

# Willingboro Municipal Utilities Authority

## Resolution 2025-08-20-01

### Establishing A Public Comment Policy Pursuant to the Open Public Meetings Act

**Whereas** the Willingboro Municipal Utilities Authority (“WMUA”) has complied with the applicable requirements of the Open Public Meetings Act; and

**Whereas** pursuant to N.J.S.A. 10:4-12(7) the WMUA has the authority to permit, prohibit or regulate the active participation of the public at any meeting, including the length of time of public comment;;

**Whereas** the WMUA has determined that a policy concerning public comment is necessary and proper; and

**Whereas**, the purpose of this Public Comment Policy is to create a structured and transparent process for public participation in WMUA meetings and to facilitate a direct and productive dialogue between the public and the WMUA, ensuring that community members' comments are heard and addressed in a timely manner.

**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. The attached public comment policy is hereby adopted (Exhibit A) to govern the public comment/participation at WMUA public meetings.
2. This policy shall be added to the WMUA Policy & Procedures Manual upon its establishment.

**Be It Further Resolved** that 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
Commissioner Carl Turner						X
Vice-Chair Diallyo Diggs		X	X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 <sup>st</sup> alt.			X			
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 special meeting held on the 20<sup>th</sup> day of August 2025.

Dated: August 20, 2025

  
Bernadette Green, RMC  
Board Secretary

# Willingboro Municipal Utilities Authority

## Resolution 2025-08-20-02

### Authorizing Payment of Bill List for August 2025

**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	X		X			
Commissioner Kevin McIntosh						X
Commissioner Carl Turner						X
Vice-Chair Diallyo Diggs		X	X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 <sup>st</sup> alt.			X			
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 20th day of August 2025.

Dated: August 20, 2025

  
Bernadette Green, RMC  
Board Secretary

# Willingboro Municipal Utilities Authority

## Resolution 2025-08-20-03

### 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	X		X			
Commissioner Kevin McIntosh						X
Commissioner Carl Turner						X
Vice-Chair Diallyo Diggs		X	X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 <sup>st</sup> alt.			X			
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 20th day of August 2025.

Dated: August 20, 2025

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

Resolution 2025-08-20-03  
Authorizing Adjustment of Service Charges  
Exhibit A Page 1 of 1

Billing Corrections		
NO FAULT		
ACCOUNT NUMBER	ADDRESS	AMOUNT
1043923-0	521 Charleston Rd.	\$197.17
1066680-0	19 East Ln.	\$2.55
1077948-0	27 New Pond Ln.	\$4.00
1067007-0	53 Endwell Ln.	\$2.55
1021353-0	60 Pond Ln.	\$3.00
1067432-0	61 Edgely Ln.	\$2.55
1088849-0	54 Tidewater Ln.	\$4.62
1077901-0	114 Nottingham Dr.	\$3.29
1067741-0	15 Edison Ln.	\$2.55
1088901-0	40 Twilight Ln.	\$2.55
1067211-0	33 Eastern Ln.	\$2.73
1067382-0	207 Evergreen Dr.	\$2.90
1044489-0	126 Hazelwood Cir.	\$0.36
1089058-0	9 Tarpon Ct.	\$3.48
1089013-0	123 Tiffany Ln.	\$2.55

# Willingboro Municipal Utilities Authority

**Resolution 2025-08-20-04**

## **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	X		X			
Commissioner Kevin McIntosh						X
Commissioner Carl Turner						X
Vice-Chair Diallyo Diggs		X	X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 <sup>st</sup> alt.			X			
Commissioner Kimbrali Davis 2 <sup>nd</sup> alt.						X

### **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 20<sup>th</sup> day of August 2025.

Dated: August 27, 2025

*Bernadette Green*

Bernadette Green, RMC

Board Secretary

Resolution 2025-08-20-04  
Authorizing Adjustment of Sewer Service Charges  
Exhibit A

Billing Corrections		
LEAKS		
ACCOUNT NUMBER	ADDRESS	AMOUNT
1078012-0	18 New Coach Pl.	\$93.30

# Willingboro Municipal Utilities Authority

## Resolution 2025-08-20-05 Accepting the FY 2024 Audit

**Whereas** N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

**Whereas** the Board of Commissioners of the Willingboro Municipal Utilities Authority (“Board”) is the governing body of the Willingboro Municipal Utilities Authority (WMUA); and

**Whereas** the annual report of audit for the years ended December 31, 2024, and 2023 has been completed and filed with the Willingboro Municipal Utilities Authority (WMUA”), Willingboro Township, County of Burlington, State of New Jersey, pursuant to N.J.S.A. 40A:5A-15, and

**Whereas** N.J.S.A. 40A:5A-17 requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual report of the audit, and specifically the section entitled "Schedule of Findings and Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

**Whereas** the members of the Board have received the annual report of audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "Schedule of Findings and Recommendations," in accordance with N.J.S.A. 40A:5A-17,

**Now, Therefore, Be It Resolved** that the Board of Commissioners of the Willingboro Municipal Utilities Authority, in the Township of Willingboro, County of Burlington, State of New Jersey, that assembled in regular session this 20<sup>th</sup> of August, 2025, hereby certifies to the Local Finance Board of the State of New Jersey that each Board member has personally reviewed the annual report of audit for the year ended December 31, 2024 and 2023 ( which is on file with the Board Secretary available for review by the public) and specifically has reviewed the sections of the report of audit entitled "Schedule of Findings and Recommendations” and has evidenced same by group affidavit in the form prescribed by the Local Finance Board (attached hereto as Exhibit A); and

**Be It Further Resolved** that the Executive Director of the Willingboro Municipal Utilities Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

Continued . . .

