Willingboro Municipal Utilities Authority
Regular Meeting Minutes
July 15, 2026

The meeting of the Willingboro Municipal Utilities Authority was held on Wednesday, July 15, 2026, via Zoom Webinar. Chair Lindsay-Harvey called the meeting to order at 6:00 pm. The Acting Board Secretary led the pledge of allegiance to the flag. Roll Call was taken.

Roll Call

Title, Name	Present	Absent	Late
Commissioner James Boyer		x	
Commissioner Kevin McIntosh		x	6:12 pm
Commissioner William Weston		x	
Vice-Chair Diallyo Diggs	x		
Chairwoman Patricia Lindsay-Harvey	x		
Commissioner Martin Nock, Alternate #1	x		
Commissioner Kimbrali Davis, Alternate #2	x		

Commissioners Boyer, McIntosh and Weston were not in attendance at the time the roll was called. Chair Lindsay-Harvey called upon First Alternate, Martin Nock and Second Alternate, Kimbrali Davis, to stand in.

Cmmr. McIntosh arrived at 6:12 pm.

Others Attending as Panelists

Emmanuel Stuppard, Executive Director
Sonya Butler, Acting Board Secretary
Rhonda Gigliotti, Director of Finance
Aisha Manners, Treasurer
Jason Holt, CSG Law, Solicitor

Lionel Galipot, Alaimo Engineering
Ben Weller, Environmental Resolutions, Inc.
Bob Mellohusky, Pennoni
Bill Lake, WMUA
Stephanie Moroney, WMUA

Open Public Meetings Act Reading

The Acting Secretary read:

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

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

The Acting Board Secretary is directed to enter this public announcement into the minutes of this meeting. The public may participate in this meeting. Formal action may be taken by the WMUA.

Executive Director's Resolution Summary

The Executive Director read the names of the resolutions and provided a summary for each.

Public Comment - Agenda Items Only

None

Minutes

None

Consent Agenda

Res. 2026-07-15-01: Authorizing Payment of Bill List for July 2026
Res. 2026-07-15-02: Authorizing Adjustment of Service Charges
Res. 2026-07-15-03: Authorizing Adjustment of Sewer Service Charges

Moved: Cmmr. Davis Seconded: Cmmr. Nock Discussion: None
Roll Call: Cmmr. McIntosh-Yes; Vice-Chair. Diggs- Yes; Chair Lindsay-Harvey-Yes; Cmmr. Nock- Yes; Cmmr. Davis-Yes. 5 affirmative, 0 negative. Motion passed.

Motion to Approve Consent Agenda

Moved: Cmmr. Davis Seconded: Cmmr. Nock Discussion: None
Roll Call: Cmmr. McIntosh-Yes; Vice-Chair. Diggs- Yes; Chair Lindsay-Harvey-Yes; Cmmr. Nock- Yes; Cmmr. Davis-Yes. 5 affirmative, 0 negative. Motion passed.

Executive Oversight and Informational Reports

Treasurer's Report

Motion to Approve Treasurer's Report

Moved: Cmmr. Diggs Seconded: Cmmr. McIntosh
Discussion: Treasurer Manners advised the Board that they transferred or sold some of the SRECs totaling a little over $25,000. Comm. Nock asked how much was spent on upgrades and what is the status of the water and sewer plant. The Executive Director advised that the PCP solar panels are working but are not generating SRECs.

Roll Call: Cmmr. McIntosh-Yes; Vice-Chair. Diggs- Yes; Chair Lindsay-Harvey-Yes; Cmmr. Nock- Abstained; Cmmr. Davis-Yes. 4 affirmative, 0 negative, 1 abstain. Motion passed.

Executive Director Report

Written report provided. Executive Director Stuppard pointed out that they are able to maintain T4 compliance until they finalize their review. The original deadline was July 1st. Comm. Davis asked if they should also include a T4 position in the search for certified staff? ED Stuppard said yes, but they do have an active solicitation out for a T4 operator.

Monthly Grant Research Report

Written report provided. Executive Director Stuppard mentioned that the MERP Grant was awarded and the WMUA was not one of the candidates selected. Vice-Chair Diggs asked if the current professional grant service firm would be playing a role in identifying and looking for grants that align with their operations and helping to facilitate the application process. Treasurer Manners advised that when they meet, they discuss potential grants that are a good fit for the MUA.

Finance Director Report

Written report provided. Director Gigliotti congratulated Stephanie Moroney for achieving her QPA certification. The commissioners thanked and congratulated Ms. Moroney for her achievement. Ms. Moroney thanked the Board for their kind words and hopes to continue to grow in her role.

