

Mr. Bernhard Kofoet
President

Mr. Patrick Brennan
Vice President

Mrs. Regina Davis
Secretary

Mr. G. Burton German
Treasurer

Mr. Joseph Scavuzzo
Ass't Secretary/Treasurer

**Minutes of the MPWC Monthly Business Meeting
May 8, 2014**

ATTENDEES:

Commissioners:

Mr. Bernhard Kofoet, President
Mr. Patrick Brennan, Vice President
Mr. G. Burton German, Treasurer
Mrs. Regina Davis, Secretary
Mr. Joseph Scavuzzo, Asst. Secretary/Treasurer

Other Attendees:

Michael A. Saraceni, COO
Craig Campbell, Superintendent
Richard Spafford, P.E.
Brandy Eisenmann
Colleen O'Brien
Karl N. McConnell, General Counsel

The President called the meeting to order at 6:00 PM

All Commissioners were present.

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

ITEMS TO BE DISCUSSED

Poster Contest Winners:

Awarding the poster contest winners has been postponed. Ms. Eisenmann is working with Merchantville School on coordinating a date/place/time that will work for all involved.

Summer Help/Intern

There were a total of 6 applicants for the Summer Help Positions, 4 of those were returning applicants from last summer and two new applicants. Five will be offered positions. There were a total of 3 applicants for Customer Service Center Intern position. Staff recommended offering the position to the most qualified candidate.

MPWC Company Meeting 4/24/2014

Mr. Saraceni gave the Commission a brief overview of what was discussed at the company-wide meeting and expressed that several issues were identified and discussed. Further, that the meeting ended on a positive note, to his understanding. Several employees were present and when asked their opinions echoed generally the same assessments. A discussion ensued regarding the improvement of communications and the scheduling of similar meetings – once or twice per year was suggested.

Project Status

- The Plymouth/Hinchman Main Replacement Project contracts have been signed and returned. There was a Residents' Meeting on May 5th that had approximately 7 people in attendance, and all of their questions were answered by the MPWC Staff involved. Mr. German commented that The C.O.O., Superintendent and Engineer delivered a good presentation particularly Mr. Spafford's project overview. There is a Pre-Construction Meeting planned for May 9th at the Westfield Avenue Office. The project is expected to start in the next 2 weeks.
- The Delaware Gardens Demolition Project has been in progress, the deep foundation is out and all that remains is the Venturi Pit and a small block structure. Neri asked for a few days to put a hold on the project to address a retention basin project they were assisting Pennsauken Township with.

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- While waiting to get reports back from State Police Vulnerability Assessment, research has been conducted regarding other security options to be designed/installed at all locations. Mr. Spafford requested authorization to begin developing specifications for the options. It is estimated that the full cost of the options would be around \$130,000.
- It was requested to go to bid for a new backhoe for the Distribution Department. The budgeted price is estimated around \$105,000, including a jackhammer attachment. Staff has been looking into options for the backhoe currently owned by the MPWC, they have received estimates on both selling and a trade-in for the current backhoe. A needs assessment is being conducted, more to follow.

Cherry Hill Tank- RFQ Status

The applications for RFQ have been received, with one untimely submission that was disregarded. Mr. McConnell provided a spread sheet displaying the results from the respondents. The materials submitted by two firms did not directly address or provide the information to make clear that all advertised minimum requirements were clearly met. The two firms found fully qualified were Parker-McCay, and Dilworth Paxson and either would be appropriate for award by Commissioners. Mr. McConnell informed the Commission of the status of the mediation, which is currently being scheduled.

Approval of the Minutes

Motion to approve the Business Meeting of April 10, 2014 was made by Mr. German, 2nd by Mrs. Davis; a **unanimous roll call vote**.

Payment of Bills

Motion to approve payment of bills dated May 8, 2014, other than those payments pulled and addressed below. Motion: Mr. German, 2nd by Mr. Scavuzzo; a **unanimous roll call vote**.

Motion to approve payment of bills for Hibrett Puratex, and Pennsauken Township, dated May 8, 2014.

Motion: Mr. German, 2nd by Mr. Scavuzzo; a **unanimous roll call vote, except Mr. Kofoet, who abstained**.

Motion to approve Scholarship Awards for Pennsauken High School Students. Motion: Mr. German, 2nd by Mr. Scavuzzo; a **unanimous roll call vote**.

Correspondence

Mr. Kofoet congratulated Mr. Brennan on his re-appointment.

Public Comment

The meeting was opened for public comment.

None present.

Bid Openings

There was only one bid for the Vehicle Leases, which was Miller Ford. Staff thought it would be beneficial to consider awarding the lease, less the per vehicle maintenance costs, from Miller other than what is covered under the warranty. There was a discussion about the maintenance component from Miller compared to having it done elsewhere; there would be a significant savings if regular maintenance was done by another vendor used by the MPWC. It was agreed to award the bid to Miller Ford for the vehicle leases excluding the maintenance portion.