Title, Name	Motion	Second	Aye	Nay	Abstain	Absent
Commissioner James Boyer			X			
Commissioner Kevin McIntosh						X
Commissioner Carl Turner						X
Vice-Chair Diallyo Diggs	X			X		
Chairwoman Patricia Lindsay-Harvey		X		X		
Commissioner William Weston, 1 <sup>st</sup> alt.				X		
Commissioner Kimbrali Davis 2 <sup>nd</sup> alt.				X		

**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 20<sup>th</sup> day of August 2025.

Dated: August 26, 2025

*Bernadette Green*  
 Bernadette Green, Secretary

# Willingboro Municipal Utilities Authority

Resolution 2025-08-20-06

## Establishing A Bid Threshold Amount & Authorizing the Qualified Purchasing Agent to Negotiate and Award Contracts Beneath the Bid Threshold for the Procurement of Goods & Services

**Whereas** the Willingboro Municipal Utilities Authority (“WMUA”) has retained the services through the Canning Group LLC of Sean P. Canning, a Qualified Purchasing Agent; and

**Whereas** pursuant to the Local Public Contracts Law (including N.J.S.A. 40A:11-3(a) and other applicable sections) the Board of Commissioners may authorize and designate the purchasing agent, the authority to negotiate and award contracts for goods and services beneath the bid threshold; and

**Whereas**, since WMUA has a Qualified Purchasing Agent it hereby establishes the bid threshold set by the Governor at \$53,000 or such amount as may be adjusted from time to time pursuant to the provisions of N.J.S.A. 40A:11-3 (c); and

**Whereas** the Board of Commissioners is delegating the purchasing authority for the procurement of goods and services as aforementioned to be exercised by the Qualified Purchasing Agent, Sean P. Canning; and

**Whereas** all contractual awards must be in compliance with the Local Public Contracts Law, Pay to Play Law, and applicable sections of the New Jersey Administrative Code.

**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 subject to the direction of the Executive Director and Director of Finance, the WMUA’s Qualified Purchasing Agent, Sean P. Canning, is authorized to negotiate and award contracts beneath the bid threshold of \$53,000 in compliance with the Local Public Contracts Law, Pay to Play Law and New Jersey Administrative Code.

**Be It Further Resolved** that this resolution supersedes Resolution 2024-04-17-05.

Continued . . .

Resolution 2025-08-20-06

Establishing A Bid Threshold Amount & Authorizing the Qualified Purchasing Agent to Negotiate and Award Contracts Beneath the Bid Threshold for the Procurement of Goods & Services

Page 2 of 2

Title, Name	Motion	Second	Aye	Nay	Not Voting	Absent
Chair, Commissioner Pat Lindsay-Harvey			X			
Vice Chair, Commissioner Diallyo Diggs		X	X			
Commissioner Kevin McIntosh						X
Commissioner Carl Turner						X
Commissioner James Boyer	X		X			
Commissioner, 1st Alternate, William Weston			X			
Commissioner, 2nd Alternate, Kimbrali Davis						

**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 20<sup>th</sup> day of August 2025

Dated: August 20, 2025

*Bernadette Green*  
Bernadette Green, RMC

Board Secretary

STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS  
DIVISION OF LOCAL GOVERNMENT SERVICES  
BUREAU OF AUTHORITY REGULATION  
TRENTON, N.J.

CERTIFICATION OF AMENDED 2025 BUDGET

Willingboro Municipal Utilities Authority

It is hereby certified that the amendment attached hereto complies with the requirements of law, and approval is given pursuant to N.J.A.C. 5:31-2.8.

Department of Community Affairs  
Division of Local Government Services  
For: Jacquelyn Suarez, Commissioner/Director

By Christine Zapicchi  
Christine Zapicchi, Assistant Director

Date 8/27/2025

# WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

## Resolution 2025-08-20-07

### Adopting Amended Budget For 2025

**Whereas** the Willingboro Municipal Utilities Authority adopted the 2025 Authority Budget on December 18, 2024, and

**Whereas** the Willingboro Municipal Utilities Authority expects to incur additional costs for Other Administration Expenses; and

**Whereas** the Willingboro Municipal Utilities Authority finds it necessary to adopt an amended 2025 Authority Budget, as follows:

	<i>2025 Budget As Amended</i>	<i>2025 Budget As Originally Adopted</i>
<b>OPERATING APPROPRIATIONS</b>		
<i>Administration - Personnel</i>		
Salary & Wages	\$ 1,536,990	\$ 1,536,990
Fringe Benefits	745,140	745,140
Total Administration - Personnel	2,282,130	2,282,130
<i>Administration - Other</i>		
Other Admin Expenses	1,012,000	862,000
Miscellaneous Admin	567,976	567,976
Total Administration - Other	1,579,976	1,429,976
Total Administration	3,862,106	3,712,106
 <i>Cost of Providing Services - Personnel</i>		
Salary & Wages	3,011,110	3,011,110
Fringe Benefits	1,994,122	1,994,122
Total COPS - Personnel	5,005,232	5,005,232
<i>Cost of Providing Services - Other</i>		
Other COPS Expense	4,069,570	4,069,570
Miscellaneous COPS	250,535	250,535
Total COPS - Other	4,320,105	4,320,105
Total Cost of Providing Services	9,325,337	9,325,337
 Total Principal Payments on Debt Service in Lieu of Depreciation		
	1,807,210	1,807,210
Total Operating Appropriations	14,994,653	14,844,653
 <b>NON-OPERATING APPROPRIATIONS</b>		
Total Interest Payments on Debt	527,191	527,191
Renewal & Replacement Reserve	2,663,506	2,663,506
Municipality/County Appropriation	200,000	200,000
Total Non- Operating Appropriations	3,390,697	3,390,697

