

# WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

## Regular Meeting Minutes

**June 16, 2021**

The meeting of the Willingboro Municipal Utilities Authority was held on June 16, 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 (Present), 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: Andrew Weber, Executive Director, Diallyo Diggs, Finance Director, Emmanuel Stuppard, Director of Operations and Maintenance, Richard Alaimo, Engineer, Solicitor, Mike Riley

### **Motion to Approve May 19, 2021 Meeting Minutes**

Moved: Cmmr. Evans

Seconded: Cmmr. Holley

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

### **Comments from the Public**

Chris Despazeto: Just wanted to alert the authority about the rates

Ryan Scervo: Matter will be addressed during meeting

### **Executive Directors Report**

1. Smart Meter/ESIP meeting minutes
2. Telephone update
3. WMUA Video update
4. Commissioners Priority Telephone Update
5. DCA Violation Status

### **Discussion**

Cmmr. Turner: It was indicated that these smart meters are more accurate than the meters we currently have and because they are so accurate that there may be some slight increase or decrease in the water bills. We need to somehow stay ahead of that to alert the residents that this may be a possibility.

Cmmr. Lindsay-Harvey: When there is an issue, we need to stay in front of the issue so people don't think we are hiding something.

Cmmr. Evans: I think a comment like that should've brought up in front of Ryan. We shouldn't even be discussing this now until we get the meters in and find out if something like this does exist. We should table this conversation.

Cmmr. Turner: Your point is well taken but the board has gone on a stance to be proactive opposed to reactive. In being proactive we need to be ahead of it so the residence know well in advance what to expect.

Cmmr. Evans: For the record I totally disagree.

Cmmr. Holley: I suggest we should give out a FAQ sheet giving the residents a little background information about meters, why we are putting them in, and potential impacts that it could have to your bill positively or negatively. I just think all the information needs to be put out there instead of what only can negatively occur.

### **Motion to Receive Policy Committee Report**

Moved: Cmmr. Lindsay Harvey

Seconded: Cmmr. Holley

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

### **Motion to Revise 2021 Budget Schedule**

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Turner

**Discussion**

Cmmr. Turner: Can you explain what this is?

Cmmr. Lindsay-Harvey: Last year we had somewhat of a schedule and this is so we are not jammed up at the end of the year.

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

**Resolution 2021-6-16-1 Authorizing the Conditional Approval of the Laurel Run Project and Authorizing the Executive Director to Endorse a Drinking Water Permit and Treatment Works Permit Application**

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Holley

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

**Motion to Adopt Proposed 2022 Budget Schedule**

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Holley

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

**Motion to Approve RFP for Grant Writer with Amendments**

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Holley

**Discussion**

Cmmr. Holley: Do we know the impact financially that this could have?

Cmmr. Lindsay-Harvey: Most Grant Writers charge a percentage of what they are able to get for you so there wouldn't be a budget impact, it would come out of the grant itself.

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

**Motion that we Contract a Reverse 911 System**

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Holley

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

**Motion to Conduct a Bid Information Forum for Willingboro Contractors**

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Holley

**Discussion**

Cmmr. Holley: Can I have some information on what this is?

Cmmr. Lindsay-Harvey: Snyder has a lot of projects coming up we care about creating community wealth and we should make this information available to local residents for possible bids. We can have an information session about the ESIP program what opportunities exist and what is required from any company that is trying to place a bid.

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

**Motion to approve Hybrid superstar program part in person and part virtual**

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Holley

**Discussion**

Cmmr. Holley: Will we have the same amount of kids as last year?

Cmmr. Lindsay-Harvey: Yes

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

**Motion to Accept Proposed Commissioner Equipment Policy**

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Holley

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

**Motion to Accept the Proposed Commissioner Returned and Care for WMUA Equipment Agreement**

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Holley

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

**Resolution 2021-6-16-2 Authorizing a Contract with Schneider Electric to Repair Solar Panels in the sum not to Exceed \$70,895.00 Pursuant to the Attached scope of Service**

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Holley

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

**Motion to Receive Finance Committee Report**

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Holley

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

**Motion to Approve Treasurer's Report (June 2021)**

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Holley

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

**Motion to Approve Operations and Maintenance Report (June 2021)**

Moved: Cmmr. Evans

Seconded: Cmmr. Lindsay-Harvey

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

**Motion to receive Engineers Report**

Moved: Cmmr. Holley

Seconded: Cmmr. Lindsay-Harvey

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

**Motion to receive Special Engineers Report**

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Scott

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

**Resolution 2021-6-16-3 Approving Budget Transfer**

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Holley

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

**Motion to Accept the Payment of Bills**

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Holley

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

**Comments from the Public**

Martin Nock: Voices opinion regarding high water bills.

A.Weber: With new phone system more people will be assisted.

**Motion to Enter Executive Session**

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Turner

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

**Motion to Exit Executive Session**

Moved: Cmmr. Holley

Seconded: Cmmr. Scott

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

**Motion to Adjourn**

Moved: Cmmr. Holley

Seconded: Cmmr. Scott

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