



Willingboro Municipal Utilities Authority

433 John F. Kennedy Way
Willingboro, New Jersey 08046-2119
(609) 877-2900, Fax (609) 835-4645
www.wmua.info

Commissioners

Patricia Lindsay-Harvey, Chair
Diallyo H. Diggs, JD, MBA, Vice Chair
Carl Anthony Turner
Kevin M. McIntosh, MBA
James Boyer
William A. Weston, Alt. 1
Kimbrali Davis, Alt. 2

Executive Director

Emmanuel Stuppard

Board Secretary

Bernadette Green, RMC

CERTIFICATION OF RESOLUTIONS

I, Bernadette Green, do hereby certify that the Resolutions that follow are a true and correct copy of the resolutions approved by the Board of Commissioners at the special meeting of the Willingboro Municipal Utilities Authority on March 6, 2024

Bernadette Green

Bernadette Green, RMC
Board Secretary

Willingboro Municipal Utilities Authority

Resolution 2024-03-06-01

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 that are exempt from the Public; and

Whereas the special meeting of this Board will reconvene at the conclusion of the 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:

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

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

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 hereby directs the WMUA to take the appropriate action to effectuate the terms of this resolution.

Continued . . .

| Title, Name | Motion | Second | Aye | Nay | Abstain | Absent |
|---|--------|--------|-----|-----|---------|--------|
| Chair, Commissioner Pat Lindsay-Harvey | | | X | | | |
| Vice Chair, Commissioner Kevin McIntosh | X | | X | | | |
| Commissioner Carl Turner | | | | | | |
| Commissioner Diallyo Diggs | | | X | | | |
| Commissioner James Boyer | | X | X | | | |
| Commissioner, 1st Alternate, William Weston | | | | | | |
| Commissioner, 2nd Alternate, Kimbrali Davis | | | | | | |

Certification By Secretary

I, Sharon L. Anderson, 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 6th day of March 2024.

Dated: _____, 2024

 Sharon L. Anderson, Secretary

Willingboro Municipal Utilities Authority

Resolution 2024-03-06-02

Creating the Position of Director of Human Resources and Fixing the Salary Range

Whereas the Board of Commissioners of the Willingboro Municipal Utilities Authority (Board) is empowered to adopt the within resolution pursuant to and in accordance with the Municipal and County Utilities Authority Law; and

Whereas there exists a need for the management of the human resources function in the WMUA; and

Whereas there exists a need for the administration and management of the safety functions in the WMUA; and

Whereas Resolution 2023-10-20-01 created the position of Director of Personnel; and

Whereas it has been determined that such services can best be provided by creating an unclassified position of Director of Human Resources; and

Whereas, the title of Director of Personnel shall be amended to Director of Human Resources;

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, the position of Director of Human Resources for Willingboro Municipal Utilities Authority is hereby created.

Be It Further Resolved that the Personnel Committee is authorized to amend the duties of the Director of Personnel to incorporate additional duties fitting the position of Director of Human Resources as aforesaid without further action of the Board.

Be It Further Resolved that, under the direction of the Willingboro Municipal Utilities Authority Executive Director, the Director of Human Resources shall, among other things:

- a. Supervise the Human Resources Coordinator and personnel associated therewith; and
- b. Administer the safety components of the WMUA and personnel associated therewith;
- c. Shall perform the functions set forth in the attached job description as applicable;
- d. Such other duties as assigned and designated by the Executive Director and Board.

Be It Further Resolved that the annual salary range for the Director of Human Resources shall be \$83,000 - \$125,000.

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

| Title, Name | Motion | Second | Aye | Nay | Ab-stain | Absent |
|---|--------|--------|-----|-----|----------|--------|
| Chair, Commissioner Pat Lindsay-Harvey | | | X | | | |
| Vice Chair, Commissioner Kevin McIntosh | X | | X | | | |
| Commissioner Carl Turner | | | | | | X |
| Commissioner Diallyo Diggs | | | X | | | |
| Commissioner James Boyer | | X | X | | | |
| Commissioner, 1st Alternate, William Weston | | | X | | | |
| Commissioner, 2nd Alternate, Kimbrali Davis | | | | | | |

Certification By Secretary

I, Sharon L. Anderson, 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 6th day of March 2024.

Dated: _____, 2024

 Sharon L. Anderson, Secretary

Willingboro Municipal Utilities Authority

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

Whereas Willingboro Municipal Utilities Authority (“WMUA”) is empowered to adopt the within resolution pursuant to and in accordance with the Municipal and County Utilities Authority Law; and

Whereas the Executive Director has evaluated and recommended the hiring of a certain applicant for the position of Director of Human Resources; and

Whereas the Executive Director has presented his recommendation to the WMUA’s Personnel Committee which concurred with the Executive Director’s recommendation as to the filling of this open position.

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 Board hereby appoints Henry Hall as Director of Human Resources at a salary of \$110,000.

Be It Further Resolved that the Executive Director is hereby authorized and directed to immediately take the appropriate steps to effectuate the hiring of Henry Hall.

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

| Title, Name | Motion | Second | Aye | Nay | Abstain | Absent |
|--|--------|--------|-----|-----|---------|--------|
| Chair, Commissioner Pat Lindsay-Harvey | | | X | | | |
| Vice Chair, Commissioner Kevin McIntosh | | X | X | | | |
| Commissioner Carl Turner | | | | | | X |
| Commissioner James Boyer | X | | X | | | |
| Commissioner Diallyo Diggs | | | X | | | |
| 1st Alternate, Commissioner William Weston | | | X | | | |
| 2nd Alternate, Commissioner Kimbrali Davis | | | | | | |

Certification By Secretary

I, Sharon L. Anderson, 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 6th of March 2024.

Dated: _____

Sharon L. Anderson, Secretary