

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

Regular Session Minutes January 23, 2013

The regular meeting of the Willingboro Municipal Utilities Authority was held on Wednesday, January 23, 2013 in the Authority office.

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

Others attending were L. Russell Trice, PE of Alaimo & Associates, Consulting Engineer, Michael A. Armstrong, Secretary, Nicholas F. Talvacchia, Special Counsel (acting as Solicitor), Joseph S. Bateman, Executive Director, and James Mackie, Director of Operations.

The meeting started with a pledge of allegiance to the flag.

Chairman Gray 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 Wednesday, February 2, 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 February 2, 2012 by Certified Mail.
- C. Publishing a Public Notice in the Burlington County Times and Courier-Post on February 4, 2012.
- D. Directing the Secretary to enter into the minutes of this meeting this public announcement.

Motion: Cmmr. Reiter made a motion to approve the open and closed session minutes of the regular meeting held on December 19, 2012. Cmmr. Campbell seconded the motion.

Discussion: Vice Chairman Reiter raise an issue related to the approval incomplete draft minutes for the October 24th closed session meeting minutes. The Acting Solicitor agreed to provide the minutes after speaking with Russell Lichtenstein, MUA labor counsel. Also, Cmmr. Reiter requested that the first three pages of the AJM Report presented by Mr. McGinis be attached to the minutes of December 19, 2012. More specifically, he requested that the Insurance Snap Shot, Claims Analysis and Claims Synopsis be attached to the December 19, 2012 minutes.

Amended Motion: Cmmr. Reiter made an amended motion to approve the open and closed session minutes of the regular meeting held on December 19, 2012 subject to the Insurance Snap Shot, Claims Analysis and Claims Synopsis written summaries provided by AJM Insurance Brokers on December 19, 2012 being attached to the December 19, 2012 open session minutes

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

Chairman Gray advised the Board that he wish to resend all Committees. Alt. Cmmr. Jennings informed the Chairman that he could not resend the committees since the committees were put in place by the Board.

Motion: Cmmr. Clemons moved to strike item "4." from the agenda regarding Cmmr. Gray announcement regarding his wish to resend all Committees. Cmmr. Gray seconded the motion.

Discussion: None.

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

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

Discussion: None.

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

Motion: Cmmr. Reiter made a motion to receive and file the Operations and Maintenance Report for October and Cmmr. Campbell 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. Gray, AYE.

Comments from the Public: None.

Mr. Bateman presented the following resolutions to the Board for consideration:

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

RESOLUTION 2013 - 1

2013 WATER BUDGET RESOLUTION

FISCAL YEAR: FROM JANUARY 1, 2013 TO DECEMBER 31, 2013

WHEREAS, the Annual Budget and Capital Budget for the Willingboro Municipal Utilities Authority for the fiscal year beginning January 1, 2013 and ending December 31, 2013 has been presented for adoption before the governing body of the Willingboro Municipal Utilities Authority at its open public meeting of January 23, 2013, and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects **Total Revenues** of \$5,640,500, **Total Appropriations**, including any Accumulated Deficit if any, of \$5,592,275 and **Total Unreserved Retained Earnings** utilized of \$200,000 and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$944,000 and Total Unreserved Retained Earnings utilized of \$0, and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Willingboro Municipal Utilities Authority, at an open public meeting held on January 23, 2013 that the Annual operating Budget, including appended Supplemental Schedules, and the Capital Budget/Program of the Willingboro Municipal Utilities Authority for the fiscal year beginning January 1, 2013 and ending December 31, 2013 is hereby adopted and shall constitute appropriations for the purposes stated, and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

James H. Gray, Chairman

ATTEST:

Michael A. Armstrong, Secretary

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

RESOLUTION 2013 - 2

2013 ADOPTED SEWER BUDGET RESOLUTION

FISCAL YEAR: FROM JANUARY 1, 2013 TO DECEMBER 31, 2013

WHEREAS, the Annual Budget and Capital Budget for the Willingboro Municipal Utilities Authority for the fiscal year beginning January 1, 2013 and ending December 31, 2013 has been presented for adoption before the governing body of the Willingboro Municipal Utilities Authority at its open public meeting of January 23, 2013. and,

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects **Total Revenues** of \$4,582,350., **Total Appropriations**, including any Accumulated Deficit if any, of \$4,360,304. and **Total Unreserved Retained Earnings** utilized of \$176,563. and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$583,000 and Total Unreserved Retained Earnings utilized of \$0 and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Willingboro Municipal Utilities Authority, at an open public meeting held on January 23, 2013 that the Annual operating Budget, including appended Supplemental Schedules, and the Capital Budget/Program of the Willingboro Municipal Utilities Authority for the fiscal year beginning January 1, 2013 and ending December 31, 2013 is hereby adopted; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms

and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

James H. Gray, Chairman

ATTEST:

Michael A. Armstrong, Secretary

Motion: Motion made by Cmmr. Reiter and seconded by Cmmr. Campbell to adopt 2013 Water and Sewer Budget resolutions 2013-1 and 2013-2, respectively.

