bid conditions set by the MPWC bid package taking effect at the conclusion of the extension, November 2022.

Since the MPWC has bid this space three (3) times under these same exact terms now being offered, under NJSA 40A:11-5 (3), the Commission is free to negotiate an agreement for this license with T-Mobile the sole bidder and staff recommends that the Commission authorize that.

### **Woodbine Ave. Tank Antennae License**

T-Mobile has decommissioned and removed their antennas from Woodbine Avenue tank and site even though they have paid for the license through to March 2023.

### **Supply Contract Extension – Atlantic Supply**

Mr. Spafford reported that Atlantic Supply has agreed to extend their current short-term contract. Mr. Spafford recommends accepting the extension.

Mr. Joseph Scavuzzo  
PresidentMr. Shakir Ali  
Vice PresidentMr. Frank Warwick  
Secretary/Asst  
TreasurerMr. Patrick Brennan  
TreasurerMr. Anthony Perno  
Ass't Secretary**New 10" Main – Derausse Avenue**

Mr. Spafford reported that a new 10" main was run by the owner of the property at the end of Derausse Avenue and that the original 6" main has been abandoned. The Engineer recommended that the MPWC accept ownership of the 10" main. Mr. Garaguso noted that the flow has significantly improved in the areas since the installation of the new main.

**Approval of the Minutes**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to approve the Business Meeting Minutes of June 9, 2022. **A unanimous roll call vote of all present.**

**Payment of the Bills**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick to approve payment of the bill to in the amount of \$680,806.27 and payment of the P-Card for \$524.60 and to approve the ACH transfer for payment of loans in the amount of \$252,352.19. **A unanimous roll call vote of all present.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick to approve payment to Pennsauken Township for \$6,026.00. **A roll call vote of all present, Mr. Ali and Mr. Scavuzzo recused themselves.**

**Correspondence:**

Commissioners received copies of the thank you letters and cards from student recipients of MPWC academic scholarships.

**Staff Reports**

Mr. Garaguso explained the recent main break issues on Rudderow Avenue, indicating the main will need to be replaced as it would not survive a relining process. Staff will be discussing project plans and acquiring quotes and will bring recommendations to the Commission.

Mr. Spafford informed the Commissioners that he believes the MPWC will be approved to bid the National Highway Plant project on or around August 29, 2022. At this time, there is no indication of how much funding is available or how it will be distributed. Mr. Spafford was told that would be revealed at closing. Mr. Brennan instructed staff to start making calls to get a definite answer on what is available and to find out the amount, as it would be incredibly difficult to plan without knowing anything about the financing.

Mr. McConnell mentioned a recent Comptroller report and summarized his participation in a recent zoom call.

**Commission Business**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to extend the supply contract with Atlantic Supply by another 6 months on the same terms. **A unanimous roll call vote of all present.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to accept ownership and responsibility for a new 10" water main recently installed on Derausse Avenue. **A unanimous roll call vote of all present.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick to authorize the MPWC to enter into an Agreement that accepts the T-Mobile proposal Offer for the National Highway antenna License for 10-year agreement with the terms as bid. **A unanimous roll call vote of all present.**



# MPWC

## MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

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Treasurer

Mr. Patrick Brennan  
Treasurer

Mr. Anthony Perno  
Ass't Secretary

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### Project Status Table

Mr. Spafford requested approval to remove the Woodbine Plant project from the project status table. The Commissioners agreed and a discussion ensued regarding the advertising of the new facility to the general public.

### Commissioner Reports

Mr. Brennan reminded Commissioners of the upcoming Strategic Planning session and instructed staff to start looking at MPWC salary scales and to consider adjustments beginning with the entry level. These recommendations will be considered at the Commissioners planning session. Mr. Scavuzzo offered thanks for his reappointment and indicated that it has been both an honor and pleasure to serve the MPWC and he looks forward to his next term.

