

**Willingboro Municipal Utilities Authority**  
**Special Meeting Minutes**  
**October 27, 2022**

The special meeting of the Willingboro Municipal Utilities Authority was held on Thursday, October 27, 2022, via Zoom. Chair Turner called the special meeting to order at 6:00 PM for the purpose of the introduction of the budget only. He requested that all in attendance pledge allegiance to the flag.

***Roll Call***

Cmmr. Carl Turner (Present), Cmmr. Webster Evans (Present), Cmmr. Patricia Lindsay-Harvey (Present), Cmmr. Kevin McIntosh (Present), Alt. Cmmr. James Boyer (Present), Alt. Cmmr. Will Weston (Present), Commissioner Holley 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.  
Lionel Galipot, Alaimo Engineering  
Mark Moore, PCH Technologies

Mike Riley, Solicitor  
Ryan Scerbo, Special Solicitor  
Mike Cragin, CPA  
Ben Weller, ERI  
Rich Linke, Acting Sewer Supt.

***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 into the minutes of this meeting this public announcement.

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

The Chair shared news of the passing of former WMUA executive director, Andrew Weber, Esquire. There was a moment of silence in honor of Mr. Weber and in recognition of his dedication to the WMUA.

Chair Turner noted that the meeting is for budget introduction only, not for adoption of the budget. Members of the public are welcome to provide comment at any point between this meeting and adoption anticipated in December, 2022.

***Public Comment - Agenda Items Only - None***

***New Business***

**Resolution 2022-10-27-01**

**Introducing the 2023 Authority Budget Resolution**

Chair Turner requested a presentation of the budget. ED Mackie introduced the proposed capital budget in the amount of \$70,366,500. NJ iBank funding will be sought. Debt service for these projects typically begins a year following completion. ED Mackie noted that capital expenses are distinct from the operating budget in that they require separate authorization from the Board. The major proposed capital activities on the water side are the Well 6 WTP Upgrade, (\$17,000,000), Meribrook PFOS removal facility (\$20,000,000), Well & Tank Rehabilitation (\$7,000,000). Debt service has not been estimated for a potential \$4,000,000 administrative building expansion in Year 2024.

Chair asked for Operations Committee input. Cmmr. Boyer reported that their considerations appear to have been taken into consideration.

There was discussion as to whether a supplemental document was needed to illustrate the cash flow related to the capital investments. It was determined that the documents being provided were sufficient.

The major proposed capital activities on the wastewater and sewer side are Sludge Dewatering Facility (\$5,300,000), Primary and Secondary Clarifiers (\$9,200,000), Sanitary Sewer Rehab (\$6,000,000).

The ED noted that iBank funds, which are below market, will be available for a limited amount of time, likely 3 years. After that time, funding might have to be on the private market.

ED Mackie introduced the operating budget in the amount of \$17,126,400 with a focus on items that have a significant change from year to year. Insurance premiums have increased substantially. Salaries & wages is projected to increase by 11.6% as the MUA becomes fully staffed including new positions. The fringe line is projected to increase by 36% due in part to 21.6% health premium increases and for a family plan for new employees. Chemical costs have gone up substantially as well as telephone. Engineering fees were increased to reflect the current use. Consulting fees were increased to include forensic analysis of contaminant sources.

Mr. Mackie thanked Mr. Cragin and Mr. Moore for their help in preparing the budget and the presentation.

**Moved:** Cmmr. Lindsay-Harvey

**Seconded:** Cmmr. McIntosh

Discussion: Cmmr. Boyer asked about resolution format. Mr. Cragin explained that the state form does not allow for the Authority's numbering. Mr. Mackie added that the Secretary has prepared a redundant resolution that meets the WMUA formatting. Cmmr. Lindsay-Harvey observed that MUAs have moved away from putting fluoride in water and that this could be considered for cost savings.

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

***Comments From the Public – None***

**Commissioner Comments**

Cmmr. Weston: Thank you for being here. We have an aging infrastructure and staff vacancies that I hope will be resolved quickly.

Cmmr. Boyer: I appreciate the public attending this meeting. It is important that we harden our infrastructure.

Cmmr. McIntosh: Thank the public who have attending. Hope we are providing understanding of the budget. Appreciate working the employees, commissioners and staff who worked on the budget. Appreciate the detail.

Cmmr. Lindsay-Harvey: Appreciate public coming to two meetings in one month. Thank you to Mr. Manny Stuppard at his last meeting with the WMUA.

Cmmr. Evans: Thank the public for coming out to the meeting. Thank you to Manny Stuppard for the quality of work brought to the WMUA. Thank you to Jim Mackie and Mike Cragin with the effort that went into the budget. Remembering Andy Weber with thanks to the Council members and many employees who attended the homegoing to support the family.

Chair Turner: Thank you to the community for attending. Thank you to the staff for continuing hard work. Special thanks to the executive director and professionals who put the presentation together. This resolution does not constitute approval. Residents have the opportunity to express concerns and comments by sending comments to Mr. Mackie.

**Motion to Adjourn**

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

**Voice vote:** Unanimous.

**Meeting Adjourned 8:35 pm**

**Certification of Minutes**

I hereby certify the above to be a true and correct copy of the approved Minutes of the October 19, 2022, Regular Meeting of the Willingboro Municipal Utilities Authority.

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Sharon L. Anderson  
Secretary to the Board

APPROVED BY THE BOARD: \_\_\_\_\_