

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

Regular Meeting Minutes

November 30, 2021

The meeting of the Willingboro Municipal Utilities Authority was held on November 30, 2021 via Zoom. Chairman Turner called the meeting to order at 6:00 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 the minutes of this meeting this public announcement.

Roll Call: Cmmr. Darvis Holley (Present), Cmmr. T. Wayne Scott (Absent), Cmmr. Patricia Lindsay-Harvey (Present), Cmmr. Carl Turner (Present), Cmmr. Webster Evans (Present), Alt. Cmmr. Kevin McIntosh (Present), Alt. Cmmr. James Boyer (Present)

Others attending: Diallyo Diggs, Acting Executive Director and Finance Director, Emmanuel Stuppard, Director of Operations and Maintenance, Lionel Galipot, Engineer, Solicitor, Mike Riley

Motion to Approve October 20, 2021 Meeting Minutes

Moved: Cmmr. McIntosh

Seconded: Cmmr. Holley

Roll Call: Cmmr. Evans Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Motion to Approve November 3, 2021 Special Meeting Minutes

Moved: Cmmr. Evans

Seconded: Cmmr. McIntosh

Roll Call: Cmmr. Evans Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Comments From the Public

Pam Carolan: I didn't see the agenda for this meeting on the agenda. Is the public hearing part of this agenda? And are we to comment now about the proposed rates or will there be another opportunity to comment on this later in the meeting?

C. Turner: Yes, this meeting is for the public rate hearing and at this point you can make any comment on whatever items are on the agenda

R. Scerbo: You will be able to make comments during the actual rate hearing itself

Motion to Receive Treasure's Report (November 2021)

Moved: Cmmr. Evans

Seconded: Cmmr. Holley

Roll Call: Cmmr. Evans Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Motion to Approve Operations and Maintenance Report (October 2021)

Moved: Cmmr. Holley

Seconded: Cmmr. Evans

Roll Call: Cmmr. Evans Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Motion to Receive Policy Committee Report

Moved: Cmmr. Holley

Seconded: Cmmr. McIntosh

Roll Call: Cmmr. Evans No, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Recommend that the Final Day for Vendor to Reconsider or Respond to RFP would be Dec. 31 of each year and the Board would Review the Proposal in the Month of January in Preparation to Interview and Hire

Moved: Cmmr. Evans

Seconded: Cmmr. Holley

Roll Call: Cmmr. Evans Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley No, Cmmr. Turner No

Recommendation that the Board will Conduct Annual Evaluation of all Professional Service Providers January of 2023 for 2022 Hires

Moved: Cmmr. McIntosh

Seconded: Cmmr. Holley

Roll Call: Cmmr. Evans No, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Recommendation that Interviews will be held in February on Saturday following Reorg

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. McIntosh

Roll Call: Cmmr. Evans No, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Recommendation that the Board Retreat take place the Second Saturday following Reorg

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. McIntosh

Roll Call: Cmmr. Evans No, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Recommendation that the Bylaws be Reviewed annually, and should there be any known changes to the Bylaws that might affect the Governance of the Mua said committee will present proposed amendments to the Board for Consideration

Moved: Cmmr. Holley

Seconded: Cmmr. McIntosh

Roll Call: Cmmr. Evans No, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

December 9th Vendor Forum

Moved: Cmmr. McIntosh

Seconded: Cmmr. Holley

Roll Call: Cmmr. Evans No, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Motion to Approve ADP Software

Moved: Cmmr. McIntosh

Seconded: Cmmr. Holley

Roll Call: Cmmr. Evans Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Motion to untable Resolution for Salary Range

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. McIntosh

Roll Call: Cmmr. Evans Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Motion to discuss Resolution for Salary Range

Moved: Cmmr. McIntosh

Seconded: Cmmr. Lindsay-Harvey

Discussion

Cmmr. McIntosh: Special meeting December 9th at 6pm?

Rest of Board: That's fine

Roll Call: Cmmr. Evans Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Resolution 2021-11-30-1 Authorizing Release of Escrow

Moved: Cmmr. Evans

Seconded: Cmmr. McIntosh

Roll Call: Cmmr. Evans Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Resolution 2021-11-30-2 Authorizing Analyzer Purchase

Moved: Cmmr. Evans

Seconded: Cmmr. Lindsay-Harvey

Roll Call: Cmmr. Evans Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Resolution 2021-11-30-3 Authorizing Advertisement for Trickling Filter

Moved: Cmmr. Evans

Seconded: Cmmr. McIntosh

Roll Call: Cmmr. Evans Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Resolution 2021-11-30-4 Authorizing Well 6 Filter Media Replacement

Moved: Cmmr. Evans

Seconded: Cmmr. Lindsay-Harvey

Roll Call: Cmmr. Evans Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Motion to Accept the Payment of Bills

Moved: Cmmr. Evans

Seconded: Cmmr. Lindsay-Harvey

Roll Call: Cmmr. Evans Yes to all except 91753, Cmmr. Lindsay-Harvey Yes to all except 91752, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Motion to Enter Executive Session

Moved: Cmmr. McIntosh

Seconded: Cmmr. Lindsay-Harvey

Roll Call: Cmmr. Evans Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Motion to Exit Executive Session

Moved: Cmmr. McIntosh

Seconded: Cmmr. Evans

Roll Call: Cmmr. Evans Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Motion to Provide Solicitation for the Executive Director through Riley and Primo to advertise

Moved: Cmmr. Evans

Seconded: Cmmr. Holley

Discussion

Cmmr. Lindsay-Harvey: Not in favor of verbiage

Roll Call: Cmmr. Evans Yes, Cmmr. Lindsay-Harvey No, Cmmr. McIntosh No, Cmmr. Holley Yes, Cmmr. Turner Yes

Motion to Adjourn

Moved: Cmmr. Evans

Seconded: Cmmr. Holley

Roll Call: Cmmr. Evans Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes