

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**RESOLUTION AWARDING TO T-MOBILE A ONE YEAR EXTENSION OF THEIR EXPIRING NON-EXCLUSIVE ANTENNAE LEASE ON THE NATIONAL HIGHWAY WATER TANK FOR TELECOMMUNICATIONS ANTENNAE AND EQUIPMENT.**

WHEREAS after multiple public advertisements seeking bids in accordance with both the laws of the State of New Jersey and prior formal direction of this Commission; and no bids having been received at all on either prior occasion; and

WHEREAS the Merchantville-Pennsauken Water Commission had been previously leased that same portion of its real property and space on its water tank in the Township of Pennsauken, owned by it and known as the National Highway water tank and also such Lease to be for the lease of an area of land (more particularly described in the original Lease and the prior Bid and Award documents) on the ground for an existing shed for the placement of an equipment cabinet in conjunction with the placement of antennae on and existing tower on that site to predecessors of T-Mobile; and

WHEREAS the Commission had reviewed and those existing Lease terms and current rent were set as a minimum bid after it had determined that proposal is reasonable; and no bids were received on either of two prior bids; and subsequently, T-Mobile proffered a one-year payment of the current annual rent of \$47,928.00 as an offer for an extension under the same terms and continuing Lease arrangements as they had according to the original Sprint Spectrum Lease and under those terms and conditions of that Lease at the site and attached hereto; and

WHEREAS, the Commission has determined that the bid was the most profitable while still being in compliance with all necessary material terms after public advertisement and under applicable statutes;

NOW, THEREFORE, BE IT RESOLVED by the Commission that the expiring Lease is extended for ONE (1) additional contract year in the name of T-Mobile and Commission officials are authorized to execute any additional documents in order to effectuate such an extension should such be required in addition to this resolution.


I hereby certify that this is a True and Accurate Recitation of the Resolution adopted on the 13th of January 2022 by the Merchantville-Pennsauken Water Commission.

Recorded Vote:	S. Ali:	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NO	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> ABSENT
	E. Brennan	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NO	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> ABSENT
	P. Brennan:	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NO	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> ABSENT
	J. Scavuzzo:	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NO	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> ABSENT
	F. Warwick:	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NO	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> ABSENT

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

BY: 
Joseph C. Scavuzzo, Commissioner and President of
The Commission

ATTEST:


Edward F. BRENNAN, Esq., Commissioner and Secretary
To the Commission

[Seal]

**RESOLUTION OF THE MERCHANTVILLE-PENNSAUKEN
WATER COMMISSION DECLARING ITS OFFICIAL
INTENT TO REIMBURSE EXPENDITURES FOR PROJECT
COSTS FROM THE PROCEEDS OF DEBT OBLIGATIONS IN CONNECTION
WITH ITS PARTICIPATION IN THE NEW JERSEY ENVIRONMENTAL
INFRASTRUCTURE TRUST FINANCING PROGRAM**

WHEREAS, the Merchantville-Pennsauken Water Commission (the "Borrower") intends to acquire, construct, renovate and/or install the environmental infrastructure project more fully described below under **Exhibit A** (the "Project");

WHEREAS the Borrower intends to finance the Project with debt obligations of the Borrower (the "Project Debt Obligations") but may pay for certain costs of the Project (the "Project Costs") prior to the issuance of the Project Debt Obligations with funds of the Borrower that are not borrowed funds;

WHEREAS the Borrower reasonably anticipates that obligations, the interest on which is excluded from gross income under Section 103 of the Internal Revenue Code of 1986, as amended (the "Code"), will be issued by the New Jersey Environmental Infrastructure Trust (the "Issuer") to finance the Project on a long-term basis by making a loan to the Borrower with the proceeds of the Issuer's obligations (the "Project Bonds"); and

WHEREAS the Borrower desires to preserve its right to treat an allocation of proceeds of the Project Debt Obligations to the reimbursement of Project Costs paid prior to the issuance of the Project Debt Obligations as an expenditure for such Project Costs to be reimbursed for purposes of Sections 103 and 141 through 150, inclusive, of the Code.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borrower as follows:

Section 1. The Borrower reasonably expects to reimburse its expenditure of Project Costs paid prior to the issuance of the Project Debt Obligations with proceeds of its Project Debt Obligations.

Section 2. This resolution is and declares Borrower's official intent to reimburse the expenditure of Project Costs paid prior to the issuance of the Project Debt Obligations with the proceeds of a borrowing to be incurred by the Borrower, in accordance with Treasury Regulations §1.150-2.

Section 3. The principal amount of the Project Debt Obligations issued to finance the Project is not expected to exceed \$8,800,000.

Section 4. The Project Costs to be reimbursed with the proceeds of the Project Debt Obligations will be "capital expenditures" in accordance with the meaning of Section 150 of the Code.

Section 5. No reimbursement allocation will employ an "abusive arbitrage device" under Treasury Regulations §1.148-10 to avoid the arbitrage restrictions or to avoid the restrictions under Sections 142 through 147, inclusive, of the Code. The proceeds of the Project Bonds used to reimburse the Borrower for Project Costs, or funds corresponding to such amounts, will not be used in a manner that results in the creation of "replacement proceeds", including "sinking funds", "pledged funds" or funds subject to a "negative pledge" (as such terms are defined in Treasury Regulations §1.148-1), of the Project Debt Obligations or another issue of debt obligations of the Borrower, other than amounts deposited into a "bona fide debt service fund" (as defined in Treasury Regulations §1.148-1).

Section 6. All reimbursement allocations will occur not later than 18 months after the later of (i) the date the expenditure from a source other than the Project Debt Obligations is paid, or (ii) the date the Project is "placed in service" (within Treasury Regulations §1.150-2) or abandoned, but no more than 3 years after expenditure is paid.

Section 7. This resolution shall take effect immediately.

ALSO, BE IT FURTHER RESOLVED, that the original of this Resolution be kept in the Records of the Commission and upon Commencement of the construction the Clerk of the Townships of Pennsauken and the Borough of Merchantville shall be provided a copy of this resolution.

I hereby certify that this is a True and Accurate Recitation of the Resolution adopted by the Merchantville-Pennsauken Water Commission on the date aforementioned.

Recorded Vote:	S. Ali:	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NO	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> ABSENT
	E. Brennan	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NO	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> ABSENT
	P. Brennan:	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NO	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> ABSENT
	J. Scavuzzo:	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NO	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> ABSENT
	F. Warwick:	<input checked="" type="checkbox"/> AYE	<input type="checkbox"/> NO	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> ABSENT

I hereby certify that this is a true copy of a Resolution adopted by the Merchantville-Pennsauken Water Commission on February 10, 2024.

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

BY: 
Joseph C. Scavuzzo, Commissioner and President of
The Commission

ATTEST:


Edward F. BRENNAN, Esq., Commissioner and Secretary
To the Commission

[Seal]

Exhibit "A"

Project Description

For purposes of this Resolution, the "Project" to be financed with the Project Debt Obligations will be the design, construction, and equipping of an approximately 6,500 square foot new water treatment plant to be located near the Commission's existing National Highway Treatment Plant, which treatment plant shall be located in Pennsauken, New Jersey (the "Plant"). The Plant is being constructed in order to meet applicable federal and state regulations and standards associated with the removal of PFOS compounds from drinking water.

RESOLUTION OF MUTUAL RECISSION OF AN AWARDED CONTRACT FOR THE PROPRIETARY AWARD OF A NJDEP REQUIRED PRODUCT DUE TO IMPOSSIBILITY OF PERFORMANCE AND AUTHORIZING RE-ADVERTISMENT

WHEREAS purchasing and contracting by MPWC is governed by the Local Public Contracts Act.; and the MPWC had publicly advertised for competitive bids for the Proprietary item of Klenzoid as required by NJDEP permit, and having previously offered and requested any bidders to seek NJDEP qualification and approval and none having choose to do so

WHEREAS the Commissioners of the MPWC having in open public meeting after open public bid having adopted a Resolution which awarded an as-needed contract to for the exclusive supply of Klenzoid in the anticipated amount of \$51,000.00 in accordance with the terms of the aforesaid bid; and


WHEREAS due to multiple national and international factors including the long-term impact on certain industries as well as the supply chain and transportation systems along with skyrocketing inflation and a world-wide lack of materials such that as of March 2022 the cost and availability of the component materials and supplies had become extremely volatile when even accessible and are suffering unprecedented cost increases. The vendor always excellent in the past has had to seek cost increases which by our contract we cannot concede. The vendor is unable to hold the pricing in his contract as the availability and industry pricing has increased at least double and, in some cases, triple the amount from his suppliers. The vendor has committed to absorbing the losses until the Commission will agree to a recission which he requests, and he will hold the pricing and absorb the losses until that point; and

WHEREAS the Director of Engineering, Richard Spafford, P.E. has recommended that the Commissioners rescind the contract award immediately and go back out to bid for this material supply contract and do so with a shorter contract term; and

THEREFORE, BE IT RESOLVED by the MPWC Commissioners that the aforementioned contract be and is hereby mutually rescinded by this Resolution acting as a written release of that contract and authorizes re-advertise for bid for these material supply contract.

BE IT FURTHER RESOLVED that the original of this resolution be kept in the Official Records of the Commission. I hereby certify that this is a true and accurate recitation of the resolution adopted by the Merchantville-Pennsauken Water Commission on the 10TH day of March 2022 in the County of CAMDEN and STATE of NEW JERSEY.

Merchantville-Pennsauken Water Commission


Frank Watwick, Commissioner and
Secretary of the Commission

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

RESOLUTION AUTHORIZING THE THIRD FORMATIVE AMENDMENT AND ITS EXECUTION TO THE WATER MAIN ASSET MANAGEMENT AND MAINTENANCE SERVICES AGREEMENT WITH ADVANCED WATER SOLUTIONS/USC, INC.

WHEREAS the MERCHANTVILLE-PENNSAUKEN WATER COMMISSION ("MPWC" or "Commission") is a governmental regional municipal water authority created in accordance with NJSA 40:62-108 which owns extensive potable water supply and distribution systems made up of over 231 miles of water mains which undertook a RFQ/RFP competitive procurement process pursuant to N.J.S.A 58:26-19 et seq., (*New Jersey Water Supply Public-Private Contracting Act* referred herein as the "Act"), to obtain proposals from qualified firms to provide long term professional assistance and analytical advice regarding main lining replacement and maintenance services to comply with the mandates of the WQAA; and

WHEREAS the MPWC completed negotiations on the agreement (the "Water Main Asset Management and Maintenance Services Agreement"), held Public Hearing and statutory comment period, in accordance with the Acts, the MPWC submitted the Agreement to: The Local Finance Board of the DLGS ("Division") receiving their approval on April 14, 2021; and to the Board of Public Utilities ("Board") receiving their approval on April 27, 2021; and no objection having been received from any state agency; and receiving Office of State Comptroller Pre-Contract and Post-Contract (OSC#20-129) approval; and

WHEREAS the Suez Advanced Water Solutions and USCI, Inc. executed the agreement on November 6, 2020, and the MPWC on February 13, 2021, and May 13, 2021; and the agreement anticipated and required the parties to after the first year to analyze data and information, confer and set priorities, and determine the cost/fees within the mandatory maximum annual escalator from which they have mutually agreed and to determine the accompanying exact scope of work within the contract volumes; and

THEREFORE, BE IT RESOLVED by this Commission on this day that it agrees to the attached Third Formative Amendment to the Contract:

Second Year Annual Contract: design, schedule, and Price of One Million Two Hundred Thirty Thousand and- 00/100 Dollars (**\$1,230,000.00**); and to the


Third Year Annual Contract: design, schedule, and Price of One Million Two Hundred Ninety-One Thousand Five Hundred and- 00/100 (**\$1,291,500.00**); and

BE IT FURTHER RESOLVED AND ENACTED, by the Commission that having received the statutorily required approval of the State Agencies, or receiving no comment within the time from those notified, and having determined all statutory criteria having been met and the Commissioners having determined it is in the best interest of the Commission, the franchise and the customers to enter into this agreement and this process and amendment having been the anticipated conduct and having performed within the approved parameters and below the maximum costs and fees the Amendment is approved this Day and therefore the President and Secretary are authorized to execute this attached Third Formative Amendment to the Agreement in place between the parties under the Public-Private Water Supply Contract Act .

I hereby certify the foregoing to be a true and correct copy of the Resolution adopted by the Commission in public meeting of said Commission on March 10, 2022, and said Resolution passed by a unanimous vote of the members of Commission present at the meeting and executed by the President and Secretary in the presence of all Commissioners.

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

SEAL


Frank Warwick, Commissioner and Secretary of the Commission

The Official Minutes and record of vote are maintained in the official records of the Commission by the Chief Operating Officer.

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

**RESOLUTION AWARDING T-MOBILE A ONE YEAR
EXTENSION OF THE USE OF SPACE FOR A NON-EXCLUSIVE
ANTENNAE LICENSE ON THE WOODBINE AVENUE WATER
TANK FOR TELECOMMUNICATIONS ANTENNAE AND
EQUIPMENT.**

WHEREAS after multiple public advertisements seeking bids in accordance with both the laws of the State of New Jersey and at prior minimum bid direction of Commission; and no bids having been received at all on either prior occasion; and

WHEREAS the Commission had been previously leased that same portion of its space on its watertank in the Borough of Merchantville, known as the Woodbine Avenue Water Tank, and ground space for an existing equipment cabinet in conjunction with the antennae the predecessors of T-Mobile; and

WHEREAS the Commission has reviewed the proposal and the existing agreement terms and payment proffered was that set as a minimum bid, and having determined that proposal is reasonable; and no bids were received on either of two prior public advertisement for bids; and T-Mobile has proffered an advanced annual one-year payment of \$47, 928.00 as an offer for an extension under the same provisions and continuing arrangements as the original Sprint Spectrum agreement and under same conditions of that agreement except as to the term or any holdover; and

WHEREAS, the Commission has determined that the bid was the most profitable while still being in compliance with all necessary material terms after public advertisement and under applicable statutes;


NOW, THEREFORE, BE IT RESOLVED by the Commission that a one-year license for access and use is granted on all other provisions but term and holdover of the expiring Sprint agreement, and is extended retroactively for ONE (1) additional contract year from 3/1/2022 to 2/28/2023 in the name of T-Mobile; and

BE IT FURTHER RESOLVED that Commission officials are authorized to execute any additional documents in order to effectuate such an acceptance, should it be required in addition to this resolution.

I hereby certify that this is a True and Accurate Recitation Resolution adopted by the Merchantville-Pennsauken Water Commission on the 14th Day of April 2022.

