

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

Regular Meeting Minutes

February 16, 2022

The meeting of the Willingboro Municipal Utilities Authority was held on February 16, 2022 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. Kevin McIntosh (Present), Cmmr. Patricia Lindsay-Harvey (Present), Cmmr. Carl Turner (Present), Cmmr. Webster Evans (Present), Alt. Cmmr. James Boyer (Present), Alt. Cmmr. Will Weston (Present)

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

Consent Approval for the Appointment of all Professional services with 1 submission as read: Energy/Rate Counsel - DeCotis Fitzpatrick Cole, Auditor - Bowman and Company, Solicitor - Riley & Riley, Computer Network Administrator - PCH Technologies, Special Auditor - Brent W. Lee & Co., LLC

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 Nominate DeCotis as Special Counsel

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Evans

Roll Call: Cmmr. Evans DeCotis Fitzpatrick & Cole, Cmmr. Lindsay-Harvey DeCotis Fitzpatrick & Cole, Cmmr. McIntosh DeCotis Fitzpatrick & Cole, Cmmr. Holley DeCotis Fitzpatrick & Cole, Cmmr. Turner DeCotis Fitzpatrick & Cole

Motion to Nominate McManimon & Scotland as Bond Counsel

Moved: Cmmr. Holley

Seconded: Cmmr. Lindsay-Harvey

Roll Call: Cmmr. Evans McManimon & Scotland, Cmmr. Lindsay-Harvey McManimon & Scotland, Cmmr. McIntosh McManimon & Scotland, Cmmr. Holley McManimon & Scotland, Cmmr. Turner McManimon & Scotland

Motion to Nominate The Platt Group as Labor Counsel

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. McIntosh

Roll Call: Cmmr. Evans The Platt Group, Cmmr. Lindsay-Harvey The Platt Group, Cmmr. McIntosh The Platt Group, Cmmr. Holley The Platt Group, Cmmr. Turner The Platt Group

Motion to Nominate Corporate Employee Benefits as Insurance Broker

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Evans

Roll Call: Cmmr. Evans Corporate Employee Benefits, Cmmr. Lindsay-Harvey Corporate Employee Benefits, Cmmr. McIntosh Corporate Employee Benefits, Cmmr. Holley Corporate Employee Benefits, Cmmr. Turner Corporate Employee Benefits

Motion to Nominate a Pool of Phoenix Advisors and NW Financials for Financial Advisor

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. McIntosh

Discussion: a question was asked why a pool was required and the answer provided was that one financial group had resources that the other did not.

Roll Call: Cmmr. Evans Phoenix Advisors and NW Financials, Cmmr. Lindsay-Harvey Phoenix Advisors and NW Financials, Cmmr. McIntosh Phoenix Advisors and NW Financials, Cmmr. Holley Phoenix Advisors and NW Financials, Cmmr. Turner Phoenix Advisors and NW Financials

Motion to Nominate ERI as Consulting Engineer

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. McIntosh

Motion to Nominate Alaimo Group as Consulting Engineer

Moved: Cmmr. Evans

Seconded: Cmmr. Holley

Roll Call: Cmmr. Evans Alaimo Group, Cmmr. Lindsay-Harvey ERI, Cmmr. McIntosh ERI, Cmmr. Holley Alaimo Group, Cmmr. Turner Alaimo Group

Motion to Nominate a Pool of ERI, PS&S, and Pennoni for Special Projects Engineer

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Holley

Roll Call: Cmmr. Evans ERI, PS&S, and Pennoni, Cmmr. Lindsay-Harvey ERI, PS&S, and Pennoni, Cmmr. McIntosh ERI, PS&S, and Pennoni, Cmmr. Holley ERI, PS&S, and Pennoni, Cmmr. Turner ERI, PS&S, and Pennoni

Motion to Approve January 19, 2022 Regular Meeting Minutes

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 Receive and File the Treasurer's Report

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Holley

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

Motion to Receive and File the Operations Maintenance Report

Moved: Cmmr. McIntosh

Seconded: Cmmr. Evans

Discussion:

