

# Willingboro Municipal Utilities Authority

## Regular Meeting Minutes

### October 15, 2025

The meeting of the Willingboro Municipal Utilities Authority was held on Wednesday, October 15, 2025, via Zoom Webinar. Chair Lindsay-Harvey called the meeting to order at 6:03PM.

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	X	
Commissioner Carl Turner	6:07pm	
Vice-Chair Diallyo Diggs		X
Chair Patricia Lindsay-Harvey	X	
Alternate #1, Commissioner William Weston		X
Alternate #2, Commissioner Kimbrali Davis	6:09pm	

Being that Vice-Chair Diggs was not present, Commr Davis will serve as a voting member.

**Others Attending as Panelists**

Emmanuel Stuppard, Executive Director  
 Bernadette Green, Board Secretary  
 Aisha Manners, Board Treasurer  
 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  
 Heather Litzebauer, NW Financial  
 Kevin Kinsella, Decotiis, FitzPatrick  
 Lara Carucci, Hudson Reporting  
 Michael Cragin, Bowman and Company  
 Lionel Gailpot, Alaimo Engineering  
 Ben Weller, ERI Engineering

**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.
- D. This meeting will begin with the Public Hearing Adjustment to Water and Sewer Service Charges and Connection Fees. Adequate notice has been given to the public in accordance with the Open Public Meetings Act in the same manner as above with additional publications in the Burlington County Times on September 24, 2025 and the courier Post on September 25, 2025.

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

Public Rate Hearing in accordance with NJSA 40:14B – 23 and NJSA 40:14D-21 and 22

The following personnel were sworn in for testimony: Rhonda Gigliotti, Director of Finance; Michael Cragin, Auditor; Heather Litzebauer, Financial Advisor; Court Reporter, Lara Carucci of Hudson Reporting. The transcript will be added to the minutes for accuracy.

Public Comment on Rate Study – Martin Nock – Windsor La – 40 Year resident – How does the increase the water usage impact the capitol projects? Has the increased consumption worked in our favor? Main concern is the new consumption. At what point would it turn into a negative. Ms. Litzebauer stated that the increases would be higher if there was no increase in consumption. Ms. Gigliotti stated that she does not know the correlation between consumption and rate changes.

Commissioners were given an opportunity to ask and receive answers to the increased consumption and rate increase presentation.

Connection Fee Hearing – Mr. Cragin testified and answered questions of explanation of water and sewer connection fees. Further testimony by Ms. Gigliotti. All questions were asked and answered Hearing complete at 7:10pm

Executive Director explained the resolutions.

**Public Comment on Agenda Items:**

NONE

***Consent Agenda***

*Motion: Chairperson Lindsay-Harvey*

*Seconded: Commr Davis*

*Discussion: None*

*Res. 2025-10-15-01: Adopting an Omnibus Authorization and Approval for Certain WMUA Policies*

*Res. 2025-10-15-02: Establishing and Implementing a fair and Open Process for the Board Selection of Various Professional Service Providers*

*Res. 2025-10-15-03: Authorizing the Procurement of a Grants Writer Consulting Firm through the Competitive Contract Process*

*Res. 2025-10-15-04: Approval of Payment of Bill List for October 2025*



Board Comments

**Commr Davis** – Good evening, everyone – apologies for the inconvenience and thank you for your patience. Thank you for attending the rate hearing. Thank you to the Commissioners. A lot of heavy lifting is done in the committee meetings so please read the reports. Commend the tank lighting and is waiting for the next phase on the Holyoke Tank.

**Commr Boyer** – Apologies for missing last months meeting. I appreciate the board and all the hard work. Very pleased with the work of the ED and Dor of Finance, Dir of HR, and everyone that works for the WMUA.

**Commr McIntosh** – Appreciate everyone, customers, staff, providers and echo the other Commrs.

**Commr Turner** - Commend the staff regarding Edge Tank. Commend staff and admin for their part in getting the SRECs back up to par. Boards commitment to getting their projects completed. Stated that he was able to find the previous report from Alaimo, to clarify that the meter was found previously to the NJDEP finding it.

**Chairwoman Lindsey-Harvey** – This is not easy, and everyone is commended. Echo the sentiments of the Commissioners

**Resolution 2025-10-15-09: Authorizing Executive Session**

Moved: Commr Turner                      Seconded: Commr Boyer

Discussion as per Atty Holt – Resolution 2025-10-15-08 contractual matters regarding PFOS and powerpoint presentation; update from special counsel Peckar & Abramson, possible litigation and matters that contain attorney client privilege.

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

**Executive Session: 8:05pm – 10:12pm**

**Motion to Exit Executive Session**

Moved: Commr McIntosh                      Seconded: Commr Boyer

Discussion: None

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

**Res. 2025-10-15-08: Authorizing Agreement Between WMUA and Napoli**

Moved: Commr McIntosh                      Seconded: Commr Davis

Discussion: None

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

Commr Turner rejoined the public meeting at 10:16 pm.

Award to proceed with and obtain an agreement for the Bid for the Grip Pad Installation at 72 Ironside Court \$94,500.00 Capella Construction

A resolution will be prepared for formal adoption in November.

Moved: Commr McIntosh

Seconded: Commr Davis

Discussion: None

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

***Motion to Adjourn***

Moved: Commr Davis

Seconded: Commr Turner

**Voice vote:** Unanimous.

***Meeting Adjourned 10:18 pm***

**Certification of Minutes**

I hereby certify the above to be a true and correct copy of the approved Minutes of October 15, 2025, Regular Meeting of the Willingboro Municipal Utilities Authority.

*Bernadette Green*

Bernadette Green  
Secretary to the Board

**Approved By The Board:** November 20, 2025