



**MERCHANTVILLE-PENNSAUKEN WATER COMMISSION
MONTHLY MEETING AGENDA**

JULY 13, 2023



In Person Open Public Meeting: 4:00 PM

Roll Call:

Salute to the Flag:

Announcement of Compliance with the NJ Open Public Meeting Act:

ANNUAL REORGANIZATION Required by Statute:

Designation of Commission Officers:

President:

Vice President:

Secretary:

Treasurer:

Assistant Secretary/Treasurer:

Approving Cash Management Plan:

Designating Depositories of Funds for the MPWC:

PNC, N.A., Bank of America, N.A., TD Bank, N.A., First Colonial Community Bank, Haddon Savings Bank, Santander Bank, N.A., Wells Fargo Bank, N.A., Republic First Bank, Cornerstone 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.

Designating Bank Signatories:

Operating Account:

Payroll Account:

Legal/Court Fees Account:

Authorization of Petty Cash Fund:

Director of Finance - \$500.00

Designation of FSA/HRA Account and Signatories:

Designation of Official Notices – Designating Newspapers and Websites of the MPWC

Courier-Post, The Retrospect; Pennsauken Township website, Merchantville Borough website, Merchantville community website, MPWC website

Designation of Meeting Dates & Times for Commission Year 2023-24

Designation of Public Agency Compliance Officer:

Authorization of the C.O.O. to make NJDEP/EPA Applications:

Authorizing Purchases under the State Contract and Approved Co-Ops:

Approving Maximum Thresholds and Agents for Purchasing:

Approving MPWC Representatives to NJUA JIF Fund:

Designation of the 2023-24 Public Employees Awards Committee:

Resolution Adopting Standard Commission Meeting Procedures for 2023-24:

Resolution Adopting Remote Public Meeting Procedures During State of Emergency:

Appointing Annual Contracts for Professionals or for Extraordinary Unspecifiable Services:

(See attachments)

Auditor: Bowman & Company

Accounting Services (Consultant): Your Part Time Controller

Insurance Broker of Record: Connor Strong & Buckelew

Broker of Record for Employee Benefits: Connor Strong & Buckelew

RFQs Qualifying Pools of Professionals Under Open & Fair Process for use of Commission:

Qualified Pool for Commission Engineers:

Remington & Vernick

T & M Associates

CES (Consulting Engineer Services)

Commission Bond Counsel Qualified Pool:

Parker McCay, P.A.

Obermayer Rebmann Maxwell & Hoppel, LLP

REGULAR MONTHLY MEETING AGENDA:

Items to be discussed:

1. RFQs for Professional Services
2. Bid Opening - Browning Road Carbon Vessel
3. MPWC Regulation 1006 Revised for Approval
4. Audit Status
5. Collingswood Agreement / Contract
6. Pavilions Easement – Approval
7. BAN Payment
8. Browning Road Engineering Agreement
9. National Highway Project

Approval of Minutes:

- | | |
|----------------------|--------------|
| 1. Regular Meeting: | June 8, 2023 |
| 2. Executive Session | N/A |
| 3. Special Meeting | N/A |

Approval of Bills:

Bills for Payment: July 13, 2023

(Capital Expense Report attached to Bill List)

Bill List	\$700,980.78
Pennsauken Township	\$9,881.98
Merchantville Borough	\$-
Total	\$710,862.76

P-Card	\$593.27
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ACH Wire Transfer: July 17, 2023

NJEIT and NJIB Loans	\$253,999.83
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Correspondence:

- Thank you letters from scholarship recipients.
- Bowman letter to Commission
- SJWPA Award – J. Garaguso

Meeting Open to the Public:

Bid Openings:

- Browning Road Carbon Vessel

Staff Reports:

- Chief Operating Officer
- Distribution Superintendent
- Customer Service Director
- Engineer
- General Counsel
- Finance

Old Business:

- Regulation 1006
- Pavilions Easement
- Browning Road Carbon Filter Lease Bid

New Business:

- **Appointment of Professional Consultants for 2023 – 2024**
- **Qualifying Engineers for 2023 – 2024**

New Services:**Informational:**

Project Status: See attached table

Commissioner Reports:**Executive Session:**

Public Meeting (Resumed): (Resolution to return to Public Session #___)

Adjournment: