

# WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

## WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

### Regular Meeting Minutes

**September 21, 2016**

The meeting of the Willingboro Municipal Utilities Authority was held on Wednesday, September 21, 2016 in the Authority office. Chairman Clayton Sills called the meeting to order at 4:30 PM, and requested that everyone pledge allegiance to the flag. The Chairman instructed the Secretary to read the following statement:

Public notice of the meeting, pursuant to the Open Public Meetings Act, has been given by the Authority in the following manner:

- A. Posting written notice on the official bulletin board of the Authority building.
- B. Mailing written notice to the Municipal Clerks of Willingboro and Westampton Townships; the Secretary of the Edgewater Park Sewerage Authority and the Executive Director of the Mount Laurel Municipal Utilities Authority.
- C. Publishing a Public Notice in the Burlington County Times and Courier-Post.
- D. Directing the Secretary to enter into the minutes of this meeting this public announcement.

**Roll Call:** Cmmr. Christopher Walker (Absent), Cmmr. Jacqueline Jennings (Present), Cmmr. T. Wayne Scott (Absent), Cmmr. Clayton Sills (Present), Cmmr. Carl Turner (Present) Alt. Cmmr. Webster Evans (Present), Alt. Cmmr. Charles Green (Absent).

Others attending: James Mackie, Operations Manager, Russell Trice, Engineer, Diallyo Diggs, Director of Finance, Yolanda Melville and Amy Rudley of Cooper Levenson, Mike Cragin of Bowman and Company.

#### **Comments from the Public:**

S. Holly: Asked why water bills cannot be paid online. Also stated that she does not understand why this can't be done.

A. Weber: Responded stating that we have a new website and also that the issue was researched and have been in contact with other MUA's and they all have a 2.95 charge.

S. Holly: Asked how can the public service bills be paid online without a charge but not here.

D. Diggs: Responded stating that it because it is included in your bill. Also stated that it depends on how you pay, for instance if you are paying with a check then it would be free but with a credit card there is always a processing fee.

S. Holly: Stated that there should not be a fee.

D. Diggs: Responded stating that the MUA is in the process of changing over the accounting system and the last aspect of changing the accounting system is the new website which will allow processing with cards but it will be a fee but not with checks.

# WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

S. Holly: Asked when this change will take place.

D. Diggs: Responded stating he is unable to give an exact date but definitely before the end of the year because we still have to troubleshoot it etc.

S. Holly: Responded stating that it would just be come convenient and would be a service to the community.

Cmmr. Walker has arrived.

## **Motion to approve the August 17, 2016 Minutes**

Moved: Cmmr. Walker

Seconded: Cmmr. Turner

**Discussion:** None

**Roll Call:** Cmmr. Sills Yes, Cmmr. Turner Yes, Cmmr. Walker Yes, Cmmr. Jennings Yes, Alt. Cmmr Evans Yes

## **Motion to approve Treasurers report**

Moved: Cmmr. Walker

Seconded: Cmmr. Jennings

**Discussion:** None

**Roll Call:** Cmmr. Sills Yes, Cmmr. Turner Yes, Cmmr. Walker Yes, Cmmr. Jennings Yes, Alt. Cmmr Evans Yes

## **Discussion of MUA 2017 Budget**

Cmmr. Walker: Recommended that if the Executive Director and Finance Director have commissioners schedule appointments to discuss the budget and have input before this is presented as an open discussion.

A .Weber: Agreed

D. Diggs: Agreed

D. Diggs: Stated that in October the budget schedule needs to be introduced and in November the budget needs to be sent to the state

A .Weber: Stated with that being said, all appointments need to be schedule between now and October.

## **Executive Director's Report**

# WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

A .Weber: Stated that the Executive Director's report will be presented in closed session.

## **Motion to Receive Operations and Maintenance Report**

Moved: Cmmr. Walker

Seconded: Cmmr. Turner

**Discussion:** None

**Roll Call:** Cmmr. Sills Yes, Cmmr. Turner Yes, Cmmr. Walker Yes, Cmmr. Jennings Yes, Alt. Cmmr Evans Yes

## **Motion to Receive Engineers Report**

Moved: Cmmr. Walker

Seconded: Cmmr. Turner

**Discussion:**

R. Trice: Has a contract amendment that would like to be submitted and approved for Well 5A to convert from an oil lubricator pump to a water lubricator pump.

Cmmr. Turner: Asked for the differences be explained.

R. Trice: Responded stating that an oil lubricator is more complicated, requires more maintenance, and other supplies are needed to be ran efficiently.

Cmmr. Evans: Asked would the water lubricator pumps be installed in all of our wells or only in Well 5.

R. Trice: Responded stating that it is already done to Well 11, Well 9, and Well 10 is currently under construction. Also stated that after Well 5 only Well 6 will be left and that will be done as well when the plan is upgraded.

D. Diggs: Asked if this was a part of the NJEIT project.

R. Trice: Yes.

Cmmr. Sills: Asked if the new pumps would be compatible with the new smart meters.

R. Trice: Yes.

Cmmr. Turner: Asked where the decision came about to covert to water lubrication pumps.

J. Mackie: Due to the recent failure at Well 10 and also in the summer of 2012. Also stated that water lubrication system is often used in sites with fairly shallow and static water levels.

R. Trice: Added that most authorities are converting little by little.

# WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

Cmmr. Evans: Asked if we are working on the construction of Well 5 now and if so is this a part of the upgrade.

R. Trice: Yes.

A. Weber: Asked would the contract delay the construction.

R. Trice: No.

Cmmr. Turner: Asked if there was time limit.

R. Trice: Responded stating that it does not change the time of the contact which is 1 year.

## **Resolution 2016-9-21-1: Well 5A Radium Removal Treatment Plant Upgrades**

### **RESOLUTION 2016-9-21-1**

Contract Modification No. 1

Contract No. 2015-1

Well 5A Radium Removal Treatment Plant Upgrades

WHEREAS, the Willingboro Municipal Utilities Authority has complied with the requirements of the Local Public Contracts Law (P.L. 1971, Ch. 198) and received sealed bids for Well 5A Radium Removal Treatment Plant Upgrades on April 27, 2016 and awarded such contract on May 18, 2016, and

WHEREAS, the contract was awarded to MBE Mark III Electric, Inc., and

WHEREAS, the contract required that the existing well pump be replaced with an oil lubricated well pump, and

WHEREAS, the Authority's other well pumps have or will all be replaced with water lubricated pumps, and

WHEREAS, the Authority wishes to have all water lubricated well pumps installed in its system, and

WHEREAS, the contractor was requested to provide a quotation for furnishing a water lubricated well pump in lieu of an oil lubricated well pump, and

WHEREAS, the contractor submitted a quotation for furnishing a water lubricated well pump in the amount of \$12,388.00, and

# WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

WHEREAS the Consulting Engineer has reviewed the pricing submitted by the contractor and finds that it is reasonable and is recommending approval of Contract Modification No. 1.

NOW, THEREFORE, BE IT RESOLVED by the Willingboro Municipal Utilities Authority assembled in regular session this 21<sup>th</sup> day of September 2016 that:

1. Contract Modification No. 1 in the amount of \$12,388.00 is approved.
2. The Consulting Engineer and Executive Director are authorized to take all steps necessary to effectuate this contract modification.
3. A copy of this resolution be spread upon the minutes of this public meeting.

\_\_\_\_\_  
Clayton Sills, Chairman

## CERTIFICATION BY ASSISTANT SECRETARY

I, Andrew Weber, Assistant Secretary of the Willingboro Municipal Utilities Authority do hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the Authority at the regular meeting held on Wednesday, September 21, 2016.

In witness thereof, I have here unto set my hand and affixed the seal of the Authority this 21<sup>th</sup> day of September 2016.

\_\_\_\_\_  
Andrew Weber, Assistant  
Secretary

## CERTIFICATION OF AVAILABILITY OF FUNDS

# WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

As required by NJSA 40A: 4-57, NJAC 5:30-14.5, and any other applicable requirements, I, Diallyo Diggs, Treasurer of the Willingboro Municipal Utilities Authority have ascertained that there are now available sufficient funds to pay for Contract Modification No. 1 in the amount of \$12,388.00. The funds shall be charged to the following fund: \_\_\_\_\_.

These funds are not certified as being available for more than one pending contract.