Discussion: Cmmr. Boyer inquired what is the Alaimo group doing to resolve the issue of excessive build up of water within the 10 cubic yard dumpsters? Mr. Stuppard stated to resolve the issues we have discussed drilling holes at the bottom of the cans as well as putting in slide gates. We are also adding a drain port that leads directly to the wet well. Cmmr. Boyer questioned Alaimo regarding the transducers functions, placement and operation. Alaimo responded with the type, function and purpose of the transducers and that they could look into an advanced system and would further discuss options at the O&M Committee meeting. Commissioner Harvey asked about the collection system. Alaimo responded that the Red Zone study previously done was outdated and would need to be started over. Commissioner Evans indicated that the pins locating the areas determined bad were removed from the map. Chairman Turner indicated that the report provided should allow the replacement of the pins on the map and that the areas previously discovered would not have improved and based on the findings, administration and the engineer were to be developing a schedule of which might be able to be repaired in-house and develop a contract to repair those areas that could not be handled in-house. Mr. Stuppard discussed the belt press which had failed and that they were in the process of soliciting a portable belt press to forego a \$600/day sludge hauling expense. Mr. Stuppard was asked about a spill which was brought to the attention of a commissioner by the Township and not reported by the administration to the Board. He responded that the spill was the result of a private line and that the WMUA had no responsibility for it. It was directed that because it costs WMUA funds to respond, that he should at the least inform the Chair of such situations.

Unanimously approved

Motion to Receive and File the Consulting Engineers Report

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Evans

Discussion:

Commissioner Boyer requested that the report be reduced to show only those pertinent items required for discussion. Commissioner Harvey questioned the status of the cover for the grit removal system. Lionel indicated that they provided a temporary trench drain to an existing sewer manhole until the cover arrives in about three (3) weeks. Commissioner Weston asked whether the cover was removable. Lionel responded, yes. Commissioner Evans asked if it was Alaimo's fault and who was paying for it. Lionel responded that Alaimo was paying for it. He also stated that the cover was designed with the system; however, somewhere in the approval of the documents, possibly in the shop drawings, it was not selected. Commissioner Evans asked about the Windsor Park pump station lighting. Mr. Stuppard responded that there were quotes and that they were selecting one and that it will be done. Commissioner Evans then asked if Schneider could look into this. Schneider indicated that they were

looking into lighting at another well which was water related and that they could look to see whether they could help to expedite the light at the specified well. Schneider indicated that they meet regularly and provide status reports at their meeting. Schneider and administration was directed to include the Schneider updated reports with the Board meeting agenda. Mr. Stuppard informed the Board that Well 11 was back in service.

Unanimously approved.

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

Motion to Receive and File the Special Project Engineers Report

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Evans

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

Motion to Authorize Executive Director to Make the Necessary Adjustments to all past due Accounts affected by the pandemic legislation and to authorize the extension of the pandemic payment plan policy which was previous passed by the board to March 15, 2023

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 2022-2-16-1 Award of Jet Truck Contract:

Moved: Cmmr. Holley

Seconded: Cmmr. Lindsay-Harvey

Discussion:

Discussion was held regarding the difference in pricing of the two bids, the trade in of two (2) WMUA vehicles, one which was fairly new and the trade in amounts. Based on the wording of the resolution and the contractual discussions, it was recommended by the solicitor that this be discussed in Executive Session. The motion was rescinded and a motion to table was made.

Motion to Table Resolution 2022-2-16-1 Award of Jet Truck Contract to Executive Session

Moved: Cmmr. Holley

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. McIntosh

Seconded: Cmmr. Lindsay-Harvey

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

Comments From the Public

Donya Jean-Baptise: Can the MUA Board make their strategic plan for the MUA public for the ratepayers to view, read, and ask clarifying questions

C. Turner: We don't have one

Donya Jean Baptise: Can the Board of Directors provide the ratepayers with an overview of all of the open projects and if this is possible please provide the following details of the project:

1. The year that the rates were raised for the project
2. When the project was actually started
3. Where is project is now in the project timeline

C. Turner: We will get back to you on that

Donya Jean-Baptise: Will the board consider streaming the meetings on via Facebook for those who are unable to attend?

C. Turner: We are working on getting them on the website

I see that you have promotions and salary readjustment on the agenda for executive session, my hope is that the board followed the Sunshine Law and riced all applicable employees

it was nice to see a Willingboro Resident providing a WMUA update to the Willingboro residents. You communicated the update in a thoughtful, meaningful, clear, and concise manner. Good job!

Motion to Enter Executive Session

Moved: Cmmr. Holley

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. Holley

Seconded: Cmmr. McIntosh

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

Resolution 2022-2-16-1 Award of Jet Truck Contract as Amended to Accept the Low Bid

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 Adjourn

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