

Willingboro Municipal Utilities Authority  
Regular Meeting  
Wednesday 6pm, February 18, 2026  
AGENDA

1. Call to Order and Opening Formalities
  - A. Pledge of Allegiance
  - B. Roll Call
2. Procedural Disclosure and Statements
  - A. Open Public Meeting Act Reading
  - B. Explanation of Resolutions – Executive Director
3. Public Comment (*Agenda Items Only limit 4min*)
4. Consent Agenda (*The items below have been placed on the Consent Agenda by the Board of Commissioners and will be enacted by one motion. There will be no separate discussion of these items, unless requested by a Board Member.*)
  - A. Minutes of Prior Meetings
    - a. January 21, 2026 – Regular Meeting
    - b. January 24, 2026 – Special Meeting
  - B. Resolution 2026-02-18-01– Approval of Payment of Bills
  - C. Resolution 2026-02-18-02– Authoring of Adjustment of Sewer Service Charges
5. Executive Oversight and Informational Reports (*Directors present a concise, actionable summary of their report's main takeaways, followed by Commissioner Q&A*)
  - A. Treasurer's Report
  - B. Executive Director's Report
    - a. Engineer Reports
  - C. Director of Finance Report
  - D. Director of Human Resources Report

6. Committee Reports (*Commissioners present a concise, actionable summary of their report's main takeaways, followed by Commissioner Q&A*)

A. Operations Committee Report

7. Unfinished Business

A. Imagine A Day Without Water Contest

B. Discussion of LFN – 2026-01 – Legal Ad Publication

8. New Business

A. Res. 2026-02-18-03 – Authorizing Increase NTE for Decotiis  
Fitzpatrick Cole Giblin – 2025 Labor Counsel

B. Res. 2026-02-18-04 – Awarding Grant Writer Services Bid 25-15

C. Res. 2026-02-18-05 – Cancellation of Stale Dated Checks

D. Res. 2026-02-18-06 - Establishing and Implementing a Fair and Open  
Process for the Board Selection of Various Professional Service  
Providers, Rejecting Proposals & Authorizing the Qualified  
Purchasing Agent to Solicit Additional Proposals

E. Res. 2026-02-18-07 – Awarding Bid 26-01 Chlorine Contact Tank  
Drain Valve Replacement Project - Yellinz

F. Adoption of WMUA Purpose, Vision, Mission wording updates

G. Adoption of WMUA Organization Chart

9. Public Comment (***General** – limit 4min*)

10. Commissioner Comments

11. Res. 2026-02-18-08 – Authorizing Executive Session

12. Adjournment

# Willingboro Municipal Utilities Authority

## Resolution 2026-02-18-02

### Authorizing Payment of Bill List for February 2026

**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 William Weston                      |        |        |     |     |         |        |
| Vice-Chair Diallyo Diggs                         |        |        |     |     |         |        |
| Chairwoman Patricia Lindsay-Harvey               |        |        |     |     |         |        |
| Commissioner Martin Nock 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 18th day of February 2026.