Merchantville-Pennsauken Water Commission

[Seal]


Frank Warwick, Commissioner and
Secretary to the Commission

RESOLUTION NO. 2022-08

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

RESOLUTION AWARDDING TO T-MOBILE A NON-EXCLUSIVE LICENSE FOR USE OF A CERTAIN SPACE ON AN ELEVATED WATER TANK AND GROUND SPACE IN THE TOWNSHIP OF PENNSAUKEN FOR TELECOMMUNICATIONS ANTENNAE AND EQUIPMENT. Antennae on (Existing Tank: LICENSE at PARK AVE Water Tank BID # 2022-03)

WHEREAS, after public bid in accordance with both the laws of the State of New Jersey and prior formal Resolutions of this Commission; and

WHEREAS T-MOBILE, LLC d/b/a "T-MOBILE" has submitted a Bid in compliance with the minimum low bid at \$53,000.00 for the first year and each successive year terms; and determined this bid was the most profitable after public advertisement under applicable statutes ;

WHEREAS the Merchantville-Pennsauken Water Commission has placed for bid the same certain portion of its real property and space on its water tank owned by it at Park Ave. in the Township of Pennsauken, and currently utilized by this same company (and more particularly described in the Bid and Award documents) and without change of any kind to remain in conjunction with the currently existing antennae on the existing water tower at that site; and

WHEREAS the Commission reviewed the Bid proposal and determined it to be reasonable and in compliance with the required bid specifications; and deems any lack of clarity to be interpreted and to be in compliance with such terms and shall be so read; and it offers such a portion of its property for license use under the terms and conditions as provided for in the proposed Bid Package and Bid ; and

NOW, THEREFORE, BE IT RESOLVED by the Merchantville-Pennsauken Water Commission that the Award is made to T-Mobile of the agreement for licensed use under the terms described in Bid Package and the Bid itself; and.2) The proper officials are hereby authorized to execute the prescribed agreement on behalf of the Commission provided that should said awardees not execute the contract and comply with all requirements as set forth in the bid packages then this award shall be deemed void and the bid bond shall not be released.

BE IT FURTHER RESOLVED that the original of this resolution be kept in the Official Records of the Commission. I hereby certify that this is a true and accurate recitation of the resolution adopted by this Commission on the 12th of May 2022.

Merchantville-Pennsauken Water Commission



Frank Warwick, Commissioner &
Secretary to the Commission

The Minutes of the MPWC and the Commissioners votes are records of the Commission maintained by the Chief Operating Officer.

**MERCHANTVILLE-PENNSAUKEN WATER COMMISSION
RESOLUTION AUTHORIZING ADJUSTMENTS OF COMPENSATION FOR
CERTAIN LISTED HOURLY EMPLOYEES on Attached List**

WHEREAS the Merchantville-Pennsauken Water Commission (hereafter the MPWC or Commission) is a public entity and a body politic of the State of New Jersey created pursuant to New Jersey Statutes 40:62-108 et seq.; and

WHEREAS, the Commission has the authority to provide for the orderly and efficient operation of the Commission, finances, and to employ and compensate employees; and

WHEREAS the President and Treasurer were constituents of a committee of commissioners who had entertained recommendations from staff and made its own considerations, and thereafter said Commissioners made their own recommendations to this assembled body, **and**

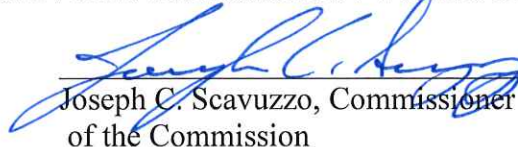
WHEREAS the Commission met on this 9th of June 2022 while in open public meeting duly organized and advertised and appeared in public session; and had publicly considered and proceeded under the Open Public Meetings Act; and

NOW, THEREFORE BE IT SO RESOLVED by the MPWC in the COUNTY of Camden, STATE OF NEW JERSEY, That the changes set forth on the attached page for the therein listed employees is HEREBY authorized, effectuated and all appropriate staff are directed to take appropriate actions by the Commissions procedures to implement said compensation payments as of the date or the first full payroll date after July 1, 2022, in accordance with its routine procedures.


The Roll Call Vote of Commissioners* was: 4 Yea; 0 Nay; 1 Abstain/Recusal; 0 Absent

I HEREBY CERTIFY THAT THE FOREGOING IS ACCURATE RECITATION OF A RESOLUTION AND VOTE AS ADOPTED BY THE MERCHANTVILLE-PENNSAUKEN WATER COMMISSION, COUNTY OF CAMDEN, AND STATE OF NEW JERSEY AT ITS REGULAR MEETING HELD THE 9TH Day of JUNE 2022.

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION:


Joseph C. Scavuzzo, Commissioner & President
of the Commission

ATTEST:


Frank Warwick, Commissioner and
Secretary of the Commission

*The Official Minutes of the MPWC and the Official List of Each Commissioner's Roll Call vote are maintained in the official records of the Commission by the Chief Operating Officer.

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**REORGANIZATION RESOLUTION OF THE COMMISSION appointing and DESIGNATING its OFFICERS for the Coming COMMISSION YEAR and Prescribing sufficient Bond for officers' performance**

WHEREAS, this Water Commission, a governmental entity and corporate politic of the State of New Jersey was created on July 1, 1926 by the Supreme Court Justice in accordance with the statute and on application jointly by the Borough of Merchantville and the Township of Pennsauken pursuant to L. 1923 c. 195, now known as N.J.S. 40:62-108 *et seq.* and thereafter permanently created in its present form in 1942 pursuant to the agreement and ordinances by and between Merchantville Borough and the Township of Pennsauken; and

WHEREAS, the Merchantville Pennsauken Water Commission pursuant to the Laws of the State of New Jersey under N.J.S. 40:62-108 *et seq.* and the relevant acts amendatory and supplemental thereto, and the 1942 agreement between the founding municipalities provides that the commissioners newly appointed thereto shall be sworn in and the Commission reorganized and officers elected among them for the coming year of the Commission, and the Commissioners having reorganized in Public meeting duly advertised do hereby after vote appoint the following to the positions as follows for the next year, or until replaced in accordance with the statutes and by-laws:

PRESIDENT- Joseph Scavuzzo

VICE-PRESIDENT- Shakir Ali

TREASURER- Patrick Brennan

SECRETARY & Asst. Treasurer- Frank Warwick


ASST. SECRETARY – Anthony Perno

And **WHEREAS** the Permanent Agreement between the Founding Municipalities provides that “. . . officers shall give bond for the faithful performance of their duties in such amounts and with such corporate surety or sureties as the Commission may prescribe.” and the Commission as a member of the New Jersey Utility Authorities Joint Insurance Fund having been advised by it and its administrators, Perma, Inc. and the MPWC’s insurance consultants, Connor Strong and Buckelew that its participation in the fund and its public officials insurance provides sufficient assurance and is hereby as the Commission prescribes.

By Resolution and vote of the Commissioners on July 14, 2022; Result of Roll call Vote:

Commissioners:	#YEAs	#NAYs	# ABSTAINs	# Absent
Ali	X			
Brennan	X			
Perno				X
Scavuzzo	X			
Warwick	X			

Date: July 14, 2022


 Frank Warwick, Commissioner & Secretary to the Commission

SEAL

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

**RESOLUTION ADOPTING A CASH MANAGEMENT PLAN FOR THE 2022-2023
COMMISSION YEAR**

WHEREAS the Cash Management Plan of the Merchantville-Pennsauken Water Commission for the reorganization period beginning July 14, 2022, and ending July 2023 has been presented for adoption before the governing body of the Merchantville-Pennsauken Water Commission at its open public meeting of July 14, 2022; and

WHEREAS the New Jersey Statute NJ.S.A. 40:A5-14 requires the establishment of a Cash Management Plan in accordance with the requirements of NJ.S.A. 40A5-14, *et seq*; and

WHEREAS the Administrative Code at N.J.A.C.5:31-3.1 also requires same; and


WHEREAS the Cash Management Plan as attached and presented for adoption reflects the total funds and accounts covered by the Plan; and

WHEREAS law and regulation and the public trust which is placed in this governmental entity require that monies held in any separate fund, i.e., operating fund general fund, capital fund, trust fund, and all escrow accounts shall be treated as monies held in trust, and shall not be diverted to any other purpose; and

NOW THEREFORE, BE IT RESOLVED by the governing body of the Merchantville-Pennsauken Water Commission, at an open public meeting held on July 14, 2022, that the Cash Management Plan of the Merchantville-Pennsauken Water Commission which is attached and is hereby adopted for the Commission Year period beginning this day and continuing until replaced hereafter.

Merchantville-Pennsauken Water Commission By:

SEAL



Frank Warwick, Commissioner and
Secretary to the Commission

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION
CASH MANAGEMENT PLAN
JULY 14, 2022, UNTIL FURTHER ACTION OR REORGANIZATION

Pursuant to the requirements of N.J.S.A. 40A5-14, et. seq., the following is the Cash Management Plan the Merchantville-Pennsauken Water Commission Utilities Commission for the fiscal year indicated above.

I. Identification of Funds and Accounts to Be Covered by the Plan.

- a. Revenue Money Market
- b. Operating Checking
- c. Payroll Checking
- d. Legal/Court Fees
- e. Change Fund (Cash Drawers)
- f. Petty Cash Fund
- g. Escrow Fund
- h. Bond Funds
- i. Investments
- j. Certificates of Deposit
- k. P-Card Purchases
- l. Project Fund Checking

II. Designation of Individuals Authorized to Make Deposits

- a. Chief Operating Officer
- b. Director of Finance, or her/his designee(s)

III. Designation of Depositories

The designation of depositories shall be made by resolution at the annual reorganization meeting of the Commission. The resolution may be amended or supplemented as deemed by the Commission, they are;

PNC; Bank of America; TD Bank; 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.

IV. Deposit Policies

All Commission funds received by any official or employee shall be deposited within 48 hours to an interest-bearing account in the name of the Commission.

V. Accounts Held by the Trustee

The accounts will be various according to the covenant of the bond or bond anticipation note issue or other lender.

VI. Investment Policies

It shall be the responsibility of the Director of Finance, under the direct supervision of the Treasurer, to analyze the cash flow and to invest funds in legal investments so as to maximize interest earnings. When investing funds in commercial savings banks, savings and loans, etc., the Director of Finance shall obtain a minimum of two (2) quotations and shall invest at the institution offering the highest effective rate. The Director of Finance may recommend which type of legal investment will best serve the needs of the Commission and upon approval by the Treasurer is hereby authorized to place the funds in any such legal investments unless otherwise restricted by bond or loan covenant of the Commission.

The Director of Finance shall report monthly on all the investment transactions to the Commission as required by N.J.S.A. 40A:5-14 and 5-15.2.

VII. Securities Which May Be Purchased By or On Behalf of the Commission

- a. Certificates of Deposit in compliance with 40A:15-1(i).
- b. United States Treasury Bills or Notes

VIII. Disbursement Policies

No Commission funds shall be disbursed by the Director of Finance prior to the approval of the Commission except for:

- a. Debt Service Payments
- b. Payroll and Payroll Withholdings
- c. Petty Cash - \$500.00

IX. Designation of Individuals Authorized to Sign Checks for Disbursements and/or Electronic Transfers

The designation of individuals authorized to sign checks for disbursements shall be made by resolution at the annual reorganization meeting of the Commission. The signatures of the following Commissioners shall be required on all checks issued for disbursement of monies:

- a) Operating Account - Treasurer or Assistant Treasurer and President or Vice-President
- b) Payroll Account - Chief Operating Officer or Director of Engineering
- c) Legal Account – any one of the following are authorized to sign, Vice-President, Treasurer, Assistant Treasurer, C.O.O. or Director of Engineering
- d) HRA/FSA Account- C.O.O. authorizes transfers.
- e) Pension Transfers – Director of Finance
- f) Bank of America (P-Card) Transfers
- g) Project Fund Account - Treasurer or Assistant Treasurer and President or Vice-President

X. Cancellation of Outstanding Checks

Outstanding checks shall be addressed as follows:

- a) Checks not cashed at the monthly bank account reconciliation (statement) shall be left open until the following statement, if still not cashed, the Director of Finance shall;
 1. Wait until the next statement is received and ascertain if the check was cashed, if still not cashed, then;
 2. The Director of Finance shall notify the vendor (in writing) of the check number, date and amount that has not been cashed and 1.) if they never received the check, they are directed to sign the enclosed affidavit and return it. Upon receipt, the check will be voided and a new one issued and 2.) should they still have the check, they will be directed to cash the check immediately.

XI. Conflict of Interest

Any official of the Commission involved in the designation of the depositories, or in the authorization for investments as permitted pursuant to the Plan, or any combination of the proceeding, who has a material, business, or personal relationship with the organization, shall disclose that relationship to the Commission as appropriate.

XII. Approval, Amendment, and Administration of the Plan

Cash Management Plan shall be approved annually by resolution and may be amended in order to reflect changes in Federal or State law or regulations, or in the designation of depositories, funds, investment instruments, or the authorization for investments. The Chief Operating Officer shall be charged with administering the Plan; however, any amendments to the plan shall be approved by the Treasurer on behalf of the Commission prior to implementation. The Director of Finance shall deposit or invest the monies of the Commission as designated or authorized by the Plan, and shall, thereafter, be relieved of any liability for loss of such monies due to the insolvency or closing of any depository designated by, or the decrease in value of any investments authorized by the Plan.

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

REORGANIZATION RESOLUTION DESIGNATING DEPOSITORIES FOR ACCOUNTS AND FUNDS OF THE COMMISSION FOR THE COMING COMMISSION YEAR

WHEREAS, the Merchantville Pennsauken Water Commission a regional governmental water authority created by its named municipalities pursuant to the Laws of the State of New Jersey under L. 1923 c. 195, now known as N.J.S. 40:62-108 et seq. and the relevant acts amendatory and supplemental thereto, provides that the public funds and monies held in any separate fund, i.e., operating fund general fund, capital fund, trust fund, and all escrow accounts shall be treated as monies held in trust, and shall not be diverted to any other purpose; and

THEREFORE, BE IT RESOLVED HEREBY, THAT the Merchantville-Pennsauken Water Commission Resolves that:

PNC; Bank of America; TD Bank; 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 including all banks/Financial Institution authorized and located in the State of New Jersey that are authorized participants in GUDPA and are approved by NJ Dept. Of Treasury to be a depository for all current public funds of the Merchantville- Pennsauken Water Commission.

1. That the MPWC is authorized to apply, to participate in, and is legally authorized by its governing body to participate in the State of New Jersey Cash Management Fund; and

2. The Treasurer, Assistant Treasurer, or the Chief Operating Officer of the MPWC is authorized to execute any necessary documentation to effectuate same. These persons are authorized to purchase and sell participation in the Fund for the account of the participant, and written notification will be made promptly of any change in the authorized personnel.

3. The participant accepts the terms and conditions of the administration of the Fund as established in the regulations promulgated by the State Treasurer, pursuant to P.L. 1977, c. 281 *et seq.* or by subsequent amendment thereto.

