

**Willingboro Municipal Utilities Authority**  
**Reorganization Meeting Minutes**  
**Thursday, February 1, 2024**

The 2024 Annual Reorganization meeting of the Willingboro Municipal Utilities Authority was held on February 1, 2024, via Zoom Webinar. Board Secretary, Sharon Anderson, called the meeting to order at 6:00 PM and requested that everyone pledge allegiance to the flag.

***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. This public announcement is to be entered into the minutes of this meeting.

***Board of Commissioners Statement Regarding Well 5A PFOS Status***

The Secretary read:

In compliance with the New Jersey Department of Environmental Protection Agency, the WMUA is obligated to send their customers frequent notification regarding the same November, 2021 incident, previously reported.

The notices received are only for the status at that time and not the current status since that incident.

Since the latest notification, there have been no additional findings of PFOS contamination above the New Jersey Maximum Contaminant level in the water being delivered to customers.

***Recognition of Willingboro Township Resolution 2024-27***

The Secretary read: See Attachment A

***Administration of the Oath of Allegiance***

The Mayor administered the oath of office to Diallyo Diggs as a newly appointed Commissioner for a term of office from February 1, 2024, through January 31, 2029; and to Kimbrali Davis as a newly appointed Alternate Commissioner #2 for a term of office from February 1, 2024, through January 31, 2029.

***Roll Call***

WMUA Regular Meeting Minutes of February 1, 2024  
As Prepared by Board Secretary, Sharon Anderson

Title, Name	Present	Absent
Chair Patricia Lindsay-Harvey	X	
Vice Chair Kevin McIntosh	X	
Commissioner Carl Turner	X	
Commissioner James Boyer	X	
Commissioner Diallyo Diggs	X	
Alternate #1, Commissioner William Weston	X	
Alternate #2, Commissioner Kimbrali Davis	X	

**Others Attending as Panelists**

James Mackie, Executive Director  
Sharon Anderson, Board Secretary  
Rhonda Gigliotti, Director of Finance

Kara Weekley, Director of Operations and Maintenance  
Jason Holt, Solicitor

***Nominations and Elections***

The Secretary called for **Nominations for Chair of the WMUA**

Cmmr. McIntosh nominated Cmmr. Patricia Lindsay-Harvey to become Chair. Cmmr. Boyer seconded the nomination. Move to close nominations by Cmmr. Turner. Seconded by Cmmr. Boyer

Discussion: None

**Roll Call:** Cmmr. Turner: Lindsay-Harvey; Cmmr. Lindsay-Harvey: Lindsay-Harvey; Cmmr. McIntosh: Lindsay-Harvey; Cmmr. Boyer: Lindsay-Harvey, Cmmr. Diggs: Lindsay-Harvey; 5 for Lindsay-Harvey 5, 0 for Others. Cmmr. Lindsay-Harvey elected Chair.

**Chair Lindsay-Harvey addressed the meeting:** Thank you very much. I'm here today with immense gratitude and a deep sense of honor. My heartfelt thanks for once again placing your trust in me as Board chair. Your unwavering support and confidence, and my leadership really means the world to me. Last year was marked by remarkable achievements, which is a testament to the dedication and collaborative spirit of each of you here, our commissioners. Together, we navigated challenges. We implemented strategic initiatives, and we improved the operation of our utility all for the betterment of our community and our customers.

Chair Lindsay-Harvey called for **Nominations for Vice Chair of the WMUA**

Chair Lindsay-Harvey nominated Cmmr. McIntosh. Cmmr. Boyer seconded the nomination. Nominations were closed by Cmmr. Turner. Seconded by Cmmr. Boyer

Discussion: None

**Roll Call:** Cmmr. Turner: McIntosh; Cmmr. McIntosh: McIntosh; Cmmr. Boyer: McIntosh; Cmmr. Diggs: McIntosh. Chair Lindsay-Harvey: McIntosh; 5 for McIntosh 5, 0 for Others. Cmmr. McIntosh elected Chair.

