

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY
Regular Meeting Minutes
December 16, 2015

The meeting of the Willingboro Municipal Utilities Authority was held on Wednesday, December 16 2015 in the Authority office. Chairman T. Wayne Scott called the meeting to order at 4:30 PM, and requested that everyone pledge allegiance to the flag. The Chairman 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.
- 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.
- C. Publishing a Public Notice in the Burlington County Times and Courier-Post.
- D. Directing the Secretary to enter into the minutes of this meeting this public announcement.

Roll Call: Cmmr. Eddie Campbell, Jr. (Present), Cmmr. Christopher Walker (Arrived at 5:13 PM), Cmmr. Jacqueline Jennings (Present), Cmmr. T. Wayne Scott (Present), Cmmr. Clayton Sills (Present), Alt. Cmmr. Webster Evans (Present) and Alt. Cmmr. Carl Turner (Present).

Others attending; Michael A. Armstrong, Secretary, James Mackie, Operations Manager, Russell Trice, Engineer, Rebecca Lafferty of Cooper Levenson, Solicitor, Diallyo Diggs, Rita Taliaferro, Personnel Director.

Motion: A motion was made by Cmmr. Campbell and seconded by Cmmr. Scott to adopt Resolution 2015-12016-5 authorizing Revision to the Schedule of Rates, Rules and Regulation, User Fees.

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

RESOLUTION 2015 – 12-16 -5

**AUTHORIZING REVISION TO THE SCHEDULE OF
RATES, RULES & REGULATIONS, USER FEES**

WHEREAS, the Willingboro Municipal Utilities Authority was created in 1958 at which time it developed a set of Rates, Rules and Regulations for the proper operation of the Authority, and

WHEREAS, from time to time these Rates, Rules and Regulations have been modified and amended, and

WHEREAS, the Willingboro Municipal Utilities Authority has been compelled to review its fiscal affairs as a result of the necessary use of earnings to provide monies to

meet significant increases in employee benefits; increased capital expenditures related to the renewal and replacement of the existing infrastructure, and

WHEREAS, as a result of the above review and for the reasons aforesaid indicated, it is necessary to revise the Authority's existing Schedule of Rates, Rules and Regulations in order to obtain sufficient revenues to meet the responsibility of the Authority in accordance with provisions of the New Jersey Authorities Fiscal Control Law and the Bond Indenture, and

WHEREAS, after consultation with appropriate consultants and personnel of the Authority, a proposed revision of the Rates, Rules and Regulations was prepared, and

WHEREAS, pursuant to RS 40:14 (b)-I et Seq. a Notice of Public Hearing on the proposed rate schedule revision was published in the Burlington County Times, posted in the lobby of the office of the Authority and delivered to the Clerk of the Township of Willingboro and the Clerk of the Township of Westampton; and

WHEREAS, the Authority has considered the proposed adjustments to its rate schedules as well as all evidence presented through direct and cross-examination as well as all comments made by those members of the public in attendance at the aforesaid public hearing as well as any written comments that may have been received; and

WHEREAS, the Authority has been satisfied from all of the evidence and comments presented that the proposed adjustment to its rate schedules is reasonable and necessary and in accordance with statutory requirements.

NOW, THEREFORE BE IT RESOLVED by the Willingboro Municipal Utilities Authority, assembled in Regular Session, this 16th day of December, 2015 at the Office of the Authority located at 433 John F. Kennedy Way in Willingboro, New Jersey that the Rates, Rules and Regulations as revised be hereby adopted as a revision to the original Rates, Rules and Regulations adopted in October 1958 as set forth in the notice identified as EXHIBIT A and Exhibit B and

BE IT FURTHER RESOLVED that copies of this resolution be forwarded to the Township Council of the Township of Willingboro, to the Trustee representing the holders of Revenue Bonds of the Authority, to the Secretary/Treasurer of the Edgewater Park Sewerage Authority and to the Administrator of Westampton Township.

T. Wayne Scott, Chairman

ATTEST:

Michael A. Armstrong, Secretary

Exhibit A

2016 SCHEDULE OF RATES EFFECTIVE 1/1/2015

II. SCHEDULE OF RATES

A. Schedule I - Residential Water and/or Sewer Service

WATER:

1. Quarterly MINIMUM charge for water service is \$55.00.
2. Water Allowance for the quarterly minimum charge of \$55.00 is 10,000 gallons.
3. Usage charge for consumption exceeding the gallonage allowance is as follows:
 - a) \$ 2.10 per 1,000 gallons from 10,001 to 13,000 gallons.
 - b) \$ 3.50 per 1,000 gallons from 13,001 to 26,000 gallons.
 - c) \$ 3.95 per 1,000 gallons over 26,000 gallons.
4. Separately metered swimming pools, irrigation systems, lawn watering systems or similar facilities shall be charged for actual usage each quarter at the rate of \$3.95 per thousand gallons with no minimum charge or minimum allowance.

