

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

Regular Session Minutes November 19, 2012

The regular meeting of the Willingboro Municipal Utilities Authority was held on Monday, November 19, 2012 in the Authority office.

Roll Call: Cmmr. Eddie Campbell, Jr. (Present), Cmmr. Anthony Clemons (Present), Sr., Chairman, James H. Gray (Absent) , Vice Chairman, Dennis W. Reiter (Present), Cmmr. Christopher Walker (Present), Alt. Cmmr. T. Wayne Scott (Present) and Alt. Cmmr. Jacqueline Jennings (Late) .

Others attending were Richard A. Alaimo of Alaimo & Associates, Consulting Engineer, Michael A. Armstrong, Secretary, Nicholas F. Talvacchia, Special Counsel (acting as Solicitor), Joseph S. Bateman, Executive Director, James Mackie, Director of Operations, and Harry F. Killian, Treasurer was available in the room adjoining the meeting room.

Vice Chairman Reiter called the meeting to order at 4:30 PM and instructed the Secretary to read the following statement:

Public notice of the meeting, pursuant to the Open Public Meetings Act, has been given by the Authority in the following manner:

- A. Posting written notice on the official bulletin board of the Authority building on Tuesday, November 13, 2012.
- B. Mailing written notice 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 Municipal Utilities Authority on Tuesday, November 13, 2012 by Certified Mail.
- C. Publishing a Public Notice in the Burlington County Times and Courier-Post on Tuesday, November 13, 2012.
- D. Directing the Secretary to enter into the minutes of this meeting this public announcement.

Motion: Cmmr. Campbell made a motion to take the engineers report out of order and after public comment. Cmmr. Clemons seconded the motion.

Discussion: None

Roll Call Vote: Eddie Campbell, Jr., AYE; Dennis Reiter, AYE; Christopher Walker, AYE; Anthony Clemons, AYE; and Alt. Cmmr. T. Wayne Scott, AYE.

Cmmr. Walker raised the question to the Chairman regarding whether the Commissioners would be addressing the accuracy of the August regular and closed session minutes. Cmmr. Walker noted that the Commissioners did not approve the August minutes and requested that Harry, the Secretary who prepared the August minutes, be present at the October 17th meeting to address the discrepancies in the draft minutes. The acting Solicitor recommended that it be addressed in executive session to the extent the minutes involve executive session items.

Motion: Cmmr. Campbell made a motion to approve the open session minutes of the regular meeting held on October 17, 2012. Cmmr. Clemons seconded the motion.

Discussion: None.

Roll Call Vote: Eddie Campbell, Jr., AYE; Dennis Reiter, AYE; Christopher Walker, AYE; Anthony Clemons, AYE; and Alt. Cmmr. T. Wayne Scott, AYE.

Motion: Cmmr. Campbell, Jr. moved to table the closed session meeting minutes of October 17, 2012 and closed session meeting minutes of October 24, 2012 at the request of the Vice Chairman Reiter. Cmmr. Clemons seconded the motion.

Discussion: Alt. Cmmr. Scott clarified that he was directed by Chairman Gray to transcribe the closed session minutes for October 17th which he presented to the Commissioners at that time. He also stated that the closed session minutes should not be tabled. The Board agreed. As a result, Cmmr. Campbell agreed and withdrew his motion.

Motion: Cmmr. Campbell, Jr. made a motion to table approval of the October 24, 2012 special session open meeting minutes only. Cmmr. Clemons seconded the motion.

Discussion: Vice Chairman Reiter advised the Board that the October 24th open session meeting minutes were incomplete as a result of the Secretary being excused by the Board partially through the meeting and that Cmmr. Jennings would provide the balance of the meeting minutes upon her arrival at the meeting.

Roll Call Vote: Eddie Campbell, Jr., AYE; Dennis Reiter, AYE; Christopher Walker, AYE; Anthony Clemons, AYE; and Alt. Cmmr. T. Wayne Scott, AYE.

Motion: Cmmr. Campbell made a motion to receive and file the Treasurer's Report for October and Cmmr. Clemons seconded the motion.

Discussion: Cmmrs Clemons and Walker had questions for the Executive Director regarding the fee charged to customers for shutting off and restoring their water for non-payment. The Executive Director advised the Board that the shut off fee represented the cost of manpower associated with the administrative and labor cost incurred for shutting off and restarting the meter upon payment.

Roll Call Vote: Eddie Campbell, Jr., AYE; Dennis Reiter, AYE; Christopher Walker, AYE; Anthony Clemons, AYE; and Alt. Cmmr. T. Wayne Scott, AYE.

Motion: Cmmr. Clemons made a motion to receive and file the Operations and Maintenance Report for October and Cmmr. Campbell, Jr. seconded the motion.

Discussion: Operations Manager, verbally summarized the written Operations and Maintenance Report for the Commissioners.

Roll Call Vote: Eddie Campbell, Jr., AYE; Dennis Reiter, AYE; Christopher Walker, AYE; Anthony Clemons, AYE; and Alt. Cmmr. T. Wayne Scott, AYE.

Motion: Cmmr. Campbell made a motion to consider adopting a Resolution commending the Authority employees for their efforts during Hurricane Sandy. Cmmr. Walker seconded the motion.

Roll Call Vote: Eddie Campbell, Jr., AYE; Dennis Reiter, AYE; Christopher Walker, AYE; Anthony Clemons, AYE; and Alt. Cmmr. T. Wayne Scott, AYE.

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

RESOLUTION 2012 – 57

Recognizing Authority employees for their efforts during Hurricane Sandy

WHEREAS, Hurricane Sandy occurred on October 29TH and 30TH 2012, and

WHEREAS, Hurricane Sandy was a major natural disaster and had a significant impact on Willingboro and the State of New Jersey, and

WHEREAS, the citizens of Willingboro received uninterrupted water and wastewater service during the entire storm event, and

WHEREAS, the Authority remained in compliance with all of its permits.

NOW THEREFORE, the Board of Commissioners would like to recognize all of the Authority's employees for their extraordinary commitment and effort during this hurricane.

Dennis W. Reiter, Vice Chairman

ATTEST:

Michael A. Armstrong, Secretary

Public Comment: Willingboro resident, Andre Nicholson of 203 Clubhouse Drive, spoke to the Commissioners regarding his interaction with a receptionist at the Authority's main office. He stated that his water was shut off and the meter removed due to his late payment. However, he claimed that the receptionist was rude to him when he came to the main office to make payment and have his water restored. Mr. Bateman took Mr. Nicholson's phone number and indicated the he would look into it and get back to him.

Mr. Alaimo began by providing the Commissioners with a verbal summary of his written Engineers Report. The Commissioners advised him that they did not have a hardcopy of his monthly report in their package. The Executive Director advised the Board that he would provide the written report shortly.

Motion: Cmmr. Campbell, Jr. moved and Cmmr. Walker seconded a motion to receive and file the Engineer's monthly status report.

Discussion: None.

Roll Call Vote: Eddie Campbell, Jr., AYE; Dennis Reiter, AYE; Christopher Walker, AYE; Anthony Clemons, AYE and Alt. Cmmr. T. Wayne Scott, AYE.

Motion: Cmmr. Campbell made a motion to adopt a resolution authorizing Change Order No. 1 to contract no. 2011-3. Cmmr. Walker seconded the motion.

Discussion: The Operations Manager advised that the change order actually represented a savings to the Authority as a result of several contract price reductions.

Roll Call Vote: Eddie Campbell, Jr., AYE; Dennis Reiter, AYE; Christopher Walker, AYE; Anthony Clemons, AYE; and Alt. Cmmr. T. Wayne Scott, AYE.

Motion: Cmmr. Campbell moved and Cmmr. Reiter seconded a motion approving the payments plans for the following accounts: 066007654 (\$744.96), 044105280 (\$530.93), 044005095 (\$818.90), and 087309358 (\$756.090).

Discussion: Alt. Cmmr. Scott asked whether the MUA had a history of the payment plans being paid on time and the Executive Director advised that if payments are not made in a timely manner, the water will be shut off. Consequently, residents pay on time. Cmmr. Clemons noticed several discrepancies in the proposed letters to be sent to the residents regarding the payment plans. The Executive Director advised that he would make the corrections before sending letters to the recipients.

Amended Motion: Cmmr. Campbell, Jr. amended his motion to approve the payment plan subject to the amendments to the letters being made by the Executive Director as per the recommendation made by Cmmr. Clemons. The amended motion was seconded by Cmmr. Reiter.

Roll Call Vote as to Amended Motion: Eddie Campbell, Jr., AYE; Dennis Reiter, AYE; Christopher Walker, AYE; Anthony Clemons, AYE; and Alt. Cmmr. T. Wayne Scott, AYE.

The Executive director requested that the Commissioners and any others confirm their attendance at the December 7, 2012 employee appreciation dinner.

Motion: Cmmr. Campbell, Jr. made a motion to authorize the Commissioners attendance at the January 15th and 16th ABA Conference and to change the January regular meeting date of January 14, 2013 due to their attendance at the conference. Cmmr. Clemons seconded the motion.

Discussion: None.

Roll Call Vote: Eddie Campbell, Jr., AYE; Dennis Reiter, AYE; Christopher Walker, AYE; Anthony Clemons, AYE; and Alt. Cmmr. T. Wayne Scott, AYE.

Motion: Cmmr. Campbell, Jr. made a motion to consider authorizing distribution of bonuses and holiday gift cards to the employees at the employee appreciation dinner to be held on December 7, 2012.

Discussion: None.

Roll Call Vote: Eddie Campbell, Jr., AYE; Dennis Reiter, AYE; Christopher Walker, AYE; Anthony Clemons; and AYE, Alt. Cmmr. T. Wayne Scott, AYE.

Motion: Cmmr. Campbell, Jr. made a motion to consider authorizing the closing of the office on December 24th and 31th. Cmmr. Clemons seconded the motion.

Discussion: The closing of the office on those dates was left to the discretion of the Executive Director in accordance with past practice. Cmmr. Campbell withdrew his motion and no action was taken.

Motion: Cmmr. Clemons moved to consider authorizing the System Maintenance Department Superintendent to carry over vacation 160 hours. Cmmr. Campbell seconded the motion.

Discussion: This issue was tabled until executive session given the matter involved an employee.

Motion: Cmmr. Clemons moved to consider adopting a resolution amending the Administrative Services Agreement with Nationwide Retirement Solutions. Cmmr. Walker seconded the motion.

Discussion: None.

Roll Call Vote: Eddie Campbell, Jr., AYE; Dennis Reiter, AYE; Christopher Walker, AYE; Anthony Clemons, AYE; and Alt. Cmmr. T. Wayne Scott, AYE.

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY
RESOLUTION 2012
UPDATING THE AGREEMENT WITH NATIONWIDE RETIREMENT SOLUTIONS

WHEREAS, Nationwide Retirement Solutions has notified the Authority that it is necessary to update the administrative services agreement, and

WHEREAS, the primary reason for this change is because the US Conference of Mayors has terminated their relationship with Nationwide Retirement Solutions, and

WHEREAS, the updated agreement is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED, by the Willingboro Municipal Utilities Authority, assembled in regular session this 19th day of November 2012 that:

1. The Authority accepts the revised administrative services agreement.
2. Authorizes the Executive Director to execute the updated service agreement.

ATTEST:

Michael A. Armstrong, Secretary

Dennis W. Reiter, Vice Chairman

Cmmr. Chairman Reiter noted for the Commissioners information that mentioned was provided in their packages regarding employee reimbursement and policies as requested by the Commissioners at a prior meeting..

Motion: Cmmr, Campbell, Jr. presented a motion to approve the List of Bills for payment for September 2012 and the motion was seconded by Cmmr. Clemons.

ALL FUNDS FOR CHECKS DATED 8/17/2012 TO 9/20/2012 ALL CHECK NUMBERS

-----CHECK----- #	DATE	#	NAME	-----VENDOR-----	CHECK	AMOUNT
1878	9/04/2012	1290	DELTA DENTAL PLAN OF NJ		5144.94	
1954	8/17/2012	3320	P.E.R.S.		22.78	
1957	9/20/2012	4010	A C SCHULTES INC		9961.00	
1958	9/20/2012	30	ABS ELECTRIC INC		4418.34	
1959	9/20/2012	73	ADVANCED AUTO PARTS		140.19	
1960	9/20/2012	150	ALAIMO ASSOC., RICHARD A.		24104.34	
1961	9/20/2012	160	ALL INDUSTRIAL SAFETY		302.93	
1962	9/20/2012	2625	AVAYA INC.		354.18	
1963	9/20/2012	31	BARBER, ROBERT		112.00	
1964	9/20/2012	500	BILLOWS ELECTRIC SUPPLY		190.64	
1965	9/20/2012	520	BLAUM, CHRISTOPHER		100.00	

