**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 PresidentMr. Frank Warwick
SecretaryMr. Patrick Brennan
TreasurerMr. Raymond Woods
Ass't Secretary/ Treasurer**Minutes of the Monthly Business Meeting
September 11, 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.

ITEMS TO BE DISCUSSED:**Candidate for General Counsel Legal Services**

Margaret McHugh of Brown & Connery, LLP was introduced by Mr. Killion as the candidate of choice as recommended by staff. At the request of the Commission, Ms. McHugh summarized her background and qualifications. Commissioners asked Ms. McHugh some questions pertaining to her current employment and experience. A motion was called by Mr. Brennan and 2nd by Mr. Ali to appoint Margaret McHugh of Brown & Connery LLC as the Commissions new General Counsel. **A unanimous roll call vote, except Mr. Woods abstained.** Ms. McHugh joined the table and took her seat as the Commissions newly appointed General Counsel.

Non-Fair and Open Contract Award for IT Services

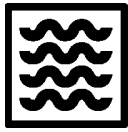
Staff recommends award of a non-fair and open contract to the current IT services provider.

Audit Status

Mr. Brennan noted that Commissioners have received the draft audit report, once again referring to the final page that notes no findings. Mr. Brennan asked the Commissioners to please review the draft document and reach out to himself or to staff with any questions or concerns.

Budget Status

Mr. Brennan noted that the 2026 budget is being prepared in anticipation of a difficult year. The Commission anticipates increased expenses with regard to employee benefits and pension expenses along with others. The MPWC typically proposes a water rate increase of 2-3% to cover increasing costs, but in consideration of receiving additional income in the form of a settlement, Mr. Brennan requests staff to produce the draft budget with a 2% water rate increase and to distribute to Commissioners for review.

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Ass't Secretary/ Treasurer**Employee Manual Revisions**

Commissioners have no further questions or comments on the policy presented last month. A new policy revision was presented for review and comment this month.

New Vehicles for Purchase

Mr. Spafford indicated that three new trucks were purchased in May via state contract, and that the auditors have suggested preparing and passing a separate purchasing resolution specifically for that specific purchase.

Approval of the Minutes

A motion by Mr. Brennan and 2nd by Mr. Warwick to approve the minutes of the reorganization & business meeting of August 14, 2025. **A unanimous roll call vote.**

Approval of the Bills

A motion by Mr. Brennan and 2nd by Woods to approve payment of bills dated September 11, 2025 in the amount of \$762,635.86, and the P-Card for \$229.26. **A unanimous roll call vote.**

A motion by Mr. Brennan and 2nd by Woods to approve payment of bills to Pennsauken Township dated September 11, 2025 in the amount of \$8,855.98. **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 September 11, 2025 for PSE&G for \$92,770.19. **A roll call vote approval except Mr. Woods who abstained.**

Staff Reports

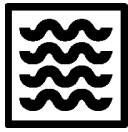
Mr. Brennan asked Mr. Spafford for a status update on Collingswood. Mr. Spafford noted that things are running but issues still exist, it takes extensive time to get things off the ground. The Superintendent tends to be inconsistent and unreliable. It was discussed that the MPWC's contract is coming up for renegotiation and that things will definitely need to change and be addressed. The first anticipated meeting to discuss contract extension will be in February or March of 2026.

New Business

A motion by Mr. Brennan and 2nd by Mr. Warwick to approve revisions to employee manual policy for vacation. **A unanimous roll call vote.**

A motion by Mr. Brennan and 2nd by Mr. Woods authorizing appointing All Covered under a Non-Fair & Open Contract for IT Services. **A unanimous roll call vote.**

A motion by Mr. Brennan and 2nd by Mr. Woods authorizing the purchase of 3 new vehicles under the state contract. **A unanimous roll call vote.**

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A motion by Mr. Brennan and 2nd by Mr. Woods approving new services as follows:

- 1" domestic service as 8510 Orchard Ave
- 1" domestic service at 8516 Orchard Ave
- 1" domestic service at 724 Northwood Ave
- 1" domestic service at 726 Northwood Ave
- 1" domestic service at 728 Northwood Ave
- 1" domestic service at 730 Northwood Ave

A unanimous roll call vote.

Project Status

The 100th Anniversary Committee has a planning meeting scheduled with Imbue on 9/16/2025 at the Westfield Avenue building.

Commissioner Reports

The Commissioners collectively welcomed Ms. McHugh to the Commission. Mr. Brennan began a discussion on financing for upcoming plant design projects and proposed avoiding the IBank if possible to avoid the extra time and fees associated with financing a project. Staff will look into rolling some of the settlement money into CDs to be earmarked for the Marion Avenue plant project.

Adjournment

A motion by Mr. Brennan and 2nd by Mr. Woods to adjourn at 4:30 PM. **A unanimous voice vote of all present.**

Submitted By:

Brandy Eisenmann