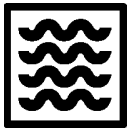
### Adjournment

A motion by Mr. Warwick and 2nd by Mr. Brennan to adjourn at 4:43 PM in order to adjourn to the Woodbine Plant for a Ribbon-cutting for the new Treatment Plant and the Motion **received a unanimous voice vote of all members present.**

### **Submitted By:**

Brandy Eisenmann  
Jack Killion  
Karl McConnell



Mr. Joseph Scavuzzo  
PresidentMr. Shakir Ali  
Vice PresidentMr. Frank Warwick  
Secretary/Asst  
TreasurerMr. Patrick Brennan  
TreasurerMr. Anthony Perno  
Ass't Secretary**Minutes of the Monthly Business Meeting****August 11, 2022****ATTENDEES****Commissioners:**

Mr. Joseph Scavuzzo, President

Mr. Shakir Ali, Vice President

Mr. Frank Warwick, Secretary/Asst Treasurer

Mr. Patrick Brennan, Treasurer

Mr. Anthony Perno, Asst Secretary

**Other Attendees:**

Jack Killion, C.O.O.

Richard Spafford, P.E., Director of Engineering

Karl N. McConnell, General Counsel

Angela Waldron, Asst Finance Director

Brandy Eisenmann, Customer Service Director

Mr. Scavuzzo called the meeting to order at 4:03 PM.

The Roll Call of Commissioners reflected:  
All Commissioners were present.

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

**ITEMS TO BE DISCUSSED:****BAN Loan**

It is the recommendation of the Treasurer to pay down \$250K and to roll over the remaining balance.

**Budget Planning**

A budget planning meeting will take place next week following the audit exit conference. Staff presented pay scale adjustments for consideration.

**Antenna Leases**

Park Ave lease documents are ready for signature. Staff is still waiting on the paperwork for the T-Mobile National Highway agreement and Mr. McConnell sought approval for his recommendation to increase the new Verizon location Park Ave. minimum bid to \$37K and to increase the initial term escalator to 2.5%

**Employee Manual Policy 1010 – Protection & Safe Treatment of Minors**

Staff presented a new policy for commission review and approval.

**Approval of the Minutes**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to approve the Meeting Minutes of July 14, 2022. **A unanimous roll call vote.**

**Payment of the Bills**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick to approve payment of the bill to in the amount of \$797,686.77 and payment of the P-Card for \$986.34. **A unanimous roll call vote.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick to approve payment to Pennsauken Township for \$104,664.27. **A roll call vote of all present, Mr. Ali and Mr. Scavuzzo recused themselves.**

Mr. Joseph Scavuzzo  
PresidentMr. Shakir Ali  
Vice PresidentMr. Frank Warwick  
Secretary/Asst  
TreasurerMr. Patrick Brennan  
TreasurerMr. Anthony Perno  
Ass't Secretary

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to approve payment to Merchantville Borough for \$13,707.44. **A unanimous roll call vote.**

### **Staff Reports**

The Customer Service Director reported that the MPWC finally received requests for open balances from the State on the first batch of LIHWAP applications and anticipate that payments will begin to arrive in the near future.

The Engineering Director reported that all plants are back up and running after issues with a lightning strike the previous evening. Mr. Brennan asked Mr. Spafford his assessment on how the transition is going in Collingswood. Mr. Spafford reported that the designated employees are slow to learn what will be necessary to run the plants once the agreed upon date to decrease MPWC presence arrives. Mr. Spafford said that he is addressing it with the appropriate parties.

Mr. McConnell requested the Commissioner increase the minimum bid for the Verizon antennae space at Park Ave. even above his report recommendation to \$37K with an escalator of 2.5% for 1<sup>st</sup> term; 3.0%/yr. for 1st option term; and 3.5% for 2nd & 3<sup>rd</sup> term.

Mr. McConnell also informed the Commissioners that contractor storing pipe at our Park Ave. plant has requested an extension to September 30, 2022 and has prepared the agreement extension for Mr. Killion's signature.

### **New Business**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Perno to 1) revise the hourly pay scale as proposed by staff and 2) to offer health coverage to new hires as early as allowable by the insurance provider, and additionally to adjust any currently affected employees to revised rates. **A unanimous roll call vote.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to adopt MPWC Policy 1010 – Protection and Safe Treatment of Minors. **A unanimous roll call vote.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick approve new services at 640 & 642 Woodland Avenue, Cherry Hill. **A unanimous roll call vote.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick to set minimum bid for new antennae license and use agreement at Park Ave Water Tank currently held by Verizon at 37K initial year of 10 yr. term with annual 2.5 escalator; and 3 subsequent 5-year vendor options with escalators of 3.0%/yr. for 1st option term; and 3.5% for 2nd & 3<sup>rd</sup> term. **A unanimous roll call vote.**

### **Project Status Table**

The Woodbine Avenue Plant project can officially be removed from the table. The Commissioners Strategic Planning session will become a higher priority. Mr. Brennan suggested that staff reach out to the individual that led the discussions last time the Commissioners met in this forum. Mr. Brennan also indicated that he'd suggest including additional members of the management team in the session. Staff will reach out to secure a commitment from a moderator and then a date will be selected.

**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. Frank Warwick  
Secretary/Asst  
TreasurerMr. Patrick Brennan  
TreasurerMr. Anthony Perno  
Ass't Secretary**Commissioner Reports**

Mr. Brennan thanked Commissioners and Staff for the dedication of the Woodbine Avenue plant and expressed that it was an incredible honor. Mr. Scavuzzo responded that it was well-deserved and an honor to be a part of such a special dedication ceremony. Mr. Scavuzzo also discussed upcoming CCMUA project that will separate combined sewer and stormwater into new lines in anticipation of Infrastructure Trust Funding. Mr. Brennan reminded everyone that the Governor has issued a drought advisory and despite not being a rule of order, be aware that we could potentially be headed in that direction.

**Adjournment**

A motion by Mr. Brennan and 2nd by Mr. Perno to adjourn at 4:54 PM **received a unanimous voice vote.**

**Submitted By:**

Brandy Eisenmann

Jack Killion

Karl McConnell

Mr. Joseph Scavuzzo  
PresidentMr. Shakir Ali  
Vice PresidentMr. Frank Warwick  
Secretary/Asst  
TreasurerMr. Patrick Brennan  
TreasurerMr. Anthony Perno  
Ass't Secretary**Minutes of the Monthly Business Meeting  
September 9, 2022  
ATTENDEES****Commissioners:**Mr. Joseph Scavuzzo, President  
Mr. Shakir Ali, Vice President  
Mr. Patrick Brennan, Treasurer  
Mr. Anthony Perno, Asst Secretary**Other Attendees:**Jack Killion, C.O.O.  
Richard Spafford, P.E., Director of Engineering  
Karl N. McConnell, General Counsel  
Angela Waldron, Asst Finance Director  
Brandy Eisenmann, Customer Service Director

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

The Roll Call of Commissioners reflected:  
All Commissioners were present, except Mr. Warwick.

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

**ITEMS TO BE DISCUSSED:****Bid Opening – Park Antennae**

Mr. McConnell reported that we did receive a bid on the antenna space on the Park Avenue Tank and recommends award.

**Employee Health Benefits**

Mr. Killion reported that the premiums will increase by 5.89% for 2022.

**Employee Benefits Agreement**

Staff provided the Commissioners with the broker agreement for signature.

**DCA LIHWAP Application Deadline Extension**

Customer Service Director summarized the latest information obtained in a recent webinar regarding the state's relief programs with regard to payments, payment plans and enforcement of collections practices. The MPWC's service terminations are delayed through the end of the year.

**2021 Audit Review**

Staff presented the 2021 Draft Audit to Commissioners for review and comment. The Treasurer noted that there were no findings.

**2023 Budget Review**

Staff presented the draft budget for 2023 to Commissioners for review and comment.

Mr. Joseph Scavuzzo  
PresidentMr. Shakir Ali  
Vice PresidentMr. Frank Warwick  
Secretary/Asst  
TreasurerMr. Patrick Brennan  
TreasurerMr. Anthony Perno  
Ass't Secretary**Approval of the Minutes**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to approve the Meeting Minutes of August 11, 2022. **A unanimous roll call vote of all present.**

**Payment of the Bills**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Perno to approve payment of the bill to in the amount of \$448,522.50; the payment of the P-Card for \$201.67; ACH transfers for the FSA and HRA accounts totaling \$3,100.00. **A unanimous roll call vote of all present.**

**Staff Reports**

The C.O.O. provided a proposal to the Commissioners for a potential moderator for a strategic planning session. The Treasurer proposes that he and the President schedule a meeting with the moderators to construct a program for the session. Mr. Scavuzzo asked staff to prepare some information regarding the MPWC's allocation structure ahead of the strategic planning session for the benefit of Commissioners who have not previously participated in the sessions. The Engineering Director will prepare a summary for distribution to all Commissioners.

