

**Willingboro Municipal Utilities Authority**  
**Regular Meeting Minutes**  
**October 19, 2022**

The meeting of the Willingboro Municipal Utilities Authority was held on Wednesday, October 19, 2022, via Zoom. Chair Turner called the meeting to order at 6:00 PM and requested that everyone pledge allegiance to the flag.

***Roll Call***

Cmmr. Carl Turner (Present), Cmmr. Darvis Holley (Present), Cmmr. Patricia Lindsay-Harvey (Present), Cmmr. Kevin McIntosh (Present), Alt. Cmmr. James Boyer (Present), Alt. Cmmr. Will Weston (Present). Commissioner Evans was expected to not attend the meeting. Chair Turner called upon First Alternate, James Boyer, to stand in as a voting member.

**Others Attending as Panelists**

James Mackie, Executive Director  
Sharon Anderson, Board Secretary  
Emmanuel Stuppard, Dir of Op and Maint.  
Richard Alaimo, Alaimo Engineering  
Lionel Galipot, Alaimo Engineering  
Brian McGair, Schneider Electric  
Joe Biluck, Gramin Services for Schneider Electric

Brad Hamm, Schneider Electric  
Tom Lisse, Pennoni  
Ben Weller, Environmental Resolutions, Inc.  
Dave Fox, Raftelis  
Mark Moore, PCH Technologies  
Mike Riley, Solicitor  
Ryan Scerbo, Special Solicitor  
Chris Langhart, Bond Counsel

***Open Public Meetings Act Reading***

The Secretary read:

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 Township 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.

***Chair's Statement Regarding Well 5A PFOS Status***



Alert System can be incorporated into the policy. Cmmr. Weston: Don't want to hamstring the staff. Use Rave System when warranted, just don't mandate it. Cmmr. Turner: Two forms of notification would give more credence to the effort.

Cmmr. Turner: No formal action in this meeting. It will be on the agenda for consideration once the committee has taken this input and reviewed with Mr. Mackie and Mr. Stuppard.

### ***Treasurer's Report***

Moved: Cmmr. Lindsay-Harvey                      Seconded: Cmmr. Holley

Discussion: Cmmr. Lindsay-Harvey: concerned about items that are over budget. Cmmr. Turner: Will be addressed as Old Business.

**Roll Call:** Cmmr. Holley: Yes; Cmmr. Lindsay-Harvey: Yes; Cmmr McIntosh: Yes; Cmmr. Boyer: Yes; Chair Turner: Yes. 5 affirmative, 0 negative. Motion passed.

### ***Operations & Maintenance Report***

Moved: Cmmr. Boyer                      Seconded: Cmmr. Lindsay-Harvey

Discussion: Cmmr. Lindsay-Harvey: Primary Trickling Filter #2 outcome? Mr. Stuppard: Center column repair completed and confirmed. Cmmr. Turner: What water materials are being placed on the market? Mr. Stuppard: it is the bidding opportunity that is being opened. We are not selling any materials. Cmmr. Turner: Is the Sewer System Maintenance on the last page all that the department completed? Mr. Stuppard: That is data for cleaning activity. Additional work is in the earlier narrative. Cmmr. Boyer: Does Primary Trickling Filter #2 need a complete overhaul? Mr. Stuppard: No.

**Roll Call:** Cmmr. Holley: Yes; Cmmr. Lindsay-Harvey: Yes; Cmmr McIntosh: Yes; Cmmr. Boyer: Yes; Chair Turner: Yes. 5 affirmative, 0 negative. Motion passed.