<b>TOTAL APPROPRIATIONS</b>	<u>\$ 18,385,350</u>	<u>\$ 18,235,350</u>
<b>UNRESTRICTED NET POSITION UTILIZED</b>		
Municipal/County Appropriation	200,000.00	200,000.00
Other	<u>150,000.00</u>	<u>-</u>
Total Unrestricted Net Position Utilized	350,000.00	200,000.00
 <b>TOTAL NET APPROPRIATIONS</b>	 <u>\$18,035,350.00</u>	 <u>\$18,035,350.00</u>

**Now, Therefore Be It Resolved** by the Board of Commissioners of the Willingboro Municipal Utilities Authority that the Fiscal Year 2025 Adopted Budget is hereby amended as detailed above; and

**Be It Further Resolved** that two certified true copies of this complete amendment be filed forthwith with the Director of the Division of Local Government Services for her certification of the Authority Budget so amended.

Title, Name	Motion	Second	Aye	Nay	Abstain	Absent
Commissioner James Boyer	X		X			
Commissioner Kevin McIntosh						X
Commissioner Carl Turner						X
Vice-Chair Diallyo Diggs		X	X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 <sup>st</sup> alt.			X			
Commissioner Kimbrali Davis 2 <sup>nd</sup> alt.						X

CERTIFICATION

Date: August 20, 2025

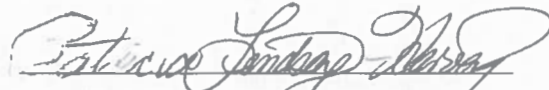
It is hereby Certified that this is a true copy of a resolution amending the budget, adopted by the governing body on the 20<sup>th</sup> day of August 2025

\_\_\_\_\_  
 Director, Division of Local Government Services

*Bernadette Green*  
 Recording Secretary

Dated: August 20, 2025

Willingboro Municipal Utilities Authority



Patricia Lindsay-Harvey, Chairperson

**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 20th of August 2025.

Dated: August 20, 2025

Bernadette Green

Bernadette Green, RMC  
Board Secretary

# Willingboro Municipal Utilities Authority

## Resolution 2025-08-20-08

### Authorizing Revisions to Resolution 2024-06-10-08

#### Concerning the Position of Treasurer

**Whereas** Willingboro Municipal Utilities Authority (“WMUA”) is empowered to adopt the within resolution pursuant to and in accordance with the Municipal and County Utilities Authority Law - N.J.S.A. 40:14B-1 et seq.; and

**Whereas** Resolution 2024-06-10-08 placed the position of Treasurer directly under the supervision of the Director of Finance by reporting to the Board of Commissioners (Board) and Executive Director as requested; and

**Whereas** the Board has determined that it is in the best interests of the WMUA to have the Treasurer report directly to the Executive Director and work under his direction and supervision; and

**Whereas** the Board shall make requests of the Treasurer as needed, through the Executive Director who shall be responsible for properly assigning and communicating those requests to the Treasurer.

**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 Board hereby revises Resolution 2024-06-10-08 to adjust the reporting requirements of the position of Treasurer who shall now report to the Executive Director and receive instruction from the Board through the Executive Director.


**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
Commissioner Carl Turner						X
Vice-Chair Diallyo Diggs			X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 <sup>st</sup> alt.			X			
Commissioner Kimbrali Davis 2 <sup>nd</sup> alt.		X	X			

**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 20<sup>th</sup> day of August 2025.

Dated: August 20, 2025

  
Bernadette Green, RMC  
Board Secretary

# Willingboro Municipal Utilities Authority

**Resolution 2025-08-20-09**

## **Adopting a Revised & Amended Employee Handbook**

**Whereas** Willingboro Municipal Utilities Authority (WMUA) has a need for an updated and revised Employee Handbook to present its work-related policies; and

**Whereas** WMUA, in conjunction with its professional advisors, has developed an Employee Handbook; and

**Whereas** this version of the Employee Handbook shall be known as the WMUA Employee Handbook 2025 and it replaces and supersedes all prior Handbooks, guidelines or memos and all other oral and written descriptions and explanations of the WMUA's policies; and

**Whereas** this Handbook does not supersede or affect any term or condition of employment that may exist in any collective negotiations agreement and if any part of this Handbook conflicts with any term or condition of employment expressly set forth in a collective negotiations agreement, that part of the Handbook will be null and void as it applies to the affected group of employees, and

**Whereas** nothing in this Handbook is intended to restrict or impede employees from exercising protected rights under the Employer-Employee Relations Act, Fair Labor Standards Act, or other law; and

**Whereas** the WMUA reserves the right (on an individual basis or generally) to make any revisions, modifications, exceptions, interpretations or deletions to the policies stated herein or to any other WMUA policies, procedures, benefits or other programs, with or without notice at the sole discretion of the Executive Director;

**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 20<sup>h</sup> day of August 2025, authorizes and adopts the WMUA Employee Handbook 2025 attached hereto as Exhibit A.

**BE IT FURTHER RESOLVED** that the Executive Director and such other WMUA personnel as determined appropriate by the Executive Director may amend any typographical errors which may be found in the Handbook provided same does not represent a material change with legal approval from counsel.

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

Title, Name	Motion	Second	Aye	Nay	Abstain	Absent
Commissioner James Boyer			X			
Commissioner Kevin McIntosh						X
Commissioner Carl Turner						X
Vice-Chair Diallyo Diggs	X		X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 <sup>st</sup> alt.			X			
Commissioner Kimbrali Davis 2 <sup>nd</sup> alt.		X	X			

**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 20<sup>th</sup> day of August 2025.

Dated: August 20, 2025

*Bernadette Green*  
 Bernadette Green, RMC  
 Board Secretary

# Willingboro Municipal Utilities Authority

## RESOLUTION 2025-08-20-10

### REJECTING ALL BIDS FOR BID# 25-10 ALARM UPGRADE AND ACCESS CONTROL BID AND SUBSTANTIALLY REVISING THE BID SPECIFICATIONS

**WHEREAS**, the Willingboro Municipal Utilities Authority (WMUA) solicited bids for the project known as Bid# 25-10 Alarm Upgrade and Access Control Bid, on June 26, 2025, in a fair and open manner consistent with N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the WMUA received five (5) bids in response; and

**WHEREAS**, after receipt of the bids, it became apparent the bid specifications were in need of substantial revision in order to correctly complete the project; and

**WHEREAS**, The New Jersey Local Public Contracts Law at N.J.S.A. 40A:11-13.2(d) allows for the rejection of all bids due to the need for substantial revisions to the specifications; and

**WHEREAS**, it is the recommendation of the Executive Director in concurrence with the Qualified Purchasing Agent to reject all bids and substantially revise the bid specifications to more appropriately accommodate the needs of the WMUA.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Willingboro Municipal Utilities Authority, Willingboro Township, County of Burlington, State of New Jersey that the bids submitted in response to the project known as Bid# 25-10 Alarm Upgrade and Access Control Bid are all hereby rejected in accordance with N.J.S.A. 40A:11-13.2d; and

**BE IT FURTHER RESOLVED** that the Executive Director and Qualified Purchasing Agent are authorized to immediately revise the bid specifications and seek a new round of bids.

**BE IT FURTHER RESOLVED** that 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
Commissioner Carl Turner						X
Vice-Chair Diallyo Diggs		X	X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 <sup>st</sup> alt.			X			
Commissioner Kimbrali Davis 2 <sup>nd</sup> alt.						

Resolution 2025-08-20-10

Rejecting All Bids for Bid# 25-10 Alarm Upgrade and Access Control

Page 2 of 2

**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 20<sup>th</sup> day of August 2025.

Dated: August 20 , 2025

*Bernadette Green*

Bernadette Green, RMC

Board Secretary

# Willingboro Municipal Utilities Authority

## Resolution 2025-08-20-11

### AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY NO LONGER NEEDED FOR PUBLIC USE

WHEREAS, the Willingboro Municipal Utilities Authority, County of Burlington, State of New Jersey, (WMUA) has in its possession personal property, that it has determined is no longer needed for public use which is hereby declared to be the surplus property as listed below:

One (1) 155c John Deere Mower

One (1) Crown electric pallet jack, Serial #7A108298

One (1) 2006 Chevrolet Pickup Truck (WMUA Vehicle #6), VIN #3GCEK14X56G255812

One (1) 2002 Sterling Jet Truck (WMUA Vehicle #15), VIN #2FZAASAK12AJ72514

One (1) 2006 Chevrolet Pickup Truck (WMUA Vehicle #3), VIN #3GCEK14XX6G254915

One (1) 2011 GMC Pickup Truck (WMUA Vehicle #11), VIN #1GT02ZCG6BZ408945

One (1) Foss Kjeltech 8200 distillation unit, Serial #91811270

One (1) vinyl cherry-colored armchair

One (1) laminate cherry-colored desk

One (1) laminate cherry-colored round table

Five (5) caster wheel vinyl cherry-colored chairs

One (1) rectangular console table

One (1) black metal 4-drawer filing cabinet

One (1) black metal 4-drawer legal-size filing cabinet

; and

WHEREAS, the WMUA intends to auction the above personal property no longer needed for public use at its main office of 433 JFK Way, Willingboro, NJ 08046 at noon on September 6, 2025; and

**WHEREAS**, N.J.S.A. 40A:11-36 governs the sale or disposal of personal property of the WMUA and said sale is being conducted pursuant thereto with the guidance set forth in Local Finance Notice 2019-15;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Willingboro Municipal Utilities Authority, County of Burlington, State of New Jersey, as follows:

1. The WMUA is hereby authorized to sell the surplus personal property as identified above at an in-person auction at the date and time identified above.
2. The surplus property as identified shall be sold in an “as-is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.
3. The WMUA reserves the right to accept or reject any bid submitted. That the Executive Director or his designee, be and hereby is authorized to act as an auctioneer and to sell at auction to the highest bidder, any and all surplus items as described above.
4. 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
Commissioner Carl Turner						X
Vice-Chair Diallyo Diggs		X	X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 <sup>st</sup> alt.			X			
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 20<sup>th</sup> day of August 2025.

Dated: August 20, 2025

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

# Willingboro Municipal Utilities Authority

## Resolution 2025-08-20-12

### Authorization to Award a Contract for 2025 CCTV of Various Sanitary Sewer Structures Project

**Whereas** Willingboro Municipal Utilities Authority has a need for 2025 CCTV of Various Sanitary Sewer Structures Project, as a fair and open contract pursuant to the provisions of the Local Public Contracts Law and N.J.S.A. 19:44A-20.5; and

**Whereas** WMUA duly advertised and sought public bids for the 2025 CCTV of Various Sanitary Sewer Structures Project which were received on July 29, 2025; and

**Whereas** one (1) bid was received from Mobile Dredging and Video Pipe, Inc. in the amount of \$142,840.00 for the base bid and alternates 1-35; and

