

# Willingboro Municipal Utilities Authority

**Resolution 2025-03-19-01**

## **Authorizing Payment of Bill List for March 2025**

**Whereas** a Monthly Bill List, a copy of which is attached hereto, has been presented to the Willingboro Municipal Utilities Authority (“WMUA”) Board of Commissioners by the Executive Director for payment; and

**Whereas** the WMUA Board of Commissioners has reviewed the Bill List and has authorized payment; and

**Now, Therefore, Be It Resolved** by the Willingboro Municipal Utilities Authority, in the Township of Willingboro, County of Burlington, State of New Jersey, as follows:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. The Certifying Director of Finance is hereby authorized to pay the items set forth on the Monthly Bill List which is attached hereto as Exhibit and made a part hereof.
3. A copy of this Resolution shall be available for public inspection at the offices of the WMUA.
4. This Resolution shall take effect immediately.

Title, Name	Motion	Second	Aye	Nay	Abstain	Absent
Commissioner James Boyer			X			
Commissioner Kevin McIntosh		X	X			
Commissioner Carl Turner	X		X			
Vice-Chair Diallyo Diggs			X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 <sup>st</sup> alt.						
Commissioner Kimbrali Davis 2 <sup>nd</sup> alt.						

### **Certification By Secretary**

I, Bernadette Green, Secretary of the Willingboro Municipal Utilities Authority, do hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the Authority at the regular meeting held on the 19th day of March 2025.

Dated: March 19, 2025

*Bernadette Green*

Bernadette Green, RMC  
Board Secretary

# Willingboro Municipal Utilities Authority

**Resolution 2025-03-19-02**

## **Authorizing Adjustment of Sewer Service Charges**

**Whereas** Willingboro Municipal Utilities Authority (“WMUA”) has been contacted by certain ratepayers questioning the validity of the service charges appearing on their quarterly billing; and

**Whereas** WMUA has investigated each inquiry and has determined that the following ratepayer accounts were overcharged as a result of plumbing failures such as with under-slab pipe failure and / or yard piping service leaks for which the ratepayer has provided invoices for completed repair and other evidence to support the conclusion by WMUA staff that the additional flow did not enter the sanitary sewer; and

**Whereas** WMUA desires to correct the computerized billing system to reflect the necessary service charge adjustments needed; and

**Whereas** a list of account numbers, addresses and amounts is attached to this Resolution as Exhibit A;

**Now, Therefore, Be It Resolved** by the Willingboro Municipal Utilities Authority, in the Township of Willingboro, County of Burlington, State of New Jersey, that the request of the respective ratepayers for an abatement of a portion of the service charges as detailed above is hereby granted.

Title, Name	Motion	Second	Aye	Nay	Abstain	Absent
Commissioner James Boyer			X			
Commissioner Kevin McIntosh		X	X			
Commissioner Carl Turner	X		X			
Vice-Chair Diallyo Diggs			X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 <sup>st</sup> alt.						
Commissioner Kimbrali Davis 2 <sup>nd</sup> alt.						

### **Certification By Secretary**

I, Bernadette Green, Secretary of the Willingboro Municipal Utilities Authority, do hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the Authority at the regular meeting held on the 19<sup>th</sup> day of March 2025.

Dated: March 19, 2025

*Bernadette Green*

Bernadette Green, RMC  
Board Secretary

Resolution 2025-03-19-02  
Authorizing Adjustment of Sewer Service Charges  
Exhibit A

Sewer Service Charge Credit Adjustments		
LEAKS		
ACCOUNT NUMBER	ADDRESS	AMOUNT
1067132-0	16 Express Ln.	\$47.35
1033481-0	26 Medford Ln.	\$138.74
1056235-0	16 Weldon Ln.	\$6.79
1022346-0	5 Peachfield Ln.	\$20.03
1078115-0	14 Norwood Ln.	\$124.60

# Willingboro Municipal Utilities Authority

## Resolution 2025-03-19-03 Amending the Cash Handling Policy

**Whereas** the Board of Commissioners (“Board”) of the Willingboro Municipal Utilities Authority (“WMUA”) has determined that there exists a need to amend its current Cash Handling Policy which is applicable to all employees who may handle cash; and

**Whereas** the Board has reviewed the attached amended and revised policy (Exhibit A) and found it to be an appropriate implementation of steps to help manage the intake and exchange of cash within the WMUA; and

**Whereas** the amended Cash Handling Policy which will protect the WMUA’s financial interest; and

**Whereas** this amended policy will standardize the practice of using the Willingboro Police Department to make deposits for the WMUA in conformity with the police department’s policy for making deposits.

**Now, Therefore Be It Resolved** by the Willingboro Municipal Utilities Authority, in the Township of Willingboro, County of Burlington, State of New Jersey, hereby amends its policy to govern the handling of cash by employees as set forth in Exhibit A.

**Be It Further Resolved** that this Resolution and policy shall supersede Resolution 2024-10-16-04 and the policy attached thereto as Exhibit A.

**Be It Further Resolved** that this Resolution shall take effect immediately.

Title, Name	Motion	Second	Aye	Nay	Abstain	Absent
Commissioner James Boyer			X			
Commissioner Kevin McIntosh		X	X			
Commissioner Carl Turner	X		X			
Vice-Chair Diallyo Diggs			X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 <sup>st</sup> alt.						
Commissioner Kimbrali Davis 2 <sup>nd</sup> alt.						

**Certification By Secretary**

I, Bernadette Green, Secretary of the Willingboro Municipal Utilities Authority, do hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the Authority at the regular meeting held on the 19<sup>th</sup> day of March 2025.

Dated: March 19, 2025

*Bernadette Green*

Bernadette Green, RMC  
Board Secretary

# Willingboro Municipal Utilities Authority

**Resolution 2025-03-19-04**

## **Approving the Employee Handbook**

**Whereas** the Willingboro Municipal Utilities Authority (“WMUA”) is desirous of updating and superseding all prior versions of the WMUA Employee Handbook; and

**Whereas** it is the policy of the WMUA to treat employees in a manner consistent with the applicable laws and regulations; and

**Whereas** the WMUA wishes to codify in a handbook its work-related policies and procedures concerning its officers and employees

**Now, therefore, be it resolved** by the Board of Commissioners of the Willingboro Municipal Utilities Authority, in the Township of Willingboro, County of Burlington, State of New Jersey, that it hereby adopts the attached employee handbook (exhibit A), superseding all prior versions, which may be amended, supplemented, or revised from time to time; and

**Be It Further Resolved** that this resolution shall take effect immediately upon adoption.

Title, Name	Motion	Second	Aye	Nay	Abstain	Absent
Commissioner James Boyer			X			
Commissioner Kevin McIntosh		X	X			
Commissioner Carl Turner	X		X			
Vice-Chair Diallyo Diggs			X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 <sup>st</sup> alt.						
Commissioner Kimbrali Davis 2 <sup>nd</sup> alt.						

### **Certification By Secretary**

I, Bernadette Green, Secretary of the Willingboro Municipal Utilities Authority, do hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the Authority at the regular meeting held on the 19<sup>th</sup> day of March 2025.

Dated: March 19, 2025

*Bernadette Green*

Bernadette Green, RMC

Board Secretary

# Willingboro Municipal Utilities Authority

**Resolution 2025-03-19-05**

## **Salary Adjustment of the Board Treasurer**

**Whereas** the Willingboro Municipal Utilities Authority (“WMUA”) has established the unclassified position of Board Treasurer by Resolution No: 2024-06-19-08; and

**Whereas** the WMUA Personnel Committee performed the bi-annual performance review of Treasurer Aisha Manners and presented the results to the Board of Commissioners; and

**Whereas** as a result of the performance review and for retention purposes, the WMUA Personnel Committee in consultation with the Director of Human Resources, recommends an increase in salary within the established salary range of \$45,540 to \$129,375,

**Now, Therefore, be it Resolved** that the Board of Commissioners of the Willingboro Municipal Utilities Authority, in the Township of Willingboro, County of Burlington, State of New Jersey, hereby adjusts the annual salary of Board Treasurer Aisha Manners to \$120,000.

**Be it Further Resolved** that this salary adjustment shall be effective as of January 1, 2025.

Title, Name	Motion	Second	Aye	Nay	Abstain	Absent
Commissioner James Boyer			X			
Commissioner Kevin McIntosh		X	X			
Commissioner Carl Turner	X		X			
Vice-Chair Diallyo Diggs			X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 <sup>st</sup> alt.						
Commissioner Kimbrali Davis 2 <sup>nd</sup> alt.						

### **Certification By Secretary**

I, Bernadette Green, Secretary of the Willingboro Municipal Utilities Authority, do hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the Authority at the regular meeting held on the 19<sup>th</sup> day of March 2025.

Dated: March 19, 2025

*Bernadette Green*

Bernadette Green, RMC  
Board Secretary

# Willingboro Municipal Utilities Authority

Resolution 2025-03-19-06

## Authorizing the Hiring of Custodial Services Through the Competitive Contracting Process

**Whereas** the Willingboro Municipal Utilities Authority (WMUA) has a need for custodial services for its daily operations; and

**Whereas** such services are currently available to be provided through the competitive contracting process under the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-4.1(b)(4)(l).; and

**Whereas** the WMUA desires to evaluate such custodial services from Vendors within the procedures as set forth in the New Jersey Local Public Contracts Law (N.J.S.A.40A:11-4.1 et. seq. and N.J.A.C. 5:34-4 et. Seq.); and

**Whereas** the WMUA desires to enter into a contract for up to two-years that will satisfy the needs of the Authority; and

**Whereas** as per statute the process will be administered by the Executive Director, Legal Counsel or Qualified Purchasing Agent;

**Now, therefore, be it resolved** by the Board of Commissioners of the Willingboro Municipal Utilities Authority, in the Township of Willingboro, County of Burlington, State of New Jersey, as follows:

The Qualified Purchasing Agent is hereby authorized to commence the competitive contract/procurement process as allowable under the New Jersey Local Public Contracts Law allowing for a minimum of 20 days' notice after advertisement to receive responses, in accordance with the Local Public Contracts Law.

Title, Name	Motion	Second	Aye	Nay	Abstain	Absent
Commissioner James Boyer			X			
Commissioner Kevin McIntosh		X	X			
Commissioner Carl Turner	X		X			
Vice-Chair Diallyo Diggs			X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 <sup>st</sup> alt.						
Commissioner Kimbrali Davis 2 <sup>nd</sup> alt.						

Continued . . .



**Certification By Secretary**

I, Bernadette Green, Secretary of the Willingboro Municipal Utilities Authority, do hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the Authority at the regular meeting held on the 19<sup>th</sup> day of March 2025.

Dated: March 19, 2025

*Bernadette Green*

Bernadette Green, RMC

Board Secretary

# **Willingboro Municipal Utilities Authority**

**Resolution 2025-03-19-07**

**Authorizing the Purchase of One 2025 F-350 4x4 SD Regular Cab 8' box 142" WB SRW XL (F3B) and Accessories through the State of New Jersey Cooperative Pricing System with Route 23 Automall LLC a Contract Participant in the State of New Jersey Cooperative Pricing System, Contract # T2959 – Utility Truck**

**Whereas** the Willingboro Municipal Utilities Authority (WMUA) is a member of the State of New Jersey Cooperative Pricing System; and

**Whereas** Route 23 Automall LLC has been awarded the State of New Jersey Cooperative Pricing System approved Contract # T2959 – Utility Truck which expires on December 15, 2025; and

**Whereas** the Willingboro Municipal Utilities Authority (“WMUA”) wishes to enter into a contract with Route 23 AutoMall LLC with a maximum dollar value of \$117,680.00 for the purchase of One 2025 F-350 4x4 SD Regular Cab 8' box 142" WB SRW XL (F3B) and accessories for utility body and crane; and

**Whereas** Route 23 Automall LLC has provided a quote for the purchase that is attached; and

**Whereas**, the purchase of goods or services by local contracting units is authorized by New Jersey Local Public Contracts Law pursuant to N.J.S.A. 40A:11-12 et seq.; and,

**Whereas** the Executive Director recommends the utilization of this contract on the grounds that it best suits the needs of the WMUA; and

**Whereas** the funds are available for this purpose as indicated in the Certification of Availability of Funds executed by the Director of Finance that is attached hereto (Exhibit A); and

**Now, Therefore, be it Resolved** by the Board of Commissioners of the Willingboro Municipal Utilities Authority, in the Township of Willingboro, County of Burlington, State of New Jersey, that the WMUA, its Executive Director and appropriate officers, employees and agents are authorized to execute an agreement with Route 23 Automall LLC under State of New Jersey Cooperative Pricing System approved Contract # T2959 – Utility Truck which expires on December 15, 2025, for the purchase of One 2025 F-350 4x4 SD Regular Cab 8' box 142" WB SRW XL (F3B) and accessories to include a utility body and crane; with a maximum expenditure not to exceed \$117,680.00 and \$61,640.00 for the utility body and crane accessories.

**Be it Further Resolved** that a copy of this resolution and supporting documents be made a part of the minutes of this public meeting.

Authorizing the Purchase of One 2025 F-350 4x4 SD Regular Cab 8' box 142" WB SRW XL (F3B) and Accessories through the State of NJ Cooperative Purchasing System with Route 23 Automall LLC

Page 2 of 2

**Be it Further Resolved** that this resolution shall take effect immediately upon adoption.

**Be it Further Resolved** that certified true copies of this Resolution shall be provided to Route 23 Automall LLC; Sean P. Canning, QPA of the Canning Group, LLC; and the Director of Finance for their information and attention.

Title, Name	Motion	Second	Aye	Nay	Abstain	Absent
Commissioner James Boyer			X			
Commissioner Kevin McIntosh		X	X			
Commissioner Carl Turner	X		X			
Vice-Chair Diallyo Diggs			X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 <sup>st</sup> alt.						
Commissioner Kimbrali Davis 2 <sup>nd</sup> alt.						

**Certification By Secretary**

I, Bernadette Green, Secretary of the Willingboro Municipal Utilities Authority, do hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the Authority at the regular meeting held on the 19<sup>th</sup> day of March 2025.

Dated: March 19, 2025

*Bernadette Green*

Bernadette Green, RMC  
Board Secretary

# Willingboro Municipal Utilities Authority

## Certification of Availability of Funds

Resolution 2025-03-19-07a

**Authorizing the Purchase of One 2025 F-350 4x4 SD Regular Cab 8' Box 142" WB SRW XL (F3B) and Accessories through the State of New Jersey Cooperative Pricing System Contract #T2959 –Route 23 Auto Mall LLC**

**Amount of Contract:** Award not to exceed \$179,320.00:

2025 F-350 4x4 SD Regular Cab	\$117,680.00
Utility Body and Crane Accessories	\$61,640.00

Any expenditure required for the above referenced contract is properly chargeable to **line item# 03-200-6802**

I hereby certify that, as of this date, adequate funds have been appropriated in line 03-200-6802 and are available to satisfy the expenditure required not exceeding \$179,320.00 for the above contract.

Willingboro Municipal Utilities Authority



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Rhonda Gigliotti  
Finance Director

Dated: February 24, 2025

# Willingboro Municipal Utilities Authority

## Resolution 2025 -03-19-08

### Authorizing Award for Sulfur Dioxide

**Whereas** Willingboro Municipal Utilities Authority has a need for the furnishing and delivery of sulfur dioxide, as a fair and open contract pursuant to the “Pay to Play Law” provisions of N.J.S.A. 19:44A-20.5; and

**Whereas** WMUA duly advertised and sought public bid for the supply through Bid# 25-01, on February 26, 2025, at 11:30 A.M.; and

**Whereas** two (2) bids were received as follows:

PROPOSAL	Univar	JCI Jones Chemical
ITEM	\$73.75	\$70.00
400 Units	400	400
Total	\$29,500.00	\$28,000.00

;and

**Whereas** JCI Jones Chemical Inc. was determined to be the lowest responsible bidder in accordance with the tenets of the Local Public Contracts Law and specifically N.J.S.A.40A:11-4a.

**Whereas** the Director of Finance has certified that unencumbered and available funds in the amount of \$28,000.00 are available for the contract under budget line item: 01-200-7280 and no amount shall be chargeable or payable until such time as goods or services are ordered or otherwise called for under NJAC 5:30-5.5(b)2 (Exhibit A); and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Willingboro Municipal Utilities Authority, in the Township of Willingboro, County of Burlington, State of New Jersey, on this 19<sup>h</sup> day of March 2025, authorizes the WMUA to enter an agreement with JCI Jones Chemical Inc., 1765 Ringling Blvd., Sarasota, Florida, 34236 in the amounts as bid, not to exceed \$28,000.00 in accordance with the tenets as found within Bid # 25-01 for a term of one (1) year; and

**BE IT FURTHER RESOLVED** that the Executive Director and such other WMUA personnel as determined appropriate by the Executive Director is authorized to take all steps necessary to

effectuate this Resolution and the service with JCI Jones Chemical Inc. including the execution of an agreement or purchase order.

**BE IT FURTHER RESOLVED** that this resolution shall take effect immediately upon adoption.

Title, Name	Motion	Second	Aye	Nay	Abstain	Absent
Commissioner James Boyer			X			
Commissioner Kevin McIntosh		X	X			
Commissioner Carl Turner	X		X			
Vice-Chair Diallyo Diggs			X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 <sup>st</sup> alt.						
Commissioner Kimbrali Davis 2 <sup>nd</sup> alt.						

**Certification By Secretary**

I, Bernadette Green, Secretary of the Willingboro Municipal Utilities Authority do hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the Authority at the regular meeting held on the 19<sup>th</sup> day of March, 2025.

Dated: March 19, 2025

*Bernadette Green*

Bernadette Green, RMC  
Board Secretary

# Willingboro Municipal Utilities Authority

## Certification of Availability of Funds

Resolution 2025-03-19-08a

### Authorizing Award for Sulfur Dioxide

—JCI Jones Chemical, Inc.

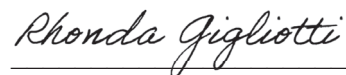
**Amount of Contract:** Award not to exceed \$28,000

Any expenditure required for the above referenced contract is properly chargeable to **line item#**

**01-200-7280**                      **\$28,000**

I hereby certify that, as of this date, adequate funds have been appropriated in line 01-200-7280 and are available to satisfy the expenditure required not exceeding \$28,000 for the above contract.

Willingboro Municipal Utilities Authority



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Rhonda Gigliotti  
Finance Director

Dated: February 26, 2025

# Willingboro Municipal Utilities Authority

## Resolution 2025-03-19-09

### Rejecting Submittal for Bid # 25-03 Sludge and Grit Removal Services Pursuant to N.J.S.A. 40A:11-23.2c

**Whereas**, the Willingboro Municipal Utilities Authority (WMUA), publicly advertised and received competitive contract submittals in a fair and open manner (N.J.S.A. 19:44A-20.5) for Bid # 25-03 Sludge and Grit Removal Services, on February 26, 2025; and

**Whereas** the WMUA received submittals by American Disposal Systems, Inc., 10 Covington Terrace, Lumberton, New Jersey, 08048 containing no ownership disclosure; and

**Whereas**, the New Jersey Local Public Contracts Law at N.J.S.A. 40A:11-23.2c, makes the lack of providing a valid statement of ownership, a fatal defect and a mandatory rejection of bids.

**Now Therefore Be It Resolved**, by the Board of Commissioners of the Willingboro Municipal Utilities Authority, that the bid submitted by American Disposal Systems, Inc., 10 Covington Terrace, Lumberton, New Jersey, 08048 containing no ownership disclosure, is hereby rejected under N.J.S.A. 40A:11-23.2c.

**Be It Further Resolved** that the WMUA's qualified purchasing agent shall advise American Disposal Systems, Inc. of their rejection pursuant to this Resolution.

Title, Name	Motion	Second	Aye	Nay	Abstain	Absent
Commissioner James Boyer			X			
Commissioner Kevin McIntosh		X	X			
Commissioner Carl Turner	X		X			
Vice-Chair Diallyo Diggs			X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 <sup>st</sup> alt.						
Commissioner Kimbrali Davis 2 <sup>nd</sup> alt.						

### Certification By Secretary

I, Bernadette Green, Secretary of the Willingboro Municipal Utilities Authority, do hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the Authority at the regular meeting held on the 19<sup>th</sup> day of March, 2025.

Dated: March 19, 2025

*Bernadette Green*  
Bernadette Green, RMC  
Board Secretary



# Willingboro Municipal Utilities Authority

## Resolution 2025-03-19-10

### Authorizing Award for Sludge and Grit Removal Services

**Whereas** Willingboro Municipal Utilities Authority (WMUA) has a need for 25-03 Sludge and Grit Removal Services, as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**Whereas** WMUA duly advertised and sought public bid for the supply through Bid# 25-03, on February 26, 2025, at 10:00 A.M.; and

**Whereas** three (3) bids were received as follows:

PROPOSAL	Windriver Environmental	American Disposal Systems, Inc.	Herman's Trucking Inc.
Year 1 Haul Rate (Cost per load)	\$339.41		\$350.00
Year 2 Haul Rate (Cost per load)	\$356.38		\$365.00
Year 3 Haul Rate (Cost per load)	\$374.20		\$380.00

;and

**Whereas** Windriver Environmental, 46 Lizotte Drive, Marlborough, Massachusetts, 01752 was determined to be the lowest responsible bidder in accordance with N.J.S.A.40A:11-4a.

**Whereas** the Director of Finance has certified that unencumbered and available funds in the amount of \$90,100.00 are available for the contract under budget line item: 01-200-7330 and no amount shall be chargeable or payable until such time as goods or services are ordered or otherwise called for under NJAC 5:30-5.5(b)2 (Exhibit A); and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Willingboro Municipal Utilities Authority, in the Township of Willingboro, County of Burlington, State of New Jersey, on this 19<sup>th</sup> day of March 2025, authorizes the WMUA to enter an agreement with Windriver Environmental, 46 Lizotte Drive, Marlborough, Massachusetts, 01752 for a three (3) year contract, in the amounts as bid, in accordance with the tenets as found within Bid # 25-03; and

**BE IT FURTHER RESOLVED** that the Executive Director and such other WMUA personnel as determined appropriate by the Executive Director is authorized to take all steps necessary to effectuate this Resolution and the service with Windriver Environmental including the execution of an agreement or purchase order.

**BE IT FURTHER RESOLVED** that this resolution shall take effect immediately upon adoption.

Title, Name	Motion	Second	Aye	Nay	Abstain	Absent
Commissioner James Boyer			X			
Commissioner Kevin McIntosh			X			
Commissioner Carl Turner	X		X			
Vice-Chair Diallyo Diggs		X	X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 <sup>st</sup> alt.						
Commissioner Kimbrali Davis 2 <sup>nd</sup> alt.						

**Certification By Secretary**

I, Bernadette Green, Secretary of the Willingboro Municipal Utilities Authority do hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the Authority at the regular meeting held on the 19<sup>th</sup> day of March, 2025.

Dated: March 19, 2025

*Bernadette Green*

Bernadette Green, RMC  
Board Secretary

**CERTIFICATION OF AVAILABILITY OF FUNDS  
MULTI YEAR CONTRACTS**

As required by N.J.S.A. 40A:11-15, N.J.A.C. 5:30-5.4, and any other applicable requirements, I, Rhonda Gigliotti, Finance Director of the WILLINGBORO MUNICIPAL UTILITIES AUTHORITY have ascertained that there are now available sufficient funds to award a contract between the WILLINGBORO MUNICIPAL UTILITIES AUTHORITY and Windriver Environmental for Sludge and Grit Removal Services.

**Amount of Contract:** Award not to exceed \$90,100.00

Any expenditure required for the above referenced contract is properly chargeable to **line item#**

**01-200-7330**

Pursuant to N.J.A.C. 5:30-5.5(d), multi-year contracts entered into for periods in excess of twelve (12) months shall be certified and charged to the respective budgets in accordance with the time(s) at which the respective work or services are performed or liability for payment is otherwise incurred. Accordingly, commitments and payments required in excess of the initial twelve (12) months are contingent upon necessary funds being appropriated in future budgets by a subsequent governing body.

**Contract Period:** From May 1, 2025 through April 30, 2028

**Amount Certified for Current Budget Year:** \$19,100.00

*Rhonda Gigliotti*  
\_\_\_\_\_  
Rhonda Gigliotti  
Finance Director

# Willingboro Municipal Utilities Authority

## Resolution 2025-03-19-11

### Authorizing Executive Session

**Whereas** N.J.S.A. 10:4-13 allows for a Public Body to go into closed session after adopting a resolution during a Public Meeting; and

**Whereas** the Board of the Willingboro Municipal Utilities Authority (“WMUA”) has deemed it necessary to go into closed session to discuss certain matters which are exempt from the Public; and

**Whereas** the regular meeting of this Board will reconvene at the conclusion of closed session.

**Now, Therefore, Be It Resolved** by the WMUA, in the Township of Willingboro, County of Burlington, State of New Jersey, that the Board of Commissioners will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12b:

- ☐ 1 Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from the provisions of subsection a of NJSA 10:4-12; and
- ☐ 2 Any matter in which the release of information would impair a right to receive funds from the Government of the United States; and
- ☐ 3 Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance, and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by an institution or program, including but not limited to, information relative to the individual’s personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress, or condition of any individual, unless the individual concerned (or, in the case of a minor or an incapacitated individual, the individual’s guardian) shall request in writing that the material be disclosed publicly; and
- ☐ 4 Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body; and
- ☐ 5 Any matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed; and

Continued . . .

☐ 6 Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair that protection, or investigations of violations or possible violations of the law; and

☒ 7 Any pending or anticipated litigation or contract negotiation, excluding collective bargaining, in which the public body is, or may become, a party, or matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer; and

☒ 8 Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected in writing that such matter or matter be discussed at public meeting; and

☐ 9 Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party of the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility.

**Be it further resolved** that the Commissioners hereby declare that its discussion of the aforementioned subject(s) may be made public at a time when the Solicitor advises the Board that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the WMUA or any other entity with respect to said discussion.

**Be it further resolved** that the Board, for the aforementioned reasons, hereby declares that the public is excluded from the portion or the meeting during which the above discussion shall take place and here by directs the WMUA to take the appropriate action to effectuate the terms of this resolution.

Title, Name	Motion	Second	Aye	Nay	Abstain	Absent
Commissioner James Boyer		X	X			
Commissioner Kevin McIntosh			X			
Commissioner Carl Turner	X		X			
Vice-Chair Diallyo Diggs			X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 <sup>st</sup> alt.						
Commissioner Kimbrali Davis 2 <sup>nd</sup> alt.						

**Certification By Secretary**

I, Bernadette Green, Secretary of the Willingboro Municipal Utilities Authority, do hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the Authority at the regular meeting held on the 19<sup>th</sup> day of March 2025.

Dated: March 19, 2025

*Bernadette Green*

Bernadette Green, RMC  
Board Secretary