Dated: \_\_\_\_\_, 2026

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

| Check # | Check Date | Vendor Name                           | Amount    |
|---------|------------|---------------------------------------|-----------|
| 98363   | 1/30/2026  | COMCAST                               | 298.19    |
| 98364   | 1/30/2026  | COMCAST                               | 179.89    |
| 98365   | 1/30/2026  | COMCAST                               | 234.84    |
| 98366   | 1/30/2026  | COMCAST                               | 245.96    |
| 98367   | 1/30/2026  | COMCAST                               | 400.02    |
| 98368   | 1/30/2026  | COMCAST                               | 264.26    |
| 98369   | 1/30/2026  | METLIFE-GROUP BENEFITS                | 5,546.82  |
| 98370   | 1/30/2026  | PSE&G                                 | 5,243.08  |
| 98371   | 1/30/2026  | PSE&G                                 | 538.75    |
| 98372   | 1/30/2026  | PSE&G                                 | 12,996.81 |
| 98373   | 1/30/2026  | PSE&G                                 | 5,329.11  |
| 98374   | 1/30/2026  | PSE&G                                 | 32.70     |
| 98375   | 1/30/2026  | PSE&G                                 | 45.12     |
| 98376   | 1/30/2026  | PSE&G                                 | 32.95     |
| 98377   | 1/30/2026  | PSE&G                                 | 1,708.50  |
| 98378   | 1/30/2026  | PSE&G                                 | 1,042.93  |
| 98379   | 1/30/2026  | PSE&G                                 | 255.97    |
| 98380   | 1/30/2026  | PSE&G                                 | 28.78     |
| 98381   | 1/30/2026  | PSE&G                                 | 1,337.32  |
| 98382   | 1/30/2026  | PSE&G                                 | 31.42     |
| 98383   | 1/30/2026  | PSE&G                                 | 31.51     |
| 98384   | 1/30/2026  | PSE&G                                 | 3,882.72  |
| 98385   | 1/30/2026  | VERIZON WIRELESS                      | 2,964.92  |
| 98386   | 1/30/2026  | WAWA FLEET WEX BANK                   | 50.00     |
| 98387   | 1/30/2026  | TROY GROUP, INC                       | 492.92    |
| 98388   | 2/19/2026  | ABS ELECTRIC INC                      | 981.52    |
| 98389   | 2/19/2026  | A C SCHULTES INC                      | 73,990.00 |
| 98390   | 2/19/2026  | AGWAY OF BURLINGTON                   | 163.97    |
| 98391   | 2/19/2026  | ALAIMO ASSOC,RICHARD-void, see 98493  | -         |
| 98392   | 2/19/2026  | ALLEN, ANTHONY-void, see 98494        | -         |
| 98393   | 2/19/2026  | ANDY THE GATE GUY LLC-void, see 98495 | -         |
| 98394   | 2/19/2026  | ATLANTIC ANALYTICAL LABORATORY        | 2,160.00  |
| 98395   | 2/19/2026  | AUTOZONE, INC                         | 3,423.54  |
| 98396   | 2/19/2026  | BARTUK HOSE & RUBBER CO               | 3,475.70  |
| 98397   | 2/19/2026  | TELESYSTEM                            | 775.30    |
| 98398   | 2/19/2026  | BURLINGTON COUNTY BOARD O             | 8,490.64  |
| 98399   | 2/19/2026  | COURIER TIMES,INC, BURLINGTON         | 922.54    |
| 98400   | 2/19/2026  | THE CANNING GROUP                     | 1,250.00  |
| 98401   | 2/19/2026  | CHIESA SHAHINIAN & GIANOMASI          | 10,207.00 |
| 98402   | 2/19/2026  | CINTAS CORPORATION NO 2               | 0.00      |
| 98403   | 2/19/2026  | CINTAS CORPORATION NO 2               | 5,491.70  |
| 98404   | 2/19/2026  | COMCAST                               | 1,325.41  |
| 98405   | 2/19/2026  | COMCAST                               | 285.96    |

|       |   |           |
|-------|---|-----------|
| 98406 | 2/19/2026 COMCAST                       | 159.89    |
| 98407 | 2/19/2026 COMCAST                       | 184.89    |
| 98408 | 2/19/2026 COMCAST                       | 159.89    |
| 98409 | 2/19/2026 COMCAST                       | 159.89    |
| 98410 | 2/19/2026 COMCAST                       | 159.89    |
| 98411 | 2/19/2026 COMCAST                       | 154.89    |
| 98412 | 2/19/2026 CORT Business Services Corp   | 585.82    |
| 98413 | 2/19/2026 COURIER POST                  | 281.01    |
| 98414 | 2/19/2026 COYNE CHEMICAL CO INC,        | 12,557.46 |
| 98415 | 2/19/2026 CROWN TROPHY                  | 141.50    |
| 98416 | 2/19/2026 DECOTIIS FITZPATRICK & COL    | 22,183.45 |
| 98417 | 2/19/2026 DAI REPAIR                    | 95.50     |
| 98418 | 2/19/2026 EMR POWER SYSTEMS,LLC         | 3,410.00  |
| 98419 | 2/19/2026 FABER INDUSTRIAL TECHNOLOGIES | 5,856.03  |
| 98420 | 2/19/2026 FP FINANCE                    | 200.89    |
| 98421 | 2/19/2026 FRANC ENVIRONMENTAL OF NE     | 2,375.87  |
| 98422 | 2/19/2026 GARDEN STATE LABS, INC        | 10,000.00 |
| 98423 | 2/19/2026 XYLEM DEWATERING SOLUTION     | 2,864.45  |
| 98424 | 2/19/2026 W.W. GRAINGER INC,            | 1,529.44  |
| 98425 | 2/19/2026 GRAPHIC CONTROLS LLC          | 627.12    |
| 98426 | 2/19/2026 H2O SOLUTIONS, LLC            | 906.35    |
| 98427 | 2/19/2026 HACH COMPANY                  | 2,239.92  |
| 98428 | 2/19/2026 HA DEHART & SONS INC          | 2,085.84  |
| 98429 | 2/19/2026 HENRY HALL                    | 159.91    |
| 98430 | 2/19/2026 HERMAN'S TRUCKING, INC.       | 594.72    |
| 98431 | 2/19/2026 HOME DEPOT CREDIT SERVICE     | 0.00      |
| 98432 | 2/19/2026 HOME DEPOT CREDIT SERVICE     | 3,733.06  |
| 98433 | 2/19/2026 INTERSTATE MAINTENANCE CORP.  | 1,993.00  |
| 98434 | 2/19/2026 JCI JONES CHEMICALS INC       | 29,833.20 |
| 98435 | 2/19/2026 JFK PLUMBING                  | 475.00    |
| 98436 | 2/19/2026 JOSEPH ROSADO                 | 2,190.78  |
| 98437 | 2/19/2026 KOMLINE-SANDERSON ENGINEE     | 3,399.04  |
| 98438 | 2/19/2026 LEVCO ENTERPRISES, LLC        | 2,462.50  |
| 98439 | 2/19/2026 LOWTHER'S,GEORGE              | 11,019.80 |
| 98440 | 2/19/2026 AISHA MANNERS-WMUA TREASURER  | 266.54    |
| 98441 | 2/19/2026 MCMANIMON & SCOTLAND          | 202.50    |
| 98442 | 2/19/2026 MCMASTER-CARR SUPPLY COMPANY  | 3,456.94  |
| 98443 | 2/19/2026 MERSHON CONCRETE LLC          | 4,160.00  |
| 98444 | 2/19/2026 MHS LIFT                      | 206.00    |
| 98445 | 2/19/2026 MILLENNIUM STRATEGIES LLC     | 5,500.00  |
| 98446 | 2/19/2026 MINUTEMAN PRESS               | 662.01    |
| 98447 | 2/19/2026 MORE POWER ELECTRIC           | 715.00    |
| 98448 | 2/19/2026 NACWA                         | 800.00    |
| 98449 | 2/19/2026 NATIONAL TIME SYSTEM INC      | 528.50    |

|       |  |            |
|-------|--|------------|
| 98450 | 2/19/2026 NELCO                          | 99.00      |
| 98451 | 2/19/2026 NICHOLAS MANGREUM              | 250.00     |
| 98452 | 2/19/2026 NJWEA                          | 121.00     |
| 98453 | 2/19/2026 OFFICE OF WATER PROGRAMS       | 402.00     |
| 98454 | 2/19/2026 ONE CALL CONCEPTS, INC.        | 2,919.90   |
| 98455 | 2/19/2026 ONE SOURCE OF NEW JERSEY LLC   | 479.36     |
| 98456 | 2/19/2026 OTERO, KARLA                   | 127.50     |
| 98457 | 2/19/2026 PSE&G                          | 36,600.26  |
| 98458 | 2/19/2026 PC HELPERS INC                 | 14,153.77  |
| 98459 | 2/19/2026 PECKAR & ABRAMSON, P.C.        | 16,596.00  |
| 98460 | 2/19/2026 PHOENIX SECURITY SYSTEMS       | 149.85     |
| 98461 | 2/19/2026 PROVIDENCE ABSTRACT LLC        | 1,041.35   |
| 98462 | 2/19/2026 RADWELL INTERNATIONAL INC      | 314.65     |
| 98463 | 2/19/2026 RAVE WIRELESS, INC             | 5,355.00   |
| 98464 | 2/19/2026 RENATI SOLUTIONS, LLC          | 1,350.00   |
| 98465 | 2/19/2026 RIGGINS INC                    | 3,870.08   |
| 98466 | 2/19/2026 RINGCENTRAL, INC               | 891.16     |
| 98467 | 2/19/2026 SAM'S CLUB                     | 1,411.04   |
| 98468 | 2/19/2026 SAR AUTOMOTIVE EQUIPMENT       | 280.00     |
| 98469 | 2/19/2026 SHANNON CHEMICAL CORPORAT      | 7,854.00   |
| 98470 | 2/19/2026 Shore Connection Inc.          | 3,525.00   |
| 98471 | 2/19/2026 STEVENSON SUPPLY CO INC        | 1,365.34   |
| 98472 | 2/19/2026 SUBURBAN CONSULTING ENGINEERS  | 1,663.00   |
| 98473 | 2/19/2026 SUNBELT RENTAL INC             | 1,875.64   |
| 98474 | 2/19/2026 TALIEK WISE                    | 73.95      |
| 98475 | 2/19/2026 TERMINIX COMMERCIAL            | 184.60     |
| 98476 | 2/19/2026 TRANSMITTER SOLUTIONS          | 600.00     |
| 98477 | 2/19/2026 TRAP ROCK INDUSTRIES LLC       | 989.62     |
| 98478 | 2/19/2026 TREASURER STATE OF NJ          | 1,685.00   |
| 98479 | 2/19/2026 TURNDIAL LLC                   | 279.74     |
| 98480 | 2/19/2026 ULINE SHIPPING SUPPLIES        | 722.59     |
| 98481 | 2/19/2026 UNITED RENTALS (NORTH AMERICA) | 756.00     |
| 98482 | 2/19/2026 UNITED POSTAL SERVICE          | 9,000.00   |
| 98483 | 2/19/2026 UNIVAR SOLUTIONS USA INC       | 3,983.40   |
| 98484 | 2/19/2026 USA BLUE BOOK                  | 421.90     |
| 98485 | 2/19/2026 VIRTUA MEDICAL GROUP, P.A.     | 275.00     |
| 98486 | 2/19/2026 WALKER, JOANNA                 | 130.11     |
| 98487 | 2/19/2026 WM CORPORATE SERVICES INC      | 1,007.06   |
| 98488 | 2/19/2026 WB MASON CO., INC.             | 2,177.97   |
| 98489 | 2/19/2026 WHARTON HARDWARE & SUPPLY CORP | 830.17     |
| 98490 | 2/19/2026 WJ GROSS, INC                  | 270,910.00 |
| 98491 | 2/19/2026 XEROX CORPORATION              | 857.90     |
| 98492 | 2/19/2026 Y-pers, Inc.                   | 4,009.88   |
| 98493 | 2/19/2026 ALAIMO ASSOC,RICHARD A         | 22,127.65  |

|       |                                 |            |
|-------|---------------------------------|------------|
| 98494 | 2/19/2026 ALLEN, ANTHONY        | 60.45      |
| 98495 | 2/19/2026 ANDY THE GATE GUY LLC | 700.00     |
| 98496 | 2/19/2026 BENECARD SERVICES LLC | 23,203.24  |
|       | 1/15/2026 PAYROLL 1/15/26       | 171,947.94 |
|       | 1/29/2026 PAYROLL 1/29/26       | 168,997.03 |

**1,086,063.36**

**JAN EFT TRANSACTIONS**

|     |                                      |                      |
|-----|--------------------------------------|----------------------|
| ACH | 1/2/2026 COMCAST-XFINITY             | 154.89 OPERATING     |
| ACH | 1/2/2026 COMCAST-XFINITY             | 159.89 OPERATING     |
| ACH | 1/2/2026 COMCAST-XFINITY             | 159.89 OPERATING     |
| ACH | 1/2/2026 COMCAST-XFINITY             | 184.89 OPERATING     |
| ACH | 1/2/2026 COMCAST-XFINITY             | 294.89 OPERATING     |
| ACH | 1/2/2026 ACHIVR VISB BILL - VERIZON  | 2,964.97 OPERATING   |
| ACH | 1/5/2026 WEX INC FLEET               | 245.58 OPERATING     |
| ACH | 1/12/2026 DIV OF PENS&BENE TEPS HEAL | 123,842.10 OPERATING |
| ACH | 1/12/2026 NJ WEB PMT 20000           | 1,943.40 OPERATING   |
| ACH | 1/12/2026 DIV OF PENS&BENE TEPS HEAL | 40,086.77 OPERATING  |
| ACH | 1/13/2026 PUBLIC SERVICE PSEG        | 26,627.10 OPERATING  |
| ACH | 1/13/2026 Willingboro Muni VENDOR    | 1,110.00 OPERATING   |
| ACH | 1/14/2026 EZPASS                     | 3.00 OPERATING       |
| ACH | 1/15/2026 COMCAST-XFINITY            | 179.89 OPERATING     |
| ACH | 1/15/2026 COMCAST-XFINITY            | 234.84 OPERATING     |
| ACH | 1/15/2026 COMCAST-XFINITY            | 246.04 OPERATING     |
| ACH | 1/15/2026 COMCAST-XFINITY            | 264.15 OPERATING     |
| ACH | 1/15/2026 COMCAST-XFINITY            | 286.04 OPERATING     |
| ACH | 1/15/2026 COMCAST-XFINITY            | 400.16 OPERATING     |
| ACH | 1/26/2026 GAN PA LOCALIQ             | 119.67 OPERATING     |
| ACH | 1/26/2026 GAN NY NJ LOCALI           | 174.66 OPERATING     |
| ACH | 1/26/2026 COMCAST                    | 1,325.41 OPERATING   |
| ACH | 1/26/2026 COMCAST-XFINITY            | 159.89 OPERATING     |
| ACH | 1/26/2026 COMCAST-XFINITY            | 159.89 OPERATING     |
| ACH | 1/26/2026 COMCAST-XFINITY            | 154.89 OPERATING     |
| ACH | 1/26/2026 COMCAST-XFINITY            | 154.89 OPERATING     |
| ACH | 1/26/2026 COMCAST-XFINITY            | 159.89 OPERATING     |
| ACH | 1/26/2026 COMCAST-XFINITY            | 159.89 OPERATING     |
| ACH | 1/26/2026 COMCAST-XFINITY            | 163.19 OPERATING     |
| ACH | 1/26/2026 COMCAST-XFINITY            | 184.89 OPERATING     |
| ACH | 1/26/2026 COMCAST-XFINITY            | 184.89 OPERATING     |
| ACH | 1/30/2026 Willingboro Muni VENDOR    | 492.92 OPERATING     |
| ACH | 1/7/2026 COLONIAL LIFE               | 74.34 PAYROLL        |
| ACH | 1/12/2026 NEW JERSEY EFT T NJWEB45   | 74.87 PAYROLL        |
| ACH | 1/12/2026 NJ GIT / LBR PMT NJWEB82   | 7,966.85 PAYROLL     |
| ACH | 1/14/2026 WILLINGBORO MUA PAYROLL    | 96,392.17 PAYROLL    |

|                             |                                       |                   |
|-----------------------------|---------------------------------------|-------------------|
| ACH                         | 1/15/2026 IRS USATAXPYMT              | 34,736.58 PAYROLL |
| ACH                         | 1/15/2026 WILLINGBORO MUA PAYROLL     | 442.66 PAYROLL    |
| ACH                         | 1/16/2026 NJ WEB PMT 01120 NJWEB01120 | 37.51 PAYROLL     |
| ACH                         | 1/16/2026 NJ WEB PMT 01120 NJWEB01120 | 6,001.53 PAYROLL  |
| ACH                         | 1/16/2026 IRS USATAXPYMT 260116       | 110.20 PAYROLL    |
| ACH                         | 1/16/2026 NATIONWIDE PAYMENTS         | 437.62 PAYROLL    |
| ACH                         | 1/22/2026 AFLAC COLUMBUS ACHPMT       | 1,550.46 PAYROLL  |
| ACH                         | 1/28/2026 WILLINGBORO MUA PAYROLL     | 92,478.33 PAYROLL |
| <b>JAN EFT TRANSACTIONS</b> |                                       | <b>443,286.58</b> |



**Resolution 2026-02-18-02**  
**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                         |        |        |     |     |         |        |
| Commissioner Kevin McIntosh                      |        |        |     |     |         |        |
| Commissioner William Weston                      |        |        |     |     |         |        |
| Vice-Chair Diallyo Diggs                         |        |        |     |     |         |        |
| Chairwoman Patricia Lindsay-Harvey               |        |        |     |     |         |        |
| Commissioner Martin Nock, 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 \_\_\_\_\_ 2026.

Dated: \_\_\_\_\_, 2026

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

|                     |                     |          |
|---------------------|---------------------|----------|
| Billing Corrections |                     |          |
| LEAKS               |                     |          |
| ACCOUNT NUMBER      | ADDRESS             | AMOUNT   |
|                     |                     |          |
| 1109845-0           | 18 Snowflower Ln.   | \$778.87 |
| 17514431-0          | 224 Pennypacker Dr. | \$70.00  |
| 11412657-0          | 3 Anna Ln.          | \$440.66 |
| 11411937-0          | 222 South Hill Dr.  | \$309.30 |

# Willingboro Municipal Utilities Authority

## Resolution 2026-02-18-03

### **Approving A Change Order and Authorizing an Increase to the Not To Exceed amount for DeCotiis, Fitzpatrick, Cole & Giblin, LLP Professional Services Contract for Labor Counsel**

**Whereas**, pursuant to Resolution 2025-02-03-12, DeCotiis, Fitzpatrick, Cole & Giblin, LLP was retained by the Board of Commissioners of the Willingboro Municipal Utilities Authority to provide Labor Counsel professional services to the Willingboro Municipal Utilities Authority for a not to exceed amount of \$100,000 for the 2025 contract year; and

**Whereas**, pursuant to Resolution 2025-11-20-08, an increase in the not to exceed amount of \$35,000 was approved by the Board of Commissioners of the Willingboro Municipal Utilities Authority for a total not to exceed amount of \$135,000 for the 2025 contract year; and

**Whereas**, the current not to exceed amount of \$135,000 is insufficient to cover the remaining costs of Labor Counsel professional services in order to close out payments for the 2025 contract year and additional funds totaling \$10,000 are needed, raising the not to exceed amount of the contract to \$145,000 for the professional services of Labor Counsel; and

**Whereas**, funds have been appropriated in the budget and are available for this purpose in budget line item: 01-100-7460 as indicated by the attached Certification of Availability of Funds (Exhibit A); and

**Whereas**, the Executive Director has requested a Change Order to increase the amount of the Labor Counsel contract consistent with the aforementioned (see attached).

**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 attached Change Order and authorizes an increase of \$10,000 for Labor Counsel professional services from DeCotiis, Fitzgerald, Cole & Giblin, LLP, raising the maximum amount to be expended for Labor Counsel professional services from DeCotiis, Fitzgerald, Cole & Giblin, LLP from \$135,000 to \$145,000.

**Be It Further Resolved**, that a notice of this action shall be published in the Burlington County Times as required by law within ten (10) days of appointment.

| Title, Name                 | Motion | Second | Aye | Nay | Abstain | Absent |
|-----------------------------|--------|--------|-----|-----|---------|--------|
| Commissioner James Boyer    |        |        |     |     |         |        |
| Commissioner Kevin McIntosh |        |        |     |     |         |        |
| Commissioner William Weston |        |        |     |     |         |        |
| Vice-Chair Diallyo Diggs    |        |        |     |     |         |        |

|  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|
| Chairwoman Patricia Lindsay-Harvey               |  |  |  |  |  |  |
| Commissioner Martin Nock 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 18th day of February 2026.

Dated: \_\_\_\_\_, 2026

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

## **Resolution 2026-02-18-04**

### **Awarding CC# 25-15-Grants Writing Services to the Aubrey Group LLC Through the Competitive Contracting Process in a Fair and Open Manner**

**Whereas**, there is a need for Grants Writing Services to assist the Willingboro Municipal Utilities Authority (WMUA) with obtaining grants that will assist it in delivering its core mission to deliver quality water services to its customer base; and

**Whereas**, the New Jersey Local Public Contracts Law (N.J.S.A. 40A:11-4.1 et seq.) allows the use of competitive contracts when approved by resolution of the governing body; and

**Whereas**, the WMUA duly advertised for public receipt of competitive contracting proposals providing the required 20 days prior to receipt for CC#25-15 in a fair and open manner, consistent with N.J.S.A.19:44A-20.5 et. seq., and

**Whereas**, the WMUA received competitive contract proposals for Grants Writing Services on November 19, 2025.; and

**Whereas**, the rating committee has reviewed the submittals and rated the submittals according to the direction under competitive contracts as required pursuant to N.J.A.C. 5:34-4 et. Seq., and

**Whereas**, The Aubrey Group LLC, 121 Market Street, Camden, New Jersey, 08102, has provided the response most advantageous to the WMUA, under the demands of price and other factors found within the statute and administrative code; and

**Whereas**, the process was administered as required by law by the Qualified Purchasing Agent who has concurred with the legality of the process and selection in accord with the New Jersey Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.); and

**Whereas**, the term of contract is allowable for up to five (5) years as authorized under N.J.S.A.40A:11-4.1 et. Seq., and

**Whereas**, subject to the approval of future budgets by the Board of Commissioners of the Willingboro Municipal Utilities Authority, it is the recommendation of the Rating Committee to appoint The Aubrey Group LLC for a period of two (2) years with the possibility of three additional one-year extensions.

**Whereas** the Director of Finance has certified that unencumbered and available funds in the amount of \$104,000 are available for the contract under budget line item: 01-100-7490 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, Township of Willingboro, County of Burlington, State of New Jersey  
that:

1. The contract is awarded to The Aubrey Group LLC, 121 Market Street, Camden, New Jersey, 08102, for a two (2) year contract in accord with CC# 25-15 Grants Writing Services in the not to exceed amount of \$104,000.
2. This contract may be lengthened in one-year extensions for no more than three additional years at the discretion of the Board of Commissioners by adopting a resolution reflecting the extensions and respective not to exceed dollar amounts of each extension.

| Title, Name                                      | Motion | Second | Aye | Nay | Abstain | Absent |
|--|--------|--------|-----|-----|---------|--------|
| Commissioner James Boyer                         |        |        |     |     |         |        |
| Commissioner Kevin McIntosh                      |        |        |     |     |         |        |
| Commissioner William Weston                      |        |        |     |     |         |        |
| Vice-Chair Diallyo Diggs                         |        |        |     |     |         |        |
| Chairwoman Patricia Lindsay-Harvey               |        |        |     |     |         |        |
| Commissioner Martin Nock 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 \_\_\_\_\_ 2026.

Dated: \_\_\_\_\_, 2026

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

**Resolution 2026-02-18-05**  
**Cancellation of Stale Dated Checks**

**Whereas** the Willingboro Municipal Utilities Authority (WMUA), pursuant to N.J.S.A. 40:14B-20, is a public body, politic and corporate, exercising public and essential governmental function; and

**Whereas** certain checks of the Willingboro Municipal Utilities Authority were issued in the years 2019 through 2025 and said checks have not been presented for payment; and

**Whereas** management of the Authority has investigated the status of these checks and the Director of Finance recommends the cancellation of these checks; and

**Whereas** a list of check numbers, date of issuance and amounts is attached to this Resolution as Exhibit A; and

**Whereas**, if documentation is provided that these funds are still due to the applicable payee, the authority will reissue the payment.

**Now, Therefore, Be It Resolved** by the Board of Commissioners of the Willingboro Municipal Utilities Authority, Willingboro Township, Burlington County, New Jersey that the aforementioned request to cancel payment of certain checks as detailed above is hereby granted and the Director of Finance is authorized to cancel the checks set forth in Exhibit A.

| Title, Name                                       | Motion | Second | Aye | Nay | Abstain | Absent |
|---|--------|--------|-----|-----|---------|--------|
| Commissioner James Boyer                          |        |        |     |     |         |        |
| Commissioner Kevin McIntosh                       |        |        |     |     |         |        |
| Commissioner William Weston                       |        |        |     |     |         |        |
| Vice-Chair Diallyo Diggs                          |        |        |     |     |         |        |
| Chairwoman Patricia Lindsay-Harvey                |        |        |     |     |         |        |
| Commissioner Kimbrali Davis, 1 <sup>st</sup> alt. |        |        |     |     |         |        |
| Commissioner Martin Nocks 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 18th day of February 2026.

Dated: \_\_\_\_\_, 2026

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

# **Willingboro Municipal Utilities Authority**

## **Resolution 2026-02-18-06**

### **Establishing and Implementing a Fair and Open Process for the Board Selection of Various Professional Service Providers, Rejecting Proposals & Authorizing the Qualified Purchasing Agent to Solicit Additional Proposals**

**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 it is desirous of receiving additional proposals to broaden the selection pool of responses to the Request for Proposals for 1. Physician, 2. Special project auditor and 3. Rate & Energy Counsel ; and

**Whereas** prior applicants for these positions may reapply or resubmit proposals; and

**Whereas** 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

**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 proposals hereinafter listed Energy/Rate Counsel, Special Projects Auditor, and Physician, previously received on November 19, 2025 are rejected and authorization is hereby granted to the Executive Director and Qualified Purchasing Agent to solicit additional proposals which 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



Establishing and Implementing a Fair and Open Process for the Board Selection of Various Professional Service Providers, Rejecting Proposals & Authorizing the Qualified Purchasing Agent to Solicit Additional Proposals

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 March 12, 2026.

4. Commencing at 10:01 a.m. on March 12, 2026, 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 William Weston                      |        |        |     |     |         |        |
| Vice-Chair Diallyo Diggs                         |        |        |     |     |         |        |
| Chairwoman Patricia Lindsay-Harvey               |        |        |     |     |         |        |
| Commissioner Martin Nock, 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 \_\_\_\_\_ 2026.

Dated: \_\_\_\_\_, 2026

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

**Resolution 2026-02-18-07**  
**Awarding Bid # 26-01 Chlorine Contact Tank Drain Valve Replacement**  
**Project PCP Facility- 72 Ironside Court, Willingboro, New Jersey**

**Whereas**, the Willingboro Municipal Utilities Authority (WMUA), publicly advertised and received Bid # 26-01 Chlorine Contact Tank Drain Valve Replacement Project PCP Facility- 72 Ironside Court, Willingboro, New Jersey, in a fair and open manner (N.J.S.A. 19:44A-20.5) on February 5, 2026, at 11:00am and

**Whereas** the WMUA received one (1) bid to wit:

|                 |  |
|-----------------|--|
|                 | <b>Yellinz Concrete &amp; Excavation LLC</b> |
| <b>Lump Sum</b> | \$165,000.00                                 |

; and

**Whereas**, it was determined that the bid submitted by Yellinz Concrete & Excavation LLC., 958 Lakehurst Ave., Jackson, New Jersey, 08527 was the lowest responsible bidder in accordance with N.J.S.A. 40A:11-4A; and

**Whereas**, Yellinz Concrete & Excavation LLC proposed a project cost of \$165,000.00 acceptable to the WMUA; and

**Whereas**, the Director of Finance has certified that sufficient funds are available in the capital fund , line item number 03-200-6300 (Exhibit A);

**Now Therefore Be It Resolved**, by the Board of Commissioners of the Willingboro Municipal Utilities Authority, that the bid for Bid # 26-01 Chlorine Contact Tank Drain Valve Replacement Project PCP Facility- 72 Ironside Court, Willingboro, New Jersey, is hereby awarded to First Line Lock and Door, 2277 Route 33E, STE 406, Hamilton, New Jersey, 08690 submitted by Yellinz Concrete & Excavation LLC., 958 Lakehurst Ave., Jackson, New Jersey, 08527 in the amount of \$165,000.00 is hereby in accordance with N.J.S.A. 40A:11-4A.

| Title, Name                                      | Motion | Second | Aye | Nay | Abstain | Absent |
|--|--------|--------|-----|-----|---------|--------|
| Commissioner James Boyer                         |        |        |     |     |         |        |
| Commissioner Kevin McIntosh                      |        |        |     |     |         |        |
| Commissioner William Weston                      |        |        |     |     |         |        |
| Vice-Chair Diallyo Diggs                         |        |        |     |     |         |        |
| Chairwoman Patricia Lindsay-Harvey               |        |        |     |     |         |        |
| Commissioner Martin Nock, 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 \_\_\_\_\_ 2026.

Dated: \_\_\_\_\_, 2026

---

Bernadette Green, RMC  
Board Secretary



## 1. Purpose

*The purpose of Willingboro Municipal Utilities Authority shall be:*

- *To provide water that exceeds standards for various uses*
- *To provide services that protect the health of customers, surrounding areas and the environment*
- *To create local jobs, careers and opportunities that enrich our employees and the community*
- *To generate self-sufficient alternative clean energy and additional revenue sources*
- *To provide education to the public promoting environmental stewardship.*

## 2. Mission

*The WMUA is committed to operating utilities efficiently in a manner that promotes public health and safety, protects the environment, and supports the economic and social well-being of the communities we serve.*

## 3. Vision

*WMUA is New Jersey's premier municipal utilities authority, delivering exceptional water, wastewater, and clean energy services through innovative operations, dedicated employees, and strong community partnerships.*

## 4. Standards

Our Standards (core values/principles) are at the root of our decision making, sown into the fabric of our organizational culture, and grows the character and expected behaviors embodied in the WMUA **SPiRiT** enabling all to work together as a team.

- **Selflessness**- We work together to make the WMUA better. "Together everyone achieves more". We support and share common goals, vision and work in an unselfish manner. As a team, we are driven by collaboration, respect, communication, accountability, and celebrate success while recognizing that everyone has their own unique role that must be respected and appreciated.
- **People** - We respect one another, recognizing that our success and strength depend upon the commitment, capabilities and diversity of our employees. We focus on empowering our people, challenging them to new heights, and fostering a collaborative and mutually supportive environment which delivers positive worth to our community.
- **Integrity** –We are ethical, fair and trustworthy in our relationships with co-workers, customers, partners and community. We are committed to conduct ourselves in a manner consistent with the highest standards of keeping our word, delivering on our promises and acknowledging our mistakes.
- **Responsibility**- We are accountable for our actions and strive to make the right choices. We are a good citizen in the communities where we serve and a good neighbor to the surrounding communities.
- **Innovation** –We anticipate and adapt to change and respond with creative solutions. We are alert and responsive to the needs of our customers and embrace learning opportunities. We constantly strive to redefine the standard of excellence in all that we do.
- **Transparency** – We say what we mean, mean what we say and we do what we say we'll do. We will be authentic, clear and effective in the way we message internally to each other, externally to customers and within our community. We confront issues and problems as they arise in order to drive the work product and energize the team to the next level.

**Resolution 2026-02-18-08**  
**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 William Weston                      |        |        |     |     |         |        |
| Vice-Chair Diallyo Diggs                         |        |        |     |     |         |        |
| Chairwoman Patricia Lindsay-Harvey               |        |        |     |     |         |        |
| Commissioner Martin Nock, 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 \_\_\_\_\_ 2026.

Dated: \_\_\_\_\_, 2026

---

Bernadette Green, RMC  
Board Secretary