\_\_\_\_\_  
Diallyo Diggs, Treasurer      Date

**Motion to receive New Business**

Moved: Cmmr. Jennings

Seconded: Cmmr. Turner

**Discussion:** None

**Roll Call:** Cmmr. Sills Yes, Cmmr. Turner Yes, Cmmr. Walker Yes, Cmmr. Jennings Yes, Alt. Cmmr Evans Yes

**Resolution 2016-9-21-1: Willingboro Municipal Authority Recognizing the "Image a Day Without Water" Campaign**

**RESOLUTION 2016-9-21-1**

**Willingboro Municipal Utilities Authority Recognizing the  
*"Imagine a Day Without Water" Campaign***

**Whereas**, the infrastructure that brings water and wastewater to and from homes and businesses is essential to the quality of life and economic vitality of the Township of Willingboro; and

# WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

**Whereas**, the Willingboro Municipal Utilities Authority serves a number of Communities including the Township of Willingboro, Mt. Laurel Township, Edgewater and Westhampton Township with 240 miles of water and/or sewer mains, with a system that began in 1958;

**Whereas**, the crisis in Flint, Michigan and other communities throughout the United States show the severe impacts of what can happen to the health and well-being of a community without access to clean drinking water; and

**Whereas**, changes in weather patterns are causing epic drought and widespread flooding in regions throughout the United States putting pressure on water systems that are ill-equipped and ill-prepared to manage such extreme events; and

**Whereas**, utilities nationwide are grappling with aging infrastructure and lack reliable revenue and funding to maintain systems, let alone upgrade their systems; and

Whereas, one-fifth of the U.S. economy would grind to a halt without a reliable and clean source of water; and

**Whereas**, managing water responsibly is critical to our nation's environmental health and to a high quality of life through economic commerce, power generation, and recreation; and

**Whereas**, investing in our drinking water and wastewater systems will secure a bright and prosperous future for generations to come; and

**Whereas**, innovation in water conservation and water reuse will drive job growth, economic development, and establish a 21st century paradigm of water management in the United States; and

# WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

**Whereas**, "Smart City Programs" will not only ease the burden on our water and sewer systems but will provide a maximum return in benefits to the public, the economy, and the environment; and

**Whereas**, for every one job created in the water sector, another 3.68 jobs are added in the national economy. And for every \$1 spent on infrastructure improvements, the US generates \$6 in returns; and

**Whereas**, different regions face different water challenges, so the solutions to strengthen our drinking water and wastewater systems must be locally driven, but reinvestment in our water must be a national priority;

**NOW THEREFOR BE IT RESOLVED**, this 21<sup>st</sup> day of September 2016 :

**Resolved** that the Willingboro Municipal Utilities Authority recognizes that water is essential to the quality of life and economic competitiveness and acknowledges the importance of educating the public about the value of water through the "Imagine a Day Without Water" campaign.

**FURTHER RESOLVED**, that the Willingboro Municipal Utilities Authority is dedicated to investing in water and wastewater infrastructure and calls on our federal and state partners to bring much-needed funding and innovation to protect and restore our critical water infrastructure.

---

Clayton Sills, Chair

Attest



# WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

---

Andrew Weber, Assistant Secretary

## **Motion to accept bill list**

Moved: Cmmr. Walker

Seconded: Cmmr. Jennings

Discussion: None

**Roll Call:** Cmmr. Sills Yes, Cmmr. Turner Yes, Cmmr. Walker Yes, Cmmr. Jennings Yes, Alt. Cmmr Evans Yes

## **Solicitors Report:**

Moved: Cmmr. Turner

Seconded: Cmmr. Walker

Discussion: None

**Roll Call:** Cmmr. Sills Yes, Cmmr. Turner Yes, Cmmr. Walker Yes, Cmmr. Jennings Yes, Alt. Cmmr Evans Yes

M. Nock: Asked if there will be voting on issues after executive session

Cmmr. Sills: Yes

## **Motion Entering Executive Session**

Moved: Cmmr. Turner

Seconded: Cmmr. Walker

**Roll Call:** Cmmr. Sills Yes, Cmmr. Turner Yes, Cmmr Walker Yes, Cmmr. Jennings Yes, Alt. Cmmr Evans Yes

## **Exit Executive Session**

# WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

## Certification of Minutes

I hereby certify the above to be a true and correct copy of the approved Minutes of the October 5, 2016, Special Meeting of the Willingboro Municipal Utilities Authority.



---

**Andrew Weber, Assistant Secretary**