1966	9/20/2012	620	BUCKLEY, VINCENT	100.00
1967	9/20/2012	422	BURL. CO. INST. OF TECH.	4400.00
1968	9/20/2012	3159	BURLINGTON COUNTY BOARD OF CHO	14573.70
1969	9/20/2012	874	CHAMPION UNIFORM SUPPLY INC.	723.50
1970	9/20/2012	872	CHARLEY'S OTHER BROTHER	500.00
1971	9/20/2012	964	COMCAST	209.19
1972	9/20/2012	1123	COMPLETE CONTROL SERVICES INC.	130.00
1973	9/20/2012	1000	CONSTELLATION NEMENERGY INC.	3646.59
1974	9/20/2012	1020	CONTECH ASSOCIATES INC.	174.00
1975	9/20/2012	2763	DELUCA, MICHAEL	100.00
1976	9/20/2012	1270	DEMAISE, VICTOR	100.00
1977	9/20/2012	1415	EAST RIVER ENERGY INC.	6143.71
1978	9/20/2012	1412	EASTCOM ASSOCIATES INC	5000.00
1979	9/20/2012	1539	ERCOL JR., CHARLES	100.00
1980	9/20/2012	1540	ERCOL SR., CHARLES	100.00
1981	9/20/2012	1110	FASTENAL	196.76
1982	9/20/2012	1595	FEDERAL EXPRESS CORP.	116.95
1983	9/20/2012	1897	G.P. JAGER & ASSOCIATES INC	11793.60
1984	9/20/2012	1970	GRAPHIC CONTROLS LLC	850.53
1985	9/20/2012	1971	GRAY, JAMES	47.90
1986	9/20/2012	2040	HACH COMPANY	2183.12
1987	9/20/2012	2039	HD SUPPLY WATERWORKS LTD	4052.00
1988	9/20/2012	2324	HOME DEPOT USA INC	775.15
1989	9/20/2012	2695	MACKIE, JAMES	155.25
1990	9/20/2012	2310	JARVIS ELECTRIC MOTORS INC.	569.70
1991	9/20/2012	2269	JCI JONES CHEMICALS INC	22889.10
1992	9/20/2012	2262	JP SMITH CONTRACTORS INC.	76045.50
1993	9/20/2012	2421	KINGS JANITORIAL SERVICE	300.00
1994	9/20/2012	2387	LALLO, JAMES	100.00
1995	9/20/2012	2600	LOWTHER'S, GEORGE	110.00
1996	9/20/2012	2670	MACALASTER BICKNELL CO OF NJ INC	4885.93
1997	9/20/2012	2740	MAGELLAN HILL TECHNOLOGIES	2165.54
1998	9/20/2012	2951	MIDDLESEX WELDING SALES	24.00
1999	9/20/2012	2960	MILLIPORE CORPORATION	726.15
2000	9/20/2012	2050	MINUTEMAN PRESS OF HAINESPORT	335.40
2001	9/20/2012	3070	MUNICIPAL MAINTENANCE CO.	20057.21
2002	9/20/2012	3168	N.J. MANUFACTURERS INSURANCE CO	7794.00
2003	9/20/2012	3100	NATIONAL BATTERY CO.	60.00
2004	9/20/2012	2762	NETWORK MANAGEMENT CONSULTANTS	1667.50
2005	9/20/2012	3152	NEWTOWN OFFICE & COMPUTER SUPPLY	558.80
2006	9/20/2012	4999	ONE CALL CONCEPTS	287.92
2007	9/20/2012	3610	P S E & G	46270.18
2008	9/20/2012	3611	PARK PUMPS & CONTROLS INC.	70.00
2009	9/20/2012	3360	PAUL'S TREE SERVICE LLC	3600.00
2010	9/20/2012	2340	PETROLEUM TRADERS CORP	1106.02
2011	9/20/2012	3467	PHILADELPHIA INSURANCE COMPANIES	12881.42
2012	9/20/2012	4064	PHOENIX SECURITY SYSTEMS INC	519.40
2013	9/20/2012	3490	PITNEY BOWES	540.00
2014	9/20/2012	3630	PYRZ WATER SUPPLY CO INC	301.00
2015	9/20/2012	3640	Q.C. LABORATORIES	2119.50
2016	9/20/2012	4680	REED & PERRINE SALES INC.	3405.00
2017	9/20/2012	3805	RIVERSIDE NAPA AUTO PARTS	37.98
2018	9/20/2012	1332	ROOT 24 HRS INC.	425.00
2019	9/20/2012	2535	ROTARY CLUB OF WILLINGBORO	125.00
2020	9/20/2012	3940	SAM'S CLUB	1505.90
2021	9/20/2012	3002	SERVICE TRUCK CENTERS INC.	335.80
2022	9/20/2012	2422	SHARP GTS, GARY	1052.00
2023	9/20/2012	2021	SHARP, GARY	112.00
2024	9/20/2012	4162	SKOW, SANDRA	150.00
2025	9/20/2012	4180	SNELL JR., JAMES	150.00
2026	9/20/2012	4285	SPRINGSIDE AUTOMOTIVE INC	703.79
2027	9/20/2012	4290	STA SEAL INC	55.02
2028	9/20/2012	4322	STATE OF NEW JERSEY	460.92
2029	9/20/2012	3620	STATE OF NJ-PWT	2344.62
2030	9/20/2012	730	STEVENSON & SON INC., C.	5685.78
2031	9/20/2012	2491	THE L.L. CLEAN CO.	385.81
2032	9/20/2012	4485	TRI-STATE TECHNICAL SALES CORP	811.70
2033	9/20/2012	3530	U.S. POSTAL SERVICE	7000.00
2034	9/20/2012	2730	UNIVAR USA INC.	2898.00
2035	9/20/2012	3211	USA BLUEBOOK	176.59
2036	9/20/2012	3213	USA MOBILITY WIRELESS INC.	174.00
2037	9/20/2012	3186	VERIZON WIRELESS	504.77
2038	9/20/2012	4446	VIRTUA AT WORK	268.60
2039	9/20/2012	4650	WALKER PROCESS EQUIPMENT	6103.18
2040	9/20/2012	2260	WASTE MANAGEMENT OF NJ	326.50
2041	9/20/2012	4800	WHARTON HARDWARE	110.75
2042	9/20/2012	4535	WILLIAM SCOTSMAN INC.	307.69
2043	9/20/2012	4600	WOOLMAN BROTHERS NURSERY	300.00
2044	9/20/2012	4605	WOOLSTON COMPANY INC.	2376.00
2045	9/20/2012	4880	ZEE MEDICAL SERVICE CO.	240.30
2046	9/20/2012	4655	WALKER, CHRISTOPHER	106.99
2047	9/20/2012	36	BATEMAN, JOSEPH	691.79
8020	9/04/2012	2150	STATE OF NJ HEALTH BENEFITS PROGRAM	18554.70
8021	9/04/2012	2030	STATE OF NJ HEALTH BENEFITS PROGRAM	51642.54