### ***Engineers Report - Alaimo***

Moved: Cmmr. Lindsay-Harvey                      Seconded: Cmmr. Holley

Discussion: Cmmr. Boyer: Noted report improvements that reflect feedback given by the Board. Thank you. Cmmr. Turner: Thank you for the cradle-to-grave reports. Cmmr. Turner: Corrections needed. Page 2, Edge Lane design was to be completed in October. August was incorrect. Page 3: Collection Systems Resiliency: Water permit application was October 2022. Is it correct that approval is not expected until March, 2023? Mr. Galipot: 3-4 month review process. Cmmr. Turner: Page 6, production well status, #11, please explain. Mr. Galipot: Shut-downs coincided with other work. Tested and modified programming. No additional shut-downs since that fix. Cmmr. Boyer: Page 7, what is the age of primary settling tank? Mr. Stuppard: Expected components' life is 20 years. Actual life is 25 years. Board decided to replace when staff recommended replacement. Cmmr. Turner: The primary settling tank is in the capital improvement budget for 2023.

**Roll Call:** Cmmr. Holley: Yes; Cmmr. Lindsay-Harvey: Yes; Cmmr McIntosh: Yes; Cmmr. Boyer: Yes; Chair Turner: Yes. 5 affirmative, 0 negative. Motion passed.

**Motion to accept – Special Project Engineers Report - Pennoni**

Moved: Cmmr. Holley                                      Seconded: Cmmr. Lindsay-Harvey      Discussion: None

**Roll Call:** Cmmr. Holley: Yes; Cmmr. Lindsay-Harvey: Yes; Cmmr McIntosh: Yes; Cmmr. Boyer: Yes; Chair Turner: Yes. 5 affirmative, 0 negative. Motion passed.

**Motion to accept - Special Project Engineers Report - ERI**

Moved: Cmmr. Lindsay-Harvey                                      Seconded: Cmmr. Holley

Discussion: Cmmr. Turner asked Mr. Weller to present the status of the primary settling tank rehabilitation and acquisition of materials. Mr. Weller: Met, on-site, with Ironhorse Environmental, the manufacturer’s distributor of the unit components. All of the materials are readily available except for five gears. There is a significant incompatibility risk if other suppliers are used. Later visited CCMUA. They will provide the five gears that are needed, plus one back up. With this, the work can be done within two weeks of delivery. Cmmr. Turner: what is the total time frame for completion. Mr. Weller: Waiting to hear confirmation that original order can be expedited before making a commitment. Expect completion in early December. Cmmr. Turner: Is any further board action required? Mr. Weller: all necessary approvals have been received.

Cmmr. Lindsay-Harvey: Why is Edgewater Park flow meter on hold? Cmmr. Turner: Referred back to Operations Committee to consider recalibration vs. a separate meter. Mr. Mackie: Mr. Lavenberger from EPSA is arranging for recalibration. Discussions are on-going about frequency going forward.

Chair Turner: What project includes trench repair near Route 130 that is awaiting award. Mr. Weller: The county is not satisfied with current condition of an emergency repair completed 2 years ago following a water main break. Mr. Mackie: The County notified the WMUA this spring with a scope of work that requires digging up the DGA that was used and replacing it with flowable fill. Digging up DGA that has settled for two years would disrupt traffic unnecessarily. The trench can be repaved with less disruption and at lower expense. An appeal will be made to the County. Cmmr. Boyer: Proper notification must be made. Since flowable fill was not used, the WMUA needs to address the settlement problem. Cmmr. Turner: Concerned about delays.

**Roll Call:** Cmmr. Holley: Yes; Cmmr. Lindsay-Harvey: Yes; Cmmr McIntosh: Yes; Cmmr. Boyer: Yes; Chair Turner: Yes. 5 affirmative, 0 negative. Motion passed.

**Motion to accept – Schneider ESIP Report**

Moved: Cmmr. Lindsay-Harvey                                      Seconded: Cmmr. McIntosh

Discussion: Cmmr. Lindsay-Harvey: Bid packages – why is this taking so long? Mr. McGair: Waiting for DEP-SED approval from the state for approx. 6 months. Following up weekly. Cmmr. Turner: Mr. Mackie, please call and let us know if it is necessary to contact others to move the matter along. Cmmr. Turner: status of meter installation at the hospital? Mr. Biluck: Virtua wants to begin after 9pm on November 3. All materials are in hand and ready for smooth transition. Mr. McGair: 12,182 meters have been installed. 300 meters left to be done.