Discussion: None.

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

Motion: Motion made by Cmmr. Reiter and seconded by Cmmr. Clemons to send certified copies of the amended 2013 Water and Sewer Budgets to the New Jersey Department of Community Affairs, Trustee, Consulting Engineer and Auditors.

Discussion: Cmmr. Walker asked whether the 2013 Water and Sewer Budget resolutions 2013-1 and 2013-2 were the same identical resolutions approved in the past. Mr. Bateman, initially advised the Board that no changes took place. Alt. Cmmr. Jennings raised questions regarding the change in the Unreserved Retained Earnings amount in the Water Budget resolution 2013-1.

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

Chairman Gray confirm the Re-organization meeting for Friday, February 1, 2013.

Motion: Motion made by Cmmr. Reiter and seconded by Cmmr. Clemons authorizing Commissioners, Officers and employees to attend the AEA Spring Workshop scheduled for March 12 and 13, 2013.

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

Alt. Cmmr. Jennings raised a question as to whether the professional consultant's RFQ was published in the newspaper. Cmmr. Walker echoed Alt. Cmmr. Jennings concerns. Mr.

Bateman stated that it was in fact published and he would provide the Commissioners with the actual ad which was published later in the meeting.

Mr. Bateman presented the following resolution for the Board's consideration:

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

RESOLUTION 2013 - 3

AUTHORIZING THE SALE OF SOLAR RENEWABLE ENERGY CREDITS AND APPOINTING A BROKER

WHEREAS, the Willingboro Municipal Utilities Authority owns and operates a photovoltaic generation system; and

WHEREAS, the Authority owns the exclusive rights to the solar renewable energy certificates created by the solar project; and

WHEREAS, it is the desire of this Authority to sell renewable energy credits created by this solar generation system, and

WHEREAS, the State of New Jersey has authorized the sale of SRECs through an online auction process as specified in the Local Unit Electronic Technology Pilot Program, P.L. 2001, c. 30; and

WHEREAS, the State of New Jersey has approved various vendors to conduct online auctions; and

WHEREAS, the Flett Exchange is one of those approved vendors.

NOW, THEREFORE, BE IT RESOLVED

1. The Executive Director is authorized to take all actions necessary to sell solar renewable energy credits for 2013.
2. The Flett Exchange is selected to act as the broker to effectuate these sales.

James H. Gray, Chairman

ATTEST:

Michael A. Armstrong, Secretary

Discussion: Cmmr. Clemons indicated that he did not feel that enough information was provided about Flett Exchange to warrant voting in favor of them.

Roll Call Vote: Eddie Campbell, Jr., AYE; Dennis Reiter, AYE; Christopher Walker, AYE; Anthony Clemons, NO; and Alt. Cmmr. Gray, AYE.

Mr. Bateman presented the following resolution for the Board's consideration:

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

RESOLUTION 2013 - 4

REVISING THE RULES AND REGULATIONS TO INCORPORATE UPDATED BANKING FEES

WHEREAS, the Willingboro Municipal Utilities Authority was created in 1958 at which time it developed a set of Rules and Regulations for the proper operation of the Authority, and WHEREAS, from time to time these Rules and Regulations have been modified and amended, and

WHEREAS, the Willingboro Municipal Utilities Authority believes it to be in the best interest of the Authority and the customers it represents that the Rules and Regulations be reviewed and updated periodically to insure that they are in compliance with all applicable Laws, Statutes, and Regulations, and

WHEREAS, the Utilities Authority has received notice of substantial increases in the fees the banks will charge the Utilities Authority, and

WHEREAS, after consultation with appropriate consultants and personnel of the Authority, a proposed revision of the Rules and Regulations was prepared incorporating the increased fees.

NOW, THEREFORE BE IT RESOLVED by the Willingboro Municipal Utilities Authority that

1. Schedule VII - Miscellaneous Fees for Special Services is hereby amended to add the bank charges for checks returned from the bank for insufficient funds.

Bank charges returned checks for insufficient funds \$15.00

2. The Executive Director is authorized to take all actions necessary to implement this amendment.

3. This amendment takes effect on February 1, 2013.

James H. Gray, Chairman

ATEST:

Michael A. Armstrong, Secretary

Discussion: Mr. Bateman advised the Board that the banks were implementing fees for customers returning checks. This resolution would authorize that cost to be added to the customer's bill who is responsible for the MUA incurring the fee.

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

Mr. Bateman updated the Board on the status of the NJEIT loan applications submitted by the MUA.

Motion: Cmmr, Walker, Jr. presented a motion to approve the List of Bills for payment for December 2012 and the motion was seconded by Cmmr. Reiter.

DATE: 18-JAN-13 Willingboro M.U.A. PAGE 1

Bill List

January 24, 2013

A/P PAID HISTORY BY CHECK NUMBER - SUMMARY

ALL FUNDS FOR CHECKS DATED 12/21/2012 TO 1/24/2013 ALL CHECK NUMBERS

-----CHECK----- -----VENDOR-----

DATE # NAME CHECK AMOUNT

2219	12/31/2012	591	BRUSKE PRODUCTS	71.00-
2292	1/02/2013	1290	DELTA DENTAL PLAN OF NJ	4869.87
2293	12/21/2012	731	EMMA BUSSEY	175.00
2294	12/21/2012	3620	STATE OF NJ-PWT	1953.06
2295	1/03/2013	2259	IL MULINO NEW YORK	500.00
2297	1/23/2013	3467	PHILADELPHIA INSURANCE COMPANI	1000.00
2299	1/24/2013	30	ABS ELECTRIC INC	2836.15
2300	1/24/2013	73	ADVANCED AUTO PARTS	113.14
2301	1/24/2013	160	ALL INDUSTRIAL SAFETY	702.06
2302	1/24/2013	229	ANDERSON JACKSON METTS	27462.25
2303	1/24/2013	240	APS CONTRACTING INC.	68534.95
2304	1/24/2013	31	BARBER, ROBERT	125.25
2305	1/24/2013	36	BATEMAN, JOSEPH	1531.64
2306	1/24/2013	423	BENCHMARK ANALYTICS INC	655.00
2307	1/24/2013	500	BILLOWS ELECTRIC SUPPLY	93.67
2308	1/24/2013	540	BOWMAN & COMPANY LLP	10950.00
2309	1/24/2013	561	BRIDGESTATE FOUNDRY	710.00
2310	1/24/2013	591	BRUSKE PRODUCTS	71.00
2311	1/24/2013	3159	BURLINGTON COUNTY BOARD OF CHO	10048.60
2312	1/24/2013	430	BURLINGTON COUNTY TIMES	49.52
2313	1/24/2013	3252	CAMPISE REPORTING INC.	277.75
2314	1/24/2013	820	CERTIFIED LABORATORIES	481.04
2315	1/24/2013	874	CHAMPION UNIFORM SUPPLY INC.	564.00

2316 1/24/2013 964 COMCAST 296.32
 2317 1/24/2013 1276 D & D TRENCHLESS SOLUTIONS INC 3000.00
 2318 1/24/2013 1040 D.R. CORDELL & ASSOC INC 360.00
 2319 1/24/2013 1340 DOOLEY, FREDERICK 100.00
 2320 1/24/2013 1415 EAST RIVER ENERGY INC. 3410.96
 2321 1/24/2013 285 ENERGY RESOURCES INC. 20.00
 2322 1/24/2013 1550 EVANS,ROBERT 299.70
 2323 1/24/2013 1110 FASTENAL 43.09
 2324 1/24/2013 1710 FOXCROFT EQUIPMENT & SERVICE C 7119.50
 2325 1/24/2013 1970 GRAPHIC CONTROLS LLC 326.65
 2326 1/24/2013 2040 HACH COMPANY 1564.08
 2327 1/24/2013 4194 HARRIS COMPUTER CORPORATION 13195.49
 2328 1/24/2013 3211 HD SUPPLY FACILITIES MAINTENAN 2689.18
 2329 1/24/2013 2324 HOME DEPOT USA INC 135.03
 2330 1/24/2013 2325 HOOVER TRUCK CENTERS 797.01
 2331 1/24/2013 2269 JCI JONES CHEMICALS INC 8580.60
 2332 1/24/2013 2273 JET-VAC INC. 15132.23
 2333 1/24/2013 4122 KAMAN INDUSTRIAL TECHNOLOGIES 8644.61
 2334 1/24/2013 2400 KEVIN'S SIGN COMPANY 72.00
 2335 1/24/2013 2430 KILLIAN,HARRY F. 299.70
 2336 1/24/2013 2421 KINGS JANITORIAL SERVICE 300.00
 2337 1/24/2013 2387 LALLO, JAMES 50.00

