

**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**6751 Westfield Avenue • Pennsauken, NJ 08110
Ph: 856.663.0043 • Fax: 856.486.7417 • www.mpwc.comMr. Joseph Scavuzzo
PresidentMr. Shakir Ali
Vice President

Secretary

Mr. Patrick Brennan
TreasurerMr. Anthony Perno
Ass't Secretary/ Treasurer**Minutes of the Monthly Business Meeting****July 13, 2023****ATTENDEES****Commissioners:**Mr. Joseph Scavuzzo, President
Mr. Shakir Ali, Vice President
Mr. Patrick Brennan, Treasurer**Other Attendees:**Jack Killion, C.O.O.
Richard Spafford, P.E., Director of Engineering
Karl N. McConnell, General Counsel
James Garaguso, Distribution Superintendent
Brandy Eisenmann, Customer Service Director
Angela Waldron, Ass't Finance Director

Mr. Scavuzzo called the meeting to order at 4:08 PM.

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

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

ANNUAL REORGANIZATION Required by Statute:

A motion was made by Mr. Brennan and 2nd by Mr. Ali to nominate officers as follows, with the exception of Secretary/Asst. Treasurer which shall remain vacant until an individual is appointed to fill the unexpired term:

President: Mr. Joseph Scavuzzo

Vice President: Mr. Shakir Ali

Treasurer: Patrick J. Brennan

Secretary:

Assistant Secretary/Treasurer: Mr. Anthony Perno

A unanimous roll call vote of all present, Mr. Perno was absent.

A motion was made by Mr. Brennan and 2nd by Mr. Ali to approve the Cash Management Plan changes as presented. **A unanimous roll call vote of all present, Mr. Perno was absent.**

A motion was made by Mr. Brennan and 2nd by Mr. Ali to approve the following items related to the Commission's Annual Reorganization:

- Designating Depositories of Funds for the MPWC:
PNC, N.A., Bank of America, N.A., TD Bank, N.A., First Colonial Community Bank, Haddon Savings Bank, Santander Bank, N.A., Wells Fargo Bank, N.A., Republic First Bank, Cornerstone Bank, First Harvest Credit Union, New Jersey Cash Management and any other GUDPA participating bank/financial institutions deemed necessary by the Treasurer and approved by the Commission during the year.
- Designating Bank Signatories
- Authorization of Petty Cash Fund:
Director of Finance - \$500.00

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- Designation of FSA/HRA Account and Signatories
- Designation of Official Notices – Designating Newspapers and Websites of the MPWC
- Designation of Meeting Dates & Times for Commission Year 2023-24
- Designation of Public Agency Compliance Officer
- Authorization of the C.O.O. to make NJDEP/EPA Applications
- Authorizing Purchases under the State Contract and Approved Co-Ops
- Approving Maximum Thresholds and Agents for Purchasing
- Approving MPWC Representatives to NJUA JIF Fund
- Designation of the 2023-24 Public Employees Awards Committee
- Resolution Adopting Standard Commission Meeting Procedures for 2023-24
- Resolution Adopting Remote Public Meeting Procedures During State of Emergency

A unanimous roll call vote of all present.

A motion was made by Mr. Brennan and 2nd by Mr. Ali Appointing Annual Contracts for Professional or Extraordinary Unspecifiable Services as follows:

*Auditor: Bowman & Company**Accounting Services (Consultant): Your Part Time Controller**Insurance Broker of Record: Connor Strong & Buckelew**Broker of Record for Employee Benefits: Connor Strong & Buckelew***A unanimous roll call vote of all present.**

A motion was made by Mr. Brennan and 2nd by Mr. Ali Qualifying Pool of Engineers Under Fair & Open Process for use of Commission as follows:

*T & M Associates**CES (Consulting Engineer Services)***A unanimous roll call vote of all present.**

A motion was made by Mr. Scavuzzo and 2nd by Mr. Ali Qualifying Pool of Engineers Under Fair & Open Process for use of Commission as follows:

*Remington & Vernick***A unanimous roll call vote of all present, except Mr. Brennan recused himself.**

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A motion was made by Mr. Brennan and 2nd by Mr. Ali Qualifying Pool of Bond Counsel as follows:

Parker McCay, P.A.

Obermayer Rebmann Maxwell & Hoppel, LLP

A unanimous roll call vote of all present.