I hereby certify this to be an accurate and true recitation of the unanimous Resolution arrived at and voted by the Commissioners present on July 14, 2022.

Date:

7/14/2022



Frank Warwick, Commissioner and Secretary to the Commission

SEAL

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

RESOLUTION DESIGNATING DEPOSITORY FOR OPERATING/CHECKING ACCOUNTS AND FUNDS OF THE COMMISSION AND DESIGNATING SIGNATORIES FOR SUCH ACCOUNTS/INSTRUMENTS AND FOR PAYROLL ACCOUNT

WHEREAS, the Merchantville Pennsauken Water Commission pursuant to the Laws of the State of New Jersey under L. 1923 c. 195, now known as N.J.S. 40:62-108 et seq. and the relevant acts amendatory and supplemental thereto, provides that monies held in any separate fund, i.e., operating fund general fund, capital fund, trust fund, and all escrow accounts shall be treated as monies held in trust, and shall not be diverted to any other purpose; and

NOW, THEREFORE BE IT HEREBY RESOLVED that the MPWC hereby and until further notice designates:

1st Colonial Community Bank of Collingswood

and including all banks/Financial Institution located in the State of New Jersey shall be an authorized depository for the general operating/checking account of the Commission and Signatories on the accounts shall be as follows AND Two of the following must sign all disbursements:

MPWC operating account : Two individuals must sign the Account/Instruments as follows:

Must be **signed by ONE** of the following: Treasurer of the Commission, Patrick Brennan, **or** Assistant Treasurer of the Commission, Frank Warwick,

AND also, one of the Following: President of the Commission, Joseph C. Scavuzzo, **or** Vice-President of the Commission, Shakir Ali


However, the regular PAYROLL ACCOUNT requires Only one signature from any of the following:

John Killion, Sr. C.O.O., **or**
Richard Spafford, Engineering Director,

and the Special Legal Account of the Commission ONLY requires one signature from any of the following:

Vice-President, Shakir Ali; or
Treasurer, Patrick Brennan, or
Assistant Treasurer, Frank Warwick, or
C.O.O., John Killion, Sr or
Director of Engineering, Richard Spafford.

I hereby Certify that this is an accurate and complete recitation of the action of the MPWC taken by Resolution and unanimous vote of the Commissioners on this Day of July 14, 2022.



Frank Warwick , Commissioner and Secretary to the Commission

SEAL

The Official Minutes and official votes are in the official records of the MPWC maintained by the Chief Operating Officer.

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

**RESOLUTION DESIGNATING DEPOSITORY FOR OPERATING/CHECKING ACCOUNTS
AND FUNDS OF THE COMMISSION AND DESIGNATING SIGNATORIES FOR SUCH
ACCOUNTS/INSTRUMENTS AND FOR PAYROLL ACCOUNT**

WHEREAS, the Merchantville Pennsauken Water Commission pursuant to the Laws of the State of New Jersey under L. 1923 c. 195, now known as N.J.S. 40:62-108 et seq. and the relevant acts amendatory and supplemental thereto, provides that monies held in any separate fund, i.e., operating fund general fund, capital fund, trust fund, and all escrow accounts shall be treated as monies held in trust, and shall not be diverted to any other purpose; and

NOW, THEREFORE BE IT HEREBY RESOLVED that the MPWC hereby and until further notice designates:

1st Colonial Community Bank of Collingswood

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Assistant Treasurer of the Commission, Frank Warwick,

AND also, one of the Following: President of the Commission, Joseph C. Scavuzzo, **or**
Vice-President of the Commission, Shakir Ali

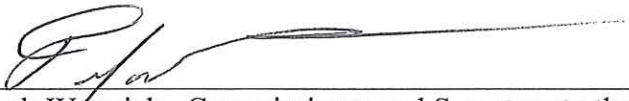
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Richard Spafford, Engineering Director,

and the Special Legal Account of the Commission ONLY requires one signature from any of the following:

Vice-President, Shakir Ali; or
Treasurer, Patrick Brennan, or
Assistant Treasurer, Frank Warwick, or
C.O.O., John Killion, Sr or
Director of Engineering, Richard Spafford.

I hereby Certify that this is an accurate and complete recitation of the action of the MPWC taken by Resolution and unanimous vote of the Commissioners on this Day of July 14, 2022.



Frank Warwick , Commissioner and Secretary to the Commission

SEAL

The Official Minutes and official votes are in the official records of the MPWC maintained by the Chief Operating Officer.

RESOLUTION ADOPTING STANDING RULES OF THE COMMISSION FOR THE CONDUCT OF ITS BUSINESS AND PROCEEDINGS FOR THE MPWC YEAR 2022-2023

WHEREAS the Merchantville-Pennsauken Water Commission (MPWC or Commission) is a public entity and body politic of the State of New Jersey, created pursuant to New Jersey Statutes 40:62-108 et seq., and has the authority to provide for the orderly and efficient operation of the Commission finances; and

WHEREAS the Merchantville-Pennsauken Water Commission desires to provide the clarity that comes from a formal statement and adoption regarding the rules which it has maintained for many years for the conduct of its business and proceedings as otherwise authorized for the Commission to establish as determined by its enabling act, the Agreement of its host communities, its Regulations, its internal Handbooks, and as directed by the dictates of Roberts Rules of Order; and

NOW, THEREFORE BE IT RESOLVED by the Merchantville-Pennsauken Water Commission in the County of Camden and State of New Jersey, that the following rules for the conduct of business and proceedings are hereby stated, published, and formerly adopted for the coming Commission year of 2022-2023:

1. The Regular Meetings of the Commission shall be as determined by the Commissioners at the Annual Reorganization meeting and adopted by Resolution and publicly advertised and posted on the Commission website thereafter. The meetings of the Commission shall, unless otherwise adopted and announced, take place at the Commission Headquarters at 6751 Westfield Avenue, Pennsauken, N.J. in the G. Burton German Meeting Room at the time adopted by Resolution for Annual Meetings, or as otherwise determined by the Commissioners and announced and publicized in conformance with the Senator Byron Baer Open Public Meetings Act (OPMA). When a meeting shall fall on a legal holiday, such meeting shall be held at a time and place which shall be fixed by agreement of the Commissioners, noticed in advance in accordance with OPMA, and so advised to the franchise area Township Clerks. Any meeting may be held at a time and place other than hereinabove provided, in which event the time and place of such meeting shall be agreed to by the Commissioners, noticed and advised to the franchise area Township Clerks.
2. Whenever any meeting is held virtually by electronic means in accordance the Attached procedures, or due to an Emergency Declaration, or other law or regulation, notice of such and all required information for consideration of and action on any request for electronic participation in meeting shall be provided in advance to the public with such advance notice as referenced in the attached Commission Remote Attendance Procedures. Exhibit A here, or Emergency Declaration Procedures in succeeding Resolution 2022-26 & attachment there.
3. A majority of the members shall constitute a quorum for the transaction of business.
4. The order of business shall be as determined from time to time by the Commissioners.
5. The Commissioners may suspend with the normal order of business for the convenience of the Commission, for witnesses, for members of public and for other guests as the Commissioners determine the most proper at that time during the meeting.

6. Every member desirous of speaking in debate or of presenting any petition, bill, report, or other material to the Committee shall address himself to the President, or other presiding officer of the meeting, and if two members shall speak at once, the President (or presiding officer) shall name the member who is entitled to the floor.
7. If any person other than a member of the Committee is granted the privilege of the floor, they shall rise, address the President/presiding officer, and give their name and address. Further, all such individuals shall be limited to a five (5) minute aggregate speaking period.
8. No question, motion or resolution shall be debated or put to vote unless the same shall have received a second. When a motion or resolution shall be seconded, it shall be summarized or stated by President/presiding officer of the meeting before debate or other action, or comment occurs.
 - (a) No person other than a Commissioner or Staff shall be entitled to address the Commission unless the privilege of the floor shall be extended to them by the consent of the President/presiding officer of the Commission present.
 - (b) No person shall speak to another or leave their seat so as to interrupt the business of the Commission while any papers are being read, or any member is engaged in debate.
9. In the absence of the President from the meeting, the Vice-president shall preside. In the absence of them both, a Chairperson *pro tem* shall be selected to preside by the Commissioners present.
10. Monthly statements or reports by Chief Operating Officer and his Designated Staff shall be presented as deemed necessary and /or appropriate by the C.O.O.
11. In all other incidence the Water Commission will comply with the "Senator Byron M. Baer Open Public Meeting Act" for all Special and Emergency Meetings.
12. All other rules of order not herein enumerated shall be decided according to the Agreement between the founding towns, and Roberts Rule of Order, the version as selected by the Commission at its discretion.

THEREFORE, BE IT RESOLVED by the MPWC Commissioners that the aforementioned Rules be and are hereby adopted by this Resolution until further decision or amendment of the Commission and shall be interpreted and applied so as to be in conformance with all applicable laws and regulations; and

BE IT FURTHER RESOLVED that the original of this resolution be kept in the Official Records of the Commission. I hereby certify that this is a true and accurate recitation of the resolution adopted by the Merchantville-Pennsauken Water Commission on the 14TH day of July 2022 in the County of CAMDEN and STATE of NEW JERSEY.

Merchantville-Pennsauken Water Commission


Frank Warwick, Commissioner and

Secretary of the Commission

EXHIBIT- "A"

Remote Attendance Procedures at Merchantville-Pennsauken Water COMMISSION Meetings.

Policy Considerations:

It is the policy of the Merchantville-Pennsauken Water Commission to encourage in person meetings and that the corporeal gathering of Commission Members at all public meetings is desirable to ensure transparency with regard to deliberations and decision on which public policy is based. Moreover, the State Department of Community Affairs has declared that the default position on meetings is live and in-person. The public's ability to view actions being taken by appointed public officials and to have the personal opportunity to provide meaningful input into the decision-making process may be impaired by the lack of direct access to such officials in the public forum provided by meetings of the Commission. However, the New Jersey Open Public Meetings Act recognizes that a meeting of such officials may take place by means of communication equipment.

1. Definition.
For purposes of this policy, the following term shall have the following meaning:
 - (a) "Electronic means" is defined as attending by telephone, internet, or satellite enabled audio or video conferencing, or any other technology that enables remote participation provided that all persons present at the meeting location are clearly audible to one another.
 - (b) A Commissioner who participates by electronic means and all persons present at the meeting location must be clearly audible to each other; and
 - (c) All votes taken during the meeting in which a member participates by electronic means must be by individual roll call vote.
2. Minimum Requirements for Electronic Participation.
 - (a) A quorum of the governing body of the Water Commission must be physically present at the meeting location.
 - (b) A Commissioner who participates by electronic means and all persons present at the meeting location must be clearly audible to each other; and
 - (c) All votes taken during the meeting in which a member participates by electronic means must be by individual roll call vote.
3. Electronic Participation.
 - (a) If a quorum of the members of the Water Commission is physically present, a majority of those Committee Persons present may allow a Committee Member to attend the meeting by electronic means if s/he is prevented from physically attending because of the following reasons:
 - (i) personal illness or disability; or
 - (ii) employment purposes; or
 - (iii) business of the public body; or
 - (iv) a family or other emergency.
4. Notification Requirements.
 - (a) A Commissioner who wishes to attend a meeting by electronic means must notify the President and Chief Operating Officer before the meeting unless such advance notice is impractical.
5. Consideration of Request for Electronic Participation and Placement on the Agenda.
 - (a) Consideration of a Commissioner's request for electronic participation shall occur immediately after roll call is taken, and prior to any other business being conducted.

- (b) Such consideration shall appear on the agenda as "Consideration of and possible actions on any requests for electronic participation in meeting" and be placed on the agenda immediately following "Roll Call."
- (c) Those Commissioners physically present shall consider whether any such request meets the requirements of Paragraph 3, and vote regarding whether such member may be allowed to participate electronically.
- (d) Any Commissioner requesting to attend the meeting by electronic means must have such request approved by a majority vote of those members physically present.
- (e) Any Commission member requesting to attend the meeting by electronic means may participate in the debate on such question but may not vote on the approval of their own request.
- (f) If more than one member requests to attend the meeting by electronic means, such requests will be considered in the order in which notification was received by the President as required in Paragraph 4.
- (g) Any member whose request to attend the meeting by electronic means is approved may not vote on the approval of any other member's request considered during that meeting but may participate in any debate on the question.
- (h) Any member whose request for attendance by electronic means is denied may continue to listen to and/or view the meeting via electronic means but may only participate to the same extent in which a member of the public physically present at the meeting could participate.
- (i) A Commissioner who participates by electronic means may vote on all matter presented to the public body and shall not be deemed absent.

6. Closed Sessions

- (a) A Committee Member may attend the closed session of any such meeting by electronic means.
- (b) At the start of any such closed session the Commission Member attending by electronic means must state that no other person(s) is present or able to hear the discussions at the remote location.

7. Miscellaneous Matters.

- (a) If technical difficulties arise as a result of utilizing remote participation, the President, or other person chairing the meeting, may decide, in consultation with fellow Members, how to address the situation. The Commission is encouraged, whenever possible, to suspend discussion while reasonable efforts are made to correct any problem that interferes with a remote participant's ability to hear or be heard clearly by all persons present at the meeting location. If a remote participant is disconnected from the meeting, the minutes must note that fact and the time at which the disconnection occurred. Text messaging, instant messaging, email, and web chat without audio are not acceptable methods of remote participation.

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

RESOLUTION DESIGNATING AND AUTHORIZING SIGNATORIES FOR ITS Flexible Spending/ Section 125 Accounts and Healthcare Reimbursement Accounts

WHEREAS, the Merchantville Pennsauken Water Commission pursuant to the Laws of the State of New Jersey under L. 1923 c. 195, now known as N.J.S. 40:62-108 et seq. and the relevant acts amendatory and supplemental thereto, provides that monies held in any separate fund, i.e., operating fund general fund, capital fund, trust fund, and all escrow accounts shall be treated as monies held in trust, and shall not be diverted to any other purpose except by majority vote of Commissioners; and

WHEREAS, said authorizing statute also provides for the MPWC to have the authority to handle and direct funds for the benefit of the Commission; and

WHEREAS P.L. 2011, Chapter 78 has required that all public employers establish Flexible Spending accounts for pre-tax dollars pursuant to Section 125 of the IRS Code; and

WHEREAS, the MPWC has establish both a medical healthcare FSA as well as a Dependent Care FSA; and has also as part of its High Deductible Healthcare plan authorized HRA accounts for its employees; and

WHEREAS the MPWC has established a separate bank account for funding of such at 1st Colonial Community Bank; and/or any other bank it may so decide or chose to use in addition to or instead of same; and


WHEREAS the MPWC in order to permit the efficient routine authorized transactions and to permit administrative authorization to avoid delays in processing, to permit the administrator access to the MPWC funds without permitting them access to the MPWC general funds, and to segregate such funds;

THEREFORE, IT IS HEREBY RESOLVED BY THE MERCHANTVILLE-PENNSAUKEN WATER COMMISSION as follows:

Chief Operating Officer, **John Killion, Sr.**, or Director of Engineering, **Richard Spafford**, or President of the Commission, **Joseph C. Scavuzzo**, or Treasurer of the Commission, **Patrick Brennan** are HEREBY authorized as individual signatories on the account at 1st Colonial Community Bank to sign FSA and HRA account checks, transfers, and disbursement authorizations to the extent such is required. **(ONLY One of Said Signatories Signature is REQUIRED)**

I HEREBY CERTIFY THAT THE FOREGOING IS ACCURATE RECITATION OF A UNANIMOUS RESOLUTION AND VOTE AS ADOPTED BY THE MERCHANTVILLE-PENNSAUKEN WATER COMMISSION, COUNTY OF CAMDEN, AND STATE OF NEW JERSEY AT ITS REGULAR MEETING HELD ON July 14, 2022.