**Whereas** the duration of this contract shall be for a term of 60 days; and

**Whereas** Mobile Dredging and Video Pipe, Inc. was determined after review by Environmental Resolutions, Inc. (Exhibit A) to be the lowest responsible bidder in accordance with the Local Public Contracts Law with a recommendation that the contract be awarded to Mobile Dredging and Video Pipe, Inc. for the base bid and alternates 1-35; 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: 03-200-6870 and no amount shall be chargeable or payable until such time as goods or services are ordered or otherwise called for. (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 20<sup>th</sup> day of August 2025, authorizes the WMUA to enter an agreement with Mobile Dredging and Video Pipe, Inc., 1566 Harding Highway, Newfield, New Jersey 08344 in the amounts as bid, not to exceed \$142,840.00 for the base bid and alternates 1-35, in accordance with the tenets as found within the bid for the 2025 CCTV of Various Sanitary Sewer Structures Project for a term of 60 days; and

**BE IT FURTHER RESOLVED** that the Executive Director and such other WMUA personnel as determined appropriate by the Executive Director are authorized to take all steps necessary to effectuate this Resolution and the service with Mobile Dredging and Video Pipe, Inc. including 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	X		X			
Commissioner Kevin McIntosh						X
Commissioner Carl Turner						X
Vice-Chair Diallyo Diggs		X	X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 <sup>st</sup> alt.			X			
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 20<sup>th</sup> day of August 2025.

Dated: August 20, 2025

*Bernadette Green*

\_\_\_\_\_  
Bernadette Green, RMC

Board Secretary

# Willingboro Municipal Utilities Authority

## Resolution 2025-08-20-13

### Authorizing the Award of Well 6 Water Treatment Plant Upgrade Bidding and Construction Management Contract to Richard A. Alaimo Associates Pursuant to the Local Public Contracts Law

**Whereas** the Willingboro Municipal Utilities Authority (“WMUA”) has complied with the applicable requirements of the Local Public Contracts Law including N.J.S.A. 40A:11-5 (1) (a) (i) and did, in fact, appoint and retain a pool of five (5) Consulting Engineer and Special Project engineering firms on February 3, 2025, as recorded in Resolution 2025-02-03-13 and Resolution 2025-02-03-14; and

**Whereas** the WMUA is in need of bidding and construction management services for the Well 6 Water Treatment Plant Upgrade; and

**Whereas** Richard A. Alaimo Associates (“Alaimo”) performed engineering design and permitting services for the Well 6 Water Treatment Plant Upgrade; and

**Whereas** pursuant to WMUA policy for selection of engineer firms, WMUA Board, at its discretion, may choose to continue through the construction phase of a project with the firm which has designed and permitted said project, which includes provision of bidding and construction management services; and

**Whereas** Alaimo has submitted a proposed contract for bidding and construction management services for the Well 6 Water Treatment Plant Upgrade, a copy of which is attached hereto as Exhibit B, that has been reviewed by the Board Attorney and recommended by the Executive Director; and

**Whereas** the proposed contract from Alaimo is for a “not to exceed” amount of \$1,369,132.00 of which its rates shall conform to its proposal in which it was seeking to be added to the pool of engineers as per its February 3, 2025 appointment to the pool; and

**Whereas** Alaimo has demonstrated that the firm is qualified and experienced to provide such services; and

**Whereas** the WMUA is authorized pursuant to the application provisions of the Local Public Contracts Law including N.J.S.A. 40A:11-5(1)(a)(i) to award a contract to Alaimo without the need for public advertising and bids; and

**Whereas** specifications require that material be made in the United States of America, if available, in accordance with N.J.S.A 40A: 11-18, and

**Whereas** the WMUA’s Director of Finance has certified that funds are available for this purpose in line number 09-300-6106 a copy of which is attached hereto as Exhibit A; 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:

1. Richard A. Alaimo Associates shall be and is hereby awarded a Contract not to exceed \$1,369,132.00 to perform the services outlined in the proposal submitted, a copy of the proposal is attached hereto and made a part hereof as Exhibit B.
2. The WMUA is authorized to enter into a contract with Alaimo consistent with and substantially similar to the material terms in the attached Exhibit B.
3. The Executive Director, or his designee, is authorized to execute a contract consistent with or substantially similar to the material terms in the attached Exhibit B and to take all steps necessary to effectuate the contract.


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

Title, Name	Motion	Second	Aye	Nay	Abstain	Absent
Commissioner James Boyer	X		X			
Commissioner Kevin McIntosh						X
Commissioner Carl Turner						X
Vice-Chair Diallyo Diggs		X	X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 <sup>st</sup> alt.			X			
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 20<sup>th</sup> day of August 2025.

Dated: August 20, 2025

  
Bernadette Green, RMC  
Board Secretary

# Willingboro Municipal Utilities Authority

## Resolution 2025-08-20-14

### Authorizing Award of Construction Management Contract for Replacement Well , Pumping Components, and Well Abandonment for Well 9 to Richard A. Alaimo Associates (“RAAA”) Pursuant to the Applicable Provisions of the Local Public Contracts Law

**Whereas** the Willingboro Municipal Utilities Authority (“WMUA”) has complied with the applicable requirements of the Local Public Contracts Law including N.J.S.A. 40A:11-5 (1) (a) (i) and did, in fact, appoint and retain a pool of five (5) Consulting Engineer and Special Project engineering firms on February 3, 2025, as recorded in Resolution 2025-02-03-13 and Resolution 2025-02-03-14; and

**Whereas**, pursuant to an emergency declared by the Board of Commissioners of the Willingboro Municipal Utilities Authority (WMUA), WMUA authorized award of the emergency contract for Replacement Well, Pumping Components, and Well Abandonment for Well 9 to A.C. Schultes, Inc., Woodbury, NJ, per their proposal dated July 15, 2025 in the amount of \$423,409.00; and

**Whereas** the WMUA is in need of engineering services for the construction management of the emergency contract for Replacement Well, Pumping Components, and Well Abandonment for Well 9 contract Replacement Well 9; and

**Whereas** the WMUA requested proposals from the pool of five appointed engineering firms to provide engineering services for the construction management of the emergency contract for Replacement Well, Pumping Components, and Well Abandonment for Well 9 consistent with its duties as Consulting Engineer or Special Project Engineer; and