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-----CHECK----- VENDOR-----

#	DATE	#	NAME	CHECK	AMOUNT
2338	1/24/2013	2220	LAYNE CHRISTENSEN CO	3985.00	
2339	1/24/2013	2600	LOWTHER'S,GEORGE	89.00	
2340	1/24/2013	2670	MACALASTER BICKNELL CO OF NJ I	2665.51	
2341	1/24/2013	2740	MAGELLAN HILL TECHNOLOGIES	4920.65	
2342	1/24/2013	2756	MARTIN, JAVONN	95.99	
2343	1/24/2013	2760	MASON,WALTER	599.40	
2344	1/24/2013	2951	MIDDLESEX WELDING SALES	12.00	
2345	1/24/2013	2762	NETWORK MANAGEMENT CONSULTANTS	2029.00	
2346	1/24/2013	3013	NEW ENGLAND PIPE CLEANING CO.	19747.44	
2347	1/24/2013	3168	NEW JERSEY MANUFACTURERS INSUR	7641.00	
2348	1/24/2013	3152	NEWTOWN OFFICE & COMPUTER SUPP	1766.55	
2349	1/24/2013	3029	NJBIA	390.00	
2350	1/24/2013	4999	ONE CALL CONCEPTS	193.52	
2351	1/24/2013	3610	P S E & G	53120.30	
2352	1/24/2013	2340	PETROLEUM TRADERS CORP	339.21	
2353	1/24/2013	3467	PHILADELPHIA INSURANCE COMPANI	40674.75	

2354 1/24/2013 3490 PITNEY BOWES 180.00
2355 1/24/2013 3630 PYRZ WATER SUPPLY CO INC 505.14
2356 1/24/2013 3640 Q.C. LABORATORIES 2991.15
2357 1/24/2013 502 R&M ORNAMENTAL IRON DESIGN 425.00
2358 1/24/2013 4680 REED & PERRINE SALES INC. 2724.00
2359 1/24/2013 3549 SAFEGUARD BUSINESS SYSTEMS 89.45
2360 1/24/2013 3940 SAM'S CLUB 2105.65
2361 1/24/2013 3970 SAS INC. 376.75
2362 1/24/2013 3002 SERVICE TRUCK CENTERS INC. 1476.24
2363 1/24/2013 4126 SIEMANS WATER TECHNOLOGIES COR 760.00
2364 1/24/2013 4285 SPRINGSIDE AUTOMOTIVE INC 1204.90
2365 1/24/2013 4290 STA SEAL INC 43.08
2366 1/24/2013 3621 STEINMAN'S FRAME & WHEEL 89.95
2367 1/24/2013 730 STEVENSON & SON INC., C. 22569.78
2368 1/24/2013 4340 STEVENSON SUPPLY CO INC 1478.34
2369 1/24/2013 3881 TAPPER, SHARON 599.40
2370 1/24/2013 3195 TREASURER STATE OF NJ 18045.00
2371 1/24/2013 4327 TREASURER STATE OF NJ 467.80
2372 1/24/2013 3195 TREASURER STATE OF NJ 350.00
2373 1/24/2013 1860 TYCO VALVES & CONTROLS LP 1115.48
2374 1/24/2013 2730 UNIVAR USA INC. 2898.00
2375 1/24/2013 3213 USA MOBILITY WIRELESS INC. 87.00
2376 1/24/2013 3186 VERIZON WIRELESS 255.20
2377 1/24/2013 4446 VIRTUA AT WORK 268.60
2378 1/24/2013 2260 WASTE MANAGEMENT OF 326.50
2379 1/24/2013 4720 WAWA FLEET 4.49
2380 1/24/2013 4535 WILLIAM SCOTSMAN INC. 329.23
2381 1/24/2013 4811 WILLINGBORO BOARD OF EDUCATION 3833.00
2382 1/24/2013 4605 WOOLSTON COMPANY INC. 1518.00
2383 1/24/2013 4880 ZEE MEDICAL SERVICE CO. 89.60
8028 1/02/2013 2150 STATE OF NJ HEALTH BENEFITS PR 22426.96
8029 1/02/2013 2030 STATE OF NJ HEALTH BENEFITS PR 50873.19

TOTALS: 478845.30

Discussion: Cmmr. Walker raised a concern about certain reimbursements approved for Mr. Bateman. Cmmr. Jennings raised questions regarding Mr. Bateman incurring expenses related to performing background checks related to potential candidates for employment with the MUA. The Solicitor was asked to provide a legal opinion as to what expenses are reimbursable in general.