SEWER:

1. Quarterly MINIMUM charge for SEWER service is \$53.00.
2. Sewer allowance based on metered water usage for the quarterly minimum charge of \$53.00 is 10,000 gallons.
3. Usage charge for consumption exceeding the gallonage allowance based on metered water usage is as follows:
 - a) \$3.29 per 1000 gallons over 10,000 gallons.

B. Schedule II - Commercial Water and/or Sewer Service

WATER:

1. Quarterly MINIMUM charge for water service is \$90.00.
2. Water Allowance for the quarterly minimum charge of \$90.00 is 10,000 gallons.
3. Usage charge for consumption exceeding the gallonage allowance is as follows:
 - a) \$ 4.00 per 1,000 gallons from 10,001 to 13,000 gallons.
 - b) \$ 5.50 per 1,000 gallons from 13,001 to 26,000 gallons.
 - c) \$ 7.00 per 1,000 gallons over 26,000 gallons.
4. Separately metered swimming pools, irrigation systems, lawn watering systems or similar facilities shall be charged for actual usage each quarter at the rate of \$4.00 per thousand gallons with no minimum charge or minimum allowance.

SEWER:

1. Quarterly MINIMUM charge for SEWER service is \$60.00.
2. Sewer allowance based on metered water usage for the quarterly minimum charge of \$60.00 is 10,000 gallons.
3. Usage charge for consumption exceeding the gallonage allowance based on metered water usage is as follows:
 - a) \$4.00 per 1000 gallons over 10,000 gallons.

Exhibit B

Connection Fee Schedule

SCHEDULE V

CLASS 1

Residential

Sewerage connection fee \$ 4,329.00
Water connection fee \$2,936.00

CLASS 2

Non-Residential: Hotel or Motel
Sewerage connection fee \$ 2,165.00
Water connection fee \$1,468.00

CLASS 3

Non-Residential: General
Sewerage connection fee \$ 4,329.00
Sewer @ Gallon \$ 27.63
Water connection fee \$2,936.00
Water @ Gallon \$18.74

CLASS 4

Affordable Housing
Sewerage connection fee 50%
Water connection fee 50%

CLASS 5

Irrigation, Lawn Sprinklers or Swimming Pools
1 Inch \$ 3,600.00
1 1/2 Inch \$5,800.00
2 Inch \$9,300.00
3 Inch \$18,600.00
4 Inch \$29,000.00

CLASS 6

Fire Service Public or Private N/C N/C N/C

Discussion: Public Hearing: Martin Nock was glad the rate changes were not substantial. He asked questions and made comments regarding the budget and its effect on the rates. (A detailed transcription of the rate hearing was transcribed by a certified court reporter.)

Roll Call: Cmmr. Campbell, AYE; Cmmr. Jennings, AYE; Cmmr. Scott, AYE; Cmmr. Sills, AYE; Alt. Cmmr. Evans, AYE.

Public Comment: None.

Motion: A motion was made by Alt Cmmr. Evans and seconded by Cmmr. Campbell to approve the Minutes of the November 16, 2015 meeting.

Roll Call: Cmmr. Campbell, AYE; Cmmr. Jennings, AYE; Cmmr. Scott, AYE; Cmmr. Sills, AYE; Alt. Cmmr. Evans, AYE.

Motion: A motion was made by Cmmr. Scott and seconded by Cmmr. Jennings to receive and file the Treasurer's Report.

Discussion: None.

Roll Call: Cmmr. Campbell, AYE; Cmmr. Jennings, AYE; Cmmr. Scott, AYE; Cmmr. Sills, AYE; Alt. Cmmr. Evans, AYE.

Motion: A motion was made by Cmmr. Jennings and seconded by Cmmr. Scott to receive and file the Operations and Maintenance Report.

Discussion: Alt. Cmmr. Turner asked who is responsible for fire hydrant painting and flushing. Operations Manager informed Cmmr. Turner that it was the Superintendent's responsibility to maintain the fire hydrants.

Roll Call: Cmmr. Campbell, AYE; Cmmr. Jennings, AYE; Cmmr. Scott, AYE;
Cmmr. Sills, AYE; Alt. Cmmr. Evans, AYE.