Mr. Spafford also reported on the status of financing through the I-Bank and noted that he believes they are about ready to issue an approval to bid for the National Highway Plant project.

Mr. Spafford reported on forward process with the cross-training efforts in Collingswood and indicated that there is an individual in place learning the plant operations. He also reported that 120 Water is currently working to identify the service line materials in Collingswood.

The Superintendent noted a minor correction in his report regarding a well number.

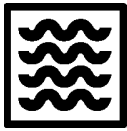
**New Business**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to approve the 125 Plan Amendment for 2022. **A unanimous roll call vote of all present.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Perno to accept the bid for antennae space on the Park Avenue Water Tank Antennae Licenses Award 2022-05 to Verizon Wireless for Terms in excess of or at a minimum terms of id as set forth in bid package. **A unanimous roll call vote of all present.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to to approve the 2021 audit. **A unanimous roll call vote of all present.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to approve a new 2" domestic and 6" fire service at 2240 Rt. 70, Cherry Hill. **A unanimous roll call vote of all present.**



**MPWC**

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Mr. Joseph Scavuzzo  
President

Mr. Shakir Ali  
Vice President

Mr. Frank Warwick  
Secretary/Asst  
Treasurer

Mr. Patrick Brennan  
Treasurer

Mr. Anthony Perno  
Ass't Secretary

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**Commissioner Reports**

Mr. Brennan thanked staff, and specifically the C.O.O. for the time and effort that went into the research to secure a moderator for the upcoming strategic planning session for Commissioners. Mr. Scavuzzo echoed those sentiments and reminded staff that the management team was invited to participate in the session as their contributions and knowledge are important to the future planning of the MPWC.

**Adjournment**

A motion by Mr. Perno and 2nd by Mr. Brennan to adjourn at 5:04 PM **received a unanimous voice vote by all in attendance.**

**Submitted By:**

Brandy Eisenmann

Jack Killion

Karl McConnell

Mr. Joseph Scavuzzo  
PresidentMr. Shakir Ali  
Vice PresidentMr. Frank Warwick  
Secretary/Asst  
TreasurerMr. Patrick Brennan  
TreasurerMr. Anthony Perno  
Ass't Secretary**Minutes of the Monthly Business Meeting****October 13, 2022****ATTENDEES****Commissioners:**

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

**Other Attendees:**

Jack Killion, C.O.O.  
Richard Spafford, P.E., Director of Engineering  
Karl N. McConnell, General Counsel  
Angela Waldron, Asst Finance Director  
Brandy Eisenmann, Customer Service Director  
James Garaguso, Distribution Superintendent

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

The Roll Call of Commissioners reflected:  
All Commissioners were present.

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

**ITEMS TO BE DISCUSSED:****Strategic Planning**

Mr. Killion updated Commissioners on the initial meeting and proposed project plan as presented by the consulting firm. Commissioner Brennan and Commissioner Scavuzzo both expressed their excitement of the project and made a recommendation to approve the contract.

**Proposed Rate Adjustment & Rate Hearing**

Staff proposed a 5% rate adjustment for 2023 and recommended adoption after a December rate hearing.

**Edgewood Properties Bond Release for the Park Place Section**

The Engineering Director recommended that the MPWC release the project bond for this property as the project has been complete for a number of years.

**2021 Audit**

The Treasurer summarized the 2021 Audit, noted that there were no findings and that there have been no comments or questions from Commissioners over the last month, and so he recommends adoption.

**2023 Budget**

The draft budget has been reviewed by all Commissioners and the Treasurer recommends adopting the budget for 2023.



Mr. Joseph Scavuzzo  
President

Mr. Shakir Ali  
Vice President

Mr. Frank Warwick  
Secretary/Asst  
Treasurer

Mr. Patrick Brennan  
Treasurer

Mr. Anthony Perno  
Ass't Secretary

### **Resolution for Woodbine Plant Upgrade Project Refinancing**

Staff presented the Commission the resolution for a BAN rollover for refinancing of the Woodbine Plant Upgrade project funding.

