



**MERCHANTVILLE-PENNSAUKEN  
WATER COMMISSION**

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

**JANUARY 9, 2020**



**Open Public Meeting: 4:00 PM**

**Roll Call:**

**Salute to the Flag:**

**Announcement of Compliance with the NJ Open Public Meeting Act:**

**Items to be discussed:**

1. 2020 Budget – Fully-approved and returned by the State of New Jersey
2. NJUA 2019 Dividend Check Received - \$18,931.00
3. Main Replacement Contract – Status

**Approval of Minutes:**

1. Regular Meeting: December 12, 2019
2. Executive Session December 12, 2019

**Approval of Bills:**

Bills for Payment	January 9, 2020	\$	771,854.80
	Pennsauken		8,782.75
	Merchantville		0.00
	R & V		10,720.00
	Total Bill List		<u>\$ 791,357.55</u>
	ACH Transfer – HRA/FSA		\$ 0.00
	P-Card Purchase (ACH)		288.00
	Total ACH Transfers		<u>\$</u>
	Total for January		<u>\$ 791,645.55</u>

\*Capital Expense Report attached to Bill List

**Correspondence:**

**Meeting Open to the Public:**

**Bid Openings:**

Annual Bids – Bid Opening January 7, 2020

**Reports:**

*Staff:*

- *Chief Operating Officer*
- *Superintendent*
- *Director of Customer Service*
- *Engineer/Consultants*
- *General Counsel*

**Old Business:**

- Customer Dispute – MPWC Regulations – under review and evaluation by Staff

**New Business:**

Annual Bids - Status

**New Services:**

- 775 Haddonfield Road – three 2” domestic services and three 6” fire services

**Informational:**

- 

**Project Status:** (See Attached table)

**Commissioners Reports:**

**Executive Session:**

- 

**Public Meeting (Resumed):** (Resolution to return to Public Session # \_\_\_\_\_)

**Adjournment:**



MERCHANTVILLE-PENNSAUKEN WATER COMMISSION  
MONTHLY MEETING AGENDA

FEBRUARY 13, 2020



**Open Public Meeting: 4:00 PM**

**Roll Call:**

**Salute to the Flag:**

**Announcement of Compliance with the NJ Open Public Meeting Act:**

**Items to be discussed:**

1. Host Community Annual Presentations
2. Government Affairs – Status
3. Marion Avenue – Carbon Media Replacement – Authorization to Bid
4. Browning Road – Stripper Media Replacement – Authorization to Bid
5. First Amendment Audits – Posted Informational (Box)
6. 85<sup>th</sup> Annual AWWA Conference – Atlantic City – March 17 – 20, 2020

**Approval of Minutes:**

1. Regular Meeting: January 9, 2020
2. Executive Session

**Approval of Bills:**

Bills for Payment	February 13, 2020	\$	483,527.35
	Pennsauken		103,863.32
	Merchantville		12,780.32
	R & V		6,995.00
Total Bill List			<u>\$ 607,165.99</u>
	ACH Transfer – HRA/FSA	\$	0.00
	P-Card Purchase (ACH)		<u>874.99</u>
Total for February			\$ 608,040.98

\*Capital Expense Report attached to Bill List

**Correspondence:**

**Meeting Open to the Public:**

**Bid Openings:**

**Reports:**

*Staff:*

- *Chief Operating Officer*
- *Superintendent*
- *Director of Customer Service*
- *Engineer/Consultants*
- *General Counsel*

**Old Business:**

- Customer Dispute – MPWC Regulations
- County Roads Concerns – Commissioner Ted Brennan

**New Business:**

- Marion Avenue Media Bid
- Browning Road media Bid

**New Services:**

- 617 Hampton Road – Cherry Hill – one 4” Domestic Service

**Informational:**

- First Amendment Audits – GM and Guidance Document

**Project Status:** (See Attached table)

**Commissioners Reports:**

**Executive Session:**

- 

**Public Meeting (Resumed):** (Resolution to return to Public Session # \_\_\_\_\_)

**Adjournment:**



**MERCHANTVILLE-PENNSAUKEN  
WATER COMMISSION**

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

**MARCH 12, 2020**

**Open Public Meeting: 4:00 PM**

**Roll Call:**

**Salute to the Flag:**

**Announcement of Compliance with the NJ Open Public Meeting Act:**

**Items to be discussed:**

1. Host Community Annual Presentations
2. Woodbine Avenue Plant – Financing – Resolution Needed
3. National Highway – Pepsi Partnership Progress
4. Government Affairs – Progress and Professional Services RFP
5. Pennsauken Township – Pennsauken High School – Deputy Mayor’s Initiative
6. Financial Disclosure Forms – 2020 Filing – April 30, 2020 deadline date (LFN)
7. National Conference – Florida – June 14-17 – two attendees