**Whereas** submissions were received from all five firms and ranged from \$45,810 to \$100,910 and have been reviewed by the Executive Director; and

**Whereas** Richard A. Alaimo Associates (“RAAA”) submitted a proposal in the “not to exceed” amount of \$48,500, of which its rates shall conform to its proposal in which it was seeking to be added to the pool of engineers as per its February 3, 2025 appointment to the pool, a copy of which is attached hereto as Exhibit B; and

**Whereas** Richard A. Alaimo Associates (RAAA) performed assessment services and made recommendations for construction of a replacement well within 100 feet of existing Well #9; and

**Whereas** RAAA provided plans, specifications and bid administration services for replacement of Well #9; and

**Whereas** RAAA has demonstrated that the firm is qualified and experienced to provide such services; and

**Whereas** the Executive Director has reviewed the proposal and recommends the award of the contract to RAAA, as per the adopted policy, Willingboro Municipal Utilities Authority Engineer Selection Policy, included therein Resolution 2024-10-16-02; and

**Whereas** the WMUA is authorized pursuant to the applicable provisions of the Local Public Contracts Law including N.J.S.A. 40A:11-5(1)(a)(i) to award a contract to RAAA without the need for public advertising and bids; and

**Whereas** specifications require that material be made in the United States of America, if available, in accordance with N.J.S.A 40A: 11-18, and

**Whereas** the WMUA’s Director of Finance has certified that funds are available for this purpose in line number 03-300-6109 a copy of which is attached hereto as Exhibit A;

**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. Richard A. Alaimo Associates (“RAAA”) shall be and is hereby awarded a Contract not to exceed \$48,500.00 to perform the services outlined in the proposal submitted, a copy of the proposal is attached hereto and made a part hereof as Exhibit B.
2. The WMUA is authorized to enter into a contract with RAAA consistent with and substantially similar to the material terms in the attached Exhibit B, which is subject to legal review and approval by board counsel.
3. The Executive Director, or his designee, is authorized to execute a contract consistent with or substantially similar to the material terms in the attached Exhibit B once approved by board counsel and to take all steps necessary to effectuate the contract.

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

**Be It Further Resolved** that 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
Commissioner Carl Turner						X
Vice-Chair Diallyo Diggs		X	X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 <sup>st</sup> alt.			X			
Commissioner Kimbrali Davis 2 <sup>nd</sup> alt.			X			

**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 special meeting held on the 20<sup>th</sup> day of August 2025.

Dated: August 20, 2025

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

# Willingboro Municipal Utilities Authority

## Resolution 2025-08-20-15

### Authorizing Award of Construction Management Contract for Replacement Well , Pumping Components, and Well Abandonment for Well 9 to Richard A. Alaimo Associates (“RAAA”) Pursuant to the Applicable Provisions of the Local Public Contracts Law

**Whereas** the Willingboro Municipal Utilities Authority (“WMUA”) has complied with the applicable requirements of the Local Public Contracts Law including N.J.S.A. 40A:11-5 (1) (a) (i) and did, in fact, appoint and retain a pool of five (5) Consulting Engineer and Special Project engineering firms on February 3, 2025, as recorded in Resolution 2025-02-03-13 and Resolution 2025-02-03-14; and

**Whereas**, pursuant to an emergency declared by the Board of Commissioners of the Willingboro Municipal Utilities Authority (WMUA), WMUA authorized award of the emergency contract for Replacement Well, Pumping Components, and Well Abandonment for Well 9 to A.C. Schultes, Inc., Woodbury, NJ, per their proposal dated July 15, 2025 in the amount of \$423,409.00; and

**Whereas** the WMUA is in need of engineering services for the construction management of the emergency contract for Replacement Well, Pumping Components, and Well Abandonment for Well 9 contract Replacement Well 9; and

**Whereas** the WMUA requested proposals from the pool of five appointed engineering firms to provide engineering services for the construction management of the emergency contract for Replacement Well, Pumping Components, and Well Abandonment for Well 9 consistent with its duties as Consulting Engineer or Special Project Engineer; and

**Whereas** submissions were received from all five firms and ranged from \$45,810 to \$100,910 and have been reviewed by the Executive Director; and

**Whereas** Richard A. Alaimo Associates (“RAAA”) submitted a proposal in the “not to exceed” amount of \$48,500, of which its rates shall conform to its proposal in which it was seeking to be added to the pool of engineers as per its February 3, 2025 appointment to the pool, a copy of which is attached hereto as Exhibit B; and

**Whereas** Richard A. Alaimo Associates (RAAA) performed assessment services and made recommendations for construction of a replacement well within 100 feet of existing Well #9; and

**Whereas** RAAA provided plans, specifications and bid administration services for replacement of Well #9; and

**Whereas** RAAA has demonstrated that the firm is qualified and experienced to provide such services; and

**Whereas** the Executive Director has reviewed the proposal and recommends the award of the contract to RAAA, as per the adopted policy, Willingboro Municipal Utilities Authority Engineer Selection Policy, included therein Resolution 2024-10-16-02; and

**Whereas** the WMUA is authorized pursuant to the applicable provisions of the Local Public Contracts Law including N.J.S.A. 40A:11-5(1)(a)(i) to award a contract to RAAA without the need for public advertising and bids; and

**Whereas** specifications require that material be made in the United States of America, if available, in accordance with N.J.S.A 40A: 11-18, and

**Whereas** the WMUA’s Director of Finance has certified that funds are available for this purpose in line number 03-300-6109 a copy of which is attached hereto as Exhibit A;

**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. Richard A. Alaimo Associates (“RAAA”) shall be and is hereby awarded a Contract not to exceed \$48,500.00 to perform the services outlined in the proposal submitted, a copy of the proposal is attached hereto and made a part hereof as Exhibit B.
2. The WMUA is authorized to enter into a contract with RAAA consistent with and substantially similar to the material terms in the attached Exhibit B, which is subject to legal review and approval by board counsel.
3. The Executive Director, or his designee, is authorized to execute a contract consistent with or substantially similar to the material terms in the attached Exhibit B once approved by board counsel and to take all steps necessary to effectuate the contract.

