

Willingboro Municipal Utilities Authority  
Regular Meeting with Rate Hearing  
Wednesday, 6:00pm, October 15, 2025

1. Call to Order
  - A. Pledge of Allegiance
  - B. Roll Call
2. Statements
  - A. Open Public Meeting Act Reading
3. Rate Hearing Presentation
4. Further Statements
  - A. Explanation of Resolutions
5. Public Comment - Agenda Items Only
6. Minutes of Prior Meeting
  - A. September 17, 2025 – Regular Meeting
7. Executive Updates
  - A. Executive Director Report
  - B. Policy, Procedures & Communications Committee Report
  - C. Res. 2025-10-15-01: Adopting an Omnibus Authorization and Approval for Certain WMUA Policies
  - D. Res. 2025-10-15-02: Establishing and Implementing a Fair and Open Process for the Board Selection of Various Professional Service Providers
  - E. Res. 2025-10-15-03: Authorizing the Procurement of a Grants Writer Consulting Firm through the Competitive Contract Process.
8. Finance
  - A. Finance Director Report
    - Budget Presentation
  - B. Res. 2025-10-15-04: Authorizing Payment of Bill List for October 2025
  - C. Res. 2025-10-15-05: Authorizing Adjustment of Sewer Service Charges
  - D. Res. 2025-10-15-06: Introducing and Approving the Authority Budget FY 2026
9. Human Resources
  - A. Director of Human Resources Report
  - B. Personnel Committee Report
10. Operations
  - A. Operations and Engineering Report
  - B. Operations Committee Report
  - C. Res. 2025-10-15-07: Awarding Bid # 25-14 – Fabric Structure Bid
11. Ad Hoc Committee Reports
  - A. Master Plan Committee
12. Unfinished Business
  - A. Imagine a Day Without Water

13. New Business
  - A. Res. 2025-10-15-08: Authorizing Agreement Between WMUA and Napoli
  - B. Res. 2025-10-15-09: Authorizing Executive Session
14. Public Comment - General
15. Board Comments
16. Executive Session
17. Adjourn

# **Rate Hearing**

# Willingboro Municipal Utilities Authority

2026 Rate Study  
October 15, 2025

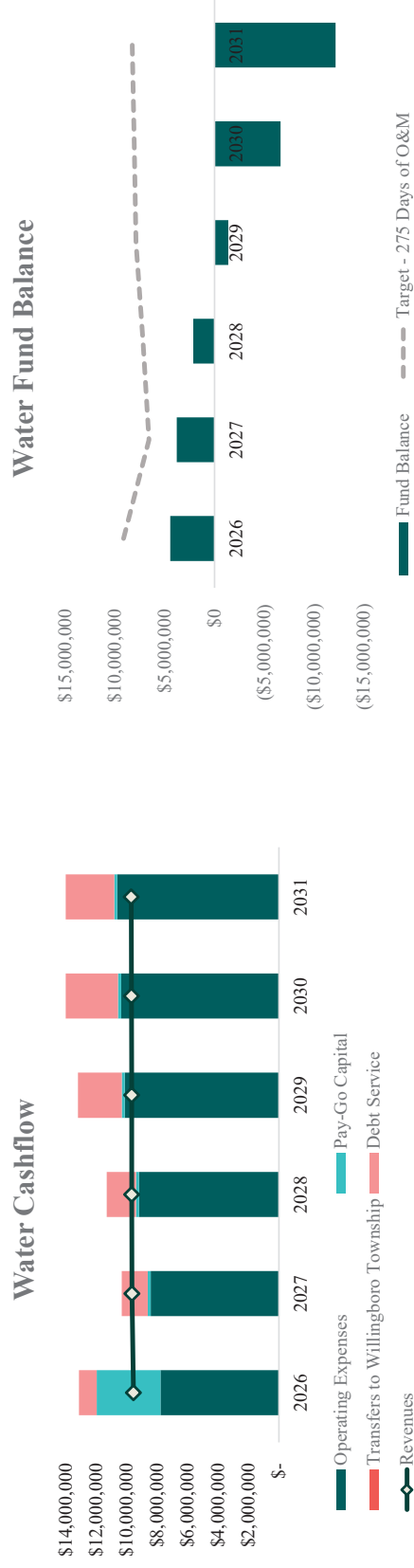


# 2026 Rate Study Overview

- **Rising Costs:** Unfilled positions in 2024 have now been filled in 2025. Insurance costs have risen on average 25% over the last 3 years.
- **Capital Projects:** Combined \$140.5 million in capital projects for water & sewer from 2025 through 2032. \$1.4 million of additional debt service is expected in 2027. New debt increases to \$3.2 million in 2028 and grows to \$7 million by 2031.
- **Connection Fees:** In 2024, the WMUA realized \$1.9 million in connection fees. This drops to approximately \$562,000 in 2025 and \$467,000 in 2026. After 2026, connection fee revenues are projected to be \$0.
- **Consumption:** Total consumption increased in 2023 1.36% and 5.79% in 2024 mostly due to commercial and the Mt. Laurel Bulk Water Sale. Total consumption is expected to be stable in the future.

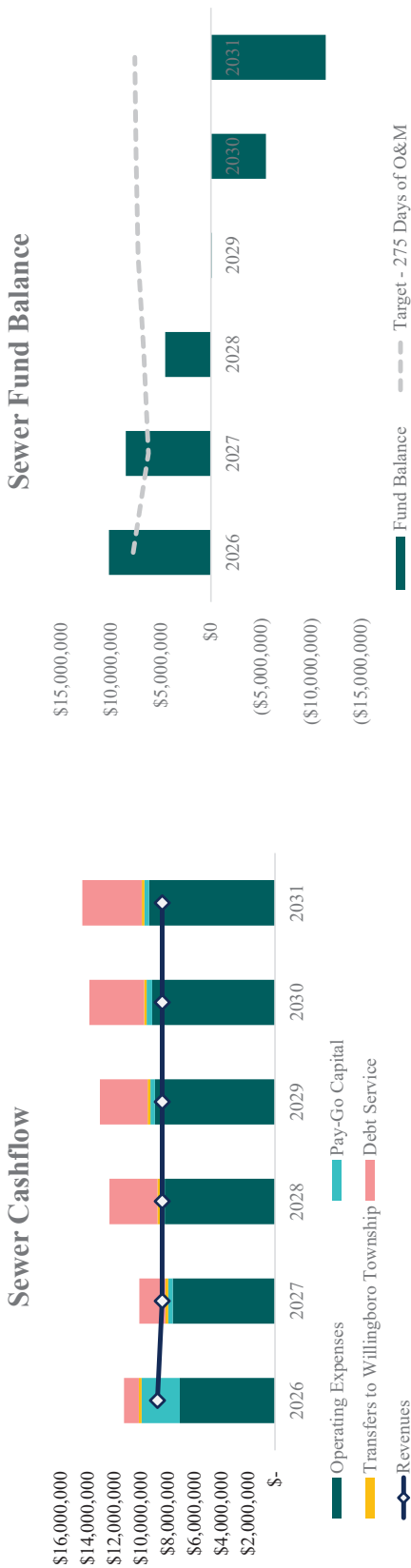
# Water Cashflow and Fund Balance

## *No Future Rate Increases*



# Sewer Cashflow and Fund Balance

## No Future Rate Increases



2025 Rate Study							
	2025	2026	2027	2028	2029	2030	2031
<i>Rate Increases</i>	<i>Actual</i>	<i>Proposed</i>	<i>Forecast</i>	<i>Forecast</i>	<i>Forecast</i>	<i>Forecast</i>	<i>Forecast</i>
Water Retail	5.00%	5.00%	5.00%	5.00%	5.00%	6.00%	6.00%
Mt. Laurel Bulk Rate	6.00%	6.00%	6.00%	6.00%	6.00%	6.00%	6.00%
Sewer Retail	9.00%	9.00%	9.00%	9.00%	9.00%	9.00%	9.00%