**Approval of Minutes:**

1. Regular Meeting: February 13, 2020
2. Executive Session

**Approval of Bills:**

Bills for Payment	March 12, 2020	\$	325,103.48
	Pennsauken		3,942.50
	Merchantville		N/A
	R & V		7,280.00
	Total Bill List		<u>\$336,325.98</u>
	ACH Transfer – Pension (Annual)		\$286,690.00
	P-Card Purchase (ACH)		<u>43.62</u>
	Total for March		\$ 623,059.60

\*Capital Expense Report attached to Bill List

**Correspondence:**

Mayor Tim Killion to Chief Operating Officer – Gratitude to Township Agencies

**Meeting Open to the Public:**

**Bid Openings:**

- Marion Avenue – 3-10-2020 – Media
- Browning Road – 3-10-2020 - Media

**Reports:**

**Staff:**

- *Chief Operating Officer*
- *Superintendent*
- *Director of Customer Service*
- *Engineer/Consultants*
- *General Counsel*

**Old Business:**

- County Roads Moratorium – Meeting with Freeholder Director – 4-14-2020

**New Business:**

- Marion Avenue Media Bid
- Browning Road media Bid
- Woodbine Avenue Plant – Financing Resolution
- OPRA – Study Commission Support Resolution

**New Services:**

- 2352 West Marlton Pike – Cherry Hill – 3 (2” Domestic) – 1 (6” Fire Service)
- 5324 Route 38 – Pennsauken – 1” Service Line
- 5407 Route 70 – Pennsauken - tie into existing 1” service
- 5211 Route 38 – Pennsauken – 14 – 2” Services

**Informational:**

**Project Status:** (See Attached table)

**Commissioners Reports:**

**Executive Session:**

- 

**Public Meeting (Resumed):** (Resolution to return to Public Session # \_\_\_\_\_)

**Adjournment:**



**MPWC**

**MERCHANTVILLE-PENNSAUKEN  
WATER COMMISSION**

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

**APRIL 9, 2020**



**Open Public Meeting: 4:00 PM (Teleconference via Zoom)**

**Roll Call:**

**Salute to the Flag:**

**Announcement of Compliance with the NJ Open Public Meeting Act:**

**Approval of Minutes:**

- |                                  |                |
|----------------------------------|----------------|
| 1. Regular Meeting:              | March 12, 2020 |
| Executive Session                | N/A            |
| 2. Teleconference Discussion (1) | March 17, 2020 |
| 3. Teleconference Discussion (2) | March 24, 2020 |

**Approval of Bills:**

Bills for Payment	April 9, 2020	\$	455,804.94
	Pennsauken		N/A
	Merchantville		N/A
	R & V	\$	12,035.00
	Total Bill List	\$	<u>467,839.94</u>
	ACH Transfer	\$	N/A
	P-Card Purchase (ACH)	\$	<u>1,363.01</u>
	Total for April	\$	<u>469,202.95</u>

\*Capital Expense Report attached to Bill List

**Items to be discussed:**

1. MPWC Operations – All Essential Services Being Maintained
2. OEM Expense Reimbursement – monitoring and reporting expenses
3. Woodbine Avenue Plant – Financing & Project Status
4. Authorization to bid Browning Road Backwash Tank Replacement
5. 404 Curtis Avenue – Customer Service Line Repair

**Correspondence:**

**Meeting Open to the Public:**

**Bid Openings:**

**Reports:**

*Staff:*

- *Chief Operating Officer*
- *Superintendent*
- *Director of Customer Service*
- *Engineer/Consultants*
- *General Counsel*

**Old Business:**

- GAC (Marion) & Stripper Media (Browning Road) Contracts - Signatures
- Financial Disclosure Forms – 2020 Filing – April 30, 2020 deadline date (LFN)