Human Resources Report

Written report provided. Comm. Davis asked if the Chief Engineer position was being reposted or going to the consultant firm? Comm. Nock stated that his recollection was that the position would go to the search firm and also be advertised. Chair Lindsay-Harvey asked how it is going with the internship program? Treasurer Manners gave the Board an update on her involvement with the program. A discussion was held regarding hiring a coordinator for the program in the future.

Engineering Report

Alaimo Engineering - Written report provided. Mr. Galipot advised that Well 6 is ready to be advertised. Chair Lindsay-Harvey asked where they are with exploring the installation of a pump station? Mr. Galipot advised that the plan is to rule out the pump station. If not, they could try to rebid. She then asked if the generator was installed on Well 9A? He stated that he believed it had.

Pennoni – Mr. Mellohusky went over the active projects.

ERI - Written report provided. Mr. Weller added that the Red Zone repairs should be out to bid early next week.

Suburban – Written report provided. Representatives were not present.

Personnel Committee Report

Written report provided. Cmmr. Nock pointed out that they would talk about the Hiring Firm proposal a little bit more. He advised that they went over the Organizational Chart extensively. Executive Director

Stuppard then explained the Organizational Chart in further detail. A discussion was held regarding same. Vice-Chair Diggs stated that it is very important that they have the proposed salary ranges for 2027.

Operations Committee

Written report provided. Chair Lindsay-Harvey asked where they were with obtaining Pennoni's recommendation to return the Well 11 to service? Executive Director Stuppard explained that there are some concerns, so they commissioned Pennoni to provide some options in terms of how to safely tackle returning the well to service. Vice-Chair Diggs asked how close the committee is to completing the 5-year capital plan? Executive Director Stuppard advised that he is actively working on it for the committee's review in August.

Lateral Committee

Written report provided. Vice-Chair Diggs advised that they need to figure out what the Board's will is for this kind of project. They wanted to give the Board the whole scope of the problems so that they can decide what to budget for in the next couple of years. A discussion was held regarding the Lateral Assistance Program.

Policy, Procedures & Communications Committee

Chair Lindsay-Harvey advised one of the things they talked about was how long it takes for policy to get approved. They talked about having the policy come out of its committee and be presented to the Board for discussion and vote.

Unfinished Business

Organizational Chart

New Business

Res. 2025-07-15-04: Accepting Resignation of Bernadette Green

Moved: Cmmr. Nock Seconded: Cmmr. McIntosh

Discussion: None

Roll Call: Cmmr. McIntosh-Yes; Vice-Chair. Diggs- Yes; Chair Lindsay-Harvey-Yes; Cmmr. Nock- Yes; Cmmr. Davis-Yes. 5 affirmative, 0 negative. Motion passed.

Res. 2026-07-15-05: Authorizing Publication on WMUA Official Website for All Legal Notices

Moved: Vice-Chair Diggs Seconded: Cmmr. McIntosh

Discussion: Vice-Chair Diggs advised that this will allow them to post notices online instead of in the newspapers.

Roll Call: Cmmr. McIntosh-Yes; Vice-Chair. Diggs- Yes; Chair Lindsay-Harvey-Yes; Cmmr. Nock- Yes; Cmmr. Davis-Yes. 5 affirmative, 0 negative. Motion passed.

Res. 2026-07-15-06: Authorizing Emergency Repairs at the Windsor Park Pump Station in accordance with N.J.S.A. 40A:11-6

Moved: Cmmr. Nock Seconded: Cmmr. McIntosh

Discussion: None

Roll Call: Cmmr. McIntosh-Yes; Vice-Chair. Diggs- Yes; Chair Lindsay-Harvey-Yes; Cmmr. Nock- Yes; Cmmr. Davis-Yes. 5 affirmative, 0 negative. Motion passed.

Res. 2026-07-15-07: Awarding Consulting Search Firm Services to Veracity Ventures Inc. CC# 26-20

Held for Executive Session

Res. 2026-07-15-08: Authorizing Cancellation of Services with ACI Worldwide/ACI Speedpay Transact

Moved: Vice-Chair Diggs Seconded: Cmmr. McIntosh

Discussion: Director Gigliotti advised that they spoke about this last month. The services had to be cancelled by July 1st and this is the formal resolution.

Roll Call: Cmmr. McIntosh-Yes; Vice-Chair. Diggs- Yes; Chair Lindsay-Harvey-Yes; Cmmr. Nock- Yes; Cmmr. Davis-Yes. 5 affirmative, 0 negative. Motion passed.

Res. 2026-07-15-09: Approving a Change Order and Authorizing an Increase to the not to exceed amount for Peckar & Abramson Contract for Special Counsel for Construction Litigation

Moved: Cmmr. Nock Seconded: Vice-Chair Diggs

Discussion: Vice-Chair Diggs asked if this will be it? Director Gigliotti advised that this will hopefully cover the contract till it expires on August 20th.