TOTAL: \$416,536.28

Discussion: The Executive Director pointed out that at the October meeting the Commissioner's intended to approve the September 2012 bill list but inadvertently failed to do so.

Roll Call Vote: Eddie Campbell, Jr., AYE; Dennis Reiter, AYE; Christopher Walker, AYE; Anthony Clemons, AYE; and Alt. Cmmr. T. Wayne Scott, AYE.

Motion: Cmmr. Campbell presented a motion to approve the List of Bills due for payment for November and the motion was seconded by Cmmr. Clemons.

Discussion: Cmmr. Reiter requested that the November bills be approved with the exception of check number 2132 and that discussion of the check be held for executive session as contract negotiations.

ALL FUNDS FOR CHECKS DATED 10/19/2012 TO 11/20/2012 ALL CHECK NUMBERS

---CHECK---	DATE	#	NAME	VENDOR-----	CHECK AMOUNT
2122	11/01/2012	1290	DELTA DENTAL PLAN OF NJ		5144.94
2123	11/19/2012	4120	SHOPRITE OF WILLINGBORO		1250.00
2124	11/19/2012	4120	SHOPRITE OF WILLINGBORO		500.00
2127	11/20/2012	73	ADVANCED AUTO PARTS		283.82
2128	11/20/2012	150	ALAIMO ASSOC., RICHARD A.		61941.80
2129	11/20/2012	160	ALL INDUSTRIAL SAFETY		244.24
2130	11/20/2012	1655	ALLSTATE POWER VAC. INC.		252298.06
2131	11/20/2012	230	ANTHONY'S LIFT TRUCK SERVICES		2694.21
2132	11/20/2012	2341	ARMSTRONG, MICHAEL A		5841.00
2133	11/20/2012	278	ATLANTIC CONCRETE PRODUCTS INC		692.00
2134	11/20/2012	2625	AVAYA INC.		204.27
2135	11/20/2012	500	BILLOWS ELECTRIC SUPPLY		559.09
2136	11/20/2012	620	BUCKLEY, VINCENT		41.26
2137	11/20/2012	3159	BURLINGTON COUNTY BOARD OF CHO		13289.34
2138	11/20/2012	430	BURLINGTON COUNTY TIMES		128.06
2139	11/20/2012	792	CARLTON INDUSTRIES INC.		219.28
2140	11/20/2012	750	CATHEDRAL OF LOVE		2500.00
2141	11/20/2012	793	CBM		59.85
2142	11/20/2012	820	CERTIFIED LABORATORIES		418.26
2143	11/20/2012	874	CHAMPION UNIFORM SUPPLY INC.		567.70
2144	11/20/2012	964	COMCAST		296.42
2145	11/20/2012	1000	CONSTELLATION NEWENERGY INC.		3646.59
2146	11/20/2012	1130	COOPER LEVENSON ATTORNEYS AT L		6675.81
2147	11/20/2012	1441	CORRPRO WATERWORKS		3895.00
2148	11/20/2012	1050	COURIER POST		90.09
2149	11/20/2012	1415	EAST RIVER ENERGY INC.		5042.86
2150	11/20/2012	1399	EMERSON PROCESS MGMT POWER & W		5125.00
2151	11/20/2012	1495	ENVIRONMENTAL EXPRESS LTD		1020.36
2152	11/20/2012	1110	FASTENAL		22.27
2153	11/20/2012	1710	FOXCROFT EQUIPMENT & SERVICE C		12659.50