Date: July 14, 2022



Frank Warwick, Commissioner & Secretary to the Commission

SEAL

MERCHANTVILLE PENNSAUKEN WATER COMMISSION

REORGANIZATION RESOLUTION FOR OFFICIAL PUBLIC NOTICES AND DESIGNATING NEWSPAPERS AND WEBSITES OF THE COMMISSION

WHEREAS the "OPEN MEETINGS ACT" requires that advance posting of written notice of meetings of the Authority in one (1) public place designated by Resolution and mailed to all persons requesting a copy of the same upon payment of an established fee.

NOW THEREFORE, BE IT RESOLVED by the Merchantville Pennsauken Water Commission as follows:

- (1) **All advance written notices of the Commission** meetings shall be forwarded to:
 - a. the **Clerks of the Municipalities** in service area for dissemination; and
 - b. Request that those Clerks post the notice on the bulletin Board located in all **Four (4) Municipal Buildings**, and
 - c. also **post that notice in the MPWC lobby** and
 - d. on the **MPWC website**,
 - e. as well as be made available for posting on the **website of Pennsauken Township** and
 - f. make available for posting on the **website of the Borough of Merchantville** and the **Merchantville Community website**.
- (2)
 - a. Advance written notices of Annual Commission meetings shall be provided to the following newspapers: **Courier-Post, The Retrospect, The Inquirer and All-Around Pennsauken**; and
 - b. If subsequent Notices or Special Meetings then said Notices shall be provided to **Courier-Post, The Inquirer & The Retrospect of Collingswood** depending upon publication schedule and in compliance with The New Jersey Open Public Meetings Act.
- (3) All advance written notices of Commission meetings throughout the year shall be mailed to all persons requesting a copy of the same after payment by such person (s) of a fee at a maximum rate allowed by Law. News media shall be exempt from such fees.
- (4) The schedule of regular official Commission meetings and any regular Commission work sessions for the period from after this reorganization meeting until July 2023 shall be in accordance with the accompanying Resolution designating the dates, times, and places of meetings.
- (5) The Official Newspapers of the MPWC for the purposes of legal advertisement and any other Notices of rate hearings required to be legally advertised shall be the **Courier-Post** and The **Retrospect of Collingswood** as well as all listed in #1 above.

This Resolution Adopted by the Vote of the Commissioners in Public Session on July 14, 2022.

The undersigned hereby attest to the above as having been duly adopted by unanimous approval of all Commissioners present on the afore noted date.

By: _____

Frank Warwick, Commission, Secretary to The Commission

SEAL

MERCHANTVILLE PENNSAUKEN WATER COMMISSION

REORGANIZATION RESOLUTION ESTABLISHING THE MEETINGS DATES AND TIMES FOR THE NEW COMMISSION AND THE NEW COMMISSION YEAR

NOTICE OF ANNUAL SCHEDULED MEETINGS

Notice is hereby given by the Merchantville-Pennsauken Water Commission of the following list of regular meetings of the Commission normally held on the **second Thursday of each month** at the listed times, unless otherwise noticed and announced, until the next regular Reorganization meeting at the second Thursday in JULY 2022 except as otherwise noted herein.

REGULAR MONTHLY OFFICIAL PUBLIC MEETINGS

All such meetings, unless otherwise indicated pursuant to Commission rules, shall be held live and in person at **4:00 PM** in the G. Burton German Meeting Room at the Headquarters of the Merchantville Pennsauken Water Commission at 6751 Westfield Ave., Pennsauken, NJ 08110. Formal action taken at such meetings on any business coming before the Commission on the dates and times:

**ON THE LIST ATTACHED HERETO AND
IN THE MANNER DESCRIBED THEREIN**

That Next Reorganization meeting shall be held July 13, 2023, at 4:00 PM and Regular Business Meeting shall commence immediately thereafter.

Formal official action is intended to be taken at all such meetings on all business involved with and coming before the Commission.

These Official meeting dates are HEREBY ADOPTED by Resolution and vote of the Commissioners on July 14, 2022, by the Roll Call Vote of Commissioners.

The undersigned hereby attest to the above as having been duly adopted by unanimous approval of all Commissioners present on the date aforementioned.

SEAL

By: _____

Frank Warwick, Commissioner & Secretary to the Commission

Pursuant to the requirements of The Open Public Meetings Act", Chapter 231, P.L. 1975, the following is the **Annual Notice of Public Meetings of the Merchantville-Pennsauken Water Commission.**

Meeting Location: 6751 Westfield Avenue, Pennsauken, NJ 08110

Meeting Time: 4:00 PM

Meeting Dates: August 11, 2022

September 8, 2022

October 13, 2022

November 10, 2022 (Rate/Connection Fee Hearing)

December 8, 2022 (9:30 AM)

January 12, 2023

February 9, 2023

March 9, 2023

April 13, 2023

May 11, 2023

June 8, 2023

July 13, 2023 (REORGANIZATION)

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

RESOLUTION OF THE COMMISSION APPOINTING A PUBLIC AGENCY COMPLIANCE OFFICER

WHEREAS The Public Contracts Law (N.J.S.A. 40A: 11.1 *et seq*) requires that Public Bodies award contracts subject to certain conditions and restrictions and require certain submissions to the public agency; and

WHEREAS one such requirement is that all regulations be met with regard to the laws regarding both employing and reporting and filing regarding employees of any vendors or contractors of public entities; and

WHEREAS the appointment of a compliance officer is required for the purpose of ensuring all those individuals and corporations who have contracts with the Merchantville-Pennsauken Water Commission comply with all Equal Opportunity rules and regulations and other state and federal requirements; and

THEREFORE, BE IT RESOLVED, that the Merchantville-Pennsauken Water Commission in Public meeting, properly advertised and held this date in the Township of Pennsauken, in the County of Camden, New Jersey, is hereby appointing the following to serve in the designated position for a one (1) year term commencing today until replaced.

Public Agency Compliance Officer:
John Killion Sr., Chief Operating Officer

This Resolution shall take effect immediately upon adoption this 14th day of July 2022.

I hereby certify that this is a true copy of a Resolution adopted by the Merchantville-Pennsauken Water Commission on July 14, 2022.

Merchantville-Pennsauken Water Commission

By: _____

Frank Warwick, Commissioner &
Secretary of The Commission

SEAL

The Official Minutes and the Official vote are maintained by the Chief Operating Officer.

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

**RESOLUTION GRANTING AND DESIGNATING THE AUTHORITY TO EXECUTE
NJDEP AND EPA APPLICATIONS and DOCUMENTS**

WHEREAS, the Merchantville-Pennsauken Water Commission has granted permission and authorized authority for either the Chief Operating Officer or the Director of Engineering of the Commission to execute NJDEP and EPA Applications and to submit and documents on its behalf.

THEREFORE, BE IT RESOLVED BY THESE PRESENTS that the Authority hereby designates its

Chief Operating Officer, John Killion, Sr.; and/or
Director of Engineering, Richard Spafford

as the authorized representatives of this Commission to take all action in all matters relating to the NJDEP and EPA Applications and any other matter on the Commissions behalf.
Either Authorized Representative may be contacted at the following address and are an authorized spokesperson for the Commission:


Merchantville-Pennsauken Water Commission.
6751 Westfield Ave.
Pennsauken, NJ 08110

BE IT ALSO FURTHER RESOLVED, that whenever the NJDEP or USEPA requires that the MPWC act, sign or be represented by an individual other than the Licensed Operator, that the Commission hereby and until further notice does hereby authorize and appoint John Killion, Sr. to so act on behalf of the MPWC and to represent the Commission.

This Resolution shall take effect immediately upon adoption on this 14th day of July 2022 and continue until further notice.

I hereby certify that this is a true copy of a Resolution adopted by the Merchantville-Pennsauken Water Commission on July 14, 2022.

Merchantville-Pennsauken Water Commission

By: 
Frank Warwick, Commissioner &
Secretary to The Commission

SEAL

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

RESOLUTION AUTHORIZING THE MPWC TO PURCHASE UNDER STATE CONTRACT AND UNDER CAMDEN COUNTY COOPERATIVE PRICING SYSTEM or other approved Cooperatives

WHEREAS, the Merchantville-Pennsauken Water Commission of the Township of Pennsauken, in the County of Camden, State of New Jersey, pursuant to N.J.S.A. 40A 11-12 (a) and N.J.A.C. 5:34-7.29 (c) may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Merchantville-Pennsauken Water Commission of the Township of Pennsauken, in the County of Camden, State of New Jersey, pursuant to N.J.S.A. 40A 11-11 (5) and N.J.A.C. 5:34-7.29 (c) may by resolution and without advertising for bids, purchase any goods or services under a properly authorized Cooperative Purchasing Program for any contracts entered into on behalf of an approved Cooperative so long as it utilizes bids and other Open and Fair purchasing procedures; and

WHEREAS NJSA 40:11-11(5) authorizes contracting units to establish and enter into Cooperative Pricing Agreements; and

WHEREAS the MPWC on March 13, 2014, passed Resolution 2014-08 joining said Cooperative Pricing System; and By Resolution 2018-03 on February 8, 2018, the Commission approved joining The National Joint Powers Alliance® (NJPA); and

WHEREAS the Merchantville-Pennsauken Water Commission has the need on a timely basis to purchase goods/services utilizing contracts or those from the approved Cooperatives; and


NOW, THEREFORE BE IT RESOLVED that the Merchantville-Pennsauken Water Commission authorizes the purchase of certain goods and services from any State contract or other approved cooperatives or processes and therein approved contract vendors, pursuant to all the conditions of the relevant contracts; and

BE IT FURTHER RESOLVED by the Merchantville-Pennsauken Water Commission that, pursuant to the N.J.A.C. 5:30-5.5 (b), the certification of available funds shall be certified at as the goods or services are called for prior to placing the order, and a certification of availability of funds supplied by the QPA/Purchasing Agent and via authorized purchase order; and

BE IT FURTHER RESOLVED that the duration of this authorization shall be until further Resolution of this Commission or upon the expiration of the vendor's relevant contract, whichever event first occurs.

I hereby certify that this is a true copy of a Resolution adopted by the Merchantville-Pennsauken Water Commission on July 14, 2022.

By



Frank Warwick, Commissioner &
Secretary to the Commission

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**RESOLUTION TO SET THE COMMISSION'S BID THRESHOLD AND TO
AUTHORIZE AGENTS FOR PURCHASES UNDER BID THRESHOLD**

WHEREAS the Merchantville-Pennsauken Water Commission (hereafter the MPWC or Commission) is a public entity of the State of New Jersey created pursuant to NJSA 40:62-108 et seq.; and

WHEREAS the Commission has the authority and the duty to provide for the orderly and efficient operation of the Commission, finances, and water supply and quality; and

WHEREAS the Commission on this date while in open public meeting duly advertised by the Commission appeared in public session; and proceeded under the Open Public Meetings Act

WHEREAS N.J.S.A. 40A:11-3 supplementing and amending the New Jersey Statutes allows local contracting units to increase the bidding threshold to the limit set by the Governor; and

WHEREAS the State has raised the thresholds for both bidding and quotes (15% of bid threshold) under the Local Public Contracts Act if a local entity has a certified QPA, and the MPWC desires to continue to set its thresholds to those maximums as they increase; and

WHEREAS employee Joyce Peirce, has been certified by the state as a QPA and the MPWC appointed her to the position of the Commission QPA and along with Designating the Commission Contracting Agent, John Killion, Sr. , who are together authorized to secure purchases of items under the bid threshold in accordance with Commission practice and procedure; and

WHEREAS for contracting units that have appointed a Qualified Purchasing Agent pursuant to N.J.S.A 40A:11-9(b) and avail themselves of the related higher bid threshold pursuant to N.J.S.A 40A:11-3 and 18A:18A-3, the current maximum bid threshold is \$44,000; or higher as maybe permitted; and

NOW, THEREFORE, BE IT RESOLVED on this 14th Day of July 2022 by the MERCHANTVILLE-PENNSAUKEN WATER COMMISSION that the Bid threshold is hereby set at the maximum permitted by N.J.S.A.40A11-3, and by N.J.A.C. 5:34-5.2, or any other order or action of the State or Governor so that the Commission approves the permitted maximum at whatever it may be, and the quote threshold at 15% of that bid threshold, so long as that permission and regulation shall be in place and this government agency shall qualify and as set forth by the NJ DCA regulation.

BE IT FURTHER RESOLVED that the Agents listed above shall have the authority, responsibility, and accountability for the purchasing activity for the COMMISSION subject to the approval and signature on all contracts of the Chief Operating Officer as set forth in Resolution 2011-27.

I HEREBY CERTIFY THAT THE FOREGOING IS A TRUE COPY OF A RESOLUTION ADOPTED BY THE MERCHANTVILLE-PENNSAUKEN WATER COMMISSION, COUNTY OF CAMDEN, AND STATE OF NEW JERSEY AT A REGULAR MEETING HELD ON July 14, 2022.

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION:



Frank Warwick, Commissioner and Secretary to the
Merchantville-Pennsauken Water Commission

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

RESOLUTION APPOINTING A NJUA FUND COMMISSIONER

WHEREAS: Public Law 1983, c.372 (N.J.S.A. 40A:10-36 et seq) permits municipalities and governmental authorities to join together to form a joint insurance fund; and

HEREAS the New Jersey Utilities Joint Insurance Fund is duly constituted as a Joint Self-Insurance Fund and the Merchantville-Pennsauken Water Commission (MPWC) is a member of the New Jersey Utilities Joint Insurance Fund; and

WHEREAS the NJSA 40A:10-36 et seq as well as the Bylaws of the New Jersey Utilities Joint Insurance Fund provide that "in the manner generally prescribed by law, each member shall appoint one (1) commissioner to the Fund. Each member shall select either a member of its governing body or one of its employees and,

WHEREAS the term of the appointment is either:

1. A commissioner, other than the special commissioner, who is a member of the appointing authority's governing body shall hold office for two years or for the remainder of his/her term of office as a member of the governing body, whichever shall be less.
2. Commissioners who are employees of the appointing authority shall hold office at the pleasure of the utility authority and can be removed by the authority at any time without cause.