***Comments From the Public for Agenda Items- None***

***Consent Agenda***

**Resolution 2024-02-01-01 Cash Management Plan Fiscal Year 2024, January 1, 2024, To December 31, 2024**

**Resolution 2024-02-01-02 Designating Official Newspapers for the Willingboro Municipal Utilities Authority**

**Resolution 2024-02-01-03 Establishing the Holidays to be Observed in 2024**

**Resolution 2024-02-01-04 Establishing the Regular Meetings of the Willingboro Municipal Utility Authority**

Moved: Cmmr. Turner                      Seconded: Cmmr. Boyer

Discussion: The schedule of meetings for the year is attached to these minutes.

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

***New Business***

**Resolution 2024-02-01-05: Professional Services Appointments for Independent Auditor**

Moved: Cmmr. Turner                      Seconded: Cmmr. McIntosh

Discussion: Appointing Bowman & Company, LLP

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

**Resolution 2024-02-01-06: Professional Services Appointments for Special Project Auditor**

Moved: Cmmr. Turner                      Seconded: Cmmr. McIntosh

Discussion: Appointing Brent W. Lee & Co., LLC

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

**Resolution 2024-02-01-07: Professional Services Appointments for Financial Advisors**

Moved: Cmmr. Turner                      Seconded: Cmmr. McIntosh

Discussion: Appointing a panel consisting of NW Financial Group, LLC and Phoenix Advisors, LLC.

**Roll Call:** Chair Lindsay-Harvey: Yes; Cmmr. McIntosh: Yes; Cmmr. Turner: Yes; Cmmr. Boyer: Yes; Cmmr. Diggs: Yes. 5 affirmative, 0 negative. Motion passes appointing a panel.

**Resolution 2024-02-01-08: Professional Services Appointment of a Risk Management Consultant / Insurance Broker**

Moved: Cmmr. Turner                      Seconded: Cmmr. McIntosh

Discussion: Appointing Corporate Employee Benefits, LLC.

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

**Resolution 2024-02-01-09: Professional Services Appointment for Attorney (Solicitor)**

Nomination by Cmmr. Turner: Chiesa Shahinian & Giantomasi PC. Seconded: Cmmr. McIntosh.  
Nominations closed by Cmmr. Turner. Seconded by Cmmr. McIntosh.

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

**Motion for vote:** Cmmr. Turner, seconded by Cmmr. Diggs.

**Vote for CSG:** Chair Lindsay-Harvey: Yes; Cmmr. McIntosh: Yes; Cmmr. Turner: Yes; Cmmr. Boyer: Yes; Cmmr. Diggs: Yes. 5 affirmative, 0 negative. Motion passed appointing CSG.

**Resolution 2024-02-01-10: Professional Services Appointment for Bond Counsel**

Nomination by Cmmr. Turner: McManimon, Scotland & Baumann, LLC. Seconded by Cmmr. McIntosh.  
Nominations closed by Cmmr. Turner. Seconded by Cmmr. McIntosh.

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

**Vote by Name:** Chair Lindsay-Harvey: McManimon, Scotland; Cmmr. McIntosh: McManimon, Scotland; Cmmr. Turner: McManimon, Scotland; Cmmr. Boyer: McManimon, Scotland; Cmmr. Diggs: McManimon, Scotland. 5 affirmative, 0 negative. Motion passed appointing McManimon, Scotland.

**Resolution 2024-02-01-11: Professional Services Appointment for Conflict / Special Counsel**

Nomination by Cmmr. Turner: The Platt Law Group, P.C. Seconded by Cmmr. Boyer.  
Nominations closed by Cmmr. Turner. Seconded by Cmmr. Boyer.

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

**Vote by Name:** Chair Lindsay-Harvey: Platt Group; Cmmr. McIntosh: Platt Group; Cmmr. Turner: Platt Group; Cmmr. Boyer: Platt Group; Cmmr. Diggs: Platt Group. 5 for the Platt Group, 0 for any others. Motion passed appointing The Platt Group.