### **Risk Management Consultant Agreement**

Staff presented the Commission with the agreement for approval and adoption.

### **Customer Water Account Adjustment – Schoolhouse Commons**

The Customer Service Director summarized the account activity and noted that the MPWC received a request for relief of penalties while the residents continue to pay down a large outstanding balance and address maintenance issues at the property.

### **Approval of the Minutes**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to approve the Meeting Minutes of September 9 2022. **A unanimous roll call vote, Mr. Warwick abstained.**

### **Payment of the Bills**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick to approve payment of a bill to Pennsauken Township in the amount of \$32.80. **A roll call vote of all present, Mr. Ali and Mr. Scavuzzo recused themselves.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick to approve payment of the bills in the amount of \$616,881.27 and for payment of the P-card for \$145.22. **A unanimous roll call vote.**

### **Staff Reports**

The Customer Service Director informed the Commissioners that the MPWC has received a payment from the LIHWAP program for outstanding balances for eligible applicants. Mr. Spafford noted that the requested allocation history summary was included in the monthly report package. Mr. Spafford also reported that it is anticipated that he will receive I-Bank approval by the end of next week for the National Highway project.

### **New Business**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick to release the bond for the Edgewood Properties-Park Place section. **A unanimous roll call vote.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Perno adopt the 2023 Operating Budget. **A unanimous roll call vote.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick to adopt the Project Note Resolution for the BAN Rollover. **A unanimous roll call vote.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Perno to approve a water account adjustment for the interest only portion of the outstanding balance for 4406 Camden Avenue, and to hold interest from accruing while customer is in an active payment plan in good standing. **A unanimous roll call vote.**



Mr. Joseph Scavuzzo  
PresidentMr. Shakir Ali  
Vice PresidentMr. Frank Warwick  
Secretary/Asst  
TreasurerMr. Patrick Brennan  
TreasurerMr. Anthony Perno  
Ass't Secretary

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to award a Non Fair & Open contract to DillonMarcus for \$36,000.00. **A unanimous roll call vote.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Perno to adopt the revised Cash Management Plan. **A unanimous roll call vote.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to go out for bid on the National Highway Plant construction project pending I-Bank approval. **A unanimous roll call vote.**

### **Commissioner Reports**

Mr. Brennan initiated a discussion regarding our responsibility as a water purveyor to educate ourselves and the public on the topic of drinking water and cited a video by National Geographic. Mr. Brennan asked staff to share the video in whatever ways possible with the public. Mr. Scavuzzo noted that the pipe being stored on MPWC property will be remove next week. Mr. Scavuzzo asked Mr. Spafford about the plans for main replacement relining next year. Mr. Spafford noted that the scope would include both relining and replacement to fulfill the requirements under the WQAA.

A motion was made by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to move to Executive Session 5:03 PM. Each member voted in the affirmative in a Roll Call vote.

EXECUTIVE SESSION- separate minutes.

The Commissioners returned to public session at 5:25PM.

Mr. Brennan made a Motion with Mr. Perno 2<sup>nd</sup> and a unanimous voice vote to affirm the determination and action of the C.O.O. regarding the termination of employee, Robert Cairns.

### **Adjournment**

A motion by Commissioner Brennan and 2<sup>nd</sup> by Warwick to adjourn at 5:28 PM **received a unanimous voice vote by all in attendance.**

### **Submitted By:**

Brandy Eisenmann  
Jack Killion  
Karl McConnell

Mr. Joseph Scavuzzo  
PresidentMr. Shakir Ali  
Vice PresidentMr. Frank Warwick  
SecretaryMr. Patrick Brennan  
TreasurerMr. Anthony Perno  
Ass't Secretary/ Treasurer**Minutes of the Monthly Business Meeting  
November 10, 2022****ATTENDEES****Commissioners:**

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

**Other Attendees:**

Jack Killion, C.O.O.  
Karl N. McConnell, General Counsel  
James Garaguso, Distribution Superintendent  
Angela Waldron, Asst Finance Director  
Colleen O'Brien, Customer Support Supervisor

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

The Roll Call of Commissioners reflected:  
All Commissioners were present.