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

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

Title, Name	Motion	Second	Aye	Nay	Abstain	Absent
Commissioner James Boyer			X			
Commissioner Kevin McIntosh						X
Commissioner Carl Turner						X
Vice-Chair Diallyo Diggs	X		X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 <sup>st</sup> alt.			X			
Commissioner Kimbrali Davis 2 <sup>nd</sup> alt.		X	X			

**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 special meeting held on the 20<sup>th</sup> day of August 2025.

Dated: August 15, 2025

*Bernadette Green*  
 Bernadette Green, RMC  
 Board Secretary

# Willingboro Municipal Utilities Authority

## Resolution 2025-08-20-16

### **Authorizing the Emergency Award of a Contract for Survey, Preparation of Plans, Specifications, Permitting and Bid Administration for Emergency Replacement of Well #9 to Richard A. Alaimo Associates (“RAAA”) Pursuant to the Local Public Contracts Law**

**Whereas** the Willingboro Municipal Utilities Authority (“WMUA”) has complied with the applicable requirements of the Local Public Contracts Law including N.J.S.A. 40A:11-5 (1) (a) (i) and did, in fact, appoint and retain a pool of five (5) Consulting Engineer and Special Project engineering firms on February 3, 2025, as recorded in Resolution 2025-02-03-13 and Resolution 2025-02-03-14; and

**Whereas** on June 3, 2025 fresh sand was found outside the well discharge head of Well #9, located at 18 Middlebury Lane, which confirmed Well #9 was pumping sand, and sand was also found in the aerator distribution trays at the Meribrook Water Treatment Plant (WTP); and

**Whereas** Well 9 is required in order to operate Well 11 in conjunction with Well 10 to produce compliant drinking water at WTP and the loss of Well 9 and resultant inability to utilize Well 11 constitutes an emergency impacting the municipal water supply; and

**Whereas**, pursuant to an emergency declared by the Board of Commissioners of the Willingboro Municipal Utilities Authority (WMUA), the emergency investigation of the cause of Well #9 pumping sand, as observed June 3, 2025, which included removal of pumping equipment, well video, bailing, subsequent video, and potential lowered flowrate pumping ultimately confirmed the structural failure of Well 9 and the inoperability of the well at even a lower flowrate; and

**Whereas** Richard A. Alaimo Associates (RAAA) performed emergency assessment services and made recommendations for the immediate construction of a replacement well within 100 feet of existing Well #9; and

**Whereas** the WMUA discussed available options to restore this needed available water supply at a special emergency meeting held June 26, 2025 and recognized the need for immediate construction of a replacement well within 100 feet of existing Well #9; and

**Whereas** RAAA’s current staff previously performed preparation of plans and specifications, bidding and construction management for the redrilling of wells 10 (2018) and 11 (2019) and the Board finds that RAAA has demonstrated that the firm is duly qualified and experienced in survey, plans, specifications, permitting and bid administration projects of this nature and is immediately available to provide survey, plans, specifications, permitting and bid administration services for replacement of Well #9; and

**Whereas** the Executive Director recommends the award of the contract to RAAA, as per the adopted policy, Willingboro Municipal Utilities Authority Engineer Selection Policy, included therein Resolution 2024-10-16-02, under Section 4. Exceptions, regarding emergency projects; and

Resolution 2025-08-20-16

Authorizing the Emergency Award of a Contract for Survey, Plans, Specifications and Bid Administration for Construction of Replacement of Well #9 to Richard A. Alaimo Associates (“RAAA”) Pursuant to the Local Public Contracts Law  
Page 2 of 3

**Whereas** the survey, plans, specifications, permitting and bid administration services for RAAA shall be performed without haste and billed hourly at rates which shall conform to its proposal in which it was seeking to be added to the pool of engineers as per its February 3, 2025 appointment to the pool and “not to exceed” the amount of \$124,218; and

**Whereas** the WMUA is authorized pursuant to the applicable provisions of the Local Public Contracts Law including N.J.S.A. 40A:11-5(1)(a)(i) to award a contract to RAAA without the need for public advertising and bids; and

**Whereas** the WMUA’s Director of Finance has certified that funds are available for this purpose in line number 03-300-6109 a copy of which is attached hereto as Exhibit A; 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:

1. RAAA shall be and is hereby awarded an emergency contract not to exceed \$124,218 to immediately provide survey, plans, specifications, permitting and bid administration services for replacement of Well #9;
2. Services provided by RAAA shall be billed hourly at rates established in its annual contract pursuant to Resolution 2025-02-03-13.
3. The Executive Director, or his designee, is authorized to execute a contract once approved by board counsel and to take all steps necessary to effectuate the contract.

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

**Be It Further Resolved** that 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
Commissioner Carl Turner						X
Vice-Chair Diallyo Diggs			X			
Chairwoman Patricia Lindsay-Harvey			X			
Commissioner William Weston, 1 <sup>st</sup> alt.			X			
Commissioner Kimbrali Davis 2 <sup>nd</sup> alt.		X	X			

Resolution 2025-08-20-16

Authorizing the Emergency Award of a Contract for Survey, Plans, Specifications and Bid  
Administration for Construction of Replacement of Well #9 to Richard A. Alaimo Associates (“RAAA”)  
Pursuant to the Local Public Contracts Law  
Page 3 of 3

### **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 special meeting held on the 20<sup>th</sup> day of August 2025.

