

Willingboro Municipal Utilities Authority

RESOLUTION 2025-04-23-01 AUTHORIZING AWARD OF CONTRACT TO H.A. DeHART & SON. THROUGH SOURCEWELL NATIONAL COOPERATIVE CONTRACT #101221-SPL FOR A NEW JETVAC

WHEREAS, in accordance with the requirements of the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq (the “LPCL”) and N.J.S.A.52:34-6.2 including the regulations promulgated under Local Finance Notice LFN 2012-10, the following purchase without competitive bids from a vendor with a National Cooperative Contract is hereby approved for the Willingboro Municipal Utilities Authority (WMUA), and,

WHEREAS, the WMUA has the need to procure a certain JETVAC vehicle and equipment in accord with the Local Public Contracts Law, and,

WHEREAS, the WMUA has previously acted in accord with New Jersey public procurement statutes and regulations as promulgated by formally joining a recognized and compliant national cooperative, known as the Sourcewell National Cooperative (WMUA National Cooperative Form, Exhibit A -which is available to the public at the office of the Board Secretary of WMUA); and,

WHEREAS, the regulations set forth within Local Finance Notice LFN 2012-10 have been fully complied with, and,

WHEREAS, the Qualified Purchasing Agent has complied with the public notification provisions of public advertisement and has received no protests in accord with law and regulation, and,

WHEREAS, the equipment and corresponding Sourcewell contract number is: 101221-SPL for H.A. DeHart & Son., 11 Crown Point Road, Thorofare, N.J. 08086 as authorized supplier for 2025 Year Model Camel Max/1200 EJ Without Wastewater Recycling; and

WHEREAS, the WMUA is desirous of purchasing through Sourcewell contract number: 101221-SPL for H.A. DeHart & Son., 11 Crown Point Road, Thorofare, N.J. 08086 as authorized supplier for 2025 Year Model Camel Max/1200 EJ Without Wastewater Recycling (Exhibit A); and

WHEREAS, the Director of Finance has certified in the attached Certificate of Availability of Funds that funds are available and have been budgeted for this purpose in the Renewal and Replacement Fund, budget line item: 03-200-6802 and no amount shall be chargeable or payable until such time as goods or services are ordered or otherwise called for under NJAC 5:34-5.4 (Exhibit B); 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, as follows:

1. That Executive Director or his designee is authorized to purchase a JETVAC in accordance with Exhibit A through Sourcewell contract number: 101221-SPL for H.A. DeHart & Son., 11 Crown Point Road, Thorofare, N.J. 08086 as authorized supplier for 2025 Year Model Camel Max/1200 EJ Without Waste Water Recycling, in the not to exceed amount of \$566,185, inclusive of all discounts.
2. The Executive Director or his designee is authorized to execute an agreement in accordance with the aforementioned.
3. This Resolution shall take effect immediately upon adoption.

Title, Name	Motion	Second	Aye	Nay	Abstain	Absent
Commissioner James Boyer		X	X			
Commissioner Kevin McIntosh	X		X			
Commissioner Carl Turner						X
Vice-Chair Diallyo Diggs						X
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 st alt.						
Commissioner Kimbrali Davis 2 nd 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 23rd day of April 2025.

Dated: April 23, 2025

Bernadette Green
 Bernadette Green, RMC
 Board Secretary

Willingboro Municipal Utilities Authority

Resolution 2025-04-23-02

Authorizing the Appointment of an Executive Director

Whereas Willingboro Municipal Utilities Authority (“WMUA”) upon the direction of the Board of Commissioners of the Willingboro Municipal Utilities Authority (Board) has complied with the applicable requirements of N.J.S.A. 40:14B-18 which provides for the full-time employment of an Executive Director; and

Whereas a comprehensive search for an Executive Director has been conducted by the Director of Human Resources and the WMUA’s Personnel Committee; and

Whereas this exhaustive search along with the criteria for the position of Executive Director has been publicly advertised across numerous platforms for many months; and

Whereas pursuant to said advertising various applicants responded to the WMUA’s solicitation and interviews were conducted by the Board and Personnel Committee; and

Whereas Emmanuel Stuppard has applied for the position of Executive Director and has received favorable recommendations from the Personnel Committee; and

Whereas the Board has approved Emmanuel Stuppard to serve in the position of Executive Director at a starting salary of \$145,000 with a contract term of three (3) years, subject to satisfactory completion of a criminal background check and drug screening; and

Whereas Emmanuel Stuppard has negotiated an employment contract with the WMUA through the Director of Human Resources and review by Board Counsel (Exhibit A); and

Whereas the starting date of Emmanuel Stuppard’s employment with the WMUA shall begin on May 5, 2025

Whereas subject to the budgetary appropriations of further amendment are required to satisfy the salary requirements and fiscal need, the WMUA’s Director of Finance has certified that funds are available for this purpose in budget line 01-100-5010 in the amount of \$145,000, a copy of the Certification of Availability of Funds is attached hereto as Exhibit B;

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, that:

1. Emmanuel Stuppard is appointed to the position of Executive Director with a starting salary of \$145,000 beginning May 5, 2025
2. The Executive Director shall serve for a three-year term unless otherwise extended or ended by the Board in accordance with the attached Employment Contract (Exhibit A).
3. The Executive Director’s employment contract attached as Exhibit A or one which is substantially similar as determined by Board Counsel is hereby approved.

Be It Further Resolved that this resolution shall take effect immediately upon passage.

Title, Name	Motion	Second	Aye	Nay	Abstain	Absent
Commissioner James Boyer		X	X			
Commissioner Kevin McIntosh	X		X			
Commissioner Carl Turner						X
Vice-Chair Diallyo Diggs						X
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 st alt.						
Commissioner Kimbrali Davis 2 nd 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 23rd day of April 2025.

Dated: April 25, 2025


Bernadette Green, RMC
Board Secretary

Willingboro Municipal Utilities Authority

Resolution 2025-04-23-03

Authorizing an Increase of Hourly Rate for the Position of Secretary to the Board of Commissioners

Whereas the Willingboro Municipal Utilities Authority (“WMUA”) has established the confidential employee position of Board Secretary by Resolution No: 2022-7-20-1; and

Whereas Resolution No: 2025-01-15-05 hired Bernadette Davis-Green as the Board Secretary and her working test period ended April 2, 2025.; and

Whereas the Board of Commissioners of the Willingboro Municipal Utilities Authority (“Board”) has completed a performance evaluation of Ms. Green that is very favorable; 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, that the WMUA, its appropriate officers, employees, and agents are directed to implement the following:

1. Bernadette Davis-Green shall be paid an hourly rate of thirty-five dollars (\$35) per hour effective April 3, 2025.

Be It Further Resolved that this Resolution shall supersede all prior or inconsistent Resolutions.

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

Title, Name	Motion	Second	Aye	Nay	Abstain	Absent
Commissioner James Boyer	X		X			
Commissioner Kevin McIntosh		X	X			
Commissioner Carl Turner						
Vice-Chair Diallyo Diggs						
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 st alt.						
Commissioner Kimbrali Davis 2 nd 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 23rd day of April 2025.

Dated: June 5, 2025


Bernadette Green, RMC
Board Secretary

Willingboro Municipal Utilities Authority

Resolution 2025-04-23-04

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

X 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

X 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	X		X			
Commissioner Kevin McIntosh		X	X			
Commissioner Carl Turner						X
Vice-Chair Diallyo Diggs			X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 st alt.						
Commissioner Kimbrali Davis 2 nd 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 23rd day of April 2025.

Dated: April 23, 2025



Bernadette Green, RMC
Board Secretary