NOW THEREFORE BE IT RESOLVED that the Commissioners, the Governing Body of the Merchantville-Pennsauken Water Commission, does hereby appoint: MPWC employee,

Sean Fitzgerald

to serve as the MPWC appointee as Commissioner to the New Jersey Utilities Joint Insurance Fund.

I hereby certify that this is a true copy of a Resolution adopted by the Merchantville-Pennsauken Water Commission on July 14, 2022.

Merchantville-Pennsauken Water Commission

By _____

Frank Warwick, MPWC Commissioner & Secretary

Attest:


Karl N. McConnell, Attorney-At-Law of N.J.

SEAL

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

**REORGANIZATION RESOLUTION OF THE COMMISSION REESTABLISHING
EMPLOYEE AWARDS PROGRAM AND APPOINTING AND DESIGNATING
EMPLOYEE AWARDS COMMITTEE for the Coming COMMISSION YEAR**

WHEREAS, this Water Commission, a governmental entity and corporate politic of the State of New Jersey was created on July 1, 1926, by the Supreme Court Justice in accordance with the statute and on application jointly by the Borough of Merchantville and the Township of Pennsauken pursuant to L. 1923 c. 195, now known as N.J.S. 40:62-108 *et seq.* and thereafter permanently created in its present form in 1942; and

WHEREAS, the Merchantville Pennsauken Water Commission pursuant to the Laws of the State of New Jersey under N.J.S. 40:62-108 *et seq.* and the relevant acts amendatory and supplemental thereto the Commission is a public entity that chooses pursuant thereto to establish a Public Employees' Awards Program and Designating a Public Employees' Awards Committee in accordance with and pursuant to N.J.S.A. 40A:5-31.

THEREFORE, BE IT HEREBY RESOLVED by this Commission on this date that the following are hereby appointed to that Employee Awards Committee:


Commissioner Warwick (1 year term) and

Commissioner Scavuzzo, beginning 1st Year of a new two (2) year appointment so that the Committee shall now consist of them as well as the current terms of employees

Jack Killion, beginning his 2nd Year of a current two (2) year term and

Brandy Eisenmann and Joyce Peirce each beginning their 2nd year of a three (3) year term having been appointed to the Committee last year in accordance with the statute, and until further resolution or appointment being made to the committee by the Commissioners.

Be IT THEREFORE so Resolved by Resolution and vote of the Commissioners July 14, 2022.



Frank Warwick, Commissioner & Secretary to the Commission

**RESOLUTION ADOPTING STANDING RULES OF THE COMMISSION FOR THE
CONDUCT OF ITS BUSINESS AND PROCEEDINGS FOR THE MPWC YEAR 2022-2023**

WHEREAS the Merchantville-Pennsauken Water Commission (MPWC or Commission) is a public entity and body politic of the State of New Jersey, created pursuant to New Jersey Statutes 40:62-108 et seq., and has the authority to provide for the orderly and efficient operation of the Commission finances; and

WHEREAS the Merchantville-Pennsauken Water Commission desires to provide the clarity that comes from a formal statement and adoption regarding the rules which it has maintained for many years for the conduct of its business and proceedings as otherwise authorized for the Commission to establish as determined by its enabling act, the Agreement of its host communities, its Regulations, its internal Handbooks, and as directed by the dictates of Roberts Rules of Order; and

NOW, THEREFORE BE IT RESOLVED by the Merchantville-Pennsauken Water Commission in the County of Camden and State of New Jersey, that the following rules for the conduct of business and proceedings are hereby stated, published, and formerly adopted for the coming Commission year of 2022-2023:

1. The Regular Meetings of the Commission shall be as determined by the Commissioners at the Annual Reorganization meeting and adopted by Resolution and publicly advertised and posted on the Commission website thereafter. The meetings of the Commission shall, unless otherwise adopted and announced, take place at the Commission Headquarters at 6751 Westfield Avenue, Pennsauken, N.J. in the G. Burton German Meeting Room at the time adopted by Resolution for Annual Meetings, or as otherwise determined by the Commissioners and announced and publicized in conformance with the Senator Byron Baer Open Public Meetings Act (OPMA). When a meeting shall fall on a legal holiday, such meeting shall be held at a time and place which shall be fixed by agreement of the Commissioners, noticed in advance in accordance with OPMA, and so advised to the franchise area Township Clerks. Any meeting may be held at a time and place other than hereinabove provided, in which event the time and place of such meeting shall be agreed to by the Commissioners, noticed and advised to the franchise area Township Clerks.
2. Whenever any meeting is held virtually by electronic means in accordance the Attached procedures, or due to an Emergency Declaration, or other law or regulation, notice of such and all required information for consideration of/and action on any request for electronic participation in meeting shall be provided in advance to the public with such advance notice as referenced in the attached Commission Remote Attendance Procedures. Exhibit A here, or Emergency Declaration Procedures in succeeding Resolution 2022-26 & attachment there.
3. A majority of the members shall constitute a quorum for the transaction of business.
4. The order of business shall be as determined from time to time by the Commissioners.
5. The Commissioners may suspend with the normal order of business for the convenience of the Commission, for witnesses, for members of public and for other guests as the Commissioners determine the most proper at that time during the meeting.

6. Every member desirous of speaking in debate or of presenting any petition, bill, report, or other material to the Committee shall address himself to the President, or other presiding officer of the meeting, and if two members shall speak at once, the President (or presiding officer) shall name the member who is entitled to the floor.
7. If any person other than a member of the Committee is granted the privilege of the floor, they shall rise, address the President/presiding officer, and give their name and address. Further, all such individuals shall be limited to a five (5) minute aggregate speaking period.
8. No question, motion or resolution shall be debated or put to vote unless the same shall have received a second. When a motion or resolution shall be seconded, it shall be summarized or stated by President/presiding officer of the meeting before debate or other action, or comment occurs.
 - (a) No person other than a Commissioner or Staff shall be entitled to address the Commission unless the privilege of the floor shall be extended to them by the consent of the President/presiding officer of the Commission present.
 - (b) No person shall speak to another or leave their seat so as to interrupt the business of the Commission while any papers are being read, or any member is engaged in debate.
9. In the absence of the President from the meeting, the Vice-president shall preside. In the absence of them both, a Chairperson *pro tem* shall be selected to preside by the Commissioners present.
10. Monthly statements or reports by Chief Operating Officer and his Designated Staff shall be presented as deemed necessary and /or appropriate by the C.O.O.
11. In all other incidence the Water Commission will comply with the "Senator Byron M. Baer Open Public Meeting Act" for all Special and Emergency Meetings.
12. All other rules of order not herein enumerated shall be decided according to the Agreement between the founding towns, and Roberts Rule of Order, the version as selected by the Commission at its discretion.

THEREFORE, BE IT RESOLVED by the MPWC Commissioners that the aforementioned Rules be and are hereby adopted by this Resolution until further decision or amendment of the Commission and shall be interpreted and applied so as to be in conformance with all applicable laws and regulations; and

BE IT FURTHER RESOLVED that the original of this resolution be kept in the Official Records of the Commission. I hereby certify that this is a true and accurate recitation of the resolution adopted by the Merchantville-Pennsauken Water Commission on the 14TH day of July 2022 in the County of CAMDEN and STATE of NEW JERSEY.

Merchantville-Pennsauken Water Commission



Frank Warwick, Commissioner and
Secretary of the Commission

EXHIBIT- "A"

Remote Attendance Procedures at Merchantville-Pennsauken Water COMMISSION Meetings.

Policy Considerations:

It is the policy of the Merchantville-Pennsauken Water Commission to encourage in person meetings and that the corporeal gathering of Commission Members at all public meetings is desirable to ensure transparency with regard to deliberations and decision on which public policy is based. Moreover, the State Department of Community Affairs has declared that the default position on meetings is live and in-person. The public's ability to view actions being taken by appointed public officials and to have the personal opportunity to provide meaningful input into the decision-making process may be impaired by the lack of direct access to such officials in the public forum provided by meetings of the Commission. However, the New Jersey Open Public Meetings Act recognizes that a meeting of such officials may take place by means of communication equipment.

1. Definition.

For purposes of this policy, the following term shall have the following meaning:

- (a) "Electronic means" is defined as attending by telephone, internet, or satellite enabled audio or video conferencing, or any other technology that enables remote participation provided that all persons present at the meeting location are clearly audible to one another.

2. Minimum Requirements for Electronic Participation.

- (a) A quorum of the governing body of the Water Commission must be physically present at the meeting location.
- (b) A Commissioner who participates by electronic means and all persons present at the meeting location must be clearly audible to each other; and
- (c) All votes taken during the meeting in which a member participates by electronic means must be by individual roll call vote.

3. Electronic Participation.

- (a) If a quorum of the members of the Water Commission is physically present, a majority of those Committee Persons present may allow a Committee Member to attend the meeting by electronic means if s/he is prevented from physically attending because of the following reasons:
 - (i) personal illness or disability; or
 - (ii) employment purposes; or
 - (iii) business of the public body; or
 - (iv) a family or other emergency.

4. Notification Requirements.

- (a) A Commissioner who wishes to attend a meeting by electronic means must notify the President and Chief Operating Officer before the meeting unless such advance notice is impractical.

5. Consideration of Request for Electronic Participation and Placement on the Agenda.

- (a) Consideration of a Commissioner's request for electronic participation shall occur immediately after roll call is taken, and prior to any other business being conducted.

- (b) Such consideration shall appear on the agenda as "Consideration of and possible actions on any requests for electronic participation in meeting" and be placed on the agenda immediately following "Roll Call."
- (c) Those Commissioners physically present shall consider whether any such request meets the requirements of Paragraph 3, and vote regarding whether such member may be allowed to participate electronically.
- (d) Any Commissioner requesting to attend the meeting by electronic means must have such request approved by a majority vote of those members physically present.
- (e) Any Commission member requesting to attend the meeting by electronic means may participate in the debate on such question but may not vote on the approval of their own request.
- (f) If more than one member requests to attend the meeting by electronic means, such requests will be considered in the order in which notification was received by the President as required in Paragraph 4.
- (g) Any member whose request to attend the meeting by electronic means is approved may not vote on the approval of any other member's request considered during that meeting but may participate in any debate on the question.
- (h) Any member whose request for attendance by electronic means is denied may continue to listen to and/or view the meeting via electronic means but may only participate to the same extent in which a member of the public physically present at the meeting could participate.
- (i) A Commissioner who participates by electronic means may vote on all matter presented to the public body and shall not be deemed absent.

6. Closed Sessions

- (a) A Committee Member may attend the closed session of any such meeting by electronic means.
- (b) At the start of any such closed session the Commission Member attending by electronic means must state that no other person(s) is present or able to hear the discussions at the remote location.

7. Miscellaneous Matters.

- (a) If technical difficulties arise as a result of utilizing remote participation, the President, or other person chairing the meeting, may decide, in consultation with fellow Members, how to address the situation. The Commission is encouraged, whenever possible, to suspend discussion while reasonable efforts are made to correct any problem that interferes with a remote participant's ability to hear or be heard clearly by all persons present at the meeting location. If a remote participant is disconnected from the meeting, the minutes must note that fact and the time at which the disconnection occurred. Text messaging, instant messaging, email, and web chat without audio are not acceptable methods of remote participation.

**RESOLUTION ADOPTING REMOTE PUBLIC MEETING PROCEDURES DURING A
DECLARED STATE OF EMERGENCY**

WHEREAS the Division of Local Government Services released emergency regulations establishing standard protocols for remote public meetings held by a local public body during a Governor-declared emergency; and

WHEREAS Local Finance Notice 2020-21 was released to accompany and further explain the regulations promulgated by the Division of Local Government Services; and

WHEREAS, these regulations include provisions concerning notice, public comment, and minimum requirements for remote meeting technologies, to ensure continuity of government operations and transparency in conducting public business when an emergency requires a governing body to meet remotely; and

WHEREAS while the Rules and Procedures attached to Resolution 2022-25 and attached thereto as **Exhibit A** shall be adopted during normal times and when no emergency is declared; and attached thereto supersede any prior remote meeting procedures adopted or previously utilized except when there is a declared state of emergency or when otherwise provided for by Resolution; and

WHEREAS Local Finance Notice 2020-21 and the regulations promulgated by the Division of Local Government Services further require a local public body to adopt by resolution the standard procedures and requirements for public comment period during a remote public meeting and procedures during any declared emergency; and

WHEREAS, the Water Commission desires to establish and adopt said procedures attached hereto as **Exhibit B when any declared emergency should exist.**


NOW, THEREFORE BE IT RESOLVED that the Merchantville-Pennsauken Water Commission of the County of Camden, State of New Jersey, hereby adopts its own Remote Meeting Procedures referenced in the preceding Resolution and included within its Standing rules and attachments as referenced in the Attachment A to that Resolution.

BE IT FURTHER RESOLVED that the remote meeting procedures established under that Resolution 2022- 25, preceding, attached thereto are still in effect except for when superseded by the remote meeting procedures attached hereto as **Exhibit B** when there is a declared state of emergency.

THEREFORE, BE IT RESOLVED by the MPWC Commissioners that the aforementioned rules are adopted during declared emergencies and in conformance with state law and regulation and in accordance with the attached Exhibit B to this resolution and in so far as the MPWC Standing Rules as adopted by Resolution 2022-25 or in its Attached Exhibit A thereto vary or conflict, they shall yield to the procedures adopted here in Exhibit B.

BE IT FURTHER RESOLVED that the original of this resolution be kept in the Official Records of the Commission. I hereby certify that this is a true and accurate recitation of the resolution adopted by the Merchantville-Pennsauken Water Commission on the 14TH day of July 2022 in the County of CAMDEN and STATE of NEW JERSEY.

Merchantville-Pennsauken Water Commission



Frank Warwick, Commissioner and
Secretary of the Commission

The Official Minutes and votes of the MPWC are maintained in the official records of the Commission by the Chief Operating Officer.

i“Attachment B” to Resolution 2022-26
Merchantville-MPWC Water Commission
Remote Public Meeting Procedures during a
Declared State of Emergency
Meetings

In consideration of Executive Orders issued by the Governor declaring a “State of Emergency” and a “Public Health Emergency” in the State of New Jersey, and the subsequent rules issued by the NJ DCA as well as the guidance and authority that exists from the progeny of the New Jersey Open Public Meetings Act, including the amendments from the Covid-19 Pandemic, the Merchantville-Pennsauken Water Commission made these arrangements under which it has conducted public meetings through electronic means only. In-person public meetings remain the default status for the MPWC even during a declared emergency. Whenever the MPWC proceeds with in-person public meetings the room capacity restrictions pursuant to applicable Federal and/or State or local guidelines shall be followed for in-person meetings the site shall either be changed as needed or a hybrid or all virtual public meeting model will be employed as necessary. Zoom shall be the electronic communication platform used as the public’s remote access option for public meetings, to facilitate the public’s access and participation in the MPWC’s local government business without physical attendance during a declared state of emergency requiring physical distancing limitations.

