

**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**Minutes of the Monthly Business Meeting****January 12, 2023****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:****Park Avenue Plant Design and Solar Estimate**

Mr. Spafford referred to the estimate provided by Remington & Vernick. There was a discussion regarding the design, costs and solar potential. The Commissioners agreed to decline the solar aspect of the plant design at this time. Mr. Spafford was asked to provide a revised plan and proposal for plant design without a solar component.

**Cyber Security Policy**

Mr. McConnell explained the requirements of the MEL JIF and noted that the procedures are already implemented as a Standard Operating Procedure and that this adds compliance as a requirement to the Employee Manual and emphasizes its importance to all employees.

**Annual Maintenance Contracts**

Mr. Spafford notified the Commissioners that the contracts are ready for the signatures of Commission President and Secretary.

**High School Scholarships**

Staff asked for permission to proceed with offering the annual scholarship awards to Pennsauken High School and Haddon Heights High School for the graduating class of 2023.

**2023 Budget**

MPWC received final DCA approval on the 2023 operating budget.

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Ass't Secretary**Approval of the Minutes**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Perno to approve the Meeting Minutes of December 8, 2022. **A unanimous roll call vote.**

**Payment of the Bills**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to approve payment of bills in the amount of \$456,102.94, for payment of the P-card in the amount of \$976.30. Additionally, to approve wire transfers dated December 14, 2022, for the HRA account for \$177,250.00 and the FSA account for \$14,010.00. **A unanimous roll call vote.**

**Correspondence**

The MPWC received a thank you letter from the Mayor of Pennsauken for the participation and donations for the 2022 Angel Tree Program.

**Staff Reports**

The C.O.O. advised that today he received literature from DillonMarcus that he would be sharing with Commissioners once he has had an opportunity to review. Mr. Killion also noted that he was preparing to present the MPWC's annual update to the Borough of Merchantville in the month of February.

Mr. McConnell informed the Commissioners that it was time to renew the HomeServe contract and if they were to do so by competitive contract bid, he would request an authorizing resolution to do so.

Mr. Brennan initiated a discussion regarding a recent serious safety situation that occurred in Allentown, PA. Mr. Garaguso indicated that he used the story as a teachable moment and discussed it at length just that morning with the Field Employees. He further indicated that the distribution team used their trench box that same day while making repairs.

**New Business**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Perno to approve the amendment to Employee Manual #1370 regarding computer and internet use and Cyber Security as presented. **A unanimous roll call vote.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Ali to approve scholarships for graduating seniors of Pennsauken and Haddon Heights high schools for the class of 2023. **A unanimous roll call vote.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Perno authorizing the advertising of a competitive contract bid for service line protection coverage. **A unanimous roll call vote.**

A motion by Mr. Brennan and 2<sup>nd</sup> by Mr. Warwick to approve new services at 2016 Marlton Pike West and also at 4615 N Crescent Blvd. **A unanimous roll call vote.**

**Project Status Table**

Mr. Brennan asked the C.O.O. what he anticipated as the next steps with DillonMarcus. Mr. Killion indicated that he had just received some information to review and would be sharing it with Commissioners sometime between tomorrow and Tuesday. Mr. Scavuzzo asked Mr. Spafford about the status of a faulty meter reading

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antenna. Mr. Spafford indicated that it appears to be unrepairable and will be shipped back and replaced with a new unit. Neptune will do their best to expedite the new equipment.

**Commissioner Reports**

Mr. Warwick wished Commissioners and staff a Happy New Year.

Mr. Perno echoed the sentiments of Mr. Warwick.

Mr. Ali noted that it is an exciting time to be a part of the MPWC and looks forward to 2023.

There was a discussion regarding negotiations between Aetna and Virtua Hospital and a letter that went out from the MPWC.

Mr. Scavuzzo looks forward to new opportunities coming in the new year.

A discussion ensued regarding the National Highway Plant project. Mr. Spafford estimates approximately \$7-8 million. Mr. Spafford will review the current rules regarding financing and award of temporary (interim) financing and report back to Commissioners.. The MPWC hasn't heard anything on funds, but anticipate potential \$1 million in principal forgiveness. It was noted that the lead line removal is likely a much bigger priority for the state at this time.

**Adjournment**

A motion by Mr. Warwick and 2nd by Mr. Ali to adjourn at 4:50 PM **received a unanimous voice vote by all in attendance.**

**Submitted By:**

Brandy Eisenmann

Jack Killion

Karl McConnell