2154	11/20/2012	2123	HEALTH & SAFETY SERVICE UNLMT		79.00
2155	11/20/2012	2324	HOME DEPOT USA INC		201.11
2156	11/20/2012	2250	IDEXX DISTRIBUTION CORPORATION		754.97
2157	11/20/2012	1320	INERGY PROPANE LLC		214.66
2158	11/20/2012	2269	JCI JONES CHEMICALS INC		19884.30
2159	11/20/2012	2421	KINGS JANITORIAL SERVICE		300.00
2160	11/20/2012	2385	L & L REDI-MIX INC.		298.25
2161	11/20/2012	2600	LOWTHER'S, GEORGE		114.35
2162	11/20/2012	4318	MID ATLANTIC PUMP & EQUIPMENT		35795.00
2163	11/20/2012	2951	MIDDLESEX WELDING SALES		12.00
2164	11/20/2012	2762	NETWORK MANAGEMENT CONSULTANTS		5746.48
2165	11/20/2012	3017	NEW JERSEY AMERICAN WATER		413.00
2166	11/20/2012	3168	NEW JERSEY MANUFACTURERS INSUR		7794.00
2167	11/20/2012	3152	NEWTOWN OFFICE & COMPUTER SUPP		684.33
2168	11/20/2012	4999	ONE CALL CONCEPTS		148.68
2169	11/20/2012	3610	P S E & G		99853.27

---CHECK---	DATE	#	NAME	VENDOR	CHECK AMOUNT
2170	11/20/2012	3611	PARK PUMPS & CONTROLS INC.		902.00
2171	11/20/2012	2340	PETROLEUM TRADERS CORP		1293.59
2172	11/20/2012	3465	PHILADELPHIA BUSINESS FORMS IN		207.15
2173	11/20/2012	3490	PITNEY BOWES		360.00
2174	11/20/2012	3640	Q.C. LABORATORIES		5945.30
2175	11/20/2012	502	R&M ORNAMENTAL IRON DESIGN		395.00
2176	11/20/2012	3805	RIVERSIDE NAPA AUTO PARTS		12.14
2177	11/20/2012	3940	SAM'S CLUB		1678.99
2178	11/20/2012	3002	SERVICE TRUCK CENTERS INC.		1262.65
2179	11/20/2012	4285	SPRINGSIDE AUTOMOTIVE INC		1839.88
2180	11/20/2012	730	STEVENSON & SON INC., C.		4150.00
2181	11/20/2012	4340	STEVENSON SUPPLY CO INC		404.82
2182	11/20/2012	4327	TREASURER STATE OF NJ		345.75
2183	11/20/2012	4480	TRICO EQUIPMENT INC.		363.58
2184	11/20/2012	2730	UNIVAR USA INC.		2898.00
2185	11/20/2012	3186	VERIZON WIRELESS		296.33
2186	11/20/2012	4446	VIRTUA AT WORK		402.90
2187	11/20/2012	2260	WASTE MANAGEMENT OF		326.50
2188	11/20/2012	4535	WILLIAM SCOTSMAN INC.		329.23
2189	11/20/2012	4540	WILLINGBORO, TOWNSHIP OF		5000.00
2190	11/20/2012	4605	WOOLSTON COMPANY INC.		1617.00
2191	11/20/2012	4880	ZEE MEDICAL SERVICE CO.		189.30
8024	11/01/2012	2150	STATE OF NJ HEALTH BENEFITS PR		17874.05
8025	11/01/2012	2030	STATE OF NJ HEALTH BENEFITS PR		52938.45
				TOTALS:	660677.09

Amended Motion: Motion was amended by Cmmr. Campbell to approve the list of bills for payment for November with the exception of check 2132. The amended motion was seconded by Cmmr. Clemons.