Roll Call: Cmmr. McIntosh-Yes; Vice-Chair. Diggs- Yes; Chair Lindsay-Harvey-Yes; Cmmr. Nock- Yes; Cmmr. Davis-Yes. 5 affirmative, 0 negative. Motion passed.

Res. 2026-07-15-10: Authorizing Contract Modification & Change Order No. 2 to Contract No. 2025-1 Emergency Construction of Replacement Well 9A – Phase 2

Moved: Vice-Chair Diggs Seconded: Cmmr. Davis

Discussion: Executive Director Stuppard stated that the Change Order was required by DEP when they came out and inspected the site.

Roll Call: Cmmr. McIntosh-Yes; Vice-Chair. Diggs- Yes; Chair Lindsay-Harvey-Yes; Cmmr. Nock- Yes; Cmmr. Davis-Yes. 5 affirmative, 0 negative. Motion passed.

Res. 2026-07-15-11: Authorization to Advertise for Bids for the Award for Construction of Well 6 Water Treatment Plant Upgrade Project Contract 2016-1

Moved: Cmmr. McIntosh Seconded: Vice-Chair Diggs

Discussion: Executive Director Stuppard advised that there is an error on the Certification of Funds. The certification is for Resolution 15 not 11. They briefly discussed the cost of the project.

Roll Call: Cmmr. McIntosh-Yes; Vice-Chair. Diggs- Yes; Chair Lindsay-Harvey-Yes; Cmmr. Nock- Yes; Cmmr. Davis-Yes. 5 affirmative, 0 negative. Motion passed.

Res. 2026-07-15-12: Awarding Technical & Cost Proposals for PFOS Water System Evaluation & Treatment through the Competitive Contracting Pross in a Fair and Open Manner

Moved: Cmmr. McIntosh Seconded: Vice-Chair Diggs

Discussion: Vice-Chair Diggs asked the Executive Director to send the proposals to the Commissioners. It gave him an excellent perspective on some of the issues they have as a organization.

Roll Call: Cmmr. McIntosh-Yes; Vice-Chair. Diggs- Yes; Chair Lindsay-Harvey-Yes; Cmmr. Nock- Yes; Cmmr. Davis-Yes. 5 affirmative, 0 negative. Motion passed.

Res. 2026-07-15-13: Amending Resolution 2026-04-15-06 Authorizing WMUA to Utilize Environmental Resolutions Inc. for RFP 26-04 Panel RFP PCP Settling Tank Rehabilitation Project

Moved: Vice-Chair Diggs Seconded: Cmmr. Davis

Discussion: Executive Director Stuppard explained ERI did not consider the additional costs as it relates to this being an EIT or iBank project. Armed with the new information, there are additional requirements to go through that would necessitate the increase in costs.

Roll Call: Cmmr. McIntosh-Yes; Vice-Chair. Diggs- Yes; Chair Lindsay-Harvey-Yes; Cmmr. Nock- Yes; Cmmr. Davis-Yes. 5 affirmative, 0 negative. Motion passed.

Res. 2026-07-15-14: Authorizing the Purchase of a Restroom Building 12x56 MS through the Sourcewell Cooperative Contract #120822-MMR

Moved: Cmmr. McIntosh Seconded: Cmmr. Nock

Discussion: Executive Director Stuppard advised that this additional trailer will provide them a shower and additional space for their needs. A discussion was had regarding the need for a permanent solution.

Roll Call: Cmmr. McIntosh-Yes; Vice-Chair. Diggs- Yes; Chair Lindsay-Harvey-Yes; Cmmr. Nock- Yes; Cmmr. Davis-Yes. 5 affirmative, 0 negative. Motion passed.

Res. 2026-07-15-15: Authorization and Ratifying the Expenditure of Well 6 Planning & Design Costs in the amount of $1,682,890

Moved: Cmmr. Davis Seconded: Vice-Chair Diggs

Discussion: Vice-Chair Diggs advised over the last 10 years they have spent about that much in Planning & Design. This resolution will allow them to get funding from a funding source. Executive Director Stuppard explained in further detail.

Roll Call: Cmmr. McIntosh-Yes; Vice-Chair. Diggs- Yes; Chair Lindsay-Harvey-Yes; Cmmr. Nock- Yes; Cmmr. Davis-Yes. 5 affirmative, 0 negative. Motion passed.

Res. 2026-07-15-16: Amending the By-Laws & Delegating Authority

Held for Executive Session

Res. 2026-07-15-17: Adopting Non-Union Water & Wastewater Professional Licensing Incentive Policy

Held for Executive Session

Res. 2026-07-15-18: Adopting Water Leak & Sewer Bill Adjustment Policy

Held for Executive Session

Chair Lindsay-Harvey asked the Executive Director to enlighten the Board on what happened at the office.