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

**Annual Maintenance Contracts – Permission to Bid**

The Commission authorized Staff to go to bid for any annual maintenance contracts due for renewal.

**BAN Closing on November 21, 2022**

Mr. Scavuzzo advised all proffered documents had been approved and handled appropriately for refinancing the Woodbine Avenue Plant Upgrade Note.

**Salary Committee – Recommendations & Approval for Salaried Employees and COLA**

It was agreed upon that the Salary Committee would meet on Monday November 14, 2022, at 2:00 pm.

**Proposed Holiday Schedule for 2023**

It was stated that there were no issues with the proposed holidays for next year.

**Healthcare Benefits – 2023 Employee Contributions**

Mr. Perno was advised of the recent history of the rates and percentages that the employees are required by the Commission to contribute towards the Healthcare Benefits.

**Annual Employee Recognition & Holiday Breakfast**

This will take place at Pennsauken Country Club on December 8, 2022, at 8:00 am.

**December Meeting, Connection & Rate Hearing**

The December Commission Meeting will take place on December 8, 2022, at 9:30 am, following the Annual Employee Recognition & Holiday Breakfast. Mr. Ali stated that he would be absent as he would be out of state at that time.

**Approval of the Minutes**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Perno to approve the Business Meeting Minutes and Executive Session Minutes of October 13, 2022. **A unanimous roll call vote of all present.**

Mr. Joseph Scavuzzo  
PresidentMr. Shakir Ali  
Vice PresidentMr. Frank Warwick  
SecretaryMr. Patrick Brennan  
TreasurerMr. Anthony Perno  
Ass't Secretary/ Treasurer**Payment of the Bills**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Perno to approve payment of the bills dated October 13, 2022, in the amount of \$466,354.44 and the P-Card in the amount of \$1,207.45. **A unanimous roll call vote of all present.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Perno to approve payment of the bills for Pennsauken Township in the amount of \$140,934.32. **A unanimous roll call vote of all present; Mr. Ali and Mr. Scavuzzo abstained.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick to approve payment of the bills for Merchantville Borough in the amount of \$13,707.44. **A unanimous roll call vote of all present.**

**Staff Reports**

Mr. Killion informed the Commission that there is tree removal and tree trimming scheduled for the Westfield Avenue Office and Park Avenue Plant on November 26, 2022, which is part of a maintenance schedule planned for the trees on all MPWC properties.

Mr. Brennan commented that the pumpage numbers have been consistent. Discussion turned toward any new customers. Mr. Garaguso advised that unfortunately the Garden State Park developers allowed the DEP permit to expire for all the remaining residential areas and the MPWC cannot allow them to connect to our system without an active valid permit. They have been advised that they must restart the application process with the DEP for any unconnected/undeveloped areas.

Mr. McConnell reported that Mr. Miles requested a resolution regarding the public rate hearing and the proposed rates being advertised in the newspapers for the 2023 DCA budget auditor. Mr. McConnell advised that AT&T has requested to renegotiate the Woodbine Avenue lease and that they have effectively given timely notice to cancel their automatic renewals at the end of their 10-year contract in 2025. A discussion ensued and he was directed to wait until closer to the end of the contract to go out to bid on new terms for that license.

**New Business**

A motion by Mr. Perno and 2<sup>nd</sup> by Mr. Warwick to approve the 2023 Holiday Schedule **A unanimous roll call vote of all present.**

A motion by Mr. Warwick and 2<sup>nd</sup> by Mr. Ali to approve the Resolution setting the Budget and Rate Hearing to be advertised as proposed and take place on December 8, 2022. **A unanimous roll call vote of all present.**

**Project Status**

Mr. Scavuzzo asked about the timing of the Strategic Planning meeting. Mr. Killion advised that Senior Staff would start their portion and meet with Dillion Marcus by the end of November into the beginning of December, and then the Commissioner's portion will take place.

Mr. Brennan asked for an update regarding the National Highway Plant. The most recent steps and back and forth with NJDEP were described. MPWC is greatly frustrated by DEP's responses which appear to unnecessarily delay the process by only addressing one request at a time and ad seriatim. They appear to have no urgency or concern for time for moving forward to finish this project. Mr. Killion reported that the DEP has requested another single item of information each time a request is fulfilled.