Roll Call Vote: Eddie Campbell, Jr., AYE; Dennis Reiter, AYE; Christopher Walker, AYE; and Anthony Clemons, AYE, Alt. Cmmr. T. Wayne Scott, AYE.

Motion: Cmmr. Campbell made a motion to present to the 3rd quarter 2012 water and sewer billing adjustments. Cmmr. Clemons seconded the motion.

Discussion: None.

Roll Call Vote: Eddie Campbell, Jr., AYE; Dennis Reiter, AYE; Christopher Walker, AYE; Anthony Clemons, AYE; and Alt. Cmmr. T. Wayne Scott, AYE.

Motion: Cmmr. Campbell made a motion to consider adopting the following resolution authorizing the transfer of funds from the general fund to the renewal and replacement fund for capital projects. Cmmr. Walker seconded the motion.

**RESOLUTION 2012 -
AUTHORIZING TRANSFERS FROM GENERAL FUND**

WHEREAS, Section 611 of the Resolution Providing For The Issuance of Bonds of The Willingboro Municipal Utilities Authority and for the Rights of the Holders Thereof adopted June 17, 1986, as supplemented provides for the application and investment of Funds in the General Fund, and

WHEREAS, Section 611 provides that revenues in the General Fund may be spent by the Authority for any lawful purpose, including payment of any bonds, notes or obligations of the Authority only after the obligations of the Authority for all other funds created by the resolution have been satisfied, and

WHEREAS, it is the intent of the Willingboro Municipal Utilities Authority to utilize these funds for the following purposes:

1. Certain capital projects as outlined in the 2013 Water and Sewer Budgets in the amount of 1,000,000

WHEREAS, such withdrawals from the General Fund can only be made at such times and under such circumstances as Sections 611, 711 or 1306 permits,

WHEREAS, the balance in the General Fund as of October 31st, 2012 is \$1,218,724
NOW, THEREFORE BE IT RESOLVED by the Willingboro Municipal Utilities Authority assembled in regular session this 19th day of November, 2012 that:

1. The Trustee be authorized to transfer \$1,000,000 from the General Fund to the following account located at Beneficial Bank in the amounts indicated as follows:
CASH MANAGEMENT REN & REP Number 2802265490 - \$1,000,000.
2. A certified copy of this resolution be forwarded to TD Bank, NA as Trustee for the Bondholders.
3. A copy of this resolution be made a part of the minutes of this public meeting.

Dennis W. Reiter, Vice Chairman

ATTEST:

Michael A. Armstrong, Secretary

Discussion: None.

Role Call Vote: Eddie Campbell, Jr., AYE; Dennis Reiter, AYE; Christopher Walker, AYE; and Anthony Clemons, AYE, Alt. Cmmr. T. Wayne Scott, AYE.

Special counsel, advised the Commissioners that he received a copy of a letter from Cristal Holmes-Bowie, Solicitor, advising that she reached an agreement with the Cathedral of Love Church regarding the MUA's use of their property during water main repairs several years ago.

Special Counsel also advised Commissioners that Mr. Killian, Treasurer, received a Rice Notice with respect to the Board's intent to discuss his employment contract and Mr. Killian requested that the matter be discussed in open session. Mr. Killian enters the room and acknowledges receipt of the Rice Notice and further requested that the discussion regarding his employment contract be held in open session. Special Counsel advised the Board that Mr. Killian's contract expires on January 31, 2013. Cmmr. Walker, representing the MUA Employment Committee, advised the board that he engaged Mr. Killian in negotiations regarding the extension to his current contract without success. Cmmr. Walker also advised the Commissioners that he was assisted by Cmmr. Clemons, labor counsel, Mr. Lichtenstein, and special counsel, Mr. Talvacchia, while attempting to negotiate an agreement with Mr. Killian. They presented a proposal to Mr. Killian that encompassed a salary of \$1,250.00 per month, work at the MUA main office for 15 hours per week and for a term of five (5) months. Mr. Killian rejected most terms of the proposal. More specifically, the requirement that he work 15 hours per week was unacceptable to Mr. Killian. Cmmr. Walker further mentioned that Mr. Killian counter offered that he was only willing to work 20 hours per month for the same

compensation. Cmmr. Walker also noted that Mr. Killian advised the Employment Committee that he was not willing to consider working more than 20 hours per month.