The Executive Director provided the Commissioners with a copy of an email report from Thomas W. Dickinson, PE, CEP, of EnergyBy5 recommending that the Commissioners select Constellation NewEnergy for a 48 month term of energy supply commencing May 2016 and ending May 2020 which will result in a 9% savings to the WMUA in comparison to the current contract over the next four years.

Motion: A motion was made by Cmmr. Jennings and seconded by Cmmr. Campbell to adopt Resolution 2015-12-16-6 Authority Budget Resolution WMUA.

2016 AUTHORITY BUDGET RESOLUTION
WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

RESOLUTION 2015 – 12-16 -6

FISCAL YEAR: **FROM:** January 1, 2016 **TO:** December 31, 2016

WHEREAS, the Annual Budget and Capital Budget/Program for the Willingboro Municipal Utilities Authority for the fiscal year beginning January 1, 2016 and ending, December 31, 2016 has been presented for adoption before the governing body of the Willingboro Municipal Utilities Authority at its open public meeting of December 16, 2015; 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 \$ 11,083,000.00, Total Appropriations, including any Accumulated Deficit, if any, of \$11,171,000.00 and Total Unrestricted Net Position utilized of \$300,000.00; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$10,295,200.00 and Total Unrestricted Net Position planned to be utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Willingboro Municipal Utilities Authority, at an open public meeting held on December 16, 2015 that the Annual Budget and Capital Budget/Program of the Willingboro Municipal Utilities Authority for the fiscal year beginning, January 1, 2016 and, ending, December 31, 2016 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.

(Secretary's Signature)

(Date)

Governing Body		Recorded Vote		
Member:	Aye	Nay	Abstain	Absent

Eddie Campbell, Jr.

Christopher Walker

Jacqueline Jennings

T Wayne Scott

Clayton Sills

Discussion: The Executive Director summarized the budget and intends to put his written summary on the MUA website.

Roll Call: Cmmr. Jennings, AYE; Cmmr. Scott, AYE; Cmmr. Sills, AYE; Alt. Cmmr. Turner, AYE, Alt. Cmmr. Evans, AYE.

Motion: A motion was made by Cmmr. Campbell and seconded by Cmmr. Sills to receive and file the Consulting Engineer’s Report.

Discussion: None.

Roll Call: Cmmr. Campbell, AYE; Cmmr. Jennings, AYE; Cmmr. Scott, AYE; Cmmr. Sills, AYE; Alt. Cmmr. Evans, AYE.

Motion: A motion was made by Cmmr. Jennings and seconded by Cmmr. Campbell to adopt Resolution 2015-12-16-1 for Change Order No. 2 to Contract 2013-2B Wells 9, 10 & 11 Electrical Upgrade.

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

RESOLUTION 2015-12-16-1

CHANGE ORDER NO. 2 TO CONTRACT 2013–2B

WELLS 9, 10 AND 11 ELECTRICAL UPGRADES

WHEREAS, the Willingboro Municipal Utilities Authority has complied with the requirements of the Local Public Contracts Law (P.L. 1971, Ch. 198) and received sealed bids for Wells 9, 10 and 11 Electrical Upgrades on January 5, 2015 and awarded such contract on January 21, 2015, and

WHEREAS, the contract was awarded to Municipal Maintenance Company, and

WHEREAS, PSE&G is requiring that the gas line and meter setting be relocated to a minimum of 10 feet from the generator, and

WHEREAS, the contractor has provided a price quote for relocating the gas line and meter setting in the amount of \$4,740.76 for such work, and

WHEREAS, the Consulting Engineer has reviewed the contractor's quote and is recommending approval of this change order.

NOW, THEREFORE, BE IT RESOLVED by the Willingboro Municipal Utilities Authority assembled in regular session this 16th day of December 2015 that:

1. Change Order No. 2 in the amount of \$4,740.76 is approved.
2. The Consulting Engineer and Executive Director are authorized to take all steps necessary to effectuate this change order.
3. A copy of this resolution be spread upon the minutes of this public meeting.

T. Wayne Scott, Chairman

CERTIFICATION BY SECRETARY

I, Michael A. Armstrong, 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 Wednesday December 16, 2015.

In witness thereof, I have here unto set my hand and affixed the seal of the Authority this 16th day of December 2015.