**New Business:**

- Authorization to bid Browning Road Backwash Tank Replacement

**New Services:**

- 

**Informational:**

- 

**Project Status:** (See Attached table)

**Commissioners Reports:**

**Executive Session:**

- 

**Public Meeting (Resumed):** (Resolution to return to Public Session # \_\_\_\_\_)

**Adjournment:**



MERCHANTVILLE-PENNSAUKEN  
WATER COMMISSION

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION  
MONTHLY MEETING AGENDA

MAY 14, 2020

Open Public Meeting: 4:00 PM (Videoconference via Zoom)

**Roll Call:**

**Salute to the Flag:**

**Announcement of Compliance with the NJ Open Public Meeting Act:**

**Items to be discussed:**

1. Operations – Progress Report – Defining the New Normal – Safety Protocols
2. Woodbine Avenue – Financing – LFB Hearing – May 13, 2020 - Results
3. Salary Committee Meeting – Committee Recommendations Presented 5/7/20
4. Browning Road Backwash Tank - Bid
5. RFP – Professional Services – To Be Issued by Month’s end
6. Primary Election – July 7th – Request for Westfield Avenue as a Polling Site
7. Special Meetings – Preferences moving forward

**Approval of Minutes:**

- |                     |                |
|---------------------|----------------|
| 1. Regular Meeting: | April 9, 2020  |
| Executive Session   | N/A            |
| 2. Special Meeting  | April 23, 2020 |

**Approval of Bills:**

Bills for Payment	May 14, 2020	\$ 285,500.15
	Pennsauken	99,295.13
	Merchantville	13,480.32
	R & V	6,022.50
	Total Bill List	<u>\$ 404,298.10</u>
	ACH Transfer	\$ N/A
	P-Card Purchase (ACH) (4/6 – 4/16)	<u>\$ 2,001.89</u>
	Total for April	<u>\$ 406,299.99</u>

\*Capital Expense Report attached to Bill List

**Correspondence:**

- New Jersey Department of Environmental Protection to Craig Campbell – Annual Inspection

**Meeting Open to the Public:**

**Bid Openings:**

- Browning Road Backwash Tank – May 12, 2020

**Reports:**

*Staff:*

- Chief Operating Officer
- Superintendent
- Director of Customer Service
- Engineer/Consultants

- *General Counsel*

**Old Business:**

- Financial Disclosure Forms – 2020 Filing – deadline moved to July 31st

**New Business:**

- Browning Road Backwash Tank Bid

**New Services:**

- 7 Oakview Avenue – Cherry Hill
  - New 1” Residential Service
- 9625 River Road – Pennsauken
  - 1” Commercial (Recycling) Service - including a main extension
- 800 Hylton Road – Board of Education
  - Construction of a new Concession Stand – tie in to existing 6” main

**Informational:**

**Project Status:** (See Attached table)

**Commissioners Reports:**

**Executive Session:**

- 

**Public Meeting (Resumed):** (Resolution to return to Public Session # \_\_\_\_\_)

**Adjournment:**



**MERCHANTVILLE-PENNSAUKEN  
WATER COMMISSION**

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

**JUNE 11, 2020**



**Open Public Meeting: 4:00 PM – By Zoom Conference – Public Notified**

**Roll Call:**

**Salute to the Flag:**

**Announcement of Compliance with the NJ Open Public Meeting Act:**

**Items to be discussed:**

1. NJDEP MCL Adoption – PFOS/PFOA – Impact and Actions
2. Field Work – 2019 Audit – Starting June 16, 2020 – prep work completed remotely
3. Salary Committee – Commission decision/actions pending
4. Professional Services RFP Posted – June 26<sup>th</sup> return date
5. Woodbine Avenue Financing – Resolution Needed
6. Neptune Software – Fixed Network Discussion

**Approval of Minutes:**

- |                      |              |
|----------------------|--------------|
| 1. Regular Meeting:  | May 14, 2020 |
| 2. Executive Session | N/A          |
| 3. Special Meeting   | N/A          |

**Approval of Bills:**

Bills for Payment

May 26, 2020 Bill List:	
2-12 month CDs Purchased	\$ 2,000,000.00
June 11, 2020 Bill List	\$ 659,709.56
Pennsauken Township	0.00
Merchantville Borough	0.00
R & V	\$ 1,572.50
Total	<u>\$ 661,282.06</u>
P-Card Payment (BOA)	\$ 0.00