Staff Reports

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Mr. Saraceni thanked all of the Commissioners for completing the needed online training course. He also informed the Commission that there was a change in the filing of the Financial Disclosure Forms and that the deadline was extended from April 30th to sometime mid-June; he is awaiting further instructions from the Township and Borough Clerks. Mr. Campbell mentioned that the Dudley Avenue Main Replacement Project has been completed. Mrs. Eisenmann noted that the amount collected from PSA for the first quarter was \$4,860 and that was even with the lack of turn offs during January due to weather. Mr. German asked if there were more or less "turn offs" being done for PSA, Mrs. Eisenmann commented that there really are more turn offs being done with the exception of January because of the weather. Mr. Spafford informed the Commission that there was research being conducted related to switching from United Computers/All Cover to APEX IT. When United Computer was bought by All Cover it seems that the company is not at the same level of performance and service. The current SCADA system software is outdated and no longer serviceable. The next version of the software program would cost \$15,000; full transition and implementation is estimated at \$40,000. Staff is conducting research on all options for replacing current SCADA system. Mr. McConnell informed the Commission of new information regarding the NJAW contract and the Swope Oil Superfund Site with GeoSync.

Old Business:

Customer Disputes

Mr. J. Woulfe, identified his brother in attendance (name not given) and Ms. D. Scott attended to address their account held in dispute (10 S. Union Avenue, Cherry Hill). All of the account history and relevant information was in the Commissioner's possession and they were previously briefed. (This dispute was scheduled for the April 10th meeting, though no one from the property showed up to present/address the dispute). The service to the property was terminated for non-payment and other various violations and is currently disconnected. The customers voiced their disagreement with the current balance and how their account was handled by MPWC staff and personnel. The customers became frustrated and annoyed as they did not agree with the Commission's position regarding the account and stated that they would take the case to court and they abruptly walked out of the meeting room and the premises. A lengthy discussion ensued where the Commissioners and staff scrutinized the account history in an attempt to identify a possible short-term solution so that water could be restored to the property while the dispute remains under review. During the meeting, Mr. Saraceni received a telephone call from Ms. Scott. Once the Commissioners identified options they were willing to propose, they directed General Counsel and the Engineer to leave the meeting and present via telephone to Ms. Scott a proposed "settlement" in an attempt to provide immediate relief to the customer. They were excused from the meeting and upon return (which was at the end of the meeting) informed the Commission that the customers would not agree to any of the options/terms being offered and countered with their own demands, which included specific demands for additional actions by the Commissioners which were deemed unacceptable. As such, the Commission's previous ruling on the dispute was sustained. The Commissioners made clear to the staff that their offer of terms to cause a resumption of service would remain as an offer to the customers.

National Highway- Swope Oil/Lease

The C.O.O. reported that as of this writing, the Certificates of Insurance and Indemnification Agreement have been received and are in proper order for them to complete their work.

Used Vehicle Bid

There is a link on the MPWC website to go directly to the GovDeals page with the items for sale. The bid will be open from May 9th at 9:00 AM until May 19th at 1:00PM.

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New Business:

Approval of the 5 Summer Help Positions and 1 Customer Support Center Intern. Motion: Mr. German, 2nd by Mrs. Davis; **a unanimous roll call vote.**

Award Vehicle Lease Bid to Miller Ford, excluding the maintenance portion. Motion: Mr. German, 2nd by Mrs. Davis; **a unanimous roll call vote.**

Approval to award Dilworth Paxson as RFQ. Motion: Mr. German, 2nd by Mr. Scavuzzo; **a unanimous roll call vote, except Mr. Brennan, who abstained.**

Approval to go to Bid for replacement backhoe. Motion: Mr. German, 2nd by Mr. Scavuzzo; **a unanimous roll call vote.**

Approval of NJEIT Authorizing Resolution. Motion: Mr. German, 2nd by Mr. Scavuzzo; **a unanimous roll call vote.**

Project Status Table

No Discussion.

Commissioners Reports / Discussions / Comments

Mr. German thanked Mr. Saraceni for creating a salary committee report as the committee was unable to meet. Mrs. Davis commented that she likes all of the articles that have been placed on "DropBox" for the Commissioners to read, as they are very informative. Mr. Scavuzzo thanked all of those involved with the Arbor Day Tree Planting. He apologized for being unable to meet as part of the salary committee. Mr. Scavuzzo also thanked all of the staff involved with 10 S. Union Avenue and for handling the situation in a professional manner. Mr. Brennan thanked all those that attended the residents' meeting regarding the Plymouth/Hinchman Main Replacement Project. He also thanked those in charge of the company-wide meeting, as it was beneficial to all. Mr. Kofoet commented that this past month was a difficult one for the MPWC. He thanked Mr. Saraceni for addressing the issues regarding 10 S. Union Avenue; Mrs. Eisenmann and the Customer Support Representatives for also handling issues regarding the same; and all the employees out in the field everyday also addressing the same.

Adjournment:

Motion by Mr. German and 2nd by Mr. Scavuzzo; **unanimous voice vote** at 9:10PM.

Submitted by,
Colleen O'Brien & Michael Saraceni