Cmmr. Jacqueline Jennings entered the meeting room and joined in the discussion regarding Mr. Killian's request for a contract extension.

Special Counsel also noted that in an earlier meeting that day with Mr. Killian, Cmmr. Walker, and Cmmr. Clemons and himself, Mr. Killian stated that he did would not accept the proposal and "Cmmr. Walker would burn in Hell for what he's done to him". Mr. Killian verbally confirmed to the Board that he made the statement to Mr. Walker. Thereafter, Mr. Killian requested he be able to discuss past closed session minutes related to his contract negotiations and other personnel related issues. Special Counsel recommended to everyone that if Mr. Killian wanted to speak about prior closed sessions minutes that it be discussed in executive session to be held later that evening.

Motion: A motion was made by Cmmr. Campbell to go into executive session to discuss:

1. Several personnel matters;
2. System Maintenance Department Superintendents request to carryover vacation time;
3. Check no. 2132;
4. The fact that past closed session issues have been discussed outside of closed session; and
5. The August 15, 2012 closed session meeting minutes prepared by Mr. Killian.

Cmmr. Reiter seconded the motion.

Roll Call Vote: Eddie Campbell, Jr., AYE; Dennis Reiter, AYE; Christopher Walker, AYE; Anthony Clemons, AYE, and Alt. Cmmr. Jennings, AYE.

The Board moved into closed session.

Motion: Cmmr. Clemons moved to come out of closed session and he motion was seconded by Cmmr. Walker.

Roll Call Vote: Eddie Campbell, Jr., AYE; Dennis Reiter, AYE; Christopher Walker, AYE; Anthony Clemons, AYE; and Alt. Cmmr. Jennings, AYE.

Motion: Cmmr. Clemons made a motion to permit the System Maintenance Department Superintendent to carry over 160 hours of vacation time this year only and that the personnel policy be updated to reflect that this practice will not be allowed in the future. Cmmr. Campbell, Jr. seconded the motion.

Roll Call Vote: Eddie Campbell, Jr., AYE; Dennis Reiter, AYE; Christopher Walker, AYE; Anthony Clemons, AYE; and Alt. Cmmr. Jennings, AYE.

Cmmr. Campbell, Jr. made a motion to approve the payment of check no. 2132 and the motion was seconded by Cmmr. Clemons.

Roll Call Vote: Eddie Campbell, Jr., AYE; Dennis Reiter, AYE; Christopher Walker, AYE; Anthony Clemons, AYE; and Alt. Cmmr. Jennings, AYE.

Motion: Cmmr. Walker made a motion to accept August 16th meeting minutes prepared by the former secretary as amended by the Board on November 19, 2012. Cmmr. Campbell, Jr. seconded the motion.

Roll Call Vote: Eddie Campbell, Jr., AYE; Dennis Reiter, AYE; Christopher Walker, AYE; Anthony Clemons, AYE; and Alt. Cmmr. Jennings, AYE.

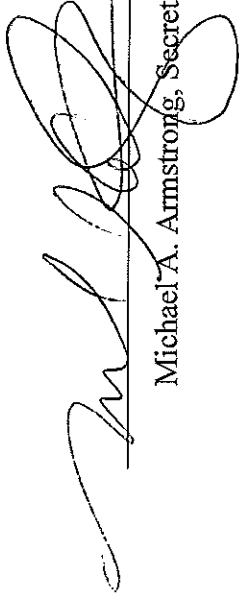
Motion: Cmmr. Walker made a motion to adjourn and the said motion was seconded by the Cmmr. Campbell, Jr.

Roll Call Vote: Eddie Campbell, Jr., AYE; Dennis Reiter, AYE; Christopher Walker, AYE; Anthony Clemons, AYE; and Alt. Cmmr. Jennings, AYE.

The meeting was adjourned.

Certification of Minutes

I hereby certify the above to be a true and correct copy of the approved Minutes of the November 19, 2012 Regular Meeting of the Willingboro Municipal Utilities Authority.



Michael A. Armstrong, Secretary