**Resolution 2024-02-01-12: Professional Services Appointment for Rate & Energy Counsel**

Moved: Cmmr. Turner                      Seconded: Cmmr. McIntosh

Discussion: Appointing DeCotiis, Fitzpatrick, Cole & Giblin, LLP

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

**Resolution 2024-02-01-13: Professional Services Appointment for Labor Counsel**

Nomination by Cmmr. Boyer: DeCotiis, Fitzpatrick, Cole & Giblin, LLP. Nomination by Cmmr. Turner: The Platt Law Group, P.C. and DeCotiis, Fitzpatrick, Cole & Giblin, LLP. Nominations closed by Cmmr. McIntosh. Seconded by Cmmr. Turner.



Each of you, as commissioners of the WMUA, plays a critical role in fulfilling this mission. It is essential that you approach your responsibilities with dedication, diligence, and steadfast commitment to serve the needs of our community.

I encourage each one of you to embrace your roles fully and walk confidently in your authority. To continue to uphold the values of transparency, integrity, and accountability that are central to this work. By working collaboratively, and drawing upon your collective experiences, I am confident that we will reach the goals and ensure the continued success of the Willingboro Municipal Utility Authority.

In closing, please know I am so grateful for your unwavering dedication to our mission and for your ongoing contributions to the well-being of our community. I look forward to our continued partnership and shared success. Thank you so much. Have a great night.

***Comments from the Board***

**Cmmr. Davis:** Thank you to the Township Council for the vote of confidence in selecting me for this position. I look forward to working with each and every one of you, lending whatever expertise I have to the betterment of drinking water in our water system and improving our water system for the township.

**Cmmr. Weston:** Congratulations to all of the professionals who are appointed. Also, congratulations to Commissioner Diggs and Commissioner Davis on their appointments. Thank you to the public who attended.

**Cmmr. Diggs:** Thank you to the Town Council for the appointment. I appreciate the opportunity to serve the residents of Willingboro. I welcome our new Commissioner and look forward to getting to know you so that we can work well together. Thank you to all my fellow commissioners for all the hard work you've done. Thank you to the mayor for an inspirational speech to get our year started right on the right path.

**Cmmr. Boyer:** Welcome, Commissioner Davis. It is refreshing to see the diversity in the Board of Commissioners. It is my understanding is you're an engineer. So you're in good company with the other engineers that are on the board. We engineers love engineers. We look forward to working with you from an engineering perspective and from the knowledge that you have. Congratulations to Commissioner Diggs. We look forward to working with you as a voting member. I appreciated you ever since I came on the board and now as a voting member. It's a great thing. Thank you, Mayor Macintosh and the Township Council for selecting good members to support and to serve with the WMUA. I think we're going to have a good year. I welcome everyone to our team because that's what we are. We can do anything by being a team and working together. So I look forward to this year. Thank you.

**Cmmr. Turner:** I like to start off by congratulating the Chair and the Vice Chair for their reappointment based on their commitment and dedication shown not only to the WMUA, but to the community we serve. The offices that they serve require reading the committee reports, meeting with administration staff, committee chairs and the professionals. They go above and beyond by attending outside meetings pertaining to water, wastewater, and PFAS. and sharing this information with the board. The positions are well deserved. Thank you to Darvis Holley for his services as a commissioner to the WMUA. Congratulations to Diallyo Diggs on his appointment as a voting commissioner. I welcome and congratulate Kimbrali Davis as an alternate commission into the WMUA and congratulate all the professionals who were selected. Thank you.

**Cmmr. McIntosh:** Thank you to all of our customers from Willingboro, and surrounding counties as well as commercial customers. Without you none of this exists. I welcome Commissioner Davis and thank her for joining. I look forward to working with you and utilizing your expertise as you learn how the WMUA operates and apply your engineering knowledge. We are a team. Commissioner Diggs again. Welcome to moving up to the voting ranks. You've been around working with the Utility Commission for a while. You have a large amount of experience and other knowledge that you can share. Thank all the other commissioners for the hard work that they've put in and will continue. I think we're going to have a great year. I thank all the professionals, the solicitor, the other lawyers, engineers, and everyone else who adds to the growth and the operations of this utility.