**MPWC**

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

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Mr. Joseph Scavuzzo  
President

Mr. Shakir Ali  
Vice President

Mr. Frank Warwick  
Secretary

Mr. Patrick Brennan  
Treasurer

Mr. Anthony Perno  
Ass't Secretary/ Treasurer

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### **Commissioner Reports**

Mr. Ali wished all a happy, healthy, and safe Thanksgiving.

Mr. Brennan commented on the National Geographic article that was shared on the MPWC Facebook page and would like to see this information shared across more platforms than just social media outlets.

Mr. Scavuzzo echoed the same well wishes as Mr. Ali. Mr. Scavuzzo also commented on the electrical issue at the Woodbine Avenue Plant. Mr. Garaguso stated that he does not foresee that being an issue again, but it will be discussed to include fail safes for similar cases going forward.

### **Adjournment**

A motion by Mr. Warwick and 2<sup>nd</sup> By Mr. Ali to adjourn at 5:02 PM. **Received a unanimous voice vote of all members present.**

### **Submitted By:**

Colleen O'Brien  
Jack Killion  
Karl McConnell

Mr. Joseph Scavuzzo  
PresidentMr. Shakir Ali  
Vice PresidentMr. Frank Warwick  
SecretaryMr. Patrick Brennan  
TreasurerMr. Anthony Perno  
Ass't Secretary/ Treasurer**Minutes of the Monthly Business Meeting  
December 8, 2022****ATTENDEES****Commissioners:**

Mr. Joseph Scavuzzo, President  
Mr. Frank Warwick, Secretary  
Mr. Patrick Brennan, Treasurer  
Mr. Anthony Perno, Asst Secretary/Treasurer

**Other Attendees:**

Jack Killion, C.O.O.  
Karl N. McConnell, General Counsel  
James Garaguso, Distribution Superintendent  
Angela Waldron, Asst Finance Director  
Richard Spafford, P.E., Director of Engineering  
Colleen O'Brien, Customer Support Supervisor  
Joyce Peirce, Director of Finance  
Nick Colanzi  
James Miles, CPA  
Careen Sheehan, Stenographer

Mr. Scavuzzo called the meeting to order at 9:35AM

The Roll Call of Commissioners reflected: All Commissioners were present, except Mr. Shakir Ali.

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

**Annual Connection Fee & 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 Colleen O'Brien, Richard Spafford, Angela Waldron, Nick Colanzi, and CPA James Miles. There were no members of the public present.

Staff presented recommendations of a 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. Colanzi, Mr. Miles, and Ms. Sheehan were excused. A verbatim transcript of the hearing will be created and on file.

**Salary Committee – Commission Actions**

Mr. Brennan stated that this information was given to the Commission last month, and there were no questions regarding the recommendations.

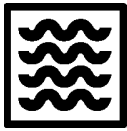
**Ban Rollover and Closing**

Mr. Killion stated that all went well and has been completed.

**Bid Opening – Annual Maintenance Contracts**

Mr. Spafford had a list of all those that submitted a bid and is asking for approval. It was also commented that some of the bids have increases in prices due to the changing financial trends.

**National Highway Plant – Permission to Bid**

Mr. Joseph Scavuzzo  
PresidentMr. Shakir Ali  
Vice PresidentMr. Frank Warwick  
SecretaryMr. Patrick Brennan  
TreasurerMr. Anthony Perno  
Ass't Secretary/ Treasurer

Mr. Spafford stated that he was looking to go to bid for this project, with an opening date in February, and a formal award in March 2023.

### **Bad Debt Write-off – Commission approval**

Mr. Brennan had a question about one the write-offs. Appeared to be a permanent business, it was not, and the debt was collected on a hydrant meter that was rented and returned to the MPWC. Mr. Brennan commented that most of the write-offs were interest only.

### **125 Plan Changes**

Mr. McConnell echoed his comments from last meeting regarding this matter. He also commented that the changes discussed have not taken place yet. Also, that the IRS increased the amount that could be funded by the employee as well as the amount that can be rolled over.

### **HRA/FSA Elections – Forms for Signatures**

This was discussed at the November meeting – the corresponding forms will need to be signed.