Dated: August 20, 2025

  
Bernadette Green, RMC  
Board Secretary

# Willingboro Municipal Utilities Authority

## Resolution 2025-08-20-17

### Resolution Authorizing a Professional Services Agreement Between the Willingboro Municipal Utilities Authority and Peckar & Abramson

**WHEREAS** there exists the need for the Willingboro (“WMUA”) to obtain professional legal services related to Energy Savings Improvement Program (ESIP), construction matters, construction litigation and inclusive of related professional legal services as a non-fair and open contract pursuant to the applicable provisions of N.J.S.A. 19: 44A: 20.4 et seq (“Pay to Play Law”); and

**WHEREAS** Peckar & Abramson is a professional corporation recognized as leading practitioners in the area of construction law and construction litigation; and

**WHEREAS** it is agreed that Peckar & Abramson will provide professional legal services with a not to exceed amount of \$150,000, and

**WHEREAS** the WMUA’s Chief Financial Officer has certified that funds are available for this purpose in line 01-100-7460 in the amount of \$150,000 (Exhibit A); and

**WHEREAS**, the Executive Director has determined that were this matter to be resolved during the term of the contract year, the value of the professional services will exceed \$17,500; and

**WHEREAS** the Local Public Contracts Law (*N.J.S.A 40A: 11-1 et seq.*) requires that the resolution authorizing the award of contracts for “Professional Services” must be available for public inspection; and

**WHEREAS** this Professional Services Contract is awarded on a non-fair and open basis pursuant to *N.J.S.A. 19:44A-20.5* for a term of one year; and

**WHEREAS** the firm of Peckar & Abramson are precluded from making reportable political contributions during the term of the Contract and have not made a reportable contribution in the previous year preceding this contract; and

**WHEREAS**, the Business Entity Disclosure Certification has been received from Peckar & Abramson certifying that no reportable contributions have been made to a political or candidate committee in the previous one year and that the contract will prohibit the making any reportable contributions through the term of the contract which would violate the provisions of the Pay-to-Pay Law; 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:

**Section 1.** The Executive Director and such other personnel as he requires are directed to execute an agreement with Peckar & Abramson for professional legal services related to ESIP, construction matters, construction litigation and related professional services in the form attached hereto or substantially similar with additions as determined by Board Counsel (Exhibit B – Engagement Letter). Peckar & Abramson shall execute all documents required by law for a goods and services contract with the WMUA, pursuant to the Local Public Contracts Law or such other applicable law.

**Section 2.** This contract is awarded as a “Professional Service” in accordance with *N.J.S.A. 40A:11- 5(1)(a)* of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.

**Section 3.** Notice of this action shall be printed once in the legal newspaper for the WMUA.

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed on file with the resolution along with the other supplemental documents required to satisfy the strictures of the Local Public Contracts Law and Pay to Play Law. These documents shall be construed as a material part of the Agreement between the Willingboro Municipal Utilities Authority and Peckar & Abramson.

Title, Name	Motion	Second	Aye	Nay	Abstain	Absent
Commissioner James Boyer		X				
Commissioner Kevin McIntosh						X
Commissioner Carl Turner						X
Vice-Chair Diallyo Diggs	X	X				
Chairwoman Patricia Lindsay-Harvey		X				
Commissioner William Weston, 1 <sup>st</sup> alt.		X				
Commissioner Kimbrali Davis 2 <sup>nd</sup> alt.		X				

**Certification By Secretary**

I, Bernadette Greene, 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 20th day of August 2025.

Dated: August 20, 2025

  
 Bernadette Green, RMC  
 Board Secretary

**Resolution 2025-08-20-18**  
**Authorizing Executive Session**

**Whereas** N.J.S.A. 10:4-13 allows for a Public Body to go into closed session after adopting a resolution during a Public Meeting; and

**Whereas** the Board of the Willingboro Municipal Utilities Authority (“WMUA”) has deemed it necessary to go into closed session to discuss certain matters which are exempt from the Public; and

**Whereas** the regular meeting of this Board will reconvene at the conclusion of closed session.

**Now, Therefore, Be It Resolved** by the WMUA, in the Township of Willingboro, County of Burlington, State of New Jersey, that the Board of Commissioners will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12b:

- 1 Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from the provisions of subsection a of NJSA 10:4-12; and
- 2 Any matter in which the release of information would impair a right to receive funds from the Government of the United States; and
- 3 Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance, and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by an institution or program, including but not limited to, information relative to the individual’s personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress, or condition of any individual, unless the individual concerned (or, in the case of a minor or an incapacitated individual, the individual’s guardian) shall request in writing that the material be disclosed publicly; and
- 4 Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body; and
- 5 Any matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed; and

6 Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair that protection, or investigations of violations or possible violations of the law; and

7 Any pending or anticipated litigation or contract negotiation, excluding collective bargaining, in which the public body is, or may become, a party, or matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer; and

8 Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected in writing that such matter or matter be discussed at public meeting; and

9 Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party of the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility.

**Be it further resolved** that the Commissioners hereby declare that its discussion of the aforementioned subject(s) may be made public at a time when the Solicitor advises the Board that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the WMUA or any other entity with respect to said discussion.

**Be it further resolved** that the Board, for the aforementioned reasons, hereby declares that the public is excluded from the portion or the meeting during which the above discussion shall take place and here by 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 Carl Turner						×
Vice-Chair Diallyo Diggs	×		×			
Chairwoman Patricia Lindsay-Harvey			×			
Commissioner William Weston, 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 20th day of August 2025.

Dated: August 20, 2025

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