Notice of Meetings

Supplemental meeting notices, which include clear and concise instructions for accessing the meetings remotely, means for making public comment, and where relevant documents, if any, can be found, are advertised on the Commission website, www.mpwc.com, and are posted on the main access door and handicap accessible entrance of the Merchantville-Pennsauken Water Commission Headquarters Building at 6751 Westfield Avenue, Pennsauken, NJ 08110 and are viewable from the outside.

Technology & Procedural Matters

Remote Meeting Platform

Zoom electronic communication platform shall be available for every public meeting utilizing a remote meeting platform. The access phone number and computer link

for the specified meeting will be available on the Commission website the Tuesday before the published scheduled regular Committee meeting, typically held on Thursday late afternoon or early evenings.

Members of the public attending the meeting remotely may make public comment via Zoom videoconferencing during the meeting. Each speaker will have five (5) minutes aggregate time to comment. Any comments sent via the chat function on Zoom will be accepted and made part of the record/minutes.

Public Comments Submitted Prior to Meeting

The public may submit questions or comments via e-mail to info@mpwc.com

no later than 3:00 p.m. the day of the published scheduled Committee meeting. The public may also submit public comments in written letter form to the Merchantville-MPWC Water Commission Building located at 6751 Westfield Avenue, Pennsauken, New Jersey 08110, which must be received no later than 3:00 p.m. the day of the published scheduled Committee meeting.

Previously submitted public comment shall be read aloud and addressed during the public meeting that will be heard by all remote participants and the public. A five (5) minute time limit will be placed on the reading of each written comment. Each comment will be read from their beginning until the time limit is reached. The Commission Committee may pass over duplicate written comments; however, each duplicate comment will be noted for the record with the content summarized.

Public Comments & Conduct from Remote Participants

The procedures and requirements for making public comment, along with an explanation of the audio muting function of the Zoom platform being used, will be visibly displayed via Zoom and announced by the President/presider at the beginning of the remote public meeting. The Commissioners will facilitate a dialogue with all commenters to the extent permitted by Zoom technology.

All participants must keep their microphones muted until directed otherwise. The designated Commission Zoom administrator will also engage the Zoom Meeting mute function until such time for public comments. When a hybrid meeting model is employed, remote participants will be provided the opportunity to engage in public comment prior to any members attending in-person. All remote participants will be unmuted and asked to state his/her name and home address before making comment.

The designated Zoom administrator will manage the order of the remote participants' comments.

If a member of the public becomes disruptive during a remote public meeting, including during any period for public comment, the President/ presider (or at their direction the designated Zoom administrator) shall mute or continue muting the disruptive member of the public and warn that continued disruption may result in their being prevented from speaking during the remote public meeting or removed from the remote public meeting. Disruptive conduct includes sustained inappropriate behaviors such as, but not necessarily limited to, shouting, interruption, and use of profanity. Time permitting, the disruptive individual shall be allowed to speak after all other members of the public have been given the opportunity to speak. Should the person remain disruptive, the individual may be muted or kept on mute for the remainder of the remote public meeting or removed from the remote public meeting.

Presentations or Documents

All documents made available to the public in hard copy format will be available prior to the meeting for download at www.mpwc.com. Documents will be available at in addition to the Meeting Agenda and Remote Meeting Instructions. This may, preferably, include correspondence or documents submitted by the public but this will be time dependent, and it is not realistically anticipated that items submitted immediately prior to the meeting or that same day will be able to be made available prior to the meeting.

ⁱ This is the only Attachment to Resolution 2022-26. It is listed as B , because normally the Commission shall proceed under the procedures of Resolution 2022-25 and its Attachment A. Only in the case of a Declared Emergency will Resolution 2022-26 become effective and then Attachment B , here, become effective.

MERCHANTVILLE PENNSAUKEN WATER COMMISSION
RESOLUTION FOR ADOPTION OF ANNUAL SERVICE CONTRACTS

WHEREAS there exists a need for the MPWC to procure the certain services from professionals deemed qualified from announced and publicly advertised criteria and the service of licensed professional services is authorized to be engaged without bidding under the Local Public Contract Law because such services are to be respectively performed by a person or persons authorized by law to practice a recognized profession which is regulated by law and it is not prudent to simply award to lowest bidder; and

WHEREAS there also exists a need to procure advertised services from qualified individuals/firms to contract for Insurance consultant services and insurance broker services, NJSA 40A:11-5(1)(a)(ii) and (5)(l)(m) as well as receive bids from Commission IT consultants and cyber security experts; and

WHEREAS the Chief Operating Officer assisted by his respectively and appropriately assigned Commission staff have recommended the below listed as meeting qualifications and or for award; and

WHEREAS the need for such services were publicly bid and advertised with criteria and qualifications made public in advance and an Open and public return date with all applications opened publicly; and the Local Public Contracts Law, NJSA 40A:11-1, *et. seq.* authorizes qualification of such professionals and such positions/vendors and pursuant to the State's Local Unit Pay-to-Play, N.J.S.A. 19:44A-20.4 *et seq.*, and establishes a bidding process and a "fair and open" process compliant with the rules and restrictions set forth therein which requires a resolution authorizing the award of contracts for such respective services after established criteria and publicly advertised, and publicly receiving responsive proposals/bids, and the Commission having done so; and

NOW, THEREFORE, the Commission finds that it has proceeded in accordance with the procedures required under New Jersey law for bidding and for appointment under the Fair and Open Process which it hereby deems this to have been and having proceeded in accordance with the procurement and bidding laws; and

FURTHER BE IT RESOLVED in duly advertised Public Meeting as follows:

Section 1: President, and Secretary are hereby authorized and directed to execute the necessary contracts to engage the following professionals who were each the sole respondents to the publicly advertised bids/RFP's for the Commission year subject to reaching acceptable terms and conditions in contract language for one- year contracts with the following professionals:

(a) Accountants/Consultants

Your Part Time Controller, Philadelphia, PA

(b) Auditor:

Bowman & Company, LLC, Voorhees, NJ 08043

And the Commission authorizes and awards Two-year contracts with each of the following sole responders in accordance with their bids/proposals for their respectively submitted contracts as either EUS proposals and/or compliant bid responses;

(c) Employee Benefits Broker of Record:

Conner Strong & Buckelew, Marlton, NJ

(d) Insurance BROKER of Record:

Conner Strong & Buckelew, Marlton, NJ

And

(e) IT Consultant & Cyber-Security:

All Covered , Mt. Laurel, NJ

Section 2: The MPWC hereby finds that the process used to solicit proposals resulting in above determinations comply with Open & Fair procedures and with the provisions of the Open Public Meetings Act, NJ ELEC law and regulations, and is hereby qualified and thereby authorized to contract to perform professional services, respectively, pursuant to criteria previously established and advertised and to negotiate and enter contracts with these professionals as deemed necessary and on a project basis.

The undersigned hereby attest to the above as having been duly adopted by unanimous approval of all Commissioners present on July 14, 2022.

By: 

Frank Warwick , Commissioner & Secretary to the Commission

SEAL

SEE OFFICIAL MINUTE BOOK OF THE COMMISSION FOR THE ROLL CALL VOTE OF THE COMMISSIONERS.

	A	B	C	D
1	Merchantville-Pennsauken Water Commission			
2	Professional Services Contracts 2022-2023			
3				
4	Position:			
5	Accounting Consultant			
6				
7	#	Requirements		
8	1	3 certified public accountants licensed for at least 5 years		
9	2	Office in NJ or within Radius of 10 Square Miles	Yes	
10	3	Describe any special services available to municipal utilities clients	Yes	
11	4	List all past and present gov'tal entity clients	Listed	
12	5	Selection Criteria*	List provided	
13	6	Pricing	Yes	
14		* Selection Criteria	Yes	
15		1. Qualifications and respective participation		
16		2. Experience in providing services requested by MPWC		
17		3. Ability to perform the tasks in a timely fashion		
18		4. Distance of primary office from MPWC Administrative Offices		
19		5. Recent, current and projected work load of the individual/firm		
20		6. Thoroughness and completeness of applicant's submittal/work		
21		7. Preference shown to residents of the host communities		
22		8. Familiarity, experience or position dealing with host municipalities		

	A	B	C
1	Merchantville-Pennsauken Water Commission		
2	Professional Services Contracts 2022-2023		
3			
4	Position:		Bowman & Company LLP
5	Auditor		601 White Horse Rd.
6			Voorhees, NJ 08043
7			856-435-6200
8	#	Requirements	
9	1	2 certified public accountants licensed for at least 5 years	40+
10	2	2 registered public municipal accountants licensed for at least 5 years	15+
11	3	At least 5 years experience auditing service to NJ municipal utilities	84 years
12	4	Current principal office in NJ	Voorhees, NJ 08043
13	5	Describe any special services available to municipal utilities clients	(For full list, see application packet) accounting, auditing & financial reporting long-term & short-term debt issues information technology
14	6	List all past and present gov'tal entity clients	(For full list, see application packet) Pennsauken BOE, Mt. Laurel MUA, Pennsauken Sewerage, Camden County MUA
15	7	Selection Criteria*	Yes
16	8	Pricing	TBD
17			
18	* Selection Criteria		
19	1. Qualifications and respective participation		
20	2. Experience in providing services requested by MPWC		
21	3. Ability to perform the tasks in a timely fashion		
22	4. Distance of primary office from MPWC Administrative Offices		
23	5. Recent, current and projected work load of the individual/firm		
24	6. Thoroughness and completeness of applicant's submittal/work		
25	7. Preference shown to residents of the host communities		
26	8. Familiarity, experience or position dealing with host municipalities		

	A	B	C
1	Merchantville-Pennsauken Water Commission		
2	Professional Services Contracts 2022-2023		
3			
4	Position:		
5	Broker of Record for Employee Benefit Program		Conner Strong & Buckelew
6			2 Cooper Street
7			Camden, NJ 08102
8		Requirements	856-552-4926
9	1	Licensed for at least 5 years in NJ	60+
10	2	At least 3 years experience in NJ public entities	60+ years, has served MPWC for 26 years
11	3	Have access to various competitive insurance products	Yes
12	4	Provide consulting services available to public entities	Yes
13	5	List past and present govt'l entities served	See pgs 10-11 for specific examples & references
14	6	Selection Criteria*	Yes
15			
16	* Selection Criteria		
17	1. Qualifications and respective participation		
18	2. Experience in providing services requested by MPWC		
19	3. Ability to perform the tasks in a timely fashion		
20	4. Distance of primary office from MPWC Administrative Offices		
21	5. Recent, current and projected work load of the individual/firm		
22	6. Thoroughness and completeness of applicant's submittal/work		
23	7. Preference shown to residents of the host communities		
24	8. Familiarity, experience or position dealing with host municipalities		

	A	B	C
1	Merchantville-Pennsauken Water Commission		
2	Professional Services Contracts 2022-2023		
3			
4			
5	Position:		Conner Strong & Buckelew
6	Insurance Broker of Record		TRIAD1828 CENTER
7			2 Cooper St. PO Box 99106
8			Camden, NJ 08101
9	#	Requirements	877-861-3220
10	1	Licensed for at least 5 years in NJ.	Mike Avalone 732 736 5263
11	2	At least 3 years experience in NJ public entities	Yes
12	3	Must handle all insurance products req'd by MPWC	Yes
13	4	Have access to various competitive insurance lines	Agreeable
14	5	Have risk management consultant services	Yes
15	6	Provide consulting services relative to alternative insurance options	Yes
16	7	List past and present gov'tal entities served	(For full list, see application packet)
17	8	Selection Criteria*	County and Municipal Gov'ts, Municipal Utility
18	9	Pricing Provided	Authorities, School Districts, Fire and First Aid
19			Squads
20	* Selection Criteria		
21	1. Qualifications and respective participation		
22	2. Experience in providing services requested by MPWC		
23	3. Ability to perform the tasks in a timely fashion		
24	4. Distance of primary office from MPWC Administrative Offices		
25	5. Recent, current and projected work load of the individual/firm		
26	6. Thoroughness and completeness of applicant's submittal/work		
27	7. Preference shown to residents of the host communities		
28	8. Familiarity, experience or position dealing with host municipalities		

A		B		C	D
1	Merchantville-Pennsauken Water Commission				
2	Professional Services Contracts 2022-2023				
3					
4	Position:				
5	IT Consultants				
6					
7	#				
8	1	Requirements			
		Must be certified Cisco, Microsoft, and Windows			
9	2	Must have a minimum of five (5) years experience in providing consulting services to municipal authorities including demonstrated experience with MPWC software and hardware			
	3	Must maintain a staff of licensed or certified professionals sufficient to service the MPWC: A. Must identify which of these or other relevant categories of professionals you employ; along with the number of each such professionals you employ.			
10	4	Must maintain an office location in close proximity to MPWC to be able to respond to emergency matters promptly.			
11	5	Must have project managers with at least five (5) years of municipal experience			
12	6	Pricing			
13	7	Selection Criteria *			
14					
15		* Selection Criteria			
16		1. Qualifications and respective participation			
17		2. Experience in providing services requested by MPWC			
18		3. Ability to perform the tasks in a timely fashion			
19		4. Distance of primary office from MPWC Administrative Offices			
20		5. Recent, current and projected work load of the individual/firm			
21		6. Thoroughness and completeness of applicant's submittal/work			
22		7. Preference shown to residents of the host communities			
23		8. Familiarity, experience or position dealing with host municipalities			

MERCHANTVILLE PENNSAUKEN WATER COMMISSION
RESOLUTION OF ANNUAL POOL OF QUALIFIED PROFESSIONAL ENGINEERS FOR
ANNUAL CONTRACT ENGAGEMENT PURSUANT TO FAIR & OPEN PROCEDURES

WHEREAS there exists a need for the MPWC to procure the certain licensed professional services from professionals deemed qualified from announced and publicly advertised criteria; and

WHEREAS the service of the professional services is authorized to be engaged without bidding as a professional service under the Local Public Contract Law because such services are to be respectively performed by a person or persons authorized by law to practice a recognized profession which is regulated by law and it is not prudent or possible to simply obtain bids; and

WHEREAS the need for such services were publicly advertised with criteria and qualifications made public in advance and an Open and public return date with all applications opened publicly; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1, *et. seq.*, authorizes qualification of such professionals N.J.S.A. 40A:11-5(1)(a)(i) and 5(1)(m), and pursuant to the State's Local Unit Pay-to-Play, N.J.S.A. 19:44A-20.4 *et seq.*, and establishes a "fair and open" process compliant with the rules and restrictions set forth therein which requires a resolution authorizing the qualification and/or award of contracts for professional services after established criteria and publicly advertised, and the Commission having done so; and

NOW, THEREFORE, the Commission finds that it has proceeded in accordance with the procedures required under New Jersey law for appointment under the Fair and Open Process which it hereby deems this to have been; and

FURTHER BE IT RESOLVED in duly advertised Public Meeting as follows:

Section 1: President, and Secretary are hereby authorized and directed to execute the necessary documents to reflect the following professionals who were respondents to the publicly advertised RFQ/RFP's for the Commission year were found to be included within the Qualified Pool from which the Commission will receive proposals to select the professionals and engage on an as needed per project basis at the discretion of the Commissioners and subject to reaching acceptable terms and conditions in contract language for retention as professionals and or per project as Engineers:

• Remington & Vernick • CES • PS&S • T&M Associates

Section 2: The MPWC hereby finds that the process used to solicit proposals resulting in above determinations comply with Open & Fair procedures, with the provisions of the Open Public Meetings Act, NJ ELEC law and regulations, and is hereby qualified and thereby authorized to contract to perform professional services, respectively, pursuant to criteria previously established and advertised and to negotiate and enter contracts with these professionals as deemed necessary and on a project basis, and

The undersigned hereby attest to the above as having been duly adopted by unanimous approval of all Commissioners present on July 14, 2022.