### **Approval of the Minutes**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Perno to approve the Business Meeting Minutes of November 10, 2022. **A unanimous roll call vote of all present.**

### **Payment of the Bills**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick to approve payment of the bills dated December 8, 2022, in the amount of \$499,978.30 and the P-Card in the amount of \$1,000.44. **A unanimous roll call vote of all present.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Perno to approve payment of the bills for Pennsauken Township in the amount of \$3,800.18. **A unanimous roll call vote of all present; Mr. Scavuzzo abstained.**

### **Staff Reports**

Mr. Killion stated that there will be a retirement luncheon for Helen Adams on December 13, 2022. Also, that the Dillon Marcus interviews have begun to take place. The remaining of the interviews will likely be completed in the beginning of 2023.

Mr. Brennan asked how the Neptune Antennas have been working. Ms. O'Brien and Mr. Spafford explained that they have been working well for both staff and customers to collect information regarding usage for the accounts they are able to read and collect from.

Mr. Spafford wished all a Merry Christmas and Happy Holidays.

Mr. McConnell apologized for not attending the breakfast in order to avoid exposing his co-workers to illness in his home. He echoed Mr. Spafford's wishes.

Ms. Peirce added that the budget would need to be approved with a roll call vote and signatures.

### **New Business**

**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. Frank Warwick  
SecretaryMr. Patrick Brennan  
TreasurerMr. Anthony Perno  
Ass't Secretary/ Treasurer

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Perno for Resolution # 2022-41 to adopt the recommended rate schedule effective 2023 and connection fees for December 30, 2022. **A unanimous roll call vote of all present.**

A motion by Mr. Warwick and 2<sup>nd</sup> by Mr. Perno to approve Salary Committee Recommendations for Raises & COLA as listed on Resolution # 2022-42. **A unanimous roll call vote of all present; Mr. Brennan abstained.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick for Resolution #2022-43 to authorize going to bid for National Highway Plant upgrades. **A unanimous roll call vote of all present.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Perno for Resolution #2022-44 to approve Bad Debt Write-Offs as listed there. **A unanimous roll call vote of all present.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Perno to approval all new listed services. **A unanimous roll call vote of all present.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick to approve the 2023 Budget. **A unanimous roll call vote of all present.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Perno for Resolution #2022-45 to approve bids for annual maintenance contracts. **A unanimous roll call vote of all present.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick for Resolution #2022- 46 to approve the changes to the Plan 125. **A unanimous roll call vote of all present.**

**Project Status**

A discussion took place regarding the new services. Meadowland Park Blvd and Churchill Downs Way are going to be large apartment buildings at Garden State Park, behind DSW. Edgewood Properties has not yet applied with the DEP. That needs to take place prior to water connections being made. Mr. Brennan suggested reaching out to the Mayor of Cherry Hill regarding this matter.

Strategic planning with Dillon Marcus was discussed. What their plan was as well as a timeframe for steps to be completed.

**Commissioner Reports**

Mr. Warwick thanked all staff for another great year and wished all a safe and happy holiday. Mr. Perno echoed these statements.

Mr. Brennan stated that this year was a wonderful and exciting year and that the staff has done a great job with the operations. He also stated that the MPWC is doing a lot of things right and moving in the right direction. He also commented that MPWC is the most effective and efficient utility around. Mr. Brennan wished all a wonderful holiday.

Mr. Scavuzzo thanked the Commission for another great year, and that it has been a pleasure to work with everyone. He stated that having a “mom and pop shop” mind set is what sets the MWPC apart from other utilities and what has helped with the success. He also echoed Mr. Brennan’s comments in an exciting year to come with the right people in the right places.



**MPWC**

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Mr. Joseph Scavuzzo  
President

Mr. Shakir Ali  
Vice President

Mr. Frank Warwick  
Secretary

Mr. Patrick Brennan  
Treasurer

Mr. Anthony Perno  
Ass't Secretary/ Treasurer

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**Adjournment**

A motion by Mr. Warwick and 2nd by Mr. Perno to adjourn at 10:30 AM. **Received a unanimous voice vote of all members present.**

**Submitted By:**

Colleen O'Brien

Jack Killion

Karl McConnell