

**Willingboro Municipal Utilities Authority
Special Meeting Minutes
Wednesday, March 6, 2024**

The meeting of the Willingboro Municipal Utilities Authority was held on Wednesday, March 6, 2024, via Zoom Webinar. Chair Lindsay-Harvey called the meeting to order at 6:00 PM. The pledge of allegiance to the flag was said. Roll Call was taken.

Roll Call

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
Jason Holt, CSG Law, Solicitor

Kevin Kinsella, DeCotiis
Michael Oppici, DeCotiis
Steven Graham, PCH Technologies

Open Public Meetings Act Reading

The Secretary read:

This meeting which conforms with the provisions of the Senator Byron M. Baer Open Public Meetings Act, P.L. 1975, Chapter 231, adequate notice having been given to the public, is an official Special meeting of the Willingboro Municipal Utilities Authority. Notices of this meeting have been filed, posted and published in excess of forty-eight hours prior to the meeting in the following manner:

- A. Notice was posted on the official bulletin board of the Authority building.
- B. Notice of the meeting was posted on the WMUA website.
- C. Notice was mailed 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.
- D. Public Notice was published in the designated official newspapers - the Burlington County Times and Courier-Post.

The Secretary is directed to enter this public announcement into the minutes of this meeting.

The public may participate in this meeting. Formal action will be taken by the WMUA.

Chair's Statement Regarding Well 5A PFOS Status

In compliance with the New Jersey Department of Environmental Protection, the WMUA is obligated to send their customers frequent notifications 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.

Comments From the Public for the Agenda – none

Unfinished Business

Postponed to after Executive Session

New Business -

PFOS Public Template letters

Mr. Kinsella reported that DEP instructed the WMUA to distribute a template letter that erroneously spoke of PFOS being a current issue in the water. Ms. Weekly attempted to get corrections to the letter and was unsuccessful. Mr. Kinsella reached out to DEP. They subsequently agreed to changes that accurately reflect that the condition was historic and is not current.

Comments From the Public for the Agenda – none

Executive Session – Litigation and Personnel

Resolution 2024-03-06-01 Authorizing Executive Session

Moved: Cmmr. McIntosh Seconded: Cmmr. Boyer

Discussion: Mr. Holt described the basis for Executive Session as personnel matters and pending or possible litigation, and matters falling within the attorney-client privilege.

Roll Call: Cmmr. Diggs: Yes; Cmmr. Boyer: Yes; Cmmr. McIntosh: Yes; Chair Lindsay-Harvey: Yes. 4 affirmative, 0 negative, 0 abstain. Motion passed.

Executive Session: 6:20 pm through 7:18 pm

Cmmr. Davis joined the meeting at 6:23 pm.

Cmmr. Weston joined the meeting at 6:30 pm.

Chair Lindsay-Harvey called upon First Alternate, William Weston, to stand in as a voting member.

Motion to Exit Executive Session

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

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

Resolution 2024-03-06-02: Creating the Position of Director of Human Resources and Fixing the Salary Range

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

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

Motion: Authorize the Executive Director to extend employment offer to Henry Hall at a salary of \$110,000. If Mr. Hall does not accept the position, the offer would be extended to Catrina Peeples. In the event Ms. Peeples does not accept the position, Executive Director Mackie will return to the Board for discussion of the remaining positions while continuing the recruitment process for a qualified candidate. Further authorize the Executive Director and the Personnel Committee to identify the salaries to be offered to the second and third choice.

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

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

Resolution 2024-03-06-03: Authorizing the Appointment of Director of Human Resources

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

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

Commissioner Comments

Cmmr. Davis: Thank you to those attending the meeting.

Cmmr. Weston: Pleasure to be on the WMUA board and appreciate the continuous

Cmmr. Diggs: Hope we continue to improve on recruitment and hiring.

Cmmr. Boyer: Thank you to Mt. Laurel representative. Appreciate the work of the Personnel Committee. Good to be moving forward.

Cmmr. McIntosh: Thank you to all WMUA staff. We continue to fine tune. Feel free to ask questions.

WMUA Special Meeting Minutes of March 6, 2024

Chair Lindsay-Harvey: Thank you very much to the Personnel Committee. You did a lot to get us to tonight and you are doing a lot for our staff.

Motion to Adjourn

Moved: Cmmr. Boyer

Seconded: Cmmr. McIntosh

Discussion: None

Voice vote: Unanimous.

Meeting Adjourned pm

Certification of Minutes

I hereby certify the above to be a true and correct copy of the approved Minutes of the March 6, 2024, Special Meeting of the Willingboro Municipal Utilities Authority.



Sharon L. Anderson

Secretary to the Board

Approved By The Board: March 20, 2024