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

Motion: Cmmr. Reiter, Jr. moved and Cmmr. Campbell seconded a motion to approve the list of 4th Quarter 2012 Water and Sewer Billing Adjustments.

Discussion: Cmmr. Clemons addressed certain typographical errors in the report.

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

The Engineer began by providing the Commissioners with a verbal summary of his written Engineers Report.

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

Discussion: None.

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

Motion: Cmmr. Reiter, Jr. moved and Cmmr. Campbell seconded a motion to approve an amendment to the engineering agreement to provide for the services associated with the applications pending before the New Jersey Environmental Infrastructure Trust.

Discussion: Alt. Cmmr. Scott asked whether the fees in the new agreement were consistent with the Engineer's yearly contract and the Engineer responded "Yes".

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

The Engineer then provided the Commissioners with the following resolution for consideration and approval:

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

RESOLUTION 2013 -

AUTHORIZING RELEASE OF MAINTENANCE BONDS

WHEREAS, Schedule VI of the Rates, Rules and Regulations of the Willingboro Municipal Utilities Authority requires that the owner of the property and/or his representative making application for approval of any connection to the Authority Systems post a Maintenance Bond in an amount estimated by the Authority's Consulting Engineer, and

WHEREAS, the Consulting Engineer may, from time to time, recommend the release of a Maintenance Bond after two years, and

NOW, THEREFORE, BE IT RESOLVED by the Willingboro Municipal Utilities Authority assembled in regular session this 23rd day of January 2013 that:

1. Two (2) year Maintenance Bond for Friends Academy is released.
2. This release is conditioned upon the satisfactory payment of all outstanding engineering and other bills.
3. A copy of this resolution be forwarded to Friends Academy as developers of the above project.
4. A copy of this resolution be made a part of the minutes of this public meeting.

James H. Gray, Chairman

ATTEST:

Michael A. Armstrong, Secretary

Discussion: None.

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

Mr. Bateman provided the Commissioners with a printout of the professional RFQ. Cmmr. Walker noted that it was not proof that the ad was published.

Motion: Cmmr. Walker made a motion to re-publish the professional RFQs and extend our current professionals for a period of the 30 days and remove the requirements for the auditors.

Discussion: The Commissioners decided to have the ED provide a draft RFQ for the Commissioners' review and discussion at the next regular meeting rather than move forward with Mr. Walker's motion.

Motion: A motion was made by Cmmr. Gray to go into executive session to discuss personnel matters. Cmmr. Reiter seconded the motion.

Discussion: None.

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

Cmmr. Campbell departed the meeting at 8:09 p.m during executive session.

Motion: A motion was made by Cmmr. Reiter to come out of executive session to discuss personnel matters. Cmmr. Clemons seconded the motion.

Roll Call Vote: James Gray, AYE; Dennis Reiter, NO; Christopher Walker, AYE; Anthony Clemons, AYE; and Alt. Cmmr. Jennings, AYE.

Motion: The MUA policy shall be amended to reflect that no stipends shall be provided for employees taking on additional tasks and in addition the MUA shall not provide additional compensation to employees who are promoted, but who essentially perform the same functions or duties effective immediately. Moved by Cmmr. Reiter and seconded by Cmmr. Clemons.

Roll Call Vote: Alt. Cmmr. Jennings AYE; Dennis Reiter, AYE; Christopher Walker, AYE; Anthony Clemons, AYE; and James Gray, AYE.

Motion: Cmmr. Walker made a motion directing Mr. Bateman to contact Civil Service regarding the Account Clerk and Water Department Superintendent to apply for open competitive examinations and input a salary range of \$38,000 – \$42,000 and \$65,000 -\$85,000, respectively, based upon experience.

Roll Call Vote: James Gray, AYE; Dennis Reiter, NO; Christopher Walker, AYE; Anthony Clemons, AYE; and Alt. Cmmr. Jennings, AYE.

Motion: To adjourn made by Cmmr. Reiter and seconded by Cmmr. Clemons.

Roll Call Vote: James Gray, AYE; Dennis Reiter, NO; Christopher Walker, AYE; Anthony Clemons, AYE; and Alt. Cmmr. Jennings, AYE.

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

Roll Call Vote: Cmmr. James Gray, 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 January 23, 2013 Regular Meeting of the Willingboro Municipal Utilities Authority.

Michael A. Armstrong, Secretary