

Willingboro Municipal Utilities Authority

Regular Meeting Minutes

July 16, 2025

The meeting of the Willingboro Municipal Utilities Authority was held on Wednesday, July 16, 2025, via Zoom Webinar. Chair Lindsay-Harvey called the meeting to order at 6:00PM.

The Board Secretary led the pledge of allegiance and conducted the roll call

Roll Call

Title, Name	Present	Absent
Commissioner James Boyer	X	
Commissioner Kevin McIntosh	6:13 pm	
Commissioner Carl Turner	X	
Vice-Chair Diallyo Diggs	X	
Chair Patricia Lindsay-Harvey	X	
Alternate #1, Commissioner William Weston	6:17 pm	
Alternate #2, Commissioner Kimbrali Davis		X

Others Attending as Panelists

Emmanuel Stuppard, Executive Director
 James Mackie, Chief Engineer
 Bernadette Green, Board Secretary
 Aisha Manners, Board Treasurer
 Kara Weekly, Director of Op. and Maint.
 Rhonda Gigliotti, Director of Finance
 Chris Felthaus, System Maintenance Supt.

Bill Lake, Water Trtmt Plant Superintendent
 Doug Borger, Sewer Superintendent
 Jason Holt, CSG Law, Solicitor
 Steven Graham, PCH Technologies
 Doug Bacher, NW Financial
 Heather Litzebauer, NW Financial
 Andrew Croner, Napoli Law

Open Public Meetings Act Reading

The Secretary read:

This meeting, which conforms with the provisions of the Senator Byron M. Baer Open Public Meetings Act, P.L. 1975, Chapter 231 is an official regular meeting of the Willingboro Municipal Utilities Authority. Adequate notice has been given to the public in excess of forty-eight hours prior to this meeting in the following manner:

- A. Notice was posted on the official bulletin board of the Authority building, and on the WMUA website.
- B. Notice was mailed to the Municipal Clerks of Willingboro and Westampton Townships, the Secretary of the Edgewater Park Sewerage Authority and the Executive Director of the Mount Laurel Township Municipal Utilities Authority.
- C. Public Notice was published in the designated official newspapers - the Burlington County Times and Courier-Post.

The Board Secretary is directed at entering this public announcement into the minutes of this meeting.

Executive Director explained the resolutions.

Public Comment on Agenda Items:

Councilwoman Perrone – 2 Glover La. - My question is related to the operations. I see amending resolution for well 9 emergency repairs for A/C Schultes and the other item is the water waste testing services. I'm concerned about the repairs that have been going on in the community, it has severely increased my water bill. My family size has not changed. However, my water bill used to be \$120, 160. now it's close to \$300. So, something is going on with the projects that you're working on. And so that's my question regarding that item. And does it have to do with that? Maybe that's what the issue is with the well, I don't know. But if you can explain to me those 2 items

Consent Agenda

Motion: Chairperson Lindsay-Harvey Seconded: Commr Boyer Discussion: None

Minutes for May 21, 2025, Regular Meeting and May 28, 2025 Special Meeting

Res. 2025-07-16-03: Authorizing Adjustment of Service Charges – No Fault

Res. 2025-07-16-04: Adopting Amended Capital Budget for FY 2025

Res. 2025-07-16-07: Authorizing Execution of Competitive Contract 24R-08 IT Services Agreement with PCH Technologies

Roll Call Vote – Commr. Boyer – yes; Commr McIntosh – yes; Commr Turner – yes; Vice-Chair-Diggs– yes; Chair Lindsay-Harvey – yes 5-affirmative:0-negative Motion passed

Motion: To approve consent agenda

Motion: Commr Boyer Seconded: Commr Turner

Discussion: None

Roll Call Vote – Commr. Boyer – yes; Commr McIntosh – yes; Commr Turner – yes; Vice-Chair-Diggs– yes; Chair Lindsay-Harvey – yes 5-affirmative:0-negative Motion passed

Policy, Procedures & Communications: Written report discussed – no recommendations given by committee.

Executive Director Report – written report discussed with the following highlights:

- Proposed Senate Bill
- 3M & Dupont
- BPU meeting – looking to recover SRACS

Resolution 2025-07-16-01: Authorizing Purchasing Procedures & Vendor Manual

Moved: Commr McIntosh Seconded: Vice-Chair Diggs

Discussion for clarification

Roll Call Vote – Commr. Boyer – yes; Commr McIntosh – yes; Commr Turner – yes; Vice-Chair-Diggs– yes; Chair Lindsay-Harvey – yes 5-affirmative:0-negative Motion passed

Treasurer’s Report

Written report provided, with the following items to note: Board viewing dashboards are expected by the fall. Bank deposits will be discussed in Executive session as the procedures have changed at the bank.

Finance Director’s Report

Written report provided, with additional items to note: Budget timeline given to Commissioners, Audit has been completed and are anticipating no findings.

Finance / Budget Committee

No written report given.

Resolution 2025-07-16-03: Authorizing Adjustment of Service Charges – No Fault

Moved: Commr Turner Seconded: Commr McIntosh

Discussion on the rate payers’ overpayments and how the Authority can minimize these issues.

Roll Call Vote – Commr. Boyer – yes; Commr McIntosh – yes; Commr Turner – yes; Vice-Chair-Diggs– yes; Chair Lindsay-Harvey – yes 5-affirmative:0-negative Motion passed

Resolution 2025-07-16-04: Adopting Amended Capital Budget for FY 2025

Moved: Commr Turner Seconded: Commr McIntosh

Discussion for clarification and explanation from the Finance Director

Roll Call Vote – Commr. Boyer – yes; Commr McIntosh – yes; Commr Turner – yes; Vice-Chair-Diggs– yes; Chair Lindsay-Harvey – yes 5-affirmative:0-negative Motion passed

Operations and Maintenance Director’s report

Written report provided – no additional items to note

Chief Engineer’s Report

Written report provided with the following note regarding Well 9 failure and land acquisition. Contacted 6 drillers to continue discussion in executive session. Even with the failure we have been able to meet the demand.

Operations Committee Report

Written report given to the Commissioners with no additional comments to note. There was no further discussion.

Resolution 2025-07-16-05: Awarding Water & Wastewater Testing Services Cc #25-09

Moved: Commr Turner Seconded: Commr McIntosh

Discussion the give a comprehensive explanation of testing

Roll Call Vote – Commr. Boyer – yes; Commr McIntosh – yes; Commr Turner – yes; Vice-Chair-Diggs– yes; Chair Lindsay-Harvey – yes 5-affirmative:0-negative Motion passed

Resolution 2025-07-16-06: Amending Resolution for Well 9 Emergency Repairs for AC Schultes

Moved: Commr Turner Seconded: Vice-Chair Diggs

Discussion Comprehensive explanation from the Executive Director. Commissioners were able to ask further questions and receive clarification to satisfaction.

Roll Call Vote – Commr. Boyer – yes; Commr McIntosh – yes; Commr Turner – yes; Vice-Chair-Diggs– yes; Chair Lindsay-Harvey – yes 5-affirmative:0-negative Motion passed

Ad Hoc Committee

Training Committee – Chair stated that there were no recommendations.

Lateral Committee

Verbal report given with further discussion and questions by the Commissioners. Lateral committee will be prepared for the August meeting with a written report and recommendations.

Resolution 2025-07-16-08: Authorizing Executive Session

Moved: Commr McIntosh Seconded: Commr Turner

Discussion as per Atty Holt – PFOS Litigation, Potential Litigation for Well 9, Solar Fields and ESIP

Roll Call Vote – Commr. Boyer – yes; Commr McIntosh – yes; Commr Turner – yes; Vice-Chair-Diggs– yes; Chair Lindsay-Harvey – yes 5-affirmative:0-negative Motion passed

Public Comment

Councilwoman Perrone – Glover La. – Questions were answered to satisfaction. How would professionals come out to test the water? Could the increase in bills be due to the Well that is down? Can you explain the number of Wells that are down, for how long, and do we have the money to fox it? Water liens are an extra burden on the residents. Suggested to release liens until the Wells are 100% and consider communication via hard copy.

Executive director addressed the concerns of Councilwoman Perrone and answered the questions to satisfaction.

Sara Holley – 9 Tioga La – Like the way Commissioners answer questions. Question about Liens – once liens are put on the property and residents are not paying, will they still be allowed to have water and will they have to supplement the non-paying residents. Why is there an increase rate and what are the line items that the increase will be applied to. Regarding LLC's – what is the process for collecting water bill payments? Can they go without paying?

Vice-Chair Diggs, Executive Director and Chief Engineer answered the questions to satisfaction with special mention of the lien process.

Olivia Freeman – 101 Hazelwood Cir – Lien clarification because she has not received any notices and would like to know when this was put into place. Who was responsible for putting this into place? There has not been a pleasant experience with the WMUA due to expensive billing. Why is bill so high? ED was able to answer questions and address concerns of Ms. Freeman.

Former Mayor Nock – 18 Windsor La. – Regarding Liens – glad to see that the Authority is trying to explain a little more. Thank you for taking care of the potholes on the street. Solar – what is going on. Wells going down – has there been any analysis done in reference to the contract we have with Mt. Laurel? Has the school district been approached regarding property to be used to drill a new well. What is happening with the water tower? We have quite a few new developments coming, have any of those been taken into consideration for the long term? Executive Director addressed and provided further clarification for Mr. Nocks questions and concerns.

Commissioner Comment

Commr Weston – Greetings to everyone. It is my prayer that we operate efficiently from the solar fields to the aging infrastructure and asset management. Water is a critical commodity, and we as the MUA want to make sure we're in a good place for that. Touched a bit on information rollout and stated that the ED did a good job of giving an explanation, however there seems to be a disconnect from the great information we have on social media and how it reaches our residents.

Commr Boyer – Appreciative of the questions, comments, and challenges and even the advice that comes from the public. It looks like there were quite a few members of the public that were in attendance. Very appreciative of the ED, staff and Board members for addressing the public comments.

Commr McIntosh –The meeting and input from the community and other concerned individuals were great. I'm glad we had this interaction, and we are going to work on the problems. I want you to continue to be vocal and provide the information or questions that you have.

Commr Turner – thanked the residents for coming out and asking questions and bringing their concerns to the board, I think that's one of the most important things. That is how the board can get better.

Commr Diggs – I'd like to co-sign everything. Public interaction tonight was excellent. The MUA has been trying to improve our communication with the public. Although we are struggling, it is good to have members of the community come out. It helps us improve our communications.

Chair Lindsay-Harvey – Echoed everything the previous Commissioners stated. I thank the public for coming, this is the most, I think we have had in quite some time. I think they see the commitment and the passion we have of everyone on here who answers questions.

Executive Session: 9:18pm – 11:15pm

Motion to Exit Executive Session

Moved: Commr Turner Seconded: Commr Boyer

Discussion: None

Roll Call Vote: Commr Boyer – yes; Commr McIntosh – yes; Commr Turner – yes; Vice-Chair-Diggs– yes; Chair Lindsay-Harvey – yes 5-affirmative:0-negative Motion passed

Commissioners discussed the sponsorship of the Townships Jazz Festival – ED will contact Recreation to leave the WMUA sponsorship at the same level as previous years.

Motion: Commr Turner Seconded: Commr Weston

Roll Call Vote: Commr Boyer – yes; Commr Turner – yes; Commr Weston – yes; Chair Lindsay-Harvey – yes 4-affirmative:0-negative Motion passed

Motion to Adjourn

Moved: Commr McIntosh Seconded: Commr Weston

Voice vote: Unanimous.

Meeting Adjourned 11:20pm

Certification of Minutes

I hereby certify the above to be a true and correct copy of the approved Minutes of July16, 2025, Regular Meeting of the Willingboro Municipal Utilities Authority.

Bernadette Green

Bernadette Green
Secretary to the Board

Approved By The Board: September 17, 2026