Michael A. Armstrong, Secretary

CERTIFICATION OF AVAILABILITY OF FUNDS

As required by NJSA 40A: 4-57, NJAC 5:30-14.5, and any other applicable requirements, I, Diallyo Diggs, Treasurer of the Willingboro Municipal Utilities Authority have ascertained that there are now available sufficient funds to pay for Change Order No. 2 in the amount of \$4,740.76. The funds shall be charged to the following fund:

These funds are not certified as being available for more than one pending contract.

Diallyo Diggs, Treasurer
Date

Discussion: None.

Roll Call: Cmmr. Scott, AYE; Cmmr. Sills, AYE; Alt. Cmmr. Evans, AYE, Alt.

Cmmr. Turner, AYE.

The Engineer expressed concerns regarding a contractor presently working on a WMUA project and requested that the Board authorize the Solicitor to assist him with the issue. The Board agreed.

Motion: A motion was made by Cmmr. Campbell and seconded by Cmmr. Sills to enter Executive Session.

Discussion: None.

Roll Call: Cmmr. Campbell, AYE; Cmmr. Scott, AYE; Cmmr. Sills, AYE; Alt.

Cmmr. Webster, AYE, Alt. Cmmr. Turner, AYE.

Commissioner Walker arrives at 5:13 PM while in the Board is in closed session.

Motion: A motion was made by Cmmr. Walker and seconded by Cmmr. Sills to re-enter public session.

Discussion: None.

Roll Call: Cmmr. Scott, AYE; Cmmr. Sills, AYE; Alt. Cmmr. Jennings, AYE, Alt.

Cmmr. Campbell, AYE, Cmmr. Walker, AYE.

Commissioners Campbell, Jennings and Walker left the meeting to attend a municipal council meeting at 6:00 p.m.

Motion: A motion was made by Cmmr. Sills and seconded by Alt. Cmmr. Evans
for Resolution 2015-12-16-2 for Award of Contract Water Meters.

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

RESOLUTION 2015-12-16-2

AWARD OF CONTRACT

PURCHASE OF WATER METERS

WHEREAS, the Willingboro Municipal Utilities Authority has complied with the requirements of the Local Public Contracts Law (P.L. 1971, Ch. 198) and did in fact receive sealed bids for the purchase of water meters on December 16, 2015 at 9:30 A.M., and

WHEREAS, the bids were publicly opened and have been reviewed as to form and content and have been found to be in order, and

WHEREAS, bids were received from one vendor, HD Supply Waterworks, LTD, and

WHEREAS, the Authority has determined that the bid submitted by the low bidder, HD Supply Waterworks, LTD was the lowest responsible bid and meets the specifications, and

WHEREAS, the Treasurer has certified that funds are available and have been budgeted for this purpose, and

NOW, THEREFORE, BE IT RESOLVED by the Willingboro Municipal Utilities Authority assembled in regular session this 16th day of December, 2015 that:

1. A Contract be awarded to HD Supply Waterworks, LTD as the lowest, responsible bidder.
2. The Executive Director is authorized to execute the necessary forms of contract.
3. A copy of this resolution be spread upon the minutes of this public meeting.

T. Wayne Scott, Chairman

ATTEST:

Michael A. Armstrong, Secretary

CERTIFICATE OF AVAILABILITY OF FUNDS FOR MULTI-YEAR CONTRACTS

As required by NJSA 40A: 4-57, NJAC 5:30-14.5, and any other applicable requirements, I, Diallyo Diggs, Treasurer of the WILLINGBORO MUNICIPAL UTILITIES AUTHORITY have ascertained that there are now available sufficient funds to award a contract between the WILLINGBORO MUNICIPAL UTILITIES AUTHORITY and HD Supply Waterworks, LTD. Pursuant to N.J.A.C. 5:30-14.5(c)4, multi-year contracts entered into for periods in excess of twelve (12) months shall be certified and charged to the respective budgets in accordance with the time(s) at which the respective work or services are performed or liability for payment is otherwise incurred. Accordingly, commitments and payments required in excess of the initial twelve (12) months are contingent upon necessary funds being appropriated in future budgets by a subsequent governing body.

Contract Period: From January 1, 2016 through December 31, 2017

Total Amount of Contract Estimated: \$129,500.00

Amount Certified for Current Budget Year 2016: \$100,000.00

Amount to be Certified for the next Budget Year 2017: \$ 29,500.00

Funds for certification are therefore being made available and certified against the appropriation for: 03-300-6245-6 water meter replacements

These funds are not being certified as being available for more than one pending contract.

Diallyo Diggs, Treasurer

Discussion: Alt. Cmmr. Turner asked “Are these Smart Meters?” The Operations Manager said that they are not.

Roll Call: Cmmr. Scott, AYE; Cmmr. Sills, AYE; Alt. Cmmr. Evans, AYE, Alt. Cmmr. Turner, AYE.

Motion: A motion was made by Alt. Cmmr. Turner and seconded by Cmmr. Sills to adopt Resolution 2015-12-16-3 Award of Contract Chemicals.

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

RESOLUTION 2015- 12-16-3

AWARD OF CONTRACT FOR CHEMICALS

WHEREAS, the Willingboro Municipal Utilities Authority has complied with the requirements of the Local Public Contracts Law (P.L. 1971, Ch. 198) and did in fact receive sealed bids for CHEMICALS on Wednesday, December 16, 2015 at 10:00 A.M. and,

WHEREAS, the bids were publicly opened and have been reviewed as to form and content and have been found to be in order, and

WHEREAS, the Treasurer has certified that funds are available and have been budgeted for this purpose, and

WHEREAS, the low bidders, based on final cost to the Authority to treat a 1 MG unit volume of potable water or wastewater plant influent, were as follows:

CHEMICAL	VENDOR	UNIT PRICE
Hydrated Lime Per ton	Reed and Perrine Sales, Inc.	\$302.40
Hydrofluorosilicic Acid per cwt.	Coyne Chemical Co.	\$55.05
Polymer (Magna-Floc-25) per lb.	Coyne Chemical Co.	\$1.7682
Polymer (Zetag 8849) per lb.	Coyne Chemical Co.	\$1.1834
Sulfur Dioxide per cwt.	JCI Jones Chemicals, Inc.	\$57.50
Sodium Hypochlorite Per gal	JCI Jones Chemicals, Inc.	\$0.73

NOW, THEREFORE, BE IT RESOLVED by the Willingboro Municipal Utilities Authority assembled in regular session this 16th day of December, 2015 that:

1. Contracts be awarded to the following companies as the lowest, responsible bidders:

Reed & Perrine Sales, Inc. for Hydrated Lime
Geo. S. Coyne Chemical Co., Inc. for Hydrofluorosilicic Acid

Geo. S. Coyne Chemical Co., Inc. Polymer Magna Floc LT25
Geo. S. Coyne Chemical Co., Inc. for Polymer ZETAG 8849
Jones Chemicals, Inc. for Sulfur Dioxide

Jones Chemicals, Inc. for Sodium Hypochlorite and Sulfur Dioxide

2. The Executive Director is authorized to execute the necessary forms of contracts.

3. A copy of this resolution be spread upon the minutes of this public meeting.

T. Wayne Scott, Chairman

ATTEST:

Michael A. Armstrong, Secretary

CERTIFICATE OF AVAILABILITY OF FUNDS FOR MULTI-YEAR CONTRACTS

As required by N.J.S.A. 40A: 4-57, N.J.A.C. 5:30-14.5, and any other applicable requirement, I, Diallyo Diggs, TREASURER of the Willingboro Municipal Utilities Authority have ascertained that there are now available sufficient funds to award contracts to GEO. S. COYNE CHEMICAL CO., INC., JONES CHEMICALS, INC. and REED & PERRINE SALES, INC. for various chemicals in the amount of \$480,945.40. Pursuant to N.J.A.C. 5:30-14.5(c)4, multi-year contracts entered into for periods in excess of twelve (12) months shall be certified and charged to the respective budgets in accordance with the time(s) at which the respective work or services are performed or liability for payment is otherwise incurred. Accordingly, commitments and payments required in excess of the initial twelve (12) months are contingent upon necessary funds being appropriated in future budgets by a subsequent governing body.

Contract Period: From January 1, 2016 through December 31, 2017

Total Amount of Contracts: \$480,945.40

Amount Certified for Current Budget Year 2016: \$309,500.00

Amount to be certified for the next budget year 2017: \$171,445.40

Funds for certification are therefore being made available and certified against the appropriation for OPERATING FUND, CHEMICALS (WATER AND SEWER).

Diallyo Diggs
Treasurer

Discussion: None.

Roll Call: Cmmr. Scott, AYE; Cmmr. Sills, AYE; Alt. Cmmr. Evans, AYE, Alt.

Cmmr. Turner, AYE.

Motion: A motion was made by Alt. Cmmr. Turner and seconded by Cmmr. Sills to adopt Resolution 2015-12-16-4 Establishing and Implementing A Fair and Open Process for the Selection of Various Professional Service Agreements.

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

RESOLUTION 2015 12-16-4 ESTABLISHING AND IMPLEMENTING A FAIR AND OPEN PROCESS FOR THE SELