

Willingboro Municipal Utilities Authority  
Regular Meeting  
Wednesday 6pm, April 15, 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. Proclamation
  - A. Earth Day (April 22, 2026)
  - B. National Drinking Water Week (May 3-9, 2026)
  
5. 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. August 20, 2025 – Regular Meeting
    - b. March 18, 2026 – Regular Meeting
  - B. Resolution 2026-04-15-01– Approval of Payment of Bills
  - C. Resolution 2026-04-15-02 – Authorizing Adjustment of Service Charges – No Fault
  - D. Resolution 2026-04-15-03 – Authorizing Adjustment of Sewer Service Charges
  
6. 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 Resource Report
7. Committee Reports (*Commissioners present a concise, actionable summary of their report's main takeaways, followed by Commissioner Q&A*)
- A. Policy & Communications Committee
  - B. Personnel Committee
  - C. Operations Committee
  - D. Finance Committee
  - E. Ad-Hoc Lateral Committee
8. Unfinished Business
- A. Pre-Apprenticeship Program
  - B. Organizational Chart
9. New Business
- A. Res. 2026-04-15-04 – Approving the Revised Cash Management Plan
  - B. Res. 2026-04-15-05 – Award Professional Contract – Rate and Energy Counsel
  - C. Res. 2026-04-15-06 – Award PCP Settling Tank Rehabilitation Project Design and Construction Management
  - D. Res. 2026-04-15-07 – Award PCP Digester Cleaning Project Design and Construction Management
  - E. Res. 2026-04-15-08 – Award Chemical Supply Bid
  - F. Res. 2026-04-16-09 – Authorizing MERP Grant Application
10. Public Comment (*General – limit 4min*)
11. Commissioner Comments
12. Res. 2026-04-15-10 – Authorizing Executive Session
13. Adjournment



Willingboro Municipal Utilities Authority  
**PROCLAMATION**

**WHEREAS**, April 22, 2026, marks the 56th anniversary of Earth Day, a global celebration recognized by the residents of the Township of Willingboro, County of Burlington, State of New Jersey and its surrounding communities, observed this year under the theme “Our Power, Our Planet” , a rallying cry for people everywhere to reclaim their voice, their rights, and their future in defense of our shared environment; and

**WHEREAS**, residents face unprecedented environmental challenges including climate change, biodiversity loss, pollution, and resource depletion that threaten the health and wellbeing of present and future generations, and environmental safeguards that took generations to build must be actively defended and strengthened; and

**WHEREAS**, since the first Earth Day in 1970, people from every walk of life; farmers and ranchers, faith leaders and scientists, health professionals and first responders, students and families, have demonstrated that an engaged and organized public is an unstoppable force for environmental progress, and that clean energy, safe water, and climate resilience are not optional but essential; and

**WHEREAS**, Earth Day reminds us that environmental stewardship is not the responsibility of any single resident or business, but a collective obligation we all share, and that our power as a community is our greatest tool for protecting and restoring our shared home;

**NOW, THEREFORE BE IT PROCLAIMED** by the Board of Commissioners of the Willingboro Municipal Utilities Authority, in the Township of Willingboro, County of Burlington, State of New Jersey, that April 22, 2026, be recognized as **Earth Day** under the theme “*Our Power, Our Planet,*” and encourage all residents and businesses to show the world they care by conserving our water, protecting our environment, and harnessing their collective power for a cleaner, healthier future.

**IN WITNESS THEREOF**, we, the Board of Commissioners of the Willingboro Municipal Utilities Authority, have hereunto set our hand this 15<sup>th</sup> day of April, 2026.

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James Boyer  
Commissioner

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Kevin McIntosh  
Commissioner

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William Weston  
Commissioner

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Diallyo Diggs  
Board of Commissioners, Vice-Chair

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Patricia Lindsay – Harvey  
Board of Commissioners Chairwoman



Willingboro Municipal Utilities Authority  
**PROCLAMATION**

**WHEREAS**, water is our most vital natural resource, essential to life, health, and prosperity of all residents; and

**WHEREAS**, National Drinking Water Week, observed May 3 - 9, 2026, led by the American Water Works Association (AWWA), celebrates safe, reliable tap water and highlights the expertise of the professionals who deliver it safely from source to tap around the clock; and

**WHEREAS**, the hard work performed by water and sewer plant and field employees, engineers, operators, and infrastructure maintenance staff who transport high-quality drinking water from its source to residents' taps deserves recognition; and

**WHEREAS**, water conservation, source protection, and sustained investment in water infrastructure are crucial responsibilities shared by governments, businesses, and individuals to ensure safe drinking water for future generations;

**NOW, THEREFORE, BE IT PROCLAIMED** by the Board of Commissioners of the Willingboro Municipal Utilities Authority, in the Township of Willingboro, County of Burlington, State of New Jersey that May 3–9, 2026, be recognized as ***NATIONAL DRINKING WATER WEEK*** encouraging all residents, businesses, and institutions to:

**APPRECIATE** the value of clean drinking water as a precious resource that sustains life;

**ACKNOWLEDGE** the essential work of water professionals who safeguard public health through their dedication to water quality and service;

**CONSERVE and PROTECT** water through mindful consumption and pollution prevention;

**EDUCATE** ourselves and others about local water sources, treatment processes, and the importance of infrastructure investment to ensure safe drinking water for future generations.

**In Witness Whereof**, we have set our hand and caused the Seal of the Willingboro Municipal Utilities Authority in the Township of Willingboro, State of New Jersey, to be affixed this 15<sup>th</sup> Day of April 2026.

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James Boyer  
Commissioner

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Kevin McIntosh  
Commissioner

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William Weston  
Commissioner

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Diallyo Diggs  
Board of Commissioners, Vice-Chair

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Patricia Lindsay – Harvey  
Board of Commissioners Chairwoman

# Willingboro Municipal Utilities Authority

## Resolution 2026-04-15-01

### Authorizing Payment of Bill List for April 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, 1st alt.						
Commissioner Kimbrali Davis 2nd 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 April 2026.

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

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

Check #	Check Date	Vendor Name	Amount
98721	3/19/2026	ESTATE OF SHARON LOUIS	5,990.85
98722	3/19/2026	METLIFE-GROUP BENEFITS	6,000.93
98723	3/19/2026	STATE OF NJ DEPART OF LABOR	161.12
98724	3/19/2026	BENECARD SERVICES LLC	23,203.24
98725	3/19/2026	PATRICIA LINDSAY-HARVEY	1,291.59
98726	3/30/2026	COMCAST	154.89
98727	3/30/2026	COMCAST	159.89
98728	3/30/2026	COMCAST	159.89
98729	3/30/2026	COMCAST	294.89
98730	3/30/2026	COMCAST	184.89
98731	3/30/2026	COMCAST	274.84
98732	3/30/2026	PSE&G	5,527.31
98733	3/30/2026	PSE&G	11,777.34
98734	3/30/2026	PSE&G	21.40
98735	3/30/2026	PSE&G	1,290.28
98736	3/30/2026	PSE&G	255.59
98737	3/30/2026	PSE&G	28.78
98738	3/30/2026	PSE&G	38.48
98739	3/30/2026	PSE&G	37.93
98740	3/30/2026	PSE&G	1,727.14
98741	3/30/2026	PSE&G	7,291.80
98742	3/30/2026	PSE&G	569.32
98743	3/30/2026	PSE&G	30.07
98744	3/30/2026	VERIZON WIRELESS	3,076.06
98745	3/30/2026	WAWA FLEET WEX BANK	108.04
98746	3/31/2026	EDMUNDS & ASSOCIATES INC	400.00
98747	3/31/2026	SOUTHERN NEW JERSEY REGIONAL	120,832.00
98748	4/6/2026	EDMUNDS & ASSOCIATES INC	200.00
98749	4/16/2026	24MEDIA LLC	1,050.00
98750	4/16/2026	ACCURATE BALANCE & CALABRATION	450.95
98751	4/16/2026	A C SCHULTES INC	56,843.92
98752	4/16/2026	ALAIMO ASSOC,RICHARD A	9,243.75
98753	4/16/2026	ARROYO ALCIDES	1,217.40
98754	4/16/2026	ALENCO FENCE & LUMBER CORP	32.60
98755	4/16/2026	AMERICAN WATER	361.00
98756	4/16/2026	ATLANTIC ANALYTICAL LABORATORY	2,160.00
98757	4/16/2026	AUTOZONE, INC	0.00
98758	4/16/2026	AUTOZONE, INC	3,791.81
98759	4/16/2026	BARBER, ROBERT	121.00
98760	4/16/2026	BARTUK HOSE & RUBBER CO	155.10
98761	4/16/2026	BERNADETTE DAVIS-GREEN	2,360.00
98762	4/16/2026	TELESYSTEM	768.57
98763	4/16/2026	BUCKLEY,VINCENT	608.70

98764	4/16/2026 BURLINGTON COUNTY BOARD O	12,314.73
98765	4/16/2026 COURIER TIMES,INC, BURLINGTON	158.02
98766	4/16/2026 BURLINGTON TRUCK CENTER	5.98
98767	4/16/2026 THE CANNING GROUP	1,250.00
98768	4/16/2026 CAVALLO ENVIRONMENTAL SERVICES	8,500.00
98769	4/16/2026 CHIESA SHAHINIAN & GIANTOMASI	8,900.00
98770	4/16/2026 CINTAS CORPORATION NO 2	0.00
98771	4/16/2026 CINTAS CORPORATION NO 2	4,680.54
98772	4/16/2026 COMCAST	214.89
98773	4/16/2026 COMCAST	325.96
98774	4/16/2026 COMCAST	465.02
98775	4/16/2026 COMCAST	280.96
98776	4/16/2026 COMCAST	263.89
98777	4/16/2026 COMCAST	1,324.55
98778	4/16/2026 CONCEPT PRINTING INC	2,585.00
98779	4/16/2026 CORT Business Services Corp	585.82
98780	4/16/2026 COURIER POST	226.72
98781	4/16/2026 COYNE CHEMICAL CO INC,	11,831.46
98782	4/16/2026 CRAMER JR, DONALD A	608.70
98783	4/16/2026 FRANCIS CROWE	296.46
98784	4/16/2026 CRYOSTAR INDUSTRIES, INC	138.00
98785	4/16/2026 DAVID BEWLEY	121.00
98786	4/16/2026 DEMAISE,VICTOR	1,217.40
98787	4/16/2026 DONOVAN,THOMAS J	1,217.40
98788	4/16/2026 EDMUNDS & ASSOCIATES INC	29,670.88
98789	4/16/2026 ELIE PEAN	6.13
98790	4/16/2026 ENVIRONMENTAL RESOLUTIONS, INC	277.50
98791	4/16/2026 EVANS,WEBSTER	908.40
98792	4/16/2026 EVANS, ROBERT	1,217.40
98793	4/16/2026 FABER INDUSTRIAL TECHNOLOGIES	5,914.38
98794	4/16/2026 FEDERAL EXPRESS CORP	298.45
98795	4/16/2026 FERGUSON US HOLDINGS INC	134.39
98796	4/16/2026 FISHER SCIENTIFIC COMPANY	3,400.02
98797	4/16/2026 FP FINANCE	200.89
98798	4/16/2026 FRANC ENVIRONMENTAL OF NE	2,186.92
98799	4/16/2026 GARDEN STATE LABS, INC	10,436.00
98800	4/16/2026 W.W. GRAINGER INC,	3,094.29
98801	4/16/2026 HAINESPORT ENTERPRISES LLC	360.28
98802	4/16/2026 HAYES TECHNOLOGY LLC	1,755.00
98803	4/16/2026 HERMAN'S TRUCKING, INC.	503.35
98804	4/16/2026 HOME DEPOT CREDIT SERVICE	2,264.64
98805	4/16/2026 IDEXX DISTRIBUTION CORPOR	161.79
98806	4/16/2026 JCI JONES CHEMICALS INC	20,996.30
98807	4/16/2026 JESCO, INC.	171,919.82

98808	4/16/2026 JET VAC EQUIPMENT, LLC	1,688.00
98809	4/16/2026 JFK PLUMBING	6,310.00
98810	4/16/2026 JOHNSON CONTROLS FIRE PROTECT	3,957.08
98811	4/16/2026 JORDAN DALTON	407.00
98812	4/16/2026 KROGULSKI,JOHN	608.70
98813	4/16/2026 LECONY, STEVEN L	1,217.40
98814	4/16/2026 LEVCO ENTERPRISES, LLC	2,462.50
98815	4/16/2026 LOWTHER'S,GEORGE	264.69
98816	4/16/2026 MACKEL,RUSSELL	1,217.40
98817	4/16/2026 MCMANIMON & SCOTLAND	67.50
98818	4/16/2026 MCMASTER-CARR SUPPLY COMPANY	0.00
98819	4/16/2026 MCMASTER-CARR SUPPLY COMPANY	5,637.81
98820	4/16/2026 MERCADO, MARIANO	1,253.20
98821	4/16/2026 MERSHON CONCRETE LLC	100.00
98822	4/16/2026 MINUTEMAN PRESS	1,352.43
98823	4/16/2026 MORGAN TIRE SERVICE INC	840.00
98824	4/16/2026 MUNICIPAL MAINTENANCE CO	48,717.00
98825	4/16/2026 MYERS,BARBARA	1,214.40
98826	4/16/2026 NATIONAL TIME SYSTEM INC	532.00
98827	4/16/2026 NJ DEPARTMENT OF HEALTH	422.30
98828	4/16/2026 NU NU FOUNDATION	1,500.00
98829	4/16/2026 OFFICE OF WATER PROGRAMS	217.00
98830	4/16/2026 OLIVER SPRINKLER CO INC	790.00
98831	4/16/2026 ONE CALL CONCEPTS, INC.	4,378.00
98832	4/16/2026 PSE&G	61,738.68
98833	4/16/2026 PSE&G	48,383.82
98834	4/16/2026 PARKER,LLOYD	1,217.40
98835	4/16/2026 PARK PUMPS & CONTROLS INC	12,666.18
98836	4/16/2026 PCH TECHNOLOGIES LLC	12,564.38
98837	4/16/2026 PECKAR & ABRAMSON, P.C.	10,142.00
98838	4/16/2026 PENNONI ASSOCIATES INC	2,644.25
98839	4/16/2026 PHOENIX ADVISORS	750.00
98840	4/16/2026 PHOENIX SECURITY SYSTEMS	115.00
98841	4/16/2026 THE PLATT LAW GROUP, P.C.	1,120.00
98842	4/16/2026 PYRZ WATER SUPPLY CO INC	1,317.00
98843	4/16/2026 RARITAN GROUP INC.	4,426.53
98844	4/16/2026 RENATI SOLUTIONS, LLC	2,700.00
98845	4/16/2026 RIGGINS INC	6,051.38
98846	4/16/2026 RINGCENTRAL, INC	891.16
98847	4/16/2026 RIVER FRONT RECYCLING, LLC	19,500.00
98848	4/16/2026 SAM'S CLUB	718.41
98849	4/16/2026 SHANNON CHEMICAL CORPORAT	5,236.00
98850	4/16/2026 SHARP, GARY	370.90
98851	4/16/2026 SKOW, SANDRA	608.70

98852	4/16/2026 STEVENSON & SON INC, C	960.00
98853	4/16/2026 STEVENSON SUPPLY CO INC	3,051.94
98854	4/16/2026 SUNBELT RENTAL INC	3,725.64
98855	4/16/2026 TALIAFERRO,JOERETHA	1,217.40
98856	4/16/2026 TALIEK WISE	82.65
98857	4/16/2026 TAPPER, SHARON	608.70
98858	4/16/2026 TERMINIX COMMERCIAL	86.32
98859	4/16/2026 THE BORO EPICENTER, LLC	73.76
98860	4/16/2026 TRAP ROCK INDUSTRIES LLC	937.50
98861	4/16/2026 TURNDIAL LLC	429.67
98862	4/16/2026 ULINE SHIPPING SUPPLIES	418.47
98863	4/16/2026 UNITED RENTALS (NORTH AMERICA)	756.00
98864	4/16/2026 UNITED POSTAL SERVICE	9,000.00
98865	4/16/2026 UNIVAR SOLUTIONS USA INC	5,131.80
98866	4/16/2026 USA BLUE BOOK	948.90
98867	4/16/2026 VIRTUA MEDICAL GROUP, P.A.	515.00
98868	4/16/2026 WM CORPORATE SERVICES INC	1,007.06
98869	4/16/2026 WB MASON CO., INC.	1,075.87
98870	4/16/2026 WILLIAM OVERTON	72.11
98871	4/16/2026 XEROX CORPORATION	879.87
98872	4/16/2026 Y-pers, Inc.	485.96
98873	4/16/2026 NICHOLAS MANGREUM	321.00
98874	4/16/2026 MULLINGS, EURIA	1,235.30
98875	4/16/2026 SOUTHERN NEW JERSEY REGIONAL	115,925.00
	3/12/2026 PAYROLL 3/12/26	179,124.32
	3/26/2026 PAYROLL 3/26/26	163,708.71

**1,353,567.84**

**MARCH EFT TRANSACTIONS**

ACH	3/2/2026 AFLAC COLUMBUS	1,550.46	PAYROLL
ACH	3/6/2026 MBI SETL	10.00	PAYROLL
ACH	3/10/2026 WILLINGBORO MUA PAYROLL	102,321.19	PAYROLL
ACH	3/10/2026 FLEXFACTS - GRAN SALE	50.00	PAYROLL
ACH	3/11/2026 Colonial Life Pay-In	74.34	PAYROLL
ACH	3/12/2026 NJ WEB PMT	6,644.09	PAYROLL
ACH	3/12/2026 IRS USATAXPYMT	38,441.68	PAYROLL
ACH	3/12/2026 NATIONWIDE PAYMENTS	437.62	PAYROLL
ACH	3/19/2026 NJ LBR IMM BILL	161.12	PAYROLL
ACH	3/20/2026 DIV OF PENS&BENE TEPS PERS	514,055.67	PAYROLL
ACH	3/25/2026 WILLINGBORO MUA PAYROLL	93,445.87	PAYROLL
ACH	3/27/2026 MBI SETL	200.00	PAYROLL
ACH	3/30/2026 MBI SETL	1,500.00	PAYROLL
ACH	3/31/2026 IRS USATAXPYMT	34,081.51	PAYROLL
ACH	3/3/2026 PUBLIC SERVICE PSEG	28.78	OPERATING

ACH	3/3/2026 PUBLIC SERVICE PSEG	30.27 OPERATING
ACH	3/3/2026 PUBLIC SERVICE PSEG	30.27 OPERATING
ACH	3/3/2026 PUBLIC SERVICE PSEG	31.86 OPERATING
ACH	3/3/2026 PUBLIC SERVICE PSEG	31.91 OPERATING
ACH	3/3/2026 PUBLIC SERVICE PSEG	255.77 OPERATING
ACH	3/3/2026 PUBLIC SERVICE PSEG	722.48 OPERATING
ACH	3/3/2026 PUBLIC SERVICE PSEG	1,061.29 OPERATING
ACH	3/3/2026 PUBLIC SERVICE PSEG	1,633.29 OPERATING
ACH	3/3/2026 PUBLIC SERVICE PSEG	6,450.84 OPERATING
ACH	3/3/2026 PUBLIC SERVICE PSEG	6,477.67 OPERATING
ACH	3/3/2026 PUBLIC SERVICE PSEG	12,679.15 OPERATING
ACH	3/4/2026 WEX INC FLEET	146.85 OPERATING
ACH	3/4/2026 COMCAST-XFINITY	154.89 OPERATING
ACH	3/4/2026 COMCAST-XFINITY	159.89 OPERATING
ACH	3/4/2026 COMCAST-XFINITY	179.89 OPERATING
ACH	3/4/2026 COMCAST-XFINITY	184.89 OPERATING
ACH	3/4/2026 COMCAST-XFINITY	294.89 OPERATING
ACH	3/4/2026 ACHIVR VISB BILL - VERIZON	3,329.39 OPERATING
ACH	3/18/2026 Willingboro Muni VENDOR	24,494.83 OPERATING
ACH	3/20/2026 COMCAST-XFINITY	154.89 OPERATING
ACH	3/20/2026 COMCAST-XFINITY	159.89 OPERATING
ACH	3/20/2026 COMCAST-XFINITY	159.89 OPERATING
ACH	3/20/2026 COMCAST-XFINITY	159.89 OPERATING
ACH	3/20/2026 COMCAST-XFINITY	184.89 OPERATING
ACH	3/20/2026 COMCAST-XFINITY	234.84 OPERATING
ACH	3/20/2026 COMCAST-XFINITY	245.96 OPERATING
ACH	3/20/2026 COMCAST-XFINITY	285.96 OPERATING
ACH	3/20/2026 COMCAST-XFINITY	400.02 OPERATING
ACH	3/20/2026 COMCAST-XFINITY	1,325.41 OPERATING
ACH	3/20/2026 COMCAST-XFINITY	264.99 OPERATING
ACH	3/20/2026 GAN NY NJ LOCALI	510.90 OPERATING
ACH	3/20/2026 GAN PA LOCALIQ A	1,385.69 OPERATING
ACH	3/20/2026 PUBLIC SERVICE PSEG	45,216.31 OPERATING
ACH	3/31/2026 COMCAST-XFINITY	154.89 OPERATING
ACH	3/31/2026 COMCAST-XFINITY	159.89 OPERATING
ACH	3/31/2026 COMCAST-XFINITY	159.89 OPERATING
ACH	3/31/2026 COMCAST-XFINITY	184.89 OPERATING
ACH	3/31/2026 COMCAST-XFINITY	274.84 OPERATING
ACH	3/31/2026 COMCAST-XFINITY	294.89 OPERATING
ACH	3/31/2026 PUBLIC SERVICE PSEG	21.40 OPERATING
ACH	3/31/2026 PUBLIC SERVICE PSEG	255.59 OPERATING
ACH	3/31/2026 PUBLIC SERVICE PSEG	1,290.28 OPERATING
ACH	3/31/2026 PUBLIC SERVICE PSEG	5,527.31 OPERATING
ACH	3/31/2026 PUBLIC SERVICE PSEG	11,777.34 OPERATING

ACH	3/31/2026 PUBLIC SERVICE PSEG	28.78 OPERATING
ACH	3/31/2026 PUBLIC SERVICE PSEG	30.07 OPERATING
ACH	3/31/2026 PUBLIC SERVICE PSEG	37.93 OPERATING
ACH	3/31/2026 PUBLIC SERVICE PSEG	38.48 OPERATING
ACH	3/31/2026 PUBLIC SERVICE PSEG	569.32 OPERATING
ACH	3/31/2026 PUBLIC SERVICE PSEG	1,727.14 OPERATING
ACH	3/31/2026 PUBLIC SERVICE PSEG	7,291.80 OPERATING
ACH	3/31/2026 Willingboro Muni VENDOR	400.00 OPERATING
ACH	3/31/2026 Willingboro Muni VENDOR	120,832.00 OPERATING
<b>MARCH EFT TRANSACTIONS</b>		<b>1,053,098.91</b>

# Willingboro Municipal Utilities Authority

## Resolution 2026-04-15-02

### Authorizing Adjustment of 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 WMUA meter malfunction, misread, improper installation, meter ID mismatch or other cause not being the responsibility or fault of the ratepayer; 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 15th day of April 2026.

Dated: April 15, 2026

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

Resolution 2026-04-15-02  
Authorizing Adjustment of Service Charges  
Exhibit A

Billing Corrections		
NO FAULT		
ACCOUNT NUMBER	ADDRESS	AMOUNT
1044168-0	52 Hancock Ln.	\$21.35
1043922-0	517 Charleston Rd.	\$4.65
1044104-0	45 Hopewell Ln.	\$11.90
11512476-0	498 Bev-Ran Rd	\$1,257.33

# Willingboro Municipal Utilities Authority

## Resolution 2026-04-15-03

### 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 15th day of April 2026.

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

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

Resolution 2026-04-15-03  
Authorizing Adjustment of Sewer Service Charges  
Exhibit A

Billing Corrections		
LEAKS		
ACCOUNT NUMBER	ADDRESS	AMOUNT
1010656-0	12 Buckingham Dr.	\$45.14

# Willingboro Municipal Utilities Authority

## Resolution 2026-04-15-04

### Amending the Cash Management Plan for Fiscal Year 2026

#### From January 1, 2026, To December 31, 2026

**Whereas** minor amendments to the Cash Management Plan of Fiscal Year 2026 as set out in Resolution 2026-04-15-04, amending Resolution 2026-03-18-02 have become necessary; and

**Whereas** the Willingboro Municipal Utilities Authority Treasurer has recommended the below revisions and amendments to the Cash Management Plan for Fiscal Year 2026;

**Now Therefore Be It Resolved** by the Board of Commissioners of the Willingboro Municipal Utilities Authority, pursuant to the requirements of N.J.S.A. 40A: 5-14, et seq., and N.J.A.C. 5:31-3.1, the Cash Management Plan of the Willingboro Municipal Utilities Authority ("Authority") for the fiscal year indicated above is hereby amended and the following amended Cash Management Plan for Fiscal Year 2026 is hereby adopted:

#### **I. Designation of Legal Public Depository**

- A. The designated legal public depositories of the Authority shall be state or federally chartered bank, savings bank or an association located in the State of New Jersey or a state or federally chartered bank, savings bank or an association located in another state with a branch office in this State, the deposits of which are insured by the Federal Deposit Insurance Corporation and which receives or holds public funds on deposit and which otherwise qualifies as a "public depository" pursuant to the requirements of the Governmental Unit Deposit Protection Act, N.J.S.A. 17:9-41, et seq.

Wilmington Savings Fund Society Bank (WSFS), JP Morgan Chase, TD Bank NA, Fulton Bank and the New Jersey Cash Management Fund are hereby designated as legal public depositories of the Authority.

#### **II. Accounts Held by Designated Legal Public Depository**

- A. **Revenue Account.** There shall be maintained in the designated legal public depository a Revenue Account, the purpose of which is to receive all monies from any source by or on behalf of the Authority, except for monies received for connection fees, planning escrow fees or refunds of monies previously paid by the Authority from the Operating Account. Pursuant to the requirements of N.J.S.A. 40A: 5-15, all monies received from any source by or on behalf of the Authority, except for monies received for connection fees, planning escrow fees or such refunds shall, within 48 hours after the receipt thereof, be deposited to the credit of the Authority in the Revenue Account. The designated legal public depository shall transfer all funds held in its Revenue Account to the Revenue Fund held

by the Trustee, by wire, on the first day of each month, or as otherwise directed by the Authority.

- B. **Escrow Account.** There shall be maintained in the designated legal public depository an Escrow Account, the purpose of which is to receive all monies designated for the payment of legal and engineering review and inspection fees as well as water and/or sewer connection fees to the Authority.

1. There shall be maintained in the designated legal public depository a Legal and Engineering Review and Inspection Fee Account which shall be a sub-account of the Escrow Account within the Escrow Account the purpose of which is to receive all monies which are designated for the payment of escrowed legal and engineering review and inspection fees. Pursuant to the requirements of N.J.S.A. 40A: 5-15, all monies received by any source by or on behalf of the Authority which are designated for the payment of escrow fees shall, within 48 hours after the receipt thereof, be deposited to the credit of the Authority in the Escrow Account. Monies shall be transferred from the Escrow Account on a periodic basis to pay for costs incurred for inspection, engineering review, legal review or for other services provided to or on behalf of the development for which the escrow fees were paid, in accordance with the rules and regulations of the Authority.

2. There shall be maintained in the designated legal public depository a Water and/or Sewer Connection Fee Account which shall be a sub-account of the Escrow Account within the Escrow Account the purpose of which is to receive all monies which are designated for the payment of water and/or sewer connection fees to the Authority. Pursuant to the requirements of N.J.S.A. 40A: 5-15, all monies received from any source by or on behalf of the Authority which are designated for the payment of water and/or sewer connection fees shall, within 48 hours after the receipt thereof, be deposited to the credit of the Authority in the Escrow Account. Monies paid into the Connection Fee Deposit Account shall be realized as revenue and transferred to the Revenue Account when the respective connections have been physically made, in accordance with the rules and regulations of the Authority.

- C. **Operating Account.** There shall be maintained in the designated legal public depository an Operating Account, the purpose of which is to receive, on a monthly basis, Operating Funds from the Trustee in the amount requisitioned by the Authority to pay the operating expenses of the Authority for the previous month. In addition to the Operating Funds received from the Trustee, and pursuant to the requirements of N.J.S.A. 40A: 5-15, all monies received from any source by or on behalf of the Authority which are refunds of monies previously paid by the Authority from the Operating Account shall, within 48 hours after the receipt thereof, be deposited directly into the Operating Account.

1. **Payroll Account.** There shall be maintained in the designated legal public depository a Payroll Account which shall be a sub-account of the Operating Account. Monies shall be transferred from the Operating Account into the Payroll Account required to meet the payroll requirements of the Authority.
  2. **Flexible Spending Account.** There shall be maintained in the designated legal public depository a Flexible Spending Account which shall be a sub-account of the Operating Account. Monies shall be transferred from the Operating Account into the Flexible Spending Account as needed to meet approved employee flexible spending reimbursements.
  3. **Supplemental Compensation Trust Fund.** There shall be maintained in the designated legal public depository a Supplemental Compensation Trust Fund which is a restricted fund that shall be a sub-account of the Operating Account. Monies shall be used for the payment of unused sick and vacation time in accordance with New Jersey Statutes.
  4. **Unemployment Compensation Trust Fund.** There shall be maintained in the designated legal public depository an Unemployment Compensation Trust Fund which is a restricted fund that shall be a sub-account of the Operating Account. Monies shall be used for the payment of unemployment claims in accordance with New Jersey Statutes.
  5. **Liability Insurance Trust Fund.** There shall be maintained in the designated legal public depository a Liability Insurance Trust Fund, which is a restricted fund that shall be a sub-account of the Operating Account. Monies shall be used for the payment of the deductible portion of approved insurance claims.
  6. **Change Fund.** There shall be maintained in the principal office of the Authority a Change Fund which shall be a sub-account of the Operating Fund. The purpose of the Change Fund is to ensure that sufficient change is available in the Cash Drawer to accept cash payments from Authority customers. The Change Fund shall be maintained at \$600.00.
- D. All accounts maintained in the designated legal public depositories shall be interest-bearing accounts and shall be maintained as business checking accounts in order to obtain the highest interest rate available from the designated legal public depositories for demand deposits.

### III. Accounts Held By The Trustee

- A. Pursuant to the requirements of Article VI of the Resolution Authorizing the Issuance of Revenue Bonds, adopted June 17, 1986, and amended from time to time, the Trustee is

required to make payments as of the first day of each month from the Revenue Fund into the several funds created by the Resolution. Payments are to be made into each fund up to the maximum limit set for the fund in the following order:

1. Into the Operating Fund so that the amount therein equals the Operating Requirement, which is generally defined as the amount required for the payment of operating expenses for the next six-month period as shown by the annual budget;
2. Into the Bond Service Fund so that the amount therein equals any unpaid interest then due on outstanding bonds, plus an amount which will equal the interest to become due on outstanding bonds at or before the first day of July next ensuing, plus the principal amount of outstanding bonds maturing at or before the first day of January next ensuing; plus an amount which will equal the interest to become due on outstanding bonds at or before the first day of January next ensuing;
3. Into the Sinking Fund, if required;
4. Into the Bond Reserve Fund so that the amount therein equals the bond reserve requirement, which is generally defined as an amount equal to maximum annual debt service;
5. Into the Renewal and Replacement Fund so that the amount therein equals the System Reserve Requirement which has been established by the Authority; and
6. Into the General Fund, to the extent available.

B. Special Instructions to Trustee:

1. On a monthly basis, the Trustee shall transfer, the amount requisitioned by the Authority to pay operating expenses for the next six (6) months, into the Authority's Operating Account maintained in the designated legal public depository.
2. Any balance remaining in the Revenue Fund in excess of the Operating Requirement and the money paid into the Authority's Operating Account, shall be transferred by the Trustee on a monthly basis, first, into the Bond Service Fund, and then, into the several funds created by the Resolution in the following order, but only to the extent necessary to meet the respective required fund balances:

**Required Balance**

- |                                  |                |
|----------------------------------|----------------|
| a) Bond Service Fund:            | \$2,198,245.78 |
| 02/01/2026 Principal Payment     | \$323,330.50   |
| 02/01/2026 Interest Payment      | \$238,729.86   |
| 08/01/2026 Principal Payment     | \$1,600,721.04 |
| 08/01/2026 Interest Payment      | 242,534.38     |
| b) Sinking Fund:                 | \$0.00         |
| c) Bond Reserve Fund:            | \$564,482.00   |
| d) Renewal and Replacement Fund: | \$1,500,000.00 |
| e) General Fund:                 | any balance    |
3. The Trustee shall determine whether the balances in the Bond Service Fund, Sinking Fund, Bond Reserve Fund, and Renewal and Replacement Fund are in excess of the required balance for each respective fund in accordance with the provisions of the Bond Resolution but only to the extent necessary to meet the respective fund required balances. If the required balances of all funds are satisfied, any excess funds shall be paid into the General Fund.

**IV. Investments of Bond Service Fund Amounts**

- A. Amounts held within the Bond Service Fund shall be subject to investment pursuant to the terms and conditions of the 1986 Bond Resolution as amended.

**V. Securities Which May Be Purchased By or on Behalf of the Authority**

- A. Pursuant to N.J.S.A. 40A: 5-15.1, the Authority hereby authorizes the purchase of the following types of securities:
1. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America.
  2. Government money market mutual funds.
  3. Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor.
  4. Bonds or other obligations of the Authority, the Township of Willingboro or school districts of which the Township of Willingboro is a part or within which the school district is located.

5. Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by local units.
  6. Local government investment pools.
  7. Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of PL 1977, c.281 (C.52: 18A-90.4); or Agreement for the repurchase of fully collateralized securities, if:
    - a) the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of subsection A herein;
    - b) the custody of collateral is transferred to a third party;
    - c) the maturity of the agreement is not more than 30 days;
    - d) the underlying securities are purchased through a public depository as defined in section I of PL 1970, c. 236 (C.17: 9-41); and
    - e) a master repurchase agreement providing for the custody and security of collateral is executed.
- B. Any investment instruments in which the security is not physically held by the Authority shall be covered by a third-party custodial agreement which shall provide for the designation of such investments in the name of the Authority and prevent unauthorized use of such investments.
- C. Purchase of investment securities shall be executed by the "delivery versus payment" method to ensure that securities are either received by the Authority or a third-party custodian prior to or upon the release of the Authority's funds.
- D. For the purpose of this section:
1. a "government money market mutual fund" means an investment company or investment trust:
    - a) which is registered with the Securities and Exchange Commission under the "Investment Company Act of 1940," 15 U.S.C. § 80a-1 et seq., and operated in accordance with 17 C.F.R. § 270.2a-7;
    - b) the portfolio of which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. § 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities in which direct investment may be made pursuant to paragraphs (1) and (3) of subsection A herein; and

- c) which is rated by nationally recognized statistical rating organization.
2. a "local government pool" means an investment pool:
- a) which is managed in accordance with 17 C.F.R. § 270.2a.7;
  - b) which is rated in the highest category by a nationally recognized statistical rating organization;
  - c) which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. § 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities in which direct investment may be made pursuant to paragraphs (1) and (3) of subsection A herein;
  - d) which is in compliance with rules adopted pursuant to the "Administrative Procedure Act," PL 1968, c.410 (C.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;
  - e) which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and
  - f) which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of PL 1967, c.93 (C.49: 3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

**VI. Investment Policies**

- A. The policies to be used for selecting and evaluating investment instruments shall include preservation of capital, liquidity, current and historical investment returns, diversification, maturity requirements, costs and fees, and when appropriate, policies of investment instrument administrators and further, shall be based on a cash flow analysis prepared by the Treasurer and shall be commensurate with the nature and size of the funds held by the Authority. All investments shall be made on a competitive basis insofar as practicable. When an investment in bonds maturing in more than one year is authorized, the maturity of those bonds shall approximate the prospective use of the funds invested.

**VII. Records**

- A. When the securities so purchased are received by the Authority, or by the Trustee or Investment Broker on behalf of the Authority, the Treasurer shall duly record the receipt thereof in an appropriate manner and, at the next regular or special meeting after such receipt, shall transmit a written report to the members of the Authority setting forth the amount of securities so received, the series, date, numbers and interest periods if any. thereof and shall transmit said Securities to Trustee, for safekeeping.
- B. The Treasurer shall prepare a monthly report to the Authority summarizing all investments made or redeemed since the last meeting of the Authority. The report shall set forth each organization holding Authority funds, the amount of securities purchased or sold, class or type of securities purchased, book value, earned income, fees incurred and market value of all investments as of the report date as well as any other information that may be required from time to time by the Authority.

**VIII. Approval, Amendment and Administration of Plan**

- A. The cash management plan shall be approved annually by majority vote of the Authority and may be modified from time to time in order to reflect changes in federal or state law or regulations, or in the designations of depositories, funds or investment instruments or the authorization for investments. The Treasurer or, in his or her absence, the Assistant Treasurer, shall be charged with administering the plan. The person so charged with administering the plan shall consult with the Authority Solicitor, Auditor, and Investment broker from time to time to ensure the proper administration of the plan.
- B. The person charged with administering the plan shall deposit or invest the monies of the Authority as designated or authorized by the cash management plan and shall thereafter, be relieved of any liability for loss of such monies due to the insolvency or closing of any

depository designated by, or the decrease in value of any investments authorized by, the cash management plan.

- C. Any official of the Authority involved in the designation of depositories or in the authorization for investments as permitted pursuant to the cash management plan, or any combination of the proceeding, or the selection of an entity seeking to sell an investment to the Authority who has a material business or personal relationship with the organization, shall disclose that relationship to the Authority and to the Local Finance Board or the Municipal Ethics Board, as appropriate.

**IX. Payment of Bills by Authority**

- A. The Authority shall not pay out any of its monies:
1. Unless the person claiming or receiving the same shall first present a detailed bill of items or demand, specifying particularly how the bill or demand is made up, with the certification of the party claiming payment that it is correct, and
  2. Unless it carries a certification of some supervisory personnel of the Authority having knowledge of the facts that the goods have been received by, or the services rendered to, the Authority.
- B. No funds shall be disbursed by the Treasurer prior to approval of the Authority except for
1. Debt Service Payments
  2. Payroll Checks
  3. Discount Vouchers (which must be ratified after payment)
  4. Utility Bill Payments (electric, gas, phone, and internet)
  5. Tax Bill Payments
  6. Employee Benefits (health, dental, pensions related)
- C. All checks drawn on Authority accounts shall be required to have three (3) signatures, except payroll checks, and those signatures being the Chair or Vice-Chair, Treasurer or Assistant Treasurer, the Executive Director and/or any other Authority member.
- D. Notwithstanding the provisions of Paragraph A herein, the Authority may, by resolution:
1. Provide for and authorize payment of advances to officers and employees of the Authority toward their expenses for authorized official travel and incidental expenses, in a manner consistent with N.J.S.A. 40A: 5-16.1;

2. Provide for and authorize payment of an advance to any nonprofit organization or agency with which the Authority has entered into a service contract, for the purpose of meeting service programs startup costs, in a manner consistent with N.J.S.A. 40A: 5-16.2; or
3. Provide for and authorize payment in advance of estimated administrative or direct service costs to the Authority or to any other party participating in a statutorily authorized joint, inter-local or other cooperative activity, in a manner consistent with N.J.S.A. 40A: 5-16.3.

**X. Stale Dated Checks**

- A. The Authority must hold uncleared checks for three years after they become payable before they are presumed abandoned and must escheat to the State of New Jersey. Payroll checks have a shorter dormancy period of one year.
- B. Before turning the funds over to the State of New Jersey, due diligence must be performed by the Authority. The Authority shall report unclaimed property to the NJ.gov Unclaimed Property Administration (UPA) and adhere to the Uniform Unclaimed Property Act (N.J.S.A. 46:30B-1et seq)

**XI. Check Cashing Prohibited**

- A. The Authority shall not engage in the practice of cashing checks with public funds.

**XII. Electronic Fund Transfer (EFT) Procedures**

- A. An EFT method shall allow for the designation of separate initiation and authorization roles, with these roles password-restricted and/or subject to other security controls appropriate to the technology. The initiation and authorization role shall be segregated with the Chief Financial Officer or their equivalent generally responsible for authorizing an electronic funds transfer. The governing body designates the CFO to authorize transfers initiated by the Treasurer or their equivalent.
- B. The following individuals are authorized to initiate EFT's: Accounts Payable Clerk, Payroll Clerk.
- C. The following individuals are authorized to authorize EFT's: Finance Director, Treasurer, Executive Director.
- D. On no less than a weekly basis, activity reports on all EFT-based transactions shall be reviewed by the CFO or their equivalent or another individual under the supervision of the CFO or their equivalent. Any CFO or their equivalent-generated activity reports on EFT-based transactions must be reviewed by the Treasurer. Reconciliation of the actual

EFT transactions to the accounting records shall be performed at least on a monthly basis and maintained for audit. Each bill list approved or ratified by the governing body shall indicate the type of technology utilized in each EFT transaction.

- E. The Chief Financial Officer or their equivalent shall ensure that the controls set forth above are in place and adhered to.

**XIII. Compliance Matters**

- A. The Authority follows the MEL’s JCFMI Banking Best Practices governing wire transfers, ACH payment and check issuance attached to this resolution. The Treasurer will further confirm that its financial institution will adhere to these requirements.

This Resolution was adopted by the Willingboro Municipal Utilities Authority assembled in regular session this 15th day of April, 2026.

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 Nock, 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 April 2026.

Dated: April 15, 2026

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

# Willingboro Municipal Utilities Authority

## Resolution 2026-04-15-05

### Professional Services Appointment for Rate & Energy Counsel

**Whereas** N.J.S.A. 40A: 11-5 (1) (a) (i) provides for the appointment of persons who shall render professional services; and

**Whereas** there exists a need for an Energy and Rate Counsel to advise the Board of Commissioners of the Willingboro Municipal Utilities Authority; and

**Whereas** the Director of Finance has certified that funds are available and have been budgeted for these purposes in line item #01-100-7490 (Exhibit A); and

**Whereas** the Local Public Contracts Law (N.J.S.A. 40A: 11-1, et seq.) requires that the Resolution authorizing the awarding of contracts for "Professional Services" without competitive bids must be publicly advertised; and

**Whereas** the Local Unit Pay-To-Play Law (N.J.S.A. 19:44A-20.5 et seq.) requires that under certain circumstances that the WMUA shall not enter into a contract having an anticipated value in excess of \$17,500, as determined in advance and certified in writing by the executive director of the WMUA except a contract that is awarded pursuant to a fair and open process; and

**Whereas** the Willingboro Municipal Utilities Authority has by resolution established such a process; and

**Whereas** the request for qualifications and criteria for awarding such contracts was posted on the internet website maintained by the Willingboro Municipal Utilities Authority; and

**Whereas** submissions have been received and have been reviewed for this professional service.

**Now, Therefore, Be It Resolved** by the Willingboro Municipal Utilities Authority, in the Township of Willingboro, County of Burlington, State of New Jersey, that \_\_\_\_\_ is hereby appointed as Energy / Rate Counsel for a term of one (1) year with a not-to-exceed rate of \$50,000.

**Be It Further Resolved** that:

1. The Executive Director is hereby authorized to execute the contract on behalf of the Authority.
2. This award is made without competitive bidding as a "Professional Service" under the applicable provisions of the Local Public Contracts Law, including N.J.S.A. 40A: 11-5, and in accordance with the provision of Local Unit Play to Play Law including N.J.S.A. 19:44A-20.5 et seq.
3. Notice of Appointment shall be published in the Burlington County Times and Courier-Post 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 15<sup>th</sup> day of April 2026.

Dated: April 15, 2026

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

# Willingboro Municipal Utilities Authority

Resolution 2026-04-15-06

## Authorizing the Willingboro Municipal Utilities Authority (WMUA) To Utilize Environmental Resolutions Inc. for RFP # 26-04 Panel RFP PCP Settling Tank Rehabilitation Project

**Whereas** Willingboro Municipal Utilities Authority has a need for design services for the project known as RFP # 26-04 Panel RFP PCP Settling Tank Rehabilitation Project; and

**Whereas** WMUA established a pool of engineering firms in a fair and open manner (N.J.S.A. 19:44A-20.5) for the 2026 year; and

**Whereas** Requests for Proposals were submitted to the pool for the project known as RFP # 26-04 Panel RFP PCP Settling Tank Rehabilitation Project; and

**Whereas** the responses were reviewed and rated by a committee who determined the most advantageous vendor, based upon price and other factors; and

**Whereas** Environmental Resolutions Inc. was rated as providing the most favorable and advantageous response for the WMUA (Exhibit A) and is recommended to be awarded the design service award in the amount of \$297,500.00.

**Whereas** the Director of Finance has certified that unencumbered and available funds in the amount of \$297,500.00 are available for the contract under budget line item: 09-200-6413 and 09-200-6414 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 B) ; and

**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 15<sup>th</sup> day of April 2026, authorizes the WMUA to enter an agreement with Environmental Resolutions Inc. in an amount not to exceed \$297,500.00, for the project known as RFP # 26-04 Panel RFP PCP Settling Tank Rehabilitation Project;

**BE IT FURTHER RESOLVED** that the Executive Director and such other WMUA personnel as determined appropriate by the Executive Director is authorized to take all steps necessary to effectuate this Resolution and the execution of an agreement or purchase order.

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

Resolution 2026-04-15-06  
 Authorizing Award of PCP Settling Tank Rehabilitation Project Design and Construction  
 Management

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 15th day of April 2026.

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

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

# Willingboro Municipal Utilities Authority

**Resolution 2026 -04-15-07**

## **Authorizing the Willingboro Municipal Utilities Authority (WMUA) To Utilize Environmental Resolutions Inc. for RFP # 26-02 Panel RFP Digester Cleaning and Repair**

**Whereas** Willingboro Municipal Utilities Authority has a need for design services for the project known as RFP # 26-02, Panel RFP Digester Cleaning and Repair; and

**Whereas** WMUA established a pool of engineering firms in a fair and open manner (N.J.S.A. 19:44A-20.5) for the 2026 year; and

**Whereas** request for proposals (RFP) were submitted to the pool for the project known as RFP # 26-02, Panel RFP Digester Cleaning and Repair; and

**Whereas** the responses were reviewed and rated by a committee who determined the most advantageous vendor, based upon price and other factors; and

**Whereas** Environmental Resolutions Inc. was rated as providing the most favorable and advantageous response for the WMUA (Exhibit A) and is recommended to be awarded the digester cleaner and repair contract in the amount of \$102,500.00.

**Whereas** the Director of Finance has certified that unencumbered and available funds in the amount of \$102,500.00 are available for the contract under budget line item: 03-200-6300 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 B); and

**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 15<sup>th</sup> day of April 2026, authorizes the WMUA to enter an agreement with Environmental Resolutions Inc. in an amount not to exceed \$102,500.00, for the project known as RFP # 26-02, Panel RFP Digester Cleaning and Repair;

**BE IT FURTHER RESOLVED** that the Executive Director and such other WMUA personnel as determined appropriate by the Executive Director is authorized to take all steps necessary to effectuate this Resolution and the execution of an agreement or purchase order.

**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 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 15th day of April 2026.

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

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

# Willingboro Municipal Utilities Authority

## Resolution 2026-04-15-08

### Awarding Bid # 26-16 Chemical Supply Bid

**Whereas**, the Willingboro Municipal Utilities Authority (WMUA), publicly advertised and received Bid # 26-16 Chemical Supply Bid, in a fair and open manner (N.J.S.A. 19:44A-20.5) on April 1, 2026, at 1:00P.M.; and

**Whereas** the WMUA received four (4) bids to wit:

PROPOSAL	Univar	JCI Jones Chemical	Kuehne Chemical Co. Inc.	Miracle Chemical Co
ITEM				
Sulfur Dioxide (17)	\$76.00	\$77.50	no bid	
Sodium Hypochlorite (150,000)	no bid	\$1.50	\$2.92	\$2.25

; and

**Whereas**, it was determined that the bid submitted by Univar, 200 Dean Sievers PL., Morrisville, Pennsylvania, 19067 was the lowest responsible bidder for Sulfur Dioxide with a bid in the amount of \$76.00/ cwt; and in accordance with N.J.S.A. 40A:11-4A; and

**Whereas**, it was determined that the bid submitted by JCI Jones Chemical, 1765 Ringling Blvd., Sarasota, Florida, 34236 was the lowest responsible bidder for Sodium Hypochlorite with a bid in the amount of \$1.50/ gal and in accordance with N.J.S.A. 40A:11-4A; and

**Whereas**, subject to the approval of future budgets by the Board of Commissioners of the Willingboro Municipal Utilities Authority, the Director of Finance has certified that unencumbered and available funds are available for the contract under budget line items 01-200-7280 and 01-300-7280 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, that the bid for Bid # 26-16 Chemical Supply Bid is hereby awarded to:

Univar, 200 Dean Sievers PL., Morrisville, Pennsylvania, 19067 as the lowest responsible bidder for Sulfur Dioxide with a bid in the amount of \$76.00/ cwt;

JCI Jones Chemical, 1765 Ringling Blvd., Sarasota, Florida, 34236 as the lowest responsible bidder for Sodium Hypochlorite with a bid in the amount of \$1.50/ gal

**Be It Further Resolved** that the duration of these contracts shall be for a period of one (1) year, with extensions allowable in accordance with N.J.S.A. 40A:11-15, totaling three one-year extensions.

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

Resolution 2026-04-15-08  
 Awarding Bid #26-16 Chemical Supply Bid

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 15th day of April 2026.

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

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

# Willingboro Municipal Utilities Authority

**Resolution 2026-04-15-09**

## **AUTHORIZING MERP GRANT PROGRAM APPLICATION**

**WHEREAS**, the State of New Jersey has appropriated funds in the amount of \$1.5 million for the Management Enhancement Review Program (MERP) to assist local government units in identifying operational efficiencies and cost reductions; and

**WHEREAS**, the Department of Community Affairs, Division of Local Government Services (DLGS) administers the MERP grant program; and

**WHEREAS**, MERP grants are intended to offset the costs of studying organizational efficiencies, new technologies, and shared services opportunities so that meaningful, long-term improvements are not delayed by short-term financial constraints; and

**WHEREAS**, the Willingboro Municipal Utilities Authority (WMUA) seeks to conduct a high-level organizational efficiency study to benefit the residents and customers within its service area; and

**WHEREAS**, under the terms of the MERP grant program, the WMUA is required to provide a local match equal to twenty-five percent (25%) of the total grant award; and

**WHEREAS**, the WMUA has awarded a five (5) year contract to The Aubrey Group LLC, 121 Market Street, Camden, New Jersey 08102, for grant writing services pursuant to CC #25-15, by Resolution 2026-02-18-04;

**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 Willingboro Municipal Utilities Authority hereby authorizes the submission of an application for a Management Enhancement Review Program (MERP) grant in an amount not to exceed \$100,000 to support a study of Authority operations; and
2. The Willingboro Municipal Utilities Authority acknowledges and agrees to provide a local match equal to twenty-five percent (25%) of the grant amount awarded; and
3. In the event the grant is awarded, the Willingboro Municipal Utilities Authority hereby authorizes acceptance of the grant funds and agrees to comply with all terms and conditions set forth in the grant agreement.

**Be It Further Resolved** that a Certificate of Availability of Funds executed by the Director of Finance is attached hereto.

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 15<sup>th</sup> day of April 2026.

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

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

# Willingboro Municipal Utilities Authority

## Resolution 2026-04-15-10

### 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

Continued . . .

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 15<sup>th</sup> day of April 2026.

Dated: April 15, 2026

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Bernadette Green, RMC  
Board Secretary