By: 
Frank Warwick, Commissioner & Secretary to the Commission

SEE OFFICIAL MINUTE BOOK OF THE COMMISSION FOR THE ROLL CALL VOTE OF THE COMMISSIONERS.

Merchantville-Pennsauken Water Commission
Professional Services Contracts 2022-2023

Position:
Commission Engineers

#	Requirements
1	Certified engineer in NJ
2	At least 5 years experience w/ municipal authorities
3	Experience in obtaining permits related to water systems
4	Staff of NJ licensed/certified professionalsStaff of NJ licensed/certified professionals: must identify which of these or other relevant categories of professionals they employ and the number of professionals of each such professionals in their employment,
5	Principal office near to Merchantville/Pennsauken area
6	Experience in preparation of grant applications
7	Project managers w/ at least 5 years municipal experience
8	List past and present municipalities and authorities served
9	Selection Criteria*
10	Pricing

* Selection Criteria

1. Qualifications and respective participation
2. Experience in providing services requested by MPWC
3. Ability to perform the tasks in a timely fashion
4. Distance of primary office from MPWC Administrative Offices
5. Recent, current and projected work load of the individual/firm
6. Thoroughness and completeness of applicant's submittal/work
7. Preference shown to residents of the host communities
8. Familiarity, experience or position dealing with host municipalities

Paulus, Sokolowski, & Sartor, LLC 3 Mountainview Rd Warren, NJ 07059	T & M 200 Century Pky Suite B Mt Laurel, NJ 08054	Consulting Engineer 645 Berlin-CrossKeys Rd Suite 1 Sicklerville, NJ 08081	Remington & Vernick 2059 Springdale Rd Cherry Hill, NJ 08003
Yes	Yes	Yes	Yes
30+	50+	50+	60+
Yes see section Relevant Project Experience section	Yes see section 3	See Firm Resume	Yes listed on pg 6
Licenses/Certifications & Groups are listed on the Required Information page in the package. As well as the #'s of staff.	Team summary is on section 2	See Firm Resume -pg. 2	Yes See Pg 7
1909 Rt 70 E Suite 307 Cherry Hill, NJ 08003	yes	yes	yes
Yes see section Relevant Project Experience section	Yes see section 1	Yes Pg 2	Yes Pg 8
Yes, see Key Staff Section	Yes, see Section 2	Yes, See Firm Resume/Project Team	Yes, Pg 10-11
Yes See Public work performed in the past 5 years section. NJ American & CCMUA are listed as references.	Yes, see section 3 Phone numbers listed for all clients	Yes, see Firm Experience	Yes, Pg 11-13 and Section 3
Yes	Yes	Yes	Yes
See 2022 Rate schedule in package	Section 4 Rate Schedule in package	Yes 2022 Rate schedule in package	Yes Rates Section 4

MERCHANTVILLE PENNSAUKEN WATER COMMISSION
RESOLUTION FOR ADOPTION OF QUALIFICATION OF BOND COUNSEL
PROFESSIONALS FOR CONTRACT YEAR PURSUANT TO FAIR & OPEN PROCEDURES

WHEREAS there exists a need for the MPWC to procure the certain licensed professional services from professionals deemed qualified from announced and publicly advertised criteria; and

WHEREAS the service of the professional services is authorized to be engaged without bidding as a professional service under the Local Public Contract Law because such services are to be respectively performed by a person or persons authorized by law to practice a recognized profession which is regulated by law, and it is not prudent to simply obtain and rely on the lowest bidder; and

WHEREAS the need for such services were publicly advertised with criteria and qualifications made public in advance and an Open and public return date with all applications opened publicly; and

WHEREAS the Local Public Contracts Law, NJSA 40A:11-1, *et. seq.* authorizes qualification of such professionals N.J.S.A. 40A:11-5(1)(a)(i) and 5(l)(m), and pursuant to the State's Local Unit Pay-to-Play, N.J.S.A. 19:44A-20.4 *et seq.*, and establishes a "Fair and Open" process compliant with the rules and restrictions set forth therein which requires a resolution authorizing the qualification and/or award of contracts for professional services after established criteria and publicly advertised, and the Commission having done so; and

NOW, THEREFORE, the Commission finds that it has proceeded in accordance with the procedures required under New Jersey law for appointment under the Fair and Open Process which it hereby deems this to have been complied with by the process employed; and

FURTHER BE IT RESOLVED in duly advertised Public Meeting as follows:

Section 1: President, and Secretary are hereby authorized and directed to execute the necessary documents to designate the following professionals who were each the sole respondents to the publicly advertised RFQ/RFP's for the Commission year regarding qualifications for Bond Counsel hereby finds the following Bond Counsel to have applied and met the Qualifications to be Bond Counsel at the discretion of the Commissioners and subject to reaching acceptable terms and conditions in contract language for retention as professionals and or per project upon scope of project and deemed the most advantageous to the MPWC as determined by the Commission as the following have responded and having been deemed to be included with in the pool of applicants qualified to be contracted during the coming year :

•Parker McCay, Mt. Laurel, NJ • Obermayer, Rebman, Maxwell & Hippell, LLP of Mt. Laurel, NJ

Section 2: The MPWC hereby finds that the process used to solicit proposals resulting in above determinations comply with Open & Fair procedures, with the provisions of the Open Public Meetings Act, NJ ELEC law and regulations, and is hereby qualified and thereby authorized to contract to perform professional services, respectively, pursuant to criteria previously established and advertised and to negotiate and enter contracts with these professionals as deemed necessary and on a project basis, and

The undersigned hereby attest to the above as having been duly adopted by unanimous approval of all Commissioners present on July 14, 2022.

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION



Frank Warwick Commissioner & Secretary to the Commission

SEAL

	A	B	C	D	E
1		Merchantville-Pennsauken Water Commission			
2		Professional Services Contracts 2022-2023			
3					
4	Position:		Parker McCay	Obermayer Rebmann	
5	Commission Bond Counsel		9000 Midlantic Dr. Suite 300, PO Box 5054 Mount Laurel, NJ 08054-5054	1120 Rt 73 Suite 420 Mt Laurel, NJ 08054	
6			(856)596-8900	856 795-3300	
7	#	Requirements	yes	yes	
8	1	Licensed for at least 5 years in NJ	30+ years	?	
9	2	At least 5 years experience in NJ municipal entities	Mt Laurel	Mt Laurel	
10	3	Maintain bona fide office in NJ	50+ attorneys, paralegals and support personnel	* over 40 listed on website	
		Sufficient support staff			
11	4				
	5	List past and present public entities represented	List in Section 3 with references	Pg 3 & 4	
12					
13	6	Selection Criteria*	Yes	Yes	
14	7	Pricing	Yes Section 5	Yes, pg 6	
15	* Selection Criteria				
16	1. Qualifications and respective participation				
17	2. Experience in providing services requested by MPWC				
18	3. Ability to perform the tasks in a timely fashion				
19	4. Distance of primary office from MPWC Administrative Offices				
20	5. Recent, current and projected work load of the individual/firm				
21	6. Thoroughness and completeness of applicant's submittal/work				
22	7. Preference shown to residents of the host communities				
23	8. Familiarity, experience or position dealing with host municipalities				

RESOLUTION EXERCISING OPTION TO EXTEND TERM OF AWARD OF ANNUAL SUPPLY BID FOR 2022 AWARDED TO LOW BIDDER ATLANTIC SUPPLY IN ACCORDANCE WITH BID TERMS AND AWARD FOR THIS YEAR

WHEREAS the Merchantville- Pennsauken Water Commission (hereafter, MPWC) in furtherance of its mission to product, store and supply safe drinking water to its constituents, is on an unpredictable and unquantifiable basis in need of contract services and supply of materials on an as needed basis; and

WHEREAS the MPWC caused to have the necessary contracts as set forth below publicly advertised in accordance with the requirements of the Public Contracts Act; and

WHEREAS the Annual Supply contracts were bid prior to starting in 2022; and

WHEREAS the specifications and estimates for bids were prepared as best as could be done by the Commission based on knowledge of the facilities and past experience done and prepared by the Commission Director of Engineering using anticipated amounts; and allowing for a 6-month contract with an option for a 6-month extension upon mutual agreement; and

WHEREAS bids were received and opened as described in the final documents and were awarded on an "as-needed" basis in undesignated quantity and the numbers listed are not the amount to be paid but rather the amount bid based on the estimated quantities to establish a per item and quantity price; and

WHEREAS the bid(s) have been evaluated by the MPWC and their Engineer, respectively and his recommendations were made as hereinafter provided to the lowest responsible and responsive bidder who has complied with the advertised specifications pursuant to Local Public Contracts Law, N.J.S.A. 40A:11-1, et. seq. and in accordance with the instructions for bidding; and also based on his recommendations ; and

WHEREAS the uncertainty of the international pandemics and the supply chain interruptions along with the wildly changing inflation and inability to obtains products and materials caused the MPWC to accept his recommendation to bid differently this year and to initially award only for the first half of the year based on the bid but to wait to see if such terms were practical and therefore did initially Award these products & prices for only 6-months rather than for the year traditionally bid and;


WHEREAS the Awarded Vendor, Atlantic Supply, the lowest responsible bidder has agreed to extend the terms and to maintain the supply contract for another 6-months on the same terms as they bid and as was awarded initially and having assurance that such can be reasonably achieved ; and

WHEREAS designated financial officer has certified to the availability of funds; and

NOW, THEREFORE BE IT RESOLVED, by the Commissioners of the MPWC on this 14th day of July 2022, in its duly advertised and publicly held meeting in the Township of Pennsauken, in the County of Camden, that this Commission exercises its right to Award the option and hereby awards the balance of the yearly Supply Bid to Atlantic Supply as the lowest responsible bidder who has assured of supply and ability to maintain the prices for the balance of the six months.

BE IT FURTHER RESOLVED that the original of this resolution be kept in the Official Records of the Commission. I hereby certify that this is a true and accurate recitation of the resolution adopted by the Merchantville-Pennsauken Water Commission on the date aforementioned.

Merchantville-Pennsauken Water Commission


Frank Warwick, Commissioner and
Secretary of the Commission

RESOLUTION AUTHORIZING THE ACCEPTANCE OF OWNERSHIP AND RESPONSIBILITY FOR THE WATER MAIN INSTALLED IN THE PUBLIC RIGHT OF WAY ON DEROUSSE AVE BETWEEN ZIMMERMAN AVENUE TO THE END OF MAIN AT THE BOAT RAMP AT THE DELAWARE RIVER INTO THE MPWC SYSTEM

WHEREAS, the Merchantville-Pennsauken Water Commission is established by statute , and by the agreement of the relevant municipalities as the exclusive municipal water utility in the franchise area including the Derosse and Zimmerman Avenues to the Delaware River; and

WHEREAS the new commercial owner or tenant of a property off of Derosse exclusively required a specialty service over and above that provided to all the other properties along that line; and

WHEREAS That party, ALLIANCE AP, and a principal or owner Max Ryan determined to install a new larger water main to facilitate that specialty service of a greater flow to his warehouse at the end of Derosse at his own cost; and

WHEREAS the Township Engineer, and Fire authorities approving such action, and the MPWC having reviewed and having no objection to the project as planned for installation in the public right-of-way for which the MPWC will accept ownership and responsibility and the Director of Engineering having recommended acceptance; and

BE IT HEREBY RESOLVED by the Commissioners of the Merchantville-Pennsauken Water Commission, meeting in the Township of Pennsauken, County of Camden in a duly advertised and lawfully held public meeting on this 14th day of JULY 2022 in the that this municipal utility entity accepted ownership and responsibility henceforth as its own (hereinafter, the "Property") the ductile Iron water main (10") installed by Alliance HP, having done so with its contractors Tait Builders and Whittendale Excavating; and

ALSO BE IT RESOLVED that the aforementioned Water Main and any accompanying Property shall be received by the Commission and shall be acknowledged so as to be acknowledged publicly as property contributed to the MPWC system and as part of the system owned and maintained by the MPWC:

BE IT ALSO FURTHER RESOLVED that The President and Secretary of the Commission are hereby authorized to execute any necessary documents or Deeds should any be necessary.

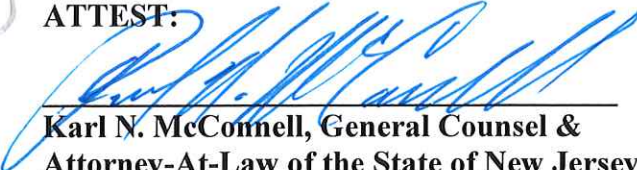
MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

BY: 
Joseph C. Scavuzzo, President

I, **Frank Warwick**, SECRETARY of the Merchantville-Pennsauken Water Commission, hereby certify this to be a true and correct copy of the Resolution adopted by Commission at the July 14, 2022, public meeting and said Resolution passed by a unanimous vote of Commission members present.