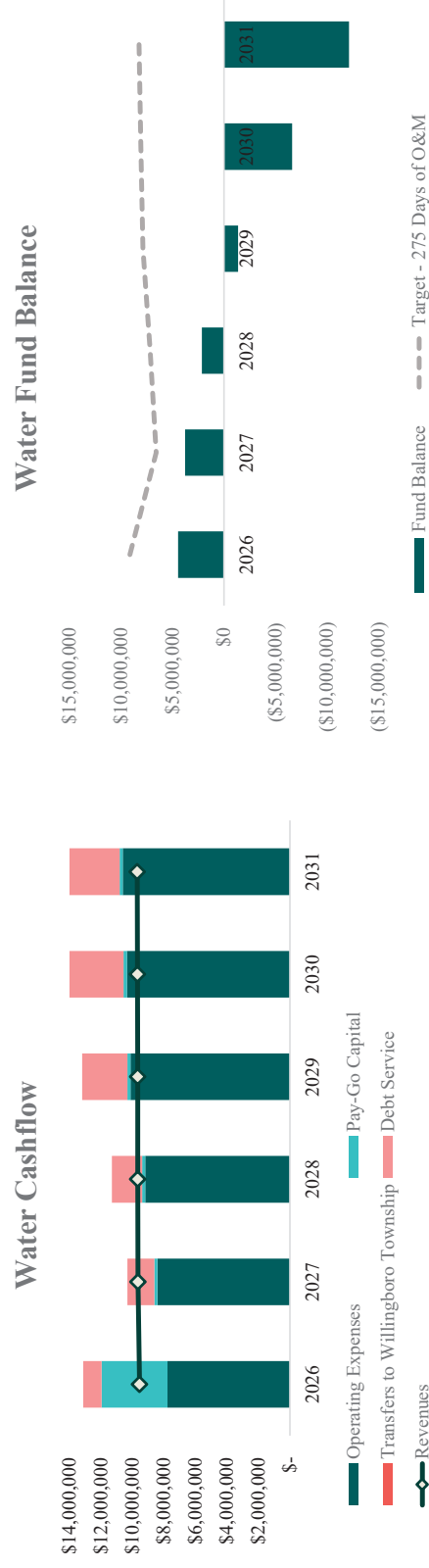
2026 Rate Study							
	2025	2026	2027	2028	2029	2030	2031
<i>Rate Increases</i>	<i>Actual</i>	<i>Proposed</i>	<i>Forecast</i>	<i>Forecast</i>	<i>Forecast</i>	<i>Forecast</i>	<i>Forecast</i>
Water Retail	5.00%	6.00%	6.00%	6.00%	6.00%	6.00%	6.00%
Mt. Laurel Bulk Rate	6.00%	6.00%	6.00%	6.00%	6.00%	6.00%	6.00%
Sewer Retail	9.00%	9.00%	9.00%	9.00%	9.00%	9.00%	9.00%

# Rate Increase Projections



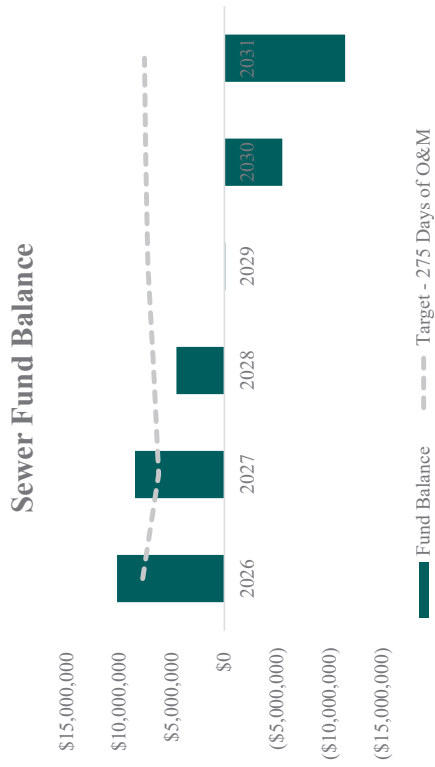
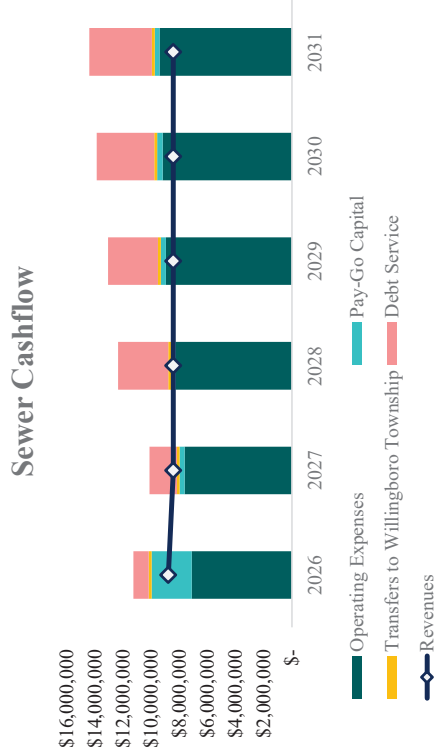
# Water Cash Flow

## With Proposed Rate Increase



# Sewer Cash Flow

## With Proposed Rate Increase



Annual Combined Bill (Water and Sewer)					
Class	Consumption (1,000gallon/ Quarter)	2025 <i>Existing</i>	2026 <i>Proposed</i>	\$ Increase	% Increase
Low Residential	5	\$679.16	\$729.76	\$50.60	7.45%
Median Residential	10	\$679.16	\$729.76	\$50.60	7.45%
High Residential	20	\$1,243.90	\$1,336.54	\$92.63	7.45%
Low Commercial	10	\$978.04	\$1,048.62	\$70.58	7.22%
Median Commercial	20	\$1,724.77	\$1,850.63	\$125.86	7.30%
High Commercial	30	\$2,542.19	\$2,728.71	\$186.52	7.34%

*A typical annual residential water and sewer bill (10 Kgal/quarter) will increase from \$ 679.16 to \$729.76, an increase of \$50.60 or 7.45% (an increase of \$4.22 per month or \$0.14 per day*

# Customer Impacts

# Proposed Water Rates

Water Rates					
2025	2026	2027	2028	2029	2030
<i>Actual</i>	<i>Proposed</i>	<i>Forecast</i>	<i>Forecast</i>	<i>Forecast</i>	<i>Forecast</i>
<b>Minimum Charge (Quarterly)</b>					
<i>Residential</i>	\$87.68	\$92.94	\$104.43	\$110.69	\$117.34
<i>Commercial</i>	145.35	154.07	173.11	183.50	194.51
<b>Usage Charge (per 1,000 gallons)</b>					
<b><i>Residential</i></b>					
<i>First 10,000 gallons</i>	-	-	-	-	-
<i>Tier 1 (10,001 - 13,000 gallons per quarter)</i>	\$7.33	\$7.77	\$8.24	\$9.25	\$9.81
<i>Tier 2 (13,001 - 26,000 gallons per quarter)</i>	7.33	7.77	8.24	9.25	9.81
<i>Tier 3 (Over 26,001 gallons per quarter)</i>	8.58	9.09	9.64	10.83	11.48
<b><i>Commercial</i></b>					
<i>First 10,000 gallons</i>	-	-	-	-	-
<i>Tier 1 (10,001 - 13,000 gallons per quarter)</i>	\$9.94	\$10.54	\$11.84	\$12.55	\$13.30
<i>Tier 2 (13,001 - 26,000 gallons per quarter)</i>	9.94	10.54	11.84	12.55	13.30
<i>Tier 3 (Over 26,001 gallons per quarter)</i>	11.99	12.71	14.28	15.14	16.05
<i>Pools &amp; Irrigation</i>	\$5.48	\$5.81	\$6.16	\$6.92	\$7.33
<i>Mt. Laurel Wholesale Rate</i>	\$3.57	\$3.78	\$4.01	\$4.51	\$4.78
					\$5.06

# Prol

Sewer Rates						
2025	2026	2027	2028	2029	2030	2031
Actual	Proposed	Forecast	Forecast	Forecast	Forecast	Forecast
\$82.11	\$89.50	\$97.55	\$106.33	\$115.90	\$126.34	\$137.71
99.16	108.08	117.81	128.42	139.97	152.57	166.30
\$6.79	\$7.40	\$8.07	\$8.79	\$9.58	\$10.45	\$11.39
7.92	8.63	9.41	10.26	11.18	12.19	13.28
\$8.73	\$9.52	\$10.37	\$11.31	\$12.32	\$13.43	\$14.64
11.10	12.10	13.19	14.37	15.67	17.08	18.62

# Thank you

Heather Litzebauer, Principal

201-656-0115

[hlitzebauer@nwfinancial.com](mailto:hlitzebauer@nwfinancial.com)

**WILLINGBORO MUNICIPAL  
UTILITIES AUTHORITY**

**AGREED-UPON  
PROCEDURES REPORT –  
CONNECTION FEE**

**DECEMBER 31, 2024**



**INDEPENDENT ACCOUNTANT'S REPORT  
ON APPLYING AGREED-UPON PROCEDURES**

To The Chairperson, Members and Management of  
The Willingboro Municipal Utilities Authority  
Willingboro, New Jersey

We have performed the procedures enumerated below on calculating the Willingboro Municipal Utilities Authority's (the Authority) maximum connection fees in accordance with N.J.S.A. 40:14B-21 & 22 as of December 31, 2024. The Authority's management is responsible for its compliance with those specified requirements.

The Authority's management has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of calculating connection fees in accordance with N.J.S.A. 40:14B-21 & 22. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are summarized as follows:

**Procedures:**

- 1) We calculated the Authority's capital base as of December 31, 2024, as defined by N.J.S.A. 40:14B-21 & 22 et seq., from the records provided by the Authority.
- 2) Using information provided by management of the Authority, we calculated the number of the Authority's Equivalent Dwelling Units based upon the volume of average daily water flow for a single family residence in accordance with N.J.S.A. 40:14B-21(c) & 22(c).
- 3) We calculated the connection fees by dividing the corresponding capital base by the number of EDU's as of December 31, 2024.

**Findings:**

Based upon the performance of the aforementioned procedures, the maximum connection fees for connections subsequent to December 31, 2024 are \$5,693.00 for water connections and \$5,785.00 for sewer connections (See Schedule A).

We were engaged by the Authority's management to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on compliance with the specified requirements. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.



**38000**

We are required to be independent of the Willingboro Municipal Utilities Authority and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

The terms of our engagement are such that we have no obligation to update our report for this computation period because of events occurring, or data coming to our attention, subsequent to the date of this report. This report relates only to the funds and amounts specified above, and do not extend to any financial statements of the Willingboro Municipal Utilities Authority.

This report is intended solely for the information and use of Willingboro Municipal Utilities Authority and is not intended to be and should not be used by anyone other than those specified parties.

Respectfully submitted,



BOWMAN & COMPANY LLP  
Certified Public Accountants  
& Consultants

Voorhees, New Jersey  
August 28, 2025

**Willingboro Municipal Utilities Authority  
Calculation of Connection Fees  
As of December 31, 2024**

	<u>Total</u>	<u>Sewer</u>	<u>Water</u>
Cumulative Bond Principal Paid as of December 31, 2023	\$ 50,050,490.92	\$30,909,308.72	\$19,141,182.20
Add: Principal Payments Made Calendar Year 2024	719,000.28	621,232.25	97,768.03
Cumulative Bond Interest Paid as of December 31, 2023	34,533,728.72	21,387,345.68	13,146,383.04
Add: Interest Payments Made Calendar Year 2024	453,017.67	217,304.64	235,713.03
Fixed Capital Acquired by Renewal & Replacement Fund As of December 31, 2023	69,350,179.12	25,176,420.12	44,173,759.00
Add: Renewal & Replacement Acquisitions Calendar Year 2024	5,541,030.81	2,614,478.48	2,926,552.33
Renewal & Replacement Fund	1,500,000.00	750,000.00	750,000.00
<b>Total Capital Base</b>	<u><u>\$ 162,147,447.52</u></u>	81,676,089.89	80,471,357.63
Equivalent Dwelling Units		14,118	14,135
<b>Maximum Connection Fee</b>		\$ 5,785.00	\$ 5,693.00
Average Gallons per Day		148	148
<b>Average Cost per Gallon</b>		<u><u>\$ 39.01</u></u>	<u><u>\$ 38.39</u></u>

**Willingboro Municipal Utilities Authority**  
**Connection Fees Schedule**

	For the year ended December 31,			
	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
<b>CLASS 1</b>				
Residential				
Sewerage connection fee	\$ 5,503.00	\$ 5,599.00	\$ 5,620.00	\$ 5,785.00
Water connection fee	4,921.00	5,210.00	5,531.00	5,693.00
<b>CLASS 2</b>				
Non-Residential: Hotel or Motel				
Sewerage connection fee	\$ 2,751.50	\$ 2,799.50	\$ 2,810.00	\$ 2,892.50
Water connection fee	2,460.50	2,605.00	2,765.50	2,846.50
<b>CLASS 3</b>				
Non-Residential: General				
Sewerage connection fee	\$ 5,503.00	\$ 5,599.00	\$ 5,620.00	\$ 5,785.00
Sewer @ Gallon	37.81	37.06	38.04	39.01
Water connection fee	4,921.00	5,210.00	5,531.00	5,693.00
Water @ Gallon	33.81	34.48	37.43	38.39
<b>CLASS 4</b>				
Affordable Housing				
Sewerage connection fee	50%	50%	50%	50%
Water connection fee	50%	50%	50%	50%
<b>CLASS 5</b>				
Irrigation, Lawn Sprinklers or Swimming Pools				
1 Inch	\$ 6,100.00	\$ 6,500.00	\$ 6,900.00	\$ 7,100.00
1 1/2 Inch	9,800.00	10,400.00	11,000.00	11,400.00
2 Inch	15,700.00	16,600.00	17,600.00	18,200.00
3 Inch	31,400.00	33,300.00	35,200.00	36,500.00
4 Inch	49,000.00	52,000.00	55,000.00	57,000.00
<b>CLASS 6</b>				
Fire Service Public or Private	N/C	N/C	N/C	N/C

38000

**Willingboro Municipal Utilities Authority  
Edgewater Connection Fee Calculation  
For 2024**

	<u><b>2024</b></u>
Beginning Capital Base for Edgewater Park per Authority Records	62,465,629
Debt Principal Payments	
Add: Principal Payments Made per Independent Auditor Calculation	621,232
Debt Interest Payments	
Add: Interest Payments Made per Independent Auditor Calculation	217,305
Fixed Capital Acquired by R&R Fund	
Add: R&R Acquisitions Made per Independent Auditor Calculation	2,614,478
Less: R&R Acquisitions not associated with Edgewater Park per Authority	<u>(279,270)</u>
<b>Total Capital Base</b>	<u><u>65,639,375</u></u>
Equivalent Dwelling Units	
Per Independent Auditor Calculation	<u>14,118</u>
<b>Average Cost per EDU</b>	4,649
Average Gallons per Day	
Per Independent Auditor Calculation	<u>148</u>
<b>Average Cost per Gallon</b>	31.41

**Willingboro Municipal Utilities Authority**  
**Proposed Connection Fees Schedule**  
**Effective December 1, 2025**

**CLASS 1**

Residential		
Sewerage connection fee	\$	5,785.00
Water connection fee		5,693.00

**CLASS 2**

Non-Residential: Hotel or Motel		
Sewerage connection fee	\$	2,892.50
Water connection fee		2,846.50

**CLASS 3**

Non-Residential: General		
Sewerage connection fee	\$	5,785.00
Sewer @ Gallon		39.01
Water connection fee		5,693.00
Water @ Gallon		38.39

**CLASS 4**

Affordable Housing		
Sewerage connection fee		50%
Water connection fee		50%

**CLASS 5**

Irrigation, Lawn Sprinklers or Swimming Pools		
1 Inch	\$	7,100.00
1 1/2 Inch		11,400.00
2 Inch		18,200.00
3 Inch		36,500.00
4 Inch		57,000.00

**CLASS 6**

Fire Service Public or Private		N/C
--------------------------------	--	-----

**Willingboro Municipal Utilities Authority  
Edgewater Park Proposed Connection Fees  
Effective December 1, 2025**

Cost per Equivalent Dwelling Unit	<b>\$4,649</b>
Cost per Gallon	<b>\$31.41</b>

## **Resolution 2025-10-15-01**

### **Adopting an Omnibus Authorization & Approval for Certain WMUA Policies**

**Whereas** Willingboro Municipal Utilities Authority (WMUA) has a need for a Policy Manual with updated and revised policies; and

**Whereas** WMUA in conjunction with its professional advisors, has been compiling its policies spanning both the old and new; and

**Whereas** it is necessary and proper that these policies be codified and placed in the WMUA Policy Manual; and

**Whereas** the Executive Director is tasked with the responsibility of assigning to each policy an arrangement and compilation number in order to enable the Board of Commissioners to properly track, approve and revise the policies: and

**Whereas** the policies listed in this resolution attached as Exhibit A shall be included in the WMUA Policy Manual in the order determined by the Executive Director; and

**Whereas** this Policy Manual shall not supersede or affect any term or condition of employment that may exist in any collective negotiations agreement and if any part of any policy included in the Policy Manual conflicts with any term or condition of employment expressly set forth in a collective negotiations agreement, that part of the policy will be null and void as it applies to the affected group of employees, and

**Whereas** nothing in the policies included in Exhibit A are intended to restrict or impede employees from exercising protected rights under the Employer-Employee Relations Act, Fair Labor Standards Act, or other law; and

**Whereas** the WMUA reserves the right (on an individual basis or generally) to make any revisions, modifications, exceptions, interpretations or deletions to the policies stated herein or to any other WMUA policies, procedures, benefits or other programs, with or without notice at the sole discretion of the WMUA;

**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 15th day of October 2025 that it hereby:

1. authorizes and adopts the policies attached hereto as Exhibit A.
2. authorizes the Executive Director to compile and assign arrangement and compilation numbers to those policies and incorporate them into the WMUA Policy Manual.

**BE IT FURTHER RESOLVED** that the Executive Director and such other WMUA personnel as determined appropriate by the Executive Director may with legal approval of Board counsel

amend any typographical error which may be found in the policies after adoption, provided same does not represent a material change.

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

Title, Name	Motion	Second	Aye	Nay	Abstain	Absent
Commissioner James Boyer						
Commissioner Kevin McIntosh						
Commissioner Carl Turner						
Vice-Chair Diallyo Diggs						
Chairwoman Patricia Lindsay-Harvey						
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 15<sup>th</sup> day of October 2025.

Dated: \_\_\_\_\_, 2025

---

Bernadette Green, RMC

Board Secretary



## **Resolution 2025-10-15-02**

### **Establishing and Implementing a Fair and Open Process for the Board Selection of Various Professional Service Providers**

**Whereas** the Willingboro Municipal Utilities Authority (“WMUA”) requires the services of various professional service providers; and

**Whereas** professional services are exempt from the requirement of public bidding pursuant to N.J.S.A. 40A:11-5; and

**Whereas** the WMUA continues to find it advisable to select professionals primarily on the basis of qualifications including qualifications uniquely suited to the needs of the WMUA; and

**Whereas** the WMUA has determined that it is appropriate to implement a fair and open process for the awarding of professional service contracts; and

**Whereas** to receive statements of qualification in a manner that fosters a fair and open process it is necessary and advisable to establish in advance general criteria and specific minimum requirements for those appointments; and

**Whereas** the WMUA has determined that a fair and open process requires public advertisement of professional appointments in a manner and with sufficient time to provide notice in advance of the contemplation of the appointment and the criteria to be considered in making the appointment; and

**Whereas** the WMUA will publicly open and announce each entity submitting a proposal and thereafter that all appointments be made at a public meeting of the WMUA and then published in accordance with N.J.S.A.40A:11-5.

**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, approves the following:

1. All professional service appointments hereinafter listed as Attorney (Solicitor), Conflict/Special Counsel, Bond Counsel, Labor Counsel, Energy/Rate Counsel, Financial Advisor(s), Independent Auditor, Special Projects Auditor, Consulting Engineer(s), Special Projects Engineer(s), Physician, Insurance Broker/Risk Manager\* (\*insurance broker/risk manager meet the extraordinary unspecifiable services requirements of the Local Public Contracts Law) shall be subject to a fair and open process as set forth below.
2. The Executive Director shall cause a legal notice to be published in a newspaper authorized to publish legal notices for the WMUA, stating that a full listing of all professional service appointments subject to a fair and open process together with the criteria established for the consideration of qualifications will be posted on Bidnet, the WMUA’s Internet website as well as the Burlington County Times and Courier Post.

3. The criteria for each position shall be disclosed on Bidnet, together with the posting of these positions on the WMUA's internet website as set forth above. The website posting shall inform potential applicants that all submissions must be made to the WMUA and received not later than 10 am on November 25, 2025.
4. Commencing at 10:01 a.m. on November 25, 2025, or as soon thereafter as may be possible, the WMUA's Qualified Purchasing Agent shall publicly open on Bidnet and announce all submissions by the name of the entity.
5. The Commissioners shall thereafter have the opportunity to review all submissions.
6. Interviews of candidates may be held at the discretion of the Board of Commissioners.
7. Appointments shall thereafter be made at a public meeting of the Commissioners.
8. Subsequent to appointments, appropriate notices shall be published in accordance with the requirements of N.J.S.A. 40A:11-5.

**Be It Further Resolved** that those positions listed in this Resolution are those which the WMUA reasonably believes will be subject to appointment for the year 2026. However, all such appointments are subject to the availability of funds and the needs of the WMUA. Accordingly, the listing of a position is not a representation or warranty that such position will be filled, but that if filled it will be subject to the process contained herein.

**Be It Further Resolved** that the Board of Commissioners have determined that the terms of this Resolution constitute a fair and open process as to all positions included herein.

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

**Certification By Secretary**

I, Bernadette Green, Board 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 15<sup>th</sup> of October 2025.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Bernadette Green, Board Secretary

## Resolution 2025-10-15-03

### Authorizing the Procurement of a Grants Writer Consulting Firm Through the Competitive Contract Process

**WHEREAS**, the WMUA has a need to provide for efficient grants writer services within the WMUA operations; and

**WHEREAS**, such services are currently available to be provided through the competitive contracting process under the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq (LPCL) specifically N.J.S.A. 40A:11-4.1(q); and

**WHEREAS**, the WMUA desires to evaluate such service offerings from Vendors utilizing the procedures as set forth in the LPCL and the New Jersey Administrative Code (N.J.S.A. 40A:11-4.1 et. seq. and N.J.A.C. 5:34-4 et. Seq.,) considering Price and Other Factors; and

**WHEREAS**, the WMUA desires to enter into a contract for up to a five (5) year term as authorized per the LPCL (N.J.S.A. 40A:11-15) that will satisfy the needs of the WMUA; and

**WHEREAS**, as per the LPCL, the process will be administered by the Qualified Purchasing Agent (N.J.S.A 40A:11-4.5(d)).

**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:

1. The Qualified Purchasing Agent is hereby authorized to commence the competitive contract/ procurement as allowable under the LPCL allowing for a minimum of 20 days' notice after advertisement to receive responses.
2. This resolution shall take effect immediately upon adoption.

Title, Name	Motion	Second	Aye	Nay	Abstain	Absent
Commissioner James Boyer						
Commissioner Kevin McIntosh						
Commissioner Carl Turner						
Vice-Chair Diallyo Diggs						
Chairwoman Patricia Lindsay-Harvey						
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 \_\_\_\_\_ day of \_\_\_\_\_ 2025.

Dated: \_\_\_\_\_, 2025

---

Bernadette Green, RMC  
Board Secretary

# Willingboro Municipal Utilities Authority

**Resolution 2025-10-15-04**

## **Authorizing Payment of Bill List for October 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						
Commissioner Kevin McIntosh						
Commissioner Carl Turner						
Vice-Chair Diallyo Diggs						
Chairwoman Patricia Lindsay-Harvey						
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 15th day of October 2025.

Dated: \_\_\_\_\_, 2025

\_\_\_\_\_  
Bernadette Green, RMC  
Board Secretary

Check #	Check Date	Vendor Name	Amount
97761	9/18/2025	STATE OF NJ HLTH-BENF (ACTIVE)	97,478.05
97762	9/18/2025	STATE OF NJ HLTH-BENF (RETIRE)	24,863.55
97763	9/24/2025	COMCAST	159.89
97764	9/24/2025	COMCAST	179.89
97765	9/24/2025	COMCAST	163.84
97766	9/24/2025	COMCAST	149.89
97767	9/24/2025	COMCAST	268.84
97768	9/24/2025	PSE&G	28.78
97769	9/24/2025	PSE&G	2,190.75
97770	9/24/2025	PSE&G	8,743.07
97771	9/24/2025	PSE&G	31.49
97772	9/24/2025	PSE&G	255.59
97773	9/24/2025	PSE&G	32.57
97774	9/24/2025	PSE&G	115.18
97775	9/24/2025	PSE&G	42.75
97776	9/24/2025	PSE&G	7,008.52
97777	9/24/2025	PSE&G	289.03
97778	9/24/2025	PSE&G	2,391.02
97779	9/24/2025	PSE&G	30.04
97780	9/24/2025	TREASURER STATE OF NJ	1,580.00
97782	10/3/2025	METLIFE-GROUP BENEFITS	5,918.23
97783	10/3/2025	PSE&G	15,806.31
97784	10/16/2025	24MEDIA LLC	1,050.00
97785	10/16/2025	A C SCHULTES INC	90,944.00
97786	10/16/2025	ADVANCED AUTO PARTS INC	224.92
97787	10/16/2025	ALAIMO ASSOC,RICHARD A	25,759.65
97788	10/16/2025	ARROYO ALCIDES	1,110.00
97789	10/16/2025	ALENCO FENCE & LUMBER CO	555.00
97790	10/16/2025	ALLIED METER SERVICE INC	1,200.00
97791	10/16/2025	ALLMAX SOFTWARE LLC	1,500.00
97792	10/16/2025	ATLANTIC ANALYTICAL LABORATORI	2,070.00
97793	10/16/2025	AUTOZONE, INC	1,074.56
97794	10/16/2025	BARBER, ROBERT	51.65
97795	10/16/2025	TELESYSTEM	3,161.92
97796	10/16/2025	BOWMAN & COMPANY LLP	44,580.50
97797	10/16/2025	BUCKLEY,VINCENT	555.00
97798	10/16/2025	BURLINGTON COUNTY BOARD O	11,884.33
97799	10/16/2025	COURIER TIMES,INC, BURLINGTON	949.27
97800	10/16/2025	BURLINGTON TRUCK CENTER	1,511.00
97801	10/16/2025	THE CANNING GROUP	1,250.00
97802	10/16/2025	CHEMSEARCH FE DIVISION	405.95
97803	10/16/2025	CHERYL ANN MYERS	11.44
97804	10/16/2025	CHIESA SHAHINIAN & GIAN TOMASI	11,532.50

97805	10/16/2025 CINTAS CORPORATION NO 2	0.00
97806	10/16/2025 CINTAS CORPORATION NO 2	5,370.95
97807	10/16/2025 COMCAST	179.89
97808	10/16/2025 COMCAST	1,375.63
97809	10/16/2025 COMCAST	234.84
97810	10/16/2025 COMCAST	242.41
97811	10/16/2025 COMCAST	262.57
97812	10/16/2025 COMCAST	396.24
97813	10/16/2025 COMCAST	283.58
97814	10/16/2025 COMCAST	198.87
97815	10/16/2025 COMCAST	159.89
97816	10/16/2025 COMCAST	159.89
97817	10/16/2025 COMCAST	156.73
97818	10/16/2025 COMPLETE CONTROL SERVICES INC	2,004.10
97819	10/16/2025 CONCEPT PRINTING INC	5,671.56
97820	10/16/2025 CONTRACTOR SERVICE	1,325.00
97821	10/16/2025 CORT Business Services	585.82
97822	10/16/2025 COURIER POST	111.87
97823	10/16/2025 COYNE CHEMICAL CO INC,	5,915.73
97824	10/16/2025 CRAMER JR, DONALD A	555.00
97825	10/16/2025 DEMAISE,VICTOR	1,110.00
97826	10/16/2025 DONOVAN,THOMAS J	1,110.00
97827	10/16/2025 EDUCATION & OUTREACH COMPANY	1,598.50
97828	10/16/2025 EVANS,WEBSTER	1,110.00
97829	10/16/2025 EVANS, ROBERT	1,110.00
97830	10/16/2025 FASTSIGNS OF MAPLE SHADE	2,930.54
97831	10/16/2025 FEDERAL EXPRESS CORP	263.02
97832	10/16/2025 FERGUSON US HOLDINGS INC	906.11
97833	10/16/2025 FISHER SCIENTIFIC COMPANY	1,639.76
97834	10/16/2025 FP FINANCE	174.89
97835	10/16/2025 FRANC ENVIRONMENTAL OF NE	3,733.51
97836	10/16/2025 GARDEN STATE LABS, INC	5,706.00
97837	10/16/2025 XYLEM DEWATERING SOLUTION	53,043.01
97838	10/16/2025 W.W. GRAINGER INC,	2,430.92
97839	10/16/2025 H2O SOLUTIONS, LLC	1,553.70
97840	10/16/2025 HACH COMPANY	2,679.59
97841	10/16/2025 CORE & MAIN LP	150.00
97842	10/16/2025 HENRY HALL	154.58
97843	10/16/2025 HERMAN'S TRUCKING, INC.	934.16
97844	10/16/2025 HOME DEPOT CREDIT SERVICE	2,803.17
97845	10/16/2025 IDEXX DISTRIBUTION CORPOR	5,344.27
97846	10/16/2025 INTERSTATE MAINTENANCE CORP.	1,993.00
97847	10/16/2025 JAMIE DERVIN THOMPSON	125.00
97848	10/16/2025 JCI JONES CHEMICALS INC	17,853.15



97849	10/16/2025 JFK PLUMBING	1,900.00
97850	10/16/2025 KEYSTONE PRECISION SOLUTIONS	1,040.40
97851	10/16/2025 KROGULSKI,JOHN	555.00
97852	10/16/2025 LAKE JR, WILLIAM H	154.95
97853	10/16/2025 LECONY, STEVEN L	1,110.00
97854	10/16/2025 LEVCO ENTERPRISES, LLC	2,462.50
97855	10/16/2025 LOWTHER'S,GEORGE	776.19
97856	10/16/2025 LUBRICATION ENGINEERS INC	1,077.07
97857	10/16/2025 MACKEL,RUSSELL	1,110.00
97858	10/16/2025 AISHA MANNERS-WMUA TREASURER	39.24
97859	10/16/2025 MCMANIMON & SCOTLAND	540.00
97860	10/16/2025 MCMASTER-CARR SUPPLY COMPANY	0.00
97861	10/16/2025 MCMASTER-CARR SUPPLY COMPANY	4,697.30
97862	10/16/2025 MICHAEL RAMOS	125.00
97863	10/16/2025 MINUTEMAN PRESS	2,613.00
97864	10/16/2025 EDDIE MORANT, JR.	103.30
97865	10/16/2025 MUNICIPAL MAINTENANCE CO	12,755.68
97866	10/16/2025 MYERS,BARBARA	1,101.00
97867	10/16/2025 NATIONAL TIME SYSTEM	546.00
97868	10/16/2025 NJ DEPARTMENT OF HEALTH	422.30
97869	10/16/2025 NORTHEAST ELECTRICAL SERVICES	3,850.00
97870	10/16/2025 ONE CALL CONCEPTS, INC.	2,593.50
97871	10/16/2025 PARKER,LLOYD	1,110.00
97872	10/16/2025 PARK PUMPS & CONTROLS INC	12,673.76
97873	10/16/2025 PAUL'S TREE SERVICE LLC	4,600.00
97874	10/16/2025 PAVING PLUS, LLC	8,000.00
97875	10/16/2025 PC HELPERS INC	13,176.56
97876	10/16/2025 PENNONI ASSOCIATES INC	10,248.75
97877	10/16/2025 PHOENIX SECURITY SYSTEMS	445.00
97878	10/16/2025 RENATI SOLUTIONS	2,250.00
97879	10/16/2025 RIGGINS INC	4,479.89
97880	10/16/2025 RINGCENTRAL, INC	890.68
97881	10/16/2025 SAM'S CLUB	426.30
97882	10/16/2025 SAS INC	3,182.00
97883	10/16/2025 SCHNEIDER ELECTRIC	85,316.85
97884	10/16/2025 SCHNEIDER ELECTRIC	811,918.43
97885	10/16/2025 SHANNON CHEMICAL CORPORAT	7,854.00
97886	10/16/2025 SKOW, SANDRA	555.00
97887	10/16/2025 STEVENSON & SON INC, C	4,595.07
97888	10/16/2025 STEVENSON SUPPLY CO INC	4,736.72
97889	10/16/2025 STUPPARD, EMMANUEL	75.00
97890	10/16/2025 SUNBELT RENTAL INC	1,875.64
97891	10/16/2025 TALIAFERRO,JOERETHA	1,110.00
97892	10/16/2025 TALIEK WISE	260.96

97893	10/16/2025 TAPPER, SHARON	555.00
97894	10/16/2025 TD BANK WEALTH MGMT CORP TRUST	10,000.00
97895	10/16/2025 TERMINIX COMMERCIAL	184.60
97896	10/16/2025 THOMAS SCIENTIFIC, LLC	1,029.35
97897	10/16/2025 TREASURER STATE OF NJ	3,345.00
97898	10/16/2025 TURNDIAL LLC	1,226.85
97899	10/16/2025 ULINE SHIPPING SUPPLIES	335.40
97900	10/16/2025 UNIVAR SOLUTIONS USA INC	5,131.80
97901	10/16/2025 USA BLUE BOOK	7,461.42
97902	10/16/2025 VAC-CON, INC	1,302.08
97903	10/16/2025 VERIZON WIRELESS	2,964.24
97904	10/16/2025 VERIZON CONNECT FLEET USA LLC	625.35
97905	10/16/2025 VIRTUA MEDICAL GROUP, P.A.	1,325.00
97906	10/16/2025 VWR INTERNATIONAL LLC	266.65
97907	10/16/2025 WALKER, JOANNA	31.40
97908	10/16/2025 WM CORPORATE SERVICES INC	1,007.06
97909	10/16/2025 WAWA FLEET WEX BANK	244.77
97910	10/16/2025 WB MASON CO., INC.	3,000.81
97911	10/16/2025 XEROX CORPORATION	917.56
97912	10/16/2025 STATE OF NJ HLTH-BENF (ACTIVE)	81,380.40
97913	10/16/2025 STATE OF NJ HLTH-BENF (RETIRE)	24,863.55
97914	10/17/2025 MULLINGS, EURIA	1,110.00
	9/12/2025 PAYROLL 9/12/25	164,140.15
	9/25/2025 PAYROLL 9/25/25	171,830.71

**2,008,388.61**

#### SEPT EFT TRANSACTIONS

ACH	9/2/2025 COMCAST-XFINITY	15.00 OPERATING
ACH	9/2/2025 PUBLIC SERVICE PSEG	27.95 OPERATING
ACH	9/2/2025 PUBLIC SERVICE PSEG	29.58 OPERATING
ACH	9/2/2025 PUBLIC SERVICE PSEG	30.55 OPERATING
ACH	9/2/2025 PUBLIC SERVICE PSEG	47.14 OPERATING
ACH	9/2/2025 PUBLIC SERVICE PSEG	52.23 OPERATING
ACH	9/2/2025 PUBLIC SERVICE PSEG	52.45 OPERATING
ACH	9/2/2025 COMCAST-XFINITY	149.89 OPERATING
ACH	9/2/2025 COMCAST-XFINITY	159.89 OPERATING
ACH	9/2/2025 COMCAST-XFINITY	179.89 OPERATING
ACH	9/2/2025 PUBLIC SERVICE PSEG	248.69 OPERATING
ACH	9/2/2025 COMCAST-XFINITY	270.49 OPERATING
ACH	9/2/2025 PUBLIC SERVICE PSEG	658.77 OPERATING
ACH	9/2/2025 PUBLIC SERVICE PSEG	1,003.14 OPERATING
ACH	9/2/2025 PUBLIC SERVICE PSEG	2,030.97 OPERATING
ACH	9/2/2025 PUBLIC SERVICE PSEG	6,329.65 OPERATING
ACH	9/2/2025 PUBLIC SERVICE PSEG	10,348.19 OPERATING

ACH	9/2/2025 PUBLIC SERVICE PSEG	16,898.38 OPERATING
ACH	9/2/2025 COMCAST-XFINITY	144.89 OPERATING
ACH	9/2/2025 COMCAST-XFINITY	179.89 OPERATING
ACH	9/11/2025 WILLINGBORO MUA PAYROLL	96,632.94 PAYROLL
ACH	9/12/2025 NJ WEB PMT	5,584.00 PAYROLL
ACH	9/12/2025 IRS USATAXPYMT	34,662.18 PAYROLL
ACH	9/12/2025 DIV OF PENS&BENE TEPS HEAL	24,863.55 OPERATING
ACH	9/12/2025 DIV OF PENS&BENE TEPS HEAL	97,478.05 OPERATING
ACH	9/16/2025 PUBLIC SERVICE PSEG	37,894.74 OPERATING
ACH	9/19/2025 COMCAST-XFINITY	234.84 OPERATING
ACH	9/22/2025 GAN NY NJ LOCALI	314.22 OPERATING
ACH	9/22/2025 GAN PA LOCALIQ A	1,289.86 OPERATING
ACH	9/22/2025 COMCAST-XFINITY	1,372.18 OPERATING
ACH	9/22/2025 COMCAST-XFINITY	149.89 OPERATING
ACH	9/22/2025 COMCAST-XFINITY	149.94 OPERATING
ACH	9/22/2025 COMCAST-XFINITY	159.89 OPERATING
ACH	9/22/2025 COMCAST-XFINITY	159.89 OPERATING
ACH	9/22/2025 COMCAST-XFINITY	159.89 OPERATING
ACH	9/22/2025 COMCAST-XFINITY	242.41 OPERATING
ACH	9/22/2025 COMCAST-XFINITY	259.79 OPERATING
ACH	9/22/2025 COMCAST-XFINITY	277.41 OPERATING
ACH	9/22/2025 COMCAST-XFINITY	396.24 OPERATING
ACH	9/24/2025 WILLINGBORO MUA PAYROLL	101,226.46 PAYROLL
ACH	9/25/2025 IRS USATAXPYMT	37,321.81 PAYROLL
ACH	9/25/2025 DEP PAYMENT	1,580.00 OPERATING
ACH	9/26/2025 NJ WEB PMT	6,069.10 PAYROLL
ACH	9/29/2025 PUBLIC SERVICE PSEG	28.78 OPERATING
ACH	9/29/2025 PUBLIC SERVICE PSEG	30.04 OPERATING
ACH	9/29/2025 PUBLIC SERVICE PSEG	31.49 OPERATING
ACH	9/29/2025 PUBLIC SERVICE PSEG	32.57 OPERATING
ACH	9/29/2025 PUBLIC SERVICE PSEG	42.75 OPERATING
ACH	9/29/2025 PUBLIC SERVICE PSEG	115.18 OPERATING
ACH	9/29/2025 COMCAST-XFINITY	159.89 OPERATING
ACH	9/29/2025 PUBLIC SERVICE PSEG	255.59 OPERATING
ACH	9/29/2025 PUBLIC SERVICE PSEG	289.03 OPERATING
ACH	9/29/2025 PUBLIC SERVICE PSEG	2,190.75 OPERATING
ACH	9/29/2025 PUBLIC SERVICE PSEG	2,391.02 OPERATING
ACH	9/29/2025 PUBLIC SERVICE PSEG	7,008.52 OPERATING
ACH	9/29/2025 PUBLIC SERVICE PSEG	8,743.07 OPERATING
ACH	9/29/2025 COMCAST-XFINITY	149.89 OPERATING
ACH	9/29/2025 COMCAST-XFINITY	163.84 OPERATING
ACH	9/29/2025 COMCAST-XFINITY	179.89 OPERATING
ACH	9/29/2025 COMCAST-XFINITY	268.84 OPERATING

**SEPT EFT TRANSACTIONS**

509,418.05

**Resolution 2025-10-15-05**  
**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						
Commissioner Kevin McIntosh						
Commissioner Carl Turner						
Vice-Chair Diallyo Diggs						
Chairwoman Patricia Lindsay-Harvey						
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 15<sup>th</sup> day of October 2025.

Dated: \_\_\_\_\_, 2025

\_\_\_\_\_  
Bernadette Green, RMC  
Board Secretary

# **Willingboro Municipal Utilities Authority**

## **Resolution 2025-10-15-06**

### **Introducing and Approving the Authority Budget for FY 2026**

**FISCAL YEAR:** January 01, 2026, to December 31, 2026

**Whereas** the Annual Budget for Willingboro Municipal Utilities Authority for the fiscal year beginning January 01, 2026, and ending December 31, 2026, has been presented before the governing body of the Willingboro Municipal Utilities Authority at its open public meeting of October 15, 2025; and

**Whereas** the Annual Budget as introduced reflects Total Revenues of \$19,475,860.00, Total Appropriations including any Accumulated Deficit, if any, of \$19,675,860.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$200,000.00; and

**Whereas** the Capital Budget as introduced reflects Total Capital Appropriations of \$66,025,680.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$4,740,232.00; and

**Whereas** the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

**Whereas** the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve, or by other means provided by law.

**Now, Therefore Be It Resolved**, by the governing body of the Willingboro Municipal Utilities Authority, at an open public meeting held on October 15, 2025, that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Willingboro Municipal Utilities Authority for the fiscal year beginning January 01, 2026, and ending December 31, 2026, is hereby approved; and

**Be It Further Resolved** that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms, and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

**Be It Further Resolved** that the governing body of the Willingboro Municipal Utilities Authority will consider the Annual Budget and Capital Budget/Program for Adoption on November 20, 2025.

**Governing Body Recorded Vote**

Title, Name	Motion	Second	Aye	Nay	Abstain	Absent
Commissioner James Boyer						
Commissioner Kevin McIntosh						
Commissioner Carl Turner						
Vice-Chair Diallyo Diggs						
Chairwoman Patricia Lindsay-Harvey						
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 15<sup>th</sup> of October 2025.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Bernadette Green, RMC  
Board Secretary

**Resolution 2025-10-15-07**  
**Awarding Bid # 25-14 – Fabric Structure Bid**

**Whereas**, the Willingboro Municipal Utilities Authority (WMUA), publicly advertised and received Bid # 25-14 Fabric Structure Bid, in a fair and open manner (N.J.S.A. 19:44A-20.5) on September 23, 2025 at 11:00A.M.; and

**Whereas** on behalf of the WMUA, the qualified purchasing agent received one (1) bid for fabric structuring to wit:

	<b>Eagle Associates of Cazenovia, LLC</b>
<b>Lump Sum</b>	\$99,907

; and

**Whereas**, it was determined that the bid submitted by Eagle Associates of Cazenovia, LLC, 3592 Cobblestone Drive, Cazenovia, New York, 13035 (incorporated by reference herein) was the lowest responsible bidder in accordance with N.J.S.A. 40A:11-4A and is recommended to be awarded a one (1) year contract; and

**Whereas**, Eagle Associates of Cazenovia, LLC submitted a bid for a one (1) year contract in the amount of \$99,907, which is acceptable to the WMUA; and

**Whereas**, The Director of Finance, certifies current funding is available in lines\*\*\*\*  
\*\*\*\*\* (see attached Exhibit A).

**Now Therefore Be It Resolved**, by the Board of Commissioners of the Willingboro Municipal Utilities Authority, that the bid for Bid # 25-14 Fabric Structure Bid, is hereby awarded to Eagle Associates of Cazenovia, LLC, 3592 Cobblestone Drive, Cazenovia, New York, 13035 for a (1) year term, in the not to exceed amount of \$99,907.

Title, Name	Motion	Second	Aye	Nay	Abstain	Absent
Commissioner James Boyer						
Commissioner Kevin McIntosh						
Commissioner Carl Turner						
Vice-Chair Diallyo Diggs						
Chairwoman Patricia Lindsay-Harvey						
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 \_\_\_\_\_ day of \_\_\_\_\_ 2025.

Dated: \_\_\_\_\_, 2025

---

Bernadette Green, RMC  
Board Secretary



## **Resolution 2025-10-15-08**

### **Resolution Authorizing a Professional Services Agreement Between the Willingboro Municipal Utilities Authority and Napoli Shkolnic PLLC and its Associated Law Firms**

**WHEREAS**, there exists the need for the Willingboro (“WMUA”) to obtain professional legal services related to responsibility for the presence of per and polyfluoroalkyl substances (“PFAS”) and other hazardous water contaminants in the WMUA’s drinking water supplies and wastewater treatment plant and inclusive of related professional legal services as a non-fair and open contract pursuant to the applicable provisions of N.J.S.A. 19: 44A: 20.4 et seq (“Pay to Play Law”); and

**WHEREAS**, Napoli Shkolnic PLLC and its associated law firms are recognized as leading practitioners in the area of PFAS water contamination litigation; and

**WHEREAS**, it is agreed that Napoli Shkolnic PLLC and its associated law firms will provide professional legal services, and

**WHEREAS**, the WMUA’s Chief Financial Officer need not certify that funds are available for this purpose because Napoli Shkolnic PLLC and its associated law firms will represent the WMUA on a contingency fee basis and will cover all litigation costs at no risk to the WMUA meaning that if the litigation is unsuccessful, the WMUA will not be responsible for any costs or fees; and

**WHEREAS**, Napoli Shkolnic, PLLC has represented the WMUA since 2023 and the WMUA is desirous of continuing the professional service as the litigation has been ongoing and continuous, and

**WHEREAS**, the Executive Director has determined that were this matter to be resolved during the term of the contract year, the value of the professional services will exceed \$17,500; and

**WHEREAS**, the Local Public Contracts Law (*N.J.S.A 40A:11-1 et seq.*) requires that the resolution authorizing the award of contracts for “Professional Services” must be available for public inspection; and

**WHEREAS**, this Professional Services Contract is awarded on a non-fair and open basis pursuant to *N.J.S.A. 19:44A-20.5* for a term of one year; and

**WHEREAS**, the firm of Napoli Shkolnic PLLC and its associated law firms are precluded from making reportable political contributions during the term of the Contract and have not made a reportable contribution in the previous year preceding this contract; and

**WHEREAS**, the Business Entity Disclosure Certification has been received from Napoli Shkolnic PLLC certifying that no reportable contributions have been made to a political or

candidate committee in the previous one year and that the contract will prohibit the making any reportable contributions through the term of the contract which would violate the provisions of the Pay-to-Pay Law; 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:

**Section 1.** The Executive Director and such other personnel as he requires are directed to execute an agreement with Napoli Shkolnic PLLC and its associated law firms for professional legal services related to responsibility for the presence of per-and polyfluoroalkyl substances (“PFAS”) and other hazardous water contaminants in the WMUA’s drinking water supplies and related professional legal services (including a potential CERCLA claim) impacting on the environment covering the duration of its service in the form attached hereto or a substantially similar form.

**Section 2.** This contract is awarded as a “Professional Service” in accordance with *N.J.S.A. 40A:11- 5(1)(a)* of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law and is a continuation of its representation of the WMUA.

**Section 3.** Notice of this action shall be printed once in the legal newspaper for the WMUA.

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed on file with resolution.

Title, Name	Motion	Second	Aye	Nay	Not Voting	Absent
Commissioner James Boyer						
Commissioner Kevin McIntosh						
Commissioner Carl Turner						
Vice-Chair Diallyo Diggs						
Chairwoman Patricia Lindsay-Harvey						
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 \_\_\_\_ day of \_\_\_\_\_, 2025.

Dated: \_\_\_\_\_, 2025

---

Bernadette Green, RMC

Board Secretary

## **Resolution 2025-10-15-09**

### **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

- ☐ 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 hereby 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						
Commissioner Kevin McIntosh						
Commissioner Carl Turner						
Vice-Chair Diallyo Diggs						
Chairwoman Patricia Lindsay-Harvey						
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 15<sup>th</sup> day of October 2025.

Dated: \_\_\_\_\_, 2025

---

Bernadette Green, RMC  
Board Secretary