I don't want to leave out the administration staff, the executive director, the administrative staff, as well as the line employees who go to work every day. I see them quite a bit around my house. There have been 2 major things going on not far from where I live, and I see them out there working with the contractors and other people who are digging up the place. I appreciate your work, and I know it's a 24-hour-a-day job. We ask that the community also be involved if they can. We want to move this move and expand the things that this utility can do with the community including outreach to the younger people so they can get some internship experience. We're working on that very diligently so that we can have something that young people can grow from, and also enhance the operation of the utility. I'd like to thank all the political people. My daughter, Mayor Macintosh. She does a great job. I thank her and the rest of the Council for the encouragement and assistance. We look forward to working together. Thank you very much. Everyone have a great year.

**Chair Lindsay-Harvey:** Thank you, Mayor Macintosh, for your inspiring words. Thank you so much for your confidence in this board. I thank the Council for moving Commissioner Diggs up to a full member and welcome my friend, Commissioner Davis to our board. Two women. I'm not alone anymore. I thank especially our executive director and our board secretary, who does a yeoman's job. I don't know how she gets all this stuff done. Thank you to our staff, because without them we could not do all this work. My fellow Commissioners, we got a lot of work done last year, and I look forward to working with you and getting a lot more done this year. To all our professionals, congratulations on your appointments. For the committees this year, Commissioner Davis will go on operations with Cmmr. Turner. Cmmr. Macintosh will go on policy with Cmmr. Lindsay-Harvey. Personnel will be Cmmrs. Macintosh and Weston. Finance: Cmmrs. Diggs and Macintosh. Environment: Cmmr. Turner and Cmmr. Lindsay-Harvey. A new ad hoc committee, Training, will be Cmmr. Lindsay-Harvey and Cmmr. Diggs.

***Motion to Adjourn***

Moved: Cmmr. McIntosh

Seconded: Cmmr. Lindsay-Harvey

Voice vote: Unanimous.

***Meeting Adjourned 7:15 pm***

**Certification of Minutes**

I hereby certify the above to be a true and correct copy of the approved Minutes of the February 1, 2024, Annual Reorganization Meeting of the Willingboro Municipal Utilities Authority.

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Sharon L. Anderson  
Secretary to the Board

*Certified Sharon L. Anderson*

APPROVED BY THE BOARD: March 20, 2024

**RESOLUTION 2024 -27**

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO PROVIDING FOR THE APPOINTMENT OF MEMBERS OF THE WILLINGBORO MUNICIPAL UTILITIES AUTHORITY**

**WHEREAS**, the Township Council is authorized to appoint Members and Alternate Members of the WMUA, in accordance with N.J.S.A. 40:14B-4, et seq., and Willingboro Township Code Section 12-15; and

**WHEREAS**, it has been determined that a vacancy exists on the Willingboro Municipal Utilities Authority (WMUA) as of 2/1/2024, due to the expiration of the term of member Commissioner Darvis Holley; and

**WHEREAS**, Council authorizes the appointment of Diallyo Diggs to Commissioner for the term 2/1/2024 - 1/31/2029; and

**WHEREAS**, it has been determined that a vacancy exists on the Willingboro Municipal Utilities Authority (WMUA) as of 2/1/2024, due to the reopening term of Alternate Member #2 Commissioner Diallyo Diggs; and

**WHEREAS**, Council authorizes the appointment of Kimbrali Davis as Alternate Member #2 and;

**NOW THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Willingboro, assembled in open public session on this 30<sup>th</sup> day of January 2024, that the Township Council approved the above appointments.

**BE IT FURTHER RESOLVED** that copies of this resolution shall be provided to the appointees and the Willingboro Municipal Utilities Authority for their information and attention.

*Latoya Cooper McBride*  
Latoya Cooper McBride  
Deputy Township Clerk

*Kaba T. McInnis*  
Kaba T. McInnis, Mayor