Mr. Scerbo: Regarding fire code violations, DCA unwilling to negotiate penalty until the last single violation is done.

**Roll Call:** Cmmr. Holley: Yes; Cmmr. Lindsay-Harvey: Yes; Cmmr McIntosh: Yes; Cmmr. Boyer: Yes; Chair Turner: Yes. 5 affirmative, 0 negative. Motion passed.

***Old Business – deferred until after New Business***

***New Business***

**Resolution 2022-10-19-1**

**Emergency Replacement of Sewer Jet Truck Water Tank**

Moved: Cmmr. McIntosh                      Seconded: Cmmr. Lindsay-Harvey

Discussion: CT: long delayed project. Good it is wrapping up.

**Roll Call:** Cmmr. Holley: Yes; Cmmr. Lindsay-Harvey: Yes; Cmmr McIntosh: Yes; Cmmr. Boyer: Yes; Chair Turner: Yes. 5 affirmative, 0 negative. Motion passed.

**Resolution 2022-10-19-2**

**Recognizing the 50th Anniversary of the Clean Water Act**

Moved: Cmmr. Lindsay-Harvey                      Seconded: Cmmr. Holley

Discussion: At the direction of the Chair, the Secretary read the motion into the record and so community could hear the details.

**Roll Call:** Cmmr. Holley: Yes; Cmmr. Lindsay-Harvey: Yes; Cmmr McIntosh: Yes; Cmmr. Boyer: Yes; Chair Turner: Yes. 5 affirmative, 0 negative. Motion passed.

**Resolution 2022-10-19-3**

**A Resolution Of The Board Of Commissioners Of The Willingboro Municipal Utilities Authority Authorizing A Waiver Of Interest Enforcement For Delinquent Water And Sewer Payments During Emergency Circumstances**

Moved: Cmmr. Lindsay-Harvey                      Seconded: Cmmr. Holley

Discussion: As corrected. i.e. replacing “Lien” with “Interest” in the title and headers of the resolution.

**Roll Call:** Cmmr. Holley: Yes; Cmmr. Lindsay-Harvey: Yes; Cmmr McIntosh: Yes; Cmmr. Boyer: Yes; Chair Turner: Yes. 5 affirmative, 0 negative. Motion passed.

**Resolution 2022-10-19-4**

**Resolution Authorizing the Issuance of Not to Exceed \$4,000,000 Revenue Bonds (Junior Lien) of the Willingboro Municipal Utilities Authority Through the New Jersey Infrastructure Bank Financing Program**

Moved: Cmmr. Lindsay-Harvey                      Seconded: Cmmr. Boyer

Discussion: Cmmr. Boyer: why is the project description separate from the body of the resolution? Cmmr. Turner: the project stands out more than when embedded in the resolution. Cmmr. Boyer: attachments can get separated if not in the document and would not be noticed since they are numbered separately. Recommend changing pagination so that the page count includes both resolution and attachments, and the pages continue sequentially. Chair Turner asked that header be changed for the resolution. The Board Secretary will edit the standard format and distribute to Chair Turner, ED Mackie and Cmmr. Boyer.

**Roll Call:** Cmmr. Holley: Yes; Cmmr. Lindsay-Harvey: Yes; Cmmr McIntosh: Yes; Cmmr. Boyer: Yes; Chair Turner: Yes. 5 affirmative, 0 negative. Motion passed.

### **Resolution 2022-10-19-5**

#### **Resolution Of the Willingboro Municipal Utilities Authority Declaring Its Official Intent to Reimburse Expenditures For Project Costs From The Proceeds Of Debt Obligations In Connection With Its Participation In The New Jersey Infrastructure Bank Financing Program**

Moved: Cmmr. McIntosh                      Seconded: Cmmr. Lindsay-Harvey      Discussion: None

**Roll Call:** Cmmr. Holley: Yes; Cmmr. Lindsay-Harvey: Yes; Cmmr McIntosh: Yes; Cmmr. Boyer: Yes; Chair Turner: Yes. 5 affirmative, 0 negative. Motion passed.

