

Willingboro Municipal Utilities Authority

Regular Meeting Minutes

November 20, 2025

The meeting of the Willingboro Municipal Utilities Authority was held on Thursday November 20, 2025, via Zoom Webinar. Chair Lindsay-Harvey called the meeting to order at 6:00PM.

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

Roll Call

Title, Name	Present	Absent
Commissioner James Boyer	X	
Commissioner Kevin McIntosh	6:05pm	
Commissioner Carl Turner	X	
Vice-Chair Diallyo Diggs	X	
Chair Patricia Lindsay-Harvey	X	
Alternate #1, Commissioner William Weston		X
Alternate #2, Commissioner Kimbrali Davis	X	

Others Attending as Panelists

Bernadette Green, Board Secretary
 Aisha Manners, Board Treasurer
 Rhonda Gigliotti, Director of Finance
 Chris Felthaus, System Maintenance Supt.
 Bill Lake, Water Trtmt Plant Superintendent

Doug Borger, Sewer Superintendent
 Demetrice Miles, CSG Law, Solicitor
 Steven Graham, PCH Technologies

Open Public Meetings Act Reading

The Secretary read:

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

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

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

Public Comment on Agenda Items: None

Motion to Approve Minutes from October 17, 2025

Motion: Commr Turner Seconded: Commr Turner Discussion: None

Roll Call Vote – Commr. Boyer – yes; Commr McIntosh – yes; Commr Turner – yes; Vice-Chair-Diggs– abstain; Chair Lindsay-Harvey – yes 5-affirmative:0-negative:1-abstention Motion passed

Policy, Procedures & Communications: Written report discussed Recommendation to go through the Human Resource Director with a recommendation in December’s meeting.

Motion: To approve Treasurer’s Report

Motion: Commr Seconded: Commr

Discussion: None

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

Finance Director’s Report

Written reports were previously provided and Commissioners were given the opportunity to ask questions and receive answers to satisfaction.

Resolution 2025-11-20-01: Authorizing Payment of Bill List

Moved: Commr McIntosh Seconded: Vice-Chair Diggs

Discussion for clarification

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

Resolution 2025-11-20-03: Authorizing Adjustment of Service Charges – No Fault

Moved: Commr Turner Seconded: Commr McIntosh

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

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

Resolution 2025-11-20-04: Adopting Amended Capital Budget for FY 2026

Moved: Commr Turner Seconded: Commr McIntosh

Discussion for clarification and explanation from the Finance Director

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

Resolution 2025-11-20-07: Authorizing an increase in NTE for the Attorney (Solicitor)

Moved: Commr Turner Seconded: Commr Boyer

Discussion

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

Resolution 2025-11-20-08: Authorizing an increase in NTE for the Labor Counsel

Moved: Commr Turner Seconded: Commr Boyer

Discussion

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

Resolution 2025-11-20-09: Rescinding Res. 2025-06-18-10, Res. 2025-06-18-12, Res. 2025-06-18-14 and 2015-0-21-02 in its Entirety

Moved: Commr Turner Seconded: Commr Boyer

Discussion: Commissioners discussed the contents of the Resolution and decided to rescind their motion to approve.

Motion to table the following Resolutions

Resolution 2025-11-20-09: Rescinding Res. 2025-06-18-10, Res. 2025-06-18-12, Res. 2025-06-18-14 and 2015-0-21-02 in its Entirety

Resolution 2025-11-20-10: Authorizing 1.8M Bond Replacement of Mill Creek Sanitary Sewer Crossing

Resolution 2025-11-20-11: Authorizing Supplemental Bond for Replacement of Mill Creek Sanitary Sewer Crossing

Resolution 2025-11-20-12: Authorizing Intent to Reimburse 1.8M Bond for the Replacement of the Mill Creek Sanitary Sewer Crossing

Moved: Vice-Chair Diggs Seconded: Commr McIntosh

Discussion:

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

Director of Human Resources – Report not submitted and will be added to Personnel Committee Report

Personnel Committee Report – Written report discussed with Commissioners with the following to note: salary increases for staff, healthcare options, and retiree healthcare benefits. Open for questions from the Commissioners. Recommendations explained from the committee. Finance committee would like to examine the out-of-pocket expenses to the employee and employer. Personnel committee stated that the State plan may not be able to extend for an extended amount of time. Remainder of discussion will be in executive session. Director of HR was given the floor to note the following: Employee retiring after 29 years in the water department and water department staff member has received a W2 license.

Chair Lindsay-Harvey – Echoed everything that was stated. Everyone I've connected with knows that the MUA works very, very hard. Staff, and as well as commissioners.

Please RSVP to the Secretary to Employee Appreciation holiday party at Il Portico.

Executive Session: 7:49 pm – 10:25pm

Motion to Exit Executive Session

Moved: Commr Turner Seconded: Commr Boyer

Discussion: None

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

Resolution 2025-11-20-18: Authorization to Withdraw from the State Health Benefit Plan

Moved: Vice-Chair Diggs Seconded: Commr Boyer

Discussion None

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

Motion to Adjourn

Moved: Commr McIntosh Seconded: Commr Turner

Voice vote: Unanimous.

Meeting Adjourned 10:26pm

Certification of Minutes

I hereby certify the above to be a true and correct copy of the approved Minutes of November 20, 2025, Regular Meeting of the Willingboro Municipal Utilities Authority.

Bernadette Green

Bernadette Green
Secretary to the Board

Approved By The Board: December 17, 2025