Executive Director Stuppard advised that during a heavy storm last week there was some flooding in the basement of the main office. He also noticed a crack in the foundation right above the bottom step and additional cracking at the top of the step that need to be addressed.

Comments From the Public

None

Res. 2026-07-15-19: Authorizing Executive Session

Moved: Cmmr. Davis Seconded: Cmmr. McIntosh

Discussion: For the purpose of discussing personnel and contractual matters and the following Resolutions:

- Res. 2026-07-15-07: Awarding Consulting Search Firm Services to Veracity Ventures Inc. CC# 26-20
- Res. 2026-07-15-16: Amending the By-Laws & Delegating Authority
- Res. 2026-07-15-17: Adopting Non-Union Water & Wastewater Professional Licensing Incentive Policy
- Res. 2026-07-15-18: Adopting Water Leak & Sewer Bill Adjustment Policy

Roll Call: Cmmr. McIntosh-Yes; Vice-Chair. Diggs- Yes; Chair Lindsay-Harvey-Yes; Cmmr. Nock- Yes; Cmmr. Davis-Yes. 5 affirmative, 0 negative. Motion passed.

Executive Session: approximately 8:58 pm to 11:14 pm

Motion to Exit Executive Session – 11:17 pm

Moved: Cmmr. Nock Seconded: Cmmr. Davis

Discussion: None

Vice-Chair. Diggs- Yes; Chair Lindsay-Harvey-Yes; Cmmr. Nock- Yes; Cmmr. Davis-Yes.
5 affirmative, 0 negative. Motion passed.

Res. 2026-07-15-07: Awarding Consulting Search Firm Services to Veracity Ventures Inc. CC# 26-20

Moved: Vice-Chair Diggs Seconded: Cmmr. Nock

Discussion: None

Roll Call: Vice-Chair. Diggs- Yes; Chair Lindsay-Harvey-No; Cmmr. Nock- Yes; Cmmr. Davis-No.
2 affirmative, 2 negative. Motion failed.

Motion to Table Res. 2026-07-15-16: Amending the By-Laws & Delegating Authority

Moved: Cmmr. Nock Seconded: Cmmr. Davis

Discussion: None

Vice-Chair. Diggs- Yes; Chair Lindsay-Harvey-Yes; Cmmr. Nock- Yes; Cmmr. Davis-Yes.
5 affirmative, 0 negative. Motion passed.

Motion to Table Res. 2026-07-15-17: Adopting Non-Union Water & Wastewater Professional Licensing Incentive Policy

Moved: Cmmr. Nock Seconded: Cmmr. Davis

Discussion: None

Vice-Chair. Diggs- Yes; Chair Lindsay-Harvey-Yes; Cmmr. Nock- Yes; Cmmr. Davis-Yes.
5 affirmative, 0 negative. Motion passed.

Motion to Table Res. 2026-07-15-18: Adopting Water Leak & Sewer Bill Adjustment Policy

Moved: Cmmr. Nock Seconded: Cmmr. Davis

Discussion: None

Vice-Chair. Diggs- Yes; Chair Lindsay-Harvey-Yes; Cmmr. Nock- Yes; Cmmr. Davis-Yes.
5 affirmative, 0 negative. Motion passed.

Commissioner Comments

Cmmr. Davis: Thanked everyone for coming out. Appreciates everyone's patience as they do the business of the authority. We take our roles seriously and recognize a wonderful employee receiving her CPA. We also recognize our people that are taking other tests to help promote and move the authority forward. Thanked her fellow Commissioners for their time and attention and being dedicated to the authority as a whole.

Cmmr. Nock: Thanked the staff and want them to know that they do see and hear what's going on and appreciates their hard work. Enjoyed the Appreciation Day and looks forward to continuing his service on the Board.

Cmmr. Diggs: Thanked everyone, all the staff. We really appreciate you. Hopes that we can continue to work as a Board and improve the WMUA to give the staff reasons to stay and continue to work with us. Hopes that we can do better and not delay things and can continue to move in a positive direction.

Chair Lindsay-Harvey: Wants to commend all the staff. In talking with staff at the Appreciation Day event, there are some employees who just love this authority and do their best because it more than a job for them. It's something they love to do and they love this community. So, I just want to thank you for your commitment and steadfastness as we go through the things that we go through. Also, thanked her hardworking commissioners.

Motion to Adjourn

Moved: Cmmr. Davis Seconded: Vice-Chair Diggs

Voice vote: Unanimous.

Meeting Adjourned 11:22 pm

Certification of Minutes

I hereby certify the above to be a true and correct copy of the approved Minutes of the July 15, 2026, Regular Meeting of the Willingboro Municipal Utilities Authority. These minutes are of necessity condensed and abridged and do not purport to contain the full contents of the matters discussed.

Sonya Butler
____
Sonya Butler
Acting Board Secretary

Approved By the Board: August 19, 2026