Frank Warwick ,Commissioner and Secretary of the
Commission

ATTEST:


Karl N. McConnell, General Counsel &
Attorney-At-Law of the State of New Jersey

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**RESOLUTION AWARDING T-MOBILE A LONG-TERM NON-EXCLUSIVE ANTENNAE LICENSE ON NATIONAL HIGHWAY WATER TANK FOR TELECOMMUNICATIONS ANTENNAE AND EQUIPMENT.**

WHEREAS after multiple public advertisements seeking bids in accordance with both the laws of the State of New Jersey and prior formal direction of this Commission, the MPWC publicly advertised and noticed for public receipt of bids on October 27, 2021, and again on December 8, 2021 and no bids having been received at all on either prior occasion; and thereafter advertising the same terms again on June 28, 2022, and again no bids received; and

WHEREAS ON July 11, 2022, T-Mobile submitted its bid proposal which met all the minimum conditions as advertised by the Commission in its bid

WHEREAS the Merchantville-Pennsauken Water Commission had previously licensed use of that same portion of its real property and space on its water tank in the Township of Pennsauken, owned by it and also use of an area of land (more particularly described in the approved drawings and the prior Bid documents) on the ground for an existing area for the placement of equipment in conjunction with the placement of the antennae on existing water tower on that site to predecessors of T-Mobile; and

WHEREAS the Commission had reviewed and those existing long-term license and use terms and currently set minimum bid terms and after it had determined that T-Mobile's current proposal is compliant with the original bid terms and is reasonable; and T-Mobile agreed to proffer a first year payment of \$47,000.00 with the escalating increases as required by the minimum bid as an offer for their proposal under the same terms and continuing arrangements as they had according to the original bid terms and under those terms and conditions of that agreement at the site; and

WHEREAS, the Commission has determined that the T-Mobile Proposal/bid was the most profitable for the Commission and complies with all the terms of the bids advertised and complies with NJSA 40A:11-5(3) may be negotiated and be awarded upon adoption of a resolution by a two-thirds affirmative vote of the authorized membership of the governing body authorizing such contract; provided, however, that: with while still being in compliance with all necessary material terms and applicable statutes;

NOW, THEREFORE, BE IT RESOLVED by the Commission that the T-Mobile Long-term agreement is accepted and awarded subject to completion of all requisite minimum bid terms and the required payments and the President and Secretary are authorized to execute the MPWC form agreement in the name of T-Mobile and Commission officials are authorized to execute any additional documents in order to effectuate such as may be required in addition to that agreement and this resolution.

I hereby certify that this is a True and Accurate Recitation of the Resolution adopted on the 14th of July 2022 by the Merchantville-Pennsauken Water Commission.

Recorded Vote:	S. Ali	X- AYE	<input type="checkbox"/> NO	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> ABSENT
	P. Brennan	X- AYE	<input type="checkbox"/> NO	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> ABSENT
	A. Perno	<input type="checkbox"/> AYE	<input type="checkbox"/> NO	<input type="checkbox"/> ABSTAIN	X- ABSENT
	J. Scavuzzo	X- AYE	<input type="checkbox"/> NO	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> ABSENT
	F. Warwick	X- AYE	<input type="checkbox"/> NO	<input type="checkbox"/> ABSTAIN	<input type="checkbox"/> ABSENT

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

BY: 
 Frank Warwick, Commissioner and
 Secretary of The Commission

Seal

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION RESOLUTION
AUTHORIZING ADJUSTMENTS TO SALARY SCALE COMPENSATION FOR
CERTAIN LISTED EMPLOYEES AND IMMEDIATE MEDICAL COVERAGES FOR
FUTURE HIRES HENCEFORTH

WHEREAS the Merchantville-Pennsauken Water Commission is a public entity and a body politic of the State of New Jersey with the authority to provide for the orderly and efficient operation of the Commission and its finances and to employ and compensate employees; and

WHEREAS the Commissioners having observed the difficulty in hiring qualified personnel in such a job market and in the face of such competition and determined to remain competitive; and having met on this 11th of August 2022 in open public meeting duly organized and advertised; and publicly considered and proceeded under the Open Public Meetings Act with time offered for public comment ; and

WHEREAS the C.O.O. and Executive Staff have recommended the attached proposed changes to the salary scales along with the increases to certain individuals ; and

NOW, THEREFORE BE IT SO RESOLVED by the Commissioners in the COUNTY of Camden, STATE OF NEW JERSEY, that the MPWC Salary Scales are adjusted as reflected on the attached from the 1/1/2022 Scale to reflect the attached increases and minimum changes set forth on the attached pages, including the increases for the therein listed employees is HEREBY authorized, effectuated and all appropriate staff are directed to take appropriate actions to implement said compensation payments as of the date or the first full payroll date hereafter, in accordance with our routine procedures; and


BE IT ALSO FURTHER RESOLVED that the Commission is hereafter authorized to afford a new hire medical insurance coverages upon their commencing active employment with the MPWC as it may obtain or negotiate the coverage as it may obtain and sees fit.

The Roll Call Vote of Commissioners* was: 5 Yea; 0 Nay; 0 Abstain/Recusal; 0 Absent
I HEREBY CERTIFY THAT THE FOREGOING IS ACCURATE RECITATION OF A RESOLUTION AND VOTE AS ADOPTED BY THE MERCHANTVILLE-PENNSAUKEN WATER COMMISSION, COUNTY OF CAMDEN, AND STATE OF NEW JERSEY AT ITS REGULAR MEETING HELD THE 11TH Day of AUGUST 2022.

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION:


Joseph C. Scavuzzo, Commissioner & President
of the Commission

ATTEST:


Frank Warwick , Commissioner and
Secretary of the Commission

*The Minutes and the Commissioner's votes are maintained in the Official records of the Commission by the Chief Operating Officer.

3.00%
2022 MPWC SALARY SCALES

2022 MPWC SALARY SCALES					PROPOSED
OFFICE	01	\$30.91	-	\$36.05	\$ 31.00 - \$ 38.00
	02	\$24.15	-	\$30.90	\$ 26.00 - \$ 31.00
	03	\$19.00	-	\$24.14	\$ 23.00 - \$ 26.00
	04	\$16.76	-	\$18.99	\$ 20.00 - \$ 23.00
SERVICE	S1	\$30.53	-	\$33.68	Eliminate S5
	S2	\$27.37	-	\$30.52	
	S3	\$24.34	-	\$27.36	
	S4	\$21.19	-	\$24.33	
	S5	\$16.76	-	\$21.18	
TREATMENT / CONSTRUCTION	IC1	\$36.76	-	\$40.67	Eliminate, no longer exists
	IC2	\$33.06	-	\$36.75	
	IC3	\$29.47	-	\$33.05	
	IC4	\$26.08	-	\$29.46	
	IC5	\$16.76	-	\$26.07	
FIELD SERVICE TECH	F1	\$38.46	-	\$42.39	*Alex, Dan
	F2	\$33.06	-	\$38.45	
	F3	\$29.47	-	\$33.05	
	F4	\$26.08	-	\$29.46	
	F5	\$20.06	-	\$26.07	
PLANT OPS	P1	\$28.09	-	\$31.57	\$ 23.00 - \$ 26.00
	P2	\$20.92	-	\$28.08	
	P3	\$16.76	-	\$20.91	
LICENSE	W-1	\$10.00	week		\$ 29.00 - \$ 33.00
	W-2	\$15.00	week		
	W-3	\$20.00	week		
	W-4	\$30.00	week		
	QPA	\$10.00	week		\$ 24.00 - \$ 29.00
	T-1	\$10.00	week		\$ 21.00 - \$ 24.00
	T-2	\$15.00	week		
	T-3	\$20.00	week		
	T-4	\$30.00	week		

(ONLY HIGHEST LICENSE IN EACH CATEGORY BY WEEK.)

**current employees potentially needing adjustment upon*

RESOLUTION AUTHORIZING AN AMENDMENTS TO THE BENEFIT PLAN
ADOPTED BY THE COMMISSION PURSUANT TO SECTION 125 OF THE IRS CODE

WHEREAS the Merchantville-Pennsauken Water Commission (hereafter the MPWC or Commission) is a public entity and a body politic of the State of New Jersey created pursuant to New Jersey Statutes NJS 40:62-108 et seq. and has the authority to employ and compensate employees pursuant to New Jersey statute, its enabling act and authorizing agreement; and

WHEREAS, the Commission had adopted a Section 125 Plan in order to permit employees to make or allow deductions prior to calculations of income tax under the IRS code and in 2010 the State of New Jersey mandated healthcare premium contributions from employees of the Commission which were deducted in accordance with this Plan adopted by the Commission and in that year the State Legislature by passage of P.L. 2011.c78 mandated that the Commission create and make available to all employees a Healthcare Flexible Spending Account Plan (HFSA), along with increases in mandatory deductions from employees for healthcare and pension contributions in conjunction with broad ranging changes to the public employee pension and healthcare laws and this Commission at its regular October 2011 meeting by formal resolution and vote adopted a HFSA as directed by the State government and appointed a third-party administer for that plan; and

WHEREAS, on October 30, 2013, the IRS issued its Notice 2013-71 directive making clear that Section 125 Plans can amend to provide for a carry-over of employee payroll deduction contribution of up to \$500 from one plan year into the next if the Plan is amended to provide for such and may do so retroactive to January 1, 2013 plan year, and the Commission passed Resolution 2013-30 on November 14, 2013 while in open public meeting to allow for the then maximum carry-over of \$500.00 from one plan year to the next ; and

WHEREAS the IRS issued its Notice 2020-29 and 2020-33 approving raising the Carry-over and permitting plan amendment retroactive to the beginning of this plan year and allowing for future increases in the limits of carry-over; and this issue again came before the Commission which passed Resolution 2020-25 in November of 2020 raising the carryover to the IRS Maximum of \$550.00 to the next succeeding year; and

WHEREAS in November of 2021 the IRS issued its Notice 2021-45 raising the HFSA limit to \$2,850.00, and the Carry-over limit to \$570.00 from one plan year to the next:

NOW, THEREFORE BE IT SO RESOLVED by the Commission in lawful meeting publically advertised and held in conformance with the Open Public Meetings Act that the Section 125 Plan previously adopted by the Commission , and currently in place as required by State law, is hereby amended effective for the Plan year commencing January 1, 2022 so as to include the amendments to the Flexible Spending Account plans that provide for the maximum allowable funding of \$2,850.00 per dependent and a \$570.00 carry-over to the following plan year of that portion of any FSA account that is contributed by the employee from pre-tax payroll deductions; and The Plan is hereby Amended prospectively so as to conform to the IRS and Treasury regulations to permit the maximum carry-over allowed by law going forward that will conform to regulations and preserve the tax status and advantages for the beneficiaries; and

THEREFORE, BE IT FURTHER RESOLVED, that the Officers of the Commission, and the C.O.O. and MPWC staff is hereby authorized to execute any appropriate documents and to take the appropriate actions they deem necessary to effectuate this Amendment to the Section 125 Plan and to effectuate this Resolution.

I, **Frank Warwick**, SECRETARY of the Merchantville-Pennsauken Water Commission, hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Commission at a meeting of said Commission on the date above afore noted.

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION

Date 9/2/2022


Frank Warwick, Commissioner & Secretary to MPWC

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**RESOLUTION AWARDING TO Cellco Partnership d/b/a Verizon Wireless
A NON-EXCLUSIVE LICENSE FOR USE OF CERTAIN SPACE ON AND
GROUND SPACE UNDER AN ELEVATED WATER TANK IN PENNSAUKEN
FOR TELECOMMUNICATIONS ANTENNAE AND EQUIPMENT.**

(Existing Tank: LICENSE at PARK AVE Water Tank BID # 2022-05)

WHEREAS after public bid in accordance with both the laws
of the State of New Jersey and prior formal Resolutions of this Commission; and

WHEREAS Cellco Partnership d/b/a “VERIZON WIRELESS” submitted a bid found to
be in compliance with all terms and winning at \$37,012.00 for the first year and each successive
year increasing terms being acceptable; and determined this bid after public advertisement under
applicable statutes ;


WHEREAS the Merchantville-Pennsauken Water Commission has placed for bid the
same certain portion of its real property and space on its water tank owned by it at Park Ave. in
Pennsauken, and currently utilized by this same company (and more particularly described in the
Bid and Award documents) and without change of any kind to remain in conjunction with the
currently existing antennae on the existing water tower at that site; and

WHEREAS the Commission staff recommended this Bid proposal and determined it to
be reasonable and in compliance with the required bid specifications and after review of the
approved existing plans ; and deems any lack of clarity to be interpreted and to be in compliance
with such terms and shall be so read; and it offers such a portion of its property for license use
under the terms and conditions as provided for in the proposed Bid Package and Bid ; and

NOW, THEREFORE, BE IT RESOLVED by the Merchantville-Pennsauken Water
Commission that the Award is made to Cellco Partnership d/b/a Verizon Wireless of the
agreement for licensed use under the terms described in Bid Package and the Bid itself; and
The proper officials are hereby authorized to execute the prescribed agreement on behalf of the
Commission provided that should awardee not execute the contract and comply with all
requirements as set forth in the bid packages then this award shall be deemed void and the bid
bond shall not be released.

BE IT FURTHER RESOLVED that the original of this resolution be kept in the
Official Records of the Commission. I hereby certify that this is a true and accurate recitation of
the resolution adopted by this Commission on the 8th of September 2022.

Merchantville-Pennsauken Water Commission


Frank Warwick, Commissioner &
Secretary to the Commission

Merchantville-Pennsauken Water Commission**RESOLUTION AUTHORIZING ADJUSTMENTS
OF COMPENSATION FOR CERTAIN EMPLOYEES AS LISTED HEREIN**

WHEREAS the Merchantville-Pennsauken Water Commission (MPWC or Commission) is a public entity and a body politic of the State of New Jersey created pursuant to New Jersey Statutes 40:62-108 et seq.; and

WHEREAS the Commission has the authority to provide for the orderly and efficient operation of the Commission finances, and to employ and compensate employees; and

WHEREAS the Commission had established a Salary Committee to research in detail and consider and report to the Commissioners and did so; and

WHEREAS the Commission duly considered the recommendations of the Salary Committee and afterward adopted the committee's recommended salary changes as set forth herein below and as attached; and

WHEREAS, the Commission on December 8, 2022, while in open public meeting duly organized and advertised appeared in public session; and had after receiving recommendations made by a salary committee for salaried personnel having considered and proceeded under the Open Public Meetings Act; and


NOW, THEREFORE BE IT SO RESOLVED by the Commissioners of the MPWC in lawful meeting publically advertised and held in Open Session in the Township of Pennsauken, County of Camden, State of New Jersey, adopt and authorize the following changes in compensation enacted effective the first pay in 2021 as follows:

- 1) a cost-of-living increase (COLA) of 2 % increase for all permanent employees effective the first full pay date in 2023,
- 2) additional further individual compensation adjustments for the specific salaried personnel as listed on the attached schedule prior to calculation of the above COLA.

AND THEREFORE, BE IT FURTHER RESOLVED that the MPWC staff is hereby directed to effectuate and make said compensation changes and payments in accordance with its proper procedures.

I, Patrick Brennan, Treasurer of the Merchantville-Pennsauken Water Commission, hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Commission at a meeting of said Commission on December 8, 2022, and said Resolution passed by a unanimous vote of the members of Commission present at the meeting.

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION



**Joseph Scavuzzo , Commissioner and
President of the Commission**

ATTEST:



Patrick Brennan, Treasurer