MPWC REGULAR MONTHLY BUSINESS MEETING – ITEMS TO BE DISCUSSED:**Bid Opening – Browning Road Carbon Vessel**

Mr. Spafford reported that there was one bidder and recommends award to that bidder.

MPWC Regulation 1006

Staff presented the Commissioners with changes for approval.

Audit Status

Mrs. Waldron reported that the audit fieldwork wrapped up last week and that the actuarial analysis is expected early next week, and then the exit conference can be scheduled.

Collingswood Agreement / Contract

Mr. Killion reported that the contracts are with Collingswood and that MPWC is currently awaiting their response. Mr. Brennan asked staff to reach out to Collingswood to expedite the process because the current contract is expired.

Pavilions Easement Approval

Mr. McConnell is seeking approval for the adoption of the easement and ratification for the Deed itself to be filed

BAN Payment

Mrs. Waldron reported on final BAN payment of \$1.75M with \$69K in interest.

Browning Road Engineering Agreement

Mr. Spafford reported that the agreement was received to begin design of the remaining plants.

National Highway Project

Mr. Spafford reported that the project is permitted and ready to move forward. Mr. McConnell indicated that there was a bid objection from Counsel for 2nd lowest bidder that R & V, Mr. Spafford and Mr. McConnell all find without basis and to which the MPWC responded. The MPWC has confidence in moving forward with the awarded bidder.

Approval of the Minutes

A motion by Mr. Brennan and 2nd by Mr. Ali to approve the Business Meeting Minutes of June 8, 2023. **A unanimous roll call vote of all present.**

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A motion by Mr. Brennan and 2nd by Mr. Ali to approve payment of the bill list dated July 13, 2023, for \$700,980.78 and as amended to include a bill for US Tank in the amount of \$203,418.60; and the P-Card for \$593.27; and for wire transfers for payment of the NJEIT and NJIB loans in the amount of \$253,999.83
unanimous roll call vote of all present.

The Meeting was opened to the public at 4:30 PM.

Present was Mr. Dominic Argentieri of Aqueous Vets. Mr. Argentieri indicated that he was interested in learning more about the MPWC and upcoming projects, as a potential future supplier of treatment materials.

Staff Reports

Mr. Garaguso reported that the summer help has painted 168 fire hydrants to date. Mr. Brennan inquired about pumpage, noting that it was up, and also about allocation monitoring. Mr. Spafford indicated that allocation is being monitored closely since National Highway Plant has been shut down and more water is being used.

Mr. Spafford informed the Commissioners that he received a call from the NJ DOT about potentially replacing all of the water main along Route 70 as they work to complete their own project. Mr. Spafford will continue to report as more details become available.

Old Business

A motion by Mr. Brennan and 2nd by Mr. Ali to approve changes to MPWC Water Regulation 1006. A
unanimous roll call vote of all present, Mr. Perno was absent.

A motion by Mr. Brennan and 2nd by Mr. Ali to approve the easement for the Pavilions. A **unanimous roll call vote of all present, Mr. Perno was absent.**

A motion by Mr. Brennan and 2nd by Mr. Ali to award the Browning Road Carbon Vessel project to Calgon Carbon. A **unanimous roll call vote of all present, Mr. Perno was absent.**

New Business

A motion by Mr. Brennan and 2nd by Mr. Ali to approve the Browning Road Engineering Agreement.
A unanimous roll call vote of all present, Mr. Perno was absent.

Commissioner Reports

Mr. Brennan asked staff to consider a website redesign as part of the marketing strategy that was identified in the recent strategic planning sessions. Additionally, he indicated that there is some outdated information that should be addressed more immediately.

Mr. Scavuzzo thanked Commissioners and staff for their participation and contributions to the strategic planning sessions. Mr. Scavuzzo used the opportunity to inquire of the meeting guest, Mr. Argentieri what he believes would be of significance when communicating and marketing the MPWC and the value of water to the public. Mr. Argentieri responded that he believes that social media is the way that most people consume information these days, but that publicizing the successes of the MPWC to the local communities would be important. Mr. Scavuzzo thanked the guest for his input and participation in the discussion.

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Adjournment

A motion by Mr. Brennan and 2nd by Mr. Ali to adjourn at 4:52 PM. **Received a unanimous voice vote of all members present.**

Submitted By:

Brandy Eisenmann

Karl McConnell

Jack Killion