Capital Expense Report attached to Bill List

**Correspondence:**

- C.O.O. to DPW Director Joseph Scavuzzo – memo of gratitude for assistance

**Meeting Open to the Public:** (Any members of the Public Connected; if so, ID Name & Address)

**Bid Openings:**

**Reports:**

*Staff:*

- *Chief Operating Officer*
- *Superintendent*
- *Director of Customer Service*

- *Engineer/Consultants*
- *General Counsel*

**Old Business:**

- Salary Committee Submission
- Polling Site – Westfield Avenue

**New Business:**

- Salary Committee Approval
- Woodbine Avenue Project Financing - Resolution

**New Services:**

- J & J Snack Foods – 5090 Central Highway – Pennsauken – increase to 2” Service
- 2101 Marlton Pike West – Cherry Hill – service size increase – 2” Domestic and a 6” Fire Service
- 2240 Marlton Pike West – Cherry Hill – Falcon Salons - service increase – (1” to 2”)

**Informational:**

**Project Status:** (See Attached table)

**Commissioners Reports:**

**Executive Session:**

- 

**Public Meeting (Resumed):** (Resolution to return to Public Session # \_\_\_\_\_)

**Adjournment:**



**MERCHANTVILLE-PENNSAUKEN  
WATER COMMISSION**

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

**July 9, 2020**



**Open Public Meeting: 4:00 pm**

**Roll Call:**

**Salute to the Flag:**

**Announcement of Compliance with the NJ Open Public Meeting Act:**

**Reorganization:**

- *Commission Appointment Pending – TBA*

**Designation of Commission Officers:**

**President:**

**Vice-President:**

**Secretary:**

**Treasurer:**

**Assistant Secretary/Treasurer:**

**Approving Cash Management Plan:**

**Designating Bank Signatories:**

Operating Account:

Payroll Account:

Legal/Court Fees Account:

**Designating Depositories of Funds for MPWC:**

PNC; Bank of America; TD Bank; BB&T; First Colonial Community Bank; Haddon Savings Bank; Santander Bank; Wells Fargo Bank, N.A.; Republic First Bank; South Jersey Federal 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.

**Authorization of Petty Cash Fund:**

Director of Finance - \$500.00

**Designation of FSA/HRA Account and Signatories:**

**Designation of Official Notices: Designating Newspapers & Websites of the Commission**

Courier-Post and The Retrospect - Pennsauken Township & Merchantville Borough & Merchantville Community Web Sites - Merchantville-Pennsauken Water Commission – Web Site

**Designation of Meeting Dates/Times – 2020-2021: (copy attached)**

**Designation of Public Agency Compliance Officer:**

**Authorization of 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:**

**Appointing Professional Contracts & Pool of Qualified Engineers:**

*(See spreadsheets attached)*

- Auditor:
- Accounting Services (Consultant):
- Insurance Broker of Record:
- Broker of Record – Employee Benefits:
- Commission Engineer(s):
- Commission Bond Counsel:
- Information Technology Consultant:*
- Other:

**Designation of 2020-2021 Public Employees Awards Committee:**

**Items to be discussed:**

1. Professional Services/Consultants – RFQ Results (See attached)
2. Customer Service – Leak Adjustment Regulations (see attached)
3. Neptune Software – further discussion
4. T-Mobile Lease Renewal – Park Avenue
5. Westfield Avenue – Polling Site
6. Travel Restrictions – Governor’s Quarantine Protocols

**Approval of Minutes:**

1. Regular Meeting: June 11, 2020
2. Executive Session: N/A

**Approval of Bills:**

Bills for Payment:	Bill List July 9, 2020	\$	396,469.62
	• Borough of Merchantville	\$	2,100.00
	• Township of Pennsauken	\$	17,601.61
	• Remington & Vernick	\$	1,397.50
	<u>Total Bill List</u>	<u>\$</u>	<u>417,568.73</u>
	• (P-Card Purchases)	\$	1,408.50
	• Loan(s) Transfer Payments:		
	○ 2001 Loan	\$	235,608.78
	○ 2003 Loan	\$	23,462.94
	○ 2007 Loan	\$	65,307.39
	○ 2010 Loan	\$	52,425.58
	○ 2014 Loan	\$	100,280.57



MERCHANTVILLE-PENNSAUKEN WATER COMMISSION  
MONTHLY MEETING AGENDA

AUGUST 13, 2020

Open Public Meeting: 4:00 PM – By Zoom Conference – Public Notified

Roll Call:

Salute to the Flag:

Announcement of Compliance with the NJ Open Public Meeting Act:

Items to be discussed:

1. 2019 Audit – Exit Conference – Draft Report
2. Woodbine Avenue – Project/Bid Status
3. PFOS/PFOA/PFNA Potential Claim Option
4. National Highway – Treatment Options – Costs – See Engineer’s Report
5. Suez Contract – Main Replacement – Status
6. NJAW – Additional Purchase or a temporary treatment plant at National Highway.

Approval of Minutes:

1. Regular Meeting: July 9, 2020
2. Executive Session N/A
3. Special Meeting N/A

Approval of Bills:

Bills for Payment	August 13, 2020 Bill List	\$ 350,607.28
	Pennsauken Township	97,795.13
	Merchantville Borough	13,730.32
	R & V	\$ 3,074.40
	Total	<u>\$ 465,207.13</u>
	P-Card Payment (BOA)	\$ 1,122.19
	Capital Expense Report attached to Bill List	

Correspondence:

•

Meeting Open to the Public: (Any members of the Public Connected; if so, ID Name & Address)

Bid Openings:

Reports:

Staff:

- Chief Operating Officer
- Superintendent
- Director of Customer Service
- Engineer/Consultants
- General Counsel

**Old Business:**

- Neptune Software
- Westfield Avenue Polling Site – November and Forward
- Regulation 1040 – Water Service Leak Adjustments

**New Business:**

- 

**New Services:**

- Approval of one 1” service at 728 Beechwood Ave. – Cherry Hill
- Approval of one 1” service at 734 Beechwood Ave. – Cherry Hill
- Approval of one 1” service at 705 Olive Street. – Cherry Hill

**Informational:**

**Project Status:** (See Attached table)

**Commissioners Reports:**

**Executive Session:**

- 

**Public Meeting (Resumed):** (Resolution to return to Public Session # \_\_\_\_\_)

**Adjournment:**



**MERCHANTVILLE-PENNSAUKEN  
WATER COMMISSION**

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

**SEPTEMBER 10, 2020**



**Open Public Meeting: 4:00 PM – By Zoom Conference – Public Notified**

**Roll Call:**

**Salute to the Flag:**

**Announcement of Compliance with the NJ Open Public Meeting Act:**

**Items to be discussed:**

1. 2019 Audit – Discussion Items - Adoption – Resolution 2020-22 & Affidavit
2. Woodbine Avenue Bids – Opening on 9/22
3. National Highway Pilot – Bid Opening/Status
4. Suez Contract – Main Replacement Agreement – Status
5. Water Shut-Off Moratorium – October 15<sup>th</sup> Extension and Discussion

**Approval of Minutes:**

- |                      |                 |
|----------------------|-----------------|
| 1. Regular Meeting:  | August 13, 2020 |
| 2. Executive Session | N/A             |
| 3. Special Meeting   | N/A             |

**Approval of Bills:**

Bills for Payment	September 10, 2020 Bill List	\$ 584,977.25
	Pennsauken Township	9,310.00
	Merchantville Borough	N/A
	R & V	\$ 3,530.90
	Total	<b>\$ 597,818.15</b>
	P-Card Payment (BOA)	\$ 527.97
	Capital Expense Report attached to Bill List	

**Correspondence:**

- Brian Maitland to Michael Saraceni – Loss Control Inspection Report – 8-19-2020

**Meeting Open to the Public:** (Any members of the Public Connected; if so, ID Name & Address)

**Bid Openings:**

- National Highway Pilot – September 9, 2020

**Reports:**

*Staff:*

- *Chief Operating Officer*
- *Superintendent*
- *Director of Customer Service*
- *Engineer/Consultants*
- *General Counsel*

**Old Business:**

- *Regulation 1040 – Water Service Leak Adjustments*

**New Business:**

- National Highway - Bid

**New Services:**

- 7418 Zimmerman Avenue – Pennsauken
  - Two (2) 1” Services – Residential/Duplex