#### ***Motion to Accept the Payment of Bills***

Moved: Cmmr. McIntosh                      Seconded: Cmmr. Boyer                      Discussion: None

**Roll Call:** Cmmr. Holley: Yes; Cmmr. Lindsay-Harvey: Yes; Cmmr McIntosh: Yes; Cmmr. Boyer: Yes; Chair Turner: Yes. 5 affirmative, 0 negative. Motion passed.

#### ***Old Business***

Edgewater Park sewer meter project: Flow data received day of the meeting. ED Mackie will distribute to Board members as directed. Operations Committee seeks to validate the calibration of the meter. Should that be sufficient, another meter will not be needed saving the expenses. Request has been to EPSA for the actual number of connections. This will remain on Old Business pending completion.

Country Club pool leak: ED Mackie will follow up with DPW Director Brevogel on result of refill and drain test and plan for repair. Cmmr. Boyer inquired about requiring repair prior to opening next year. Cmmr. Lindsay-Harvey noted that the pool was to be repaired last year.

Pennypacker pool: meter will be installed during November break. Will require test and confirmation that the pool is on the meter.

Country Club golf course: there is an account, but do not yet know if they use an irrigation well.

Operations Committee: Commissioner Lindsay-Harvey sent, and received answers, to some Operations questions. These have not yet been shared with the Committee. She had additional questions that have not been answered. Cmmr. Lindsay-Harvey will send these questions directly to Cmmr. Boyer.

Treasurer's Report: Seeking explanation of expense items exceeding 75%. Ed Mackie working on this as part of budget process.

Engineer's Report: Cradle to Grave schedule was sent to Board.

Administrative Consent Order regarding Risk Assessment and Emergency Response Plan. No date selected at this point. Likely December / January. Chair Turner requested next steps and timelines.

4 cu. yd. dumpster light weight plastic cover cost and proposal needed. Rolling carport proposal needed for the 30 cu. yd. large dumpster. Mr. Galipot had not yet obtained the information requested by the Board. Referred to Operations Committee.

Emergency repair to the electrical building vs. insurance claim status: ED Mackie discussed with CEB. Need information, dates, costs, to determine whether to push to Philadelphia Insurance.

### ***Solicitor's Report***

Solicitor Riley stated that there are matters to address in executive session.

### ***Comments From the Public – none***

ED Mackie called attention to a special meeting planned for Thursday, October 27, 2022, for "Approval of Budget" which is the state's language for introduction of the budget. Adoption happens in later in the year.

### ***Commissioner Comments***

Cmmr. Weston: Thanks for attending. Promote meetings more, along with all we do to protect against contaminants and protecting sewer water

Cmmr. Boyer: Thank you to public for attending. Hope that dialogue between Board members adds useful information and context.

Cmmr. McIntosh: We endeavor to provide information that residents need and explain why we are making decisions we are making. Capital investments are needed in infrastructure and technology. We need to be using best information and best practices. Thank you to the employees. If you have input, please feel free to join in public comments or send letters or emails to commissioners.

Cmmr. Lindsay-Harvey: Thank you to our neighbors and residents. Not easy work trying to keep things affordable while addressing emergent contaminants.

Cmmr. Holley: Thank you for joining and staying up to date on WMUA services. Looking forward to improving infrastructure and update the wells.

Chair Turner: Thank you to the public for joining us. There are many water and sewer components that need to be maintained, updated, upgraded, monitored. What you see is a minute portion of what actually goes on. The ED, DOM, staff in water and sewer, and administration are doing a good job. We need to give them what they need. We welcome your concerns, questions, and insights.

