**MPWC****MERCHANTVILLE-PENNSAUKEN WATER COMMISSION**

6751 Westfield Avenue • Pennsauken, NJ 08110
Ph: 856.663.0043 • Fax: 856.486.7417 • www.mpwc.com

Mr. Joseph Scavuzzo
President

Mr. Shakir Ali
Vice President

Mr. Frank Warwick
Secretary

Mr. Patrick Brennan
Treasurer

Mr. Raymond Woods
Ass't Secretary/ Treasurer

Minutes of the Monthly Business Meeting**July 17, 2025****ATTENDEES****Commissioners:**

Mr. Joseph Scavuzzo, President

Mr. Shakir Ali, Vice President

Mr. Frank Warwick, Secretary

Mr. Patrick Brennan, Treasurer

Mr. Raymond Woods, Asst Secretary/Treasurer

Other Attendees:

Mr. Jack Killion, C.O.O.

Mr. Richard F. Spafford, P.E., Engineering Director

Mr. James Garaguso, Distribution Superintendent

Ms. Angela Waldon, Finance Director

Mrs. Jeannine Hershey, Asst. Finance Director

Mrs. Brandy Eisenmann, Customer Service Director

Ms. Raven Linton, Staff Engineer

Mr. Scavuzzo called the meeting to order at 4:00 PM.

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

A roll call of Commissioners reflected that all were present.

Mrs. Eisenmann delivered the Oath of Office to Mr. Shakir Ali.

ANNUAL REORGANIZATION Required by Statue:

A motion was made by Mr. Brennan and 2nd by Mr. Ali to nominate officers as follows:

President: Mr. Joseph Scavuzzo

Vice President: Mr. Shakir Ali

Treasurer: Mr. Patrick J. Brennan

Secretary: Mr. Frank Warwick

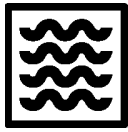
Assistant Secretary/Treasurer: Mr. Raymond Woods

A unanimous roll call vote.

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

- Approving Cash Management Plan, and
- Designating Depositories of Funds for the MPWC, and
- Designating Bank Signatories for the Operating & Payroll Accounts, and
- Authorization of Petty Cash Fund, and
- Designation of FSA/HRA Account and Signatories

A unanimous roll call vote.

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

- Designation of Official Notices – Designating Newspapers and Websites of the MPWC, and
- Designation of Meeting Dates & Times for Commission Year 2025-26, and
- Designation of Public Agency Compliance Officer, and
- Authorization of the C.O.O. & Engineering Director to make NJDEP/EPA Applications, and
- Authorizing Purchases under the State Contract and Approved Co-Ops, and
- Approving Maximum Thresholds and Agents for Purchasing, and
- Designation of the 2025-26 Public Employees Awards Committee

A unanimous roll call vote.

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

- Resolution Adopting Standard Commission Meeting Procedures for 2025-26, and Remote Public Meeting Procedures During State of Emergency

A unanimous roll call vote.

REGULAR MONTHLY MEETING AGENDA:**ITEMS TO BE DISCUSSED:****Backflow Preventer Requirements Discussion – Brian Preshki and Brian Rutledge of NAWSC**

Mr. Preshki introduced himself made a presentation on backflow prevention in general, and how NAWSC's services can help the MPWC fulfill the requirements under the law.

RFPs for Professional Services

Staff distributed a listing of responders to the Commissioners for approval.

Employee Manual Policy Revisions

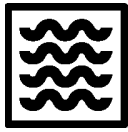
Staff presented the Commissioners with two (2) policies for review and comment. Commissions will take changes into consideration and plan to vote next month.

Permission to Post Vehicles for Sale

Staff seeks approval to list used vehicles for sale on the Municibid site.

Audit Status

Field work to begin the week of July 28, 2025.

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PresidentMr. Shakir Ali
Vice PresidentMr. Frank Warwick
SecretaryMr. Patrick Brennan
TreasurerMr. Raymond Woods
Ass't Secretary/ Treasurer**PERMA Update on Federal NSA Impact**

Mr. Brennan referred to a memorandum distributed by PERMA regarding increases in coverage costs for the upcoming renewal year, anticipating 20-25% or more and reminded staff to be mindful of this fact when beginning budget preparations.

Approval of the Minutes

A motion by Mr. Warwick and 2nd by Mr. Ali to approve the minutes of the business meeting of June 12, 2025.
A roll call vote approval, except Mr. Brennan who abstained.

Approval of the Bills

A motion by Mr. Brennan and 2nd by Woods to approve payment of bills dated July 17, 2025 in the amount of \$537,797.90, and the P-Card bills totaling \$1,161.58. **A unanimous roll call vote.**

A motion by Mr. Brennan and 2nd by Warwick to approve payment of bills to Pennsauken Township dated July 17, 2025 in the amount of \$1,200.00. **A roll call vote approval except Mr. Scavuzzo & Mr. Ali who recused themselves.**

A motion by Mr. Brennan and 2nd by Mr. Ali to approve payment of bills dated July 17, 2025 for Merchantville Borough in the amount of \$2,990.00 and for PSE&G for \$69,166.92. **A roll call vote approval except Mr. Woods who abstained.**

Meeting Open to the Public

The meeting was opened to the public at 4:40 PM. There were two attendees present, one being Scott with Weinstein Supply who was also in attendance back in April as a new approved vendor of the MPWC, along with a colleague who attended to familiarize themselves with the MPWC.

Bid Opening:

A motion by Mr. Brennan and 2nd by Mr. Ali to award of the Blanket Granular Activated Carbon Replacement to Carbon Activated Corporation for \$1,024,000.00. **A unanimous roll call vote.**

Staff Reports**Chief Operating Officer**

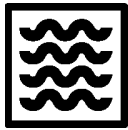
Mr. Killion and Mr. Brennan led a discussion regarding replacing recently retired General Counsel. Mr. Killion will pursue setting up a meeting with a potential candidate.

Superintendent

Mr. Garaguso acknowledges that pumpage is down due to the excessive rain over the last month. Additionally, it was noted that concrete work for the service line repairs is scheduled to being the first week of August.

Engineering Director

Mr. Spafford noted that the 100th Anniversary committee would begin meeting to make plans in the coming months.

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New Business

A motion by Mr. Brennan and 2nd by Mr. Woods to appoint annual contracts for professionals or for extraordinary unspecified services as follows:

- Auditor: Bowman & Company
- Accounting Services (Consultant): Your Part Time Controller
- Insurance Broker of Record: Conner Strong & Buckelew
- Broker of Record for Employee Benefits: Conner Strong & Buckelew

AND

To appoint a qualified pool of Professional Engineers as follows:

- Remington & Vernick
- Consulting Engineering Services
- CME Associates

AND

To appoint Commission Bond Counsel as follows:

- Parker McCay, P.A.
- Obermayer Rebmann Maxwell & Hoppel LLC

A unanimous roll call vote.

A motion by Mr. Brennan and 2nd by Mr. Woods granting permission to post used vehicles for sale. **A unanimous roll call vote.**

Commissioner Reports

Mr. Brennan thanked the Commissioners for their willingness to reschedule this month's meeting to accommodate his travel, and also noted that he shared with Mr. Spafford a an interested LinkedIn article regarding the water industry, that Mr. Spafford distributed to staff. Mr. Scavuzzo thanked staff for another successful month in the books.

Adjournment

A motion by Mr. Woods and 2nd by Mr. Brennan to adjourn at 4:56 PM. **A unanimous voice vote of all present.**

Submitted By:

Brandy Eisenmann