**Informational:**

- Suez Agreement/ Exhibits

**Project Status:** (See Attached table)

**Commissioners Reports:**

**Executive Session:**

- 

**Public Meeting (Resumed):** (Resolution to return to Public Session # \_\_\_\_\_)

**Adjournment:**



MERCHANTVILLE-PENNSAUKEN  
WATER COMMISSION

MERCHANTVILLE-PENNSAUKEN WATER COMMISSION  
MONTHLY MEETING AGENDA

OCTOBER 8, 2020

Open Public Meeting: 4:00 PM – By Zoom Conference – Public Notified

Roll Call:

Salute to the Flag:

Announcement of Compliance with the NJ Open Public Meeting Act:

Items to be discussed:

1. 2021 Operating and Capital Budgets – Draft Document Review Status
2. National Highway Pilot – Bid Status
3. Woodbine Avenue Bids – Opening on October 7, 2020
4. Suez Contract – Main Replacement Agreement – Status
5. Employee Manual Policy Updates: Drafts Attached for Commission Review;
  - a. 1015 - Secondary Employment and 1105 - Nepotism
6. Customer Issue – Water Leak
7. Project Status Table – proposed adjustments

Approval of Minutes:

- |                      |                    |
|----------------------|--------------------|
| 1. Regular Meeting:  | September 10, 2020 |
| 2. Executive Session | N/A                |
| 3. Special Meeting   | N/A                |

Approval of Bills:

Bills for Payment	October 8, 2020 Bill List	\$ 284,566.75
	Pennsauken Township	0.00
	Merchantville Borough	0.00
	R & V	\$ 38,979.25
	Total	<u>\$ 323,546.00</u>
	P-Card Payment (BOA)	\$ 1,496.25
	ACH Transfer – Sage	\$ 2,771.95
	Total	\$ 327,814.20

Capital Expense Report attached to Bill List

Correspondence:

- Joseph Scavuzzo to Lewis Gantman – Pepsi/National Highway Proposal Correspondence

Meeting Open to the Public: (Any members of the Public Connected; if so, ID Name & Address)

Bid Openings:

- Woodbine Avenue Plant – October 7, 2020

**Reports:**

***Staff:***

- *Chief Operating Officer*
- *Superintendent*
- *Director of Customer Service*
- *Engineer/Consultants*
- *General Counsel*

**Old Business:**

- 

**New Business:**

- 2021 Budget Status
- National Highway Pilot Plant Bid
- Woodbine Avenue Plant Bid

**New Services:**

- 

**Informational:**

**Project Status:** (See Attached table)

**Commissioners Reports:**

**Executive Session:**

- 

**Public Meeting (Resumed):** (Resolution to return to Public Session # \_\_\_\_\_)

**Adjournment:**



MERCHANTVILLE-PENNSAUKEN WATER COMMISSION  
SPECIAL MEETING AGENDA

October 15, 2020



**Special Open Public Meeting: 4:00 PM - By Zoom Conference – Public Notified**

**Roll Call:**

**Salute to the Flag:**

**Announcement of Compliance with the NJ Open Public Meeting Act:**

**Items to be discussed:**

1. Approval of the 2020-2021 Operating and Capital Budget
  - a. Approve by Resolution
2. Any other required business of the Commission

**Public Meeting Participation:** (Any members of the Public Connected; if so, ID Name & Address)

**Executive Session:**

**Public Meeting (Resumed):** (Resolution to return to Public Session # \_\_\_\_\_)

**Adjournment:**



MERCHANTVILLE-PENNSAUKEN WATER COMMISSION  
MONTHLY MEETING AGENDA

NOVEMBER 12, 2020

Open Public Meeting: 4:00 PM - By Zoom Conference – Public Notified

Roll Call:

Salute to the Flag:

Announcement of Compliance with the NJ Open Public Meeting Act:

Items to be discussed:

1. Annual Connection Fee and Rate Hearing
2. Authorization to Bid Annual Contracts
3. 2021 Holiday Schedule – Commission Authorization (draft attached)
4. Employee Recognition Program – Format Discussion
5. Woodbine Avenue Filter Plant – Project & Financing
6. Home Serve – Agreement Renewal
7. Medical Benefits – Open Enrollment & Renewal
8. Project Status Table – restructure proposal/draft
9. Personnel Matter - Retiree

Approval of Minutes:

- |                      |                  |
|----------------------|------------------|
| 1. Regular Meeting:  | October 8, 2020  |
| 2. Executive Session | N/A              |
| 3. Special Meeting   | October 15, 2020 |

Approval of Bills:

Bills for Payment:

November 12, 2020	
Bill List	\$ 367,259.77
Pennsauken Township	100,195.63
Merchantville Borough	12,780.31
R & V	4,419.50
Total	<u>\$ 484,655.21</u>
P-Card Payment (BOA)	\$ 323.99

Capital Expense Report attached to Bill List

Correspondence:

Meeting Open to the Public:

Bid Openings:

- Woodbine Avenue Project – Financing – 11-5-2020

**Reports:**

*Staff:*

- *Chief Operating Officer*
- *Superintendent*
- *Director of Customer Service*
- *Engineer/Consultants*
- *General Counsel*

**Old Business:**

- Regulation 1023–Water Charge Adjustments–Proposed Amendment (revision attached)
- Employee Manual Policy - 1105 – Secondary Employment
- Employee Manual Policy - 1015 – Nepotism

**New Business:**

- Connection Fee Rate - Hearing
- Water Rates - Hearing
- Authorization to bid annual contracts
- 2021 Holiday Schedule
- Employee Recognition Program – Proposed Program Amendments
- Woodbine Avenue Plant – Financing
- Regulation 1023 - Status

**New Services:**

- 

**Informational:**

**Project Status:** (See Attached table)

**Commissioners Reports:**

**Executive Session:**

- 

**Public Meeting (Resumed):** (Resolution to return to Public Session # \_\_\_\_\_)

**Adjournment:**



**MERCHANTVILLE-PENNSAUKEN  
WATER COMMISSION**

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

**JANUARY 14, 2021**



**Open Public Meeting: 4:00 PM - By Zoom Conference – Public Notified**

**Roll Call:**

**Salute to the Flag:**

**Announcement of Compliance with the NJ Open Public Meeting Act:**

**Items to be discussed:**

1. Public-Private Main Contract – Public Hearing
2. National Highway – Pepsi Position
3. Home Serve – Agreement Renewal – Documents all finalized – Commission Approval
4. Meter Software and Antennas
5. Customer Leak Adjustment– (Attached to Customer Service Report)

**Approval of Minutes:**

- |                      |                   |
|----------------------|-------------------|
| 1. Regular Meeting:  | December 10, 2020 |
| 2. Executive Session | December 10, 2020 |
| 3. Special Meeting   | N/A               |

**Approval of Bills:**

Bills for Payment:

December 11, 2020	
HRA Transfer	\$ 217,000.00
FSA Transfer	\$ 8,898.00
<b>Total</b>	<b>\$ 225,898.00</b>

January 14, 2021	
Bill List	\$ 1,372,451.36
Pennsauken Township	1,045.00
Merchantville Borough	0.00
R & V	0.00
<b>Total</b>	<b>\$ 1,373,496.36</b>
P-Card Payment (BOA)	\$ 000.00

Capital Expense Report attached to Bill List

**Correspondence:**

- Lewis Gantman, Esquire (Pepsi) to Michael Saraceni – National Highway – Property Issue
- Retrospect Article – Collingswood Water
- Mayor Tim Killion to MPWC – Letter of Gratitude

**Meeting Open to the Public:**

- 

**Bid Openings:**

- 

**Reports:**

*Staff:*

- *Chief Operating Officer*
- *Superintendent*
- *Director of Customer Service*
- *Engineer/Consultants*
- *General Counsel*

**Old Business:**

- Home Serve – Agreement renewal – 2-years
- National Highway Plant - Pepsi

**New Business:**

- Public-Private Main Replacement Contract

**New Services:**

- 2238 39th Street – Pennsauken - 1” Domestic Service
- 2100 & 2118 Haddonfield Road – Haddon Point – Building 11
  - 23 Residential Units – 4” Fire Service & 2” Domestic Service

**Informational:**

**Project Status:** (See Attached table)

**Commissioners Reports:**

**Executive Session:**

- 

**Public Meeting (Resumed):** (Resolution to return to Public Session # \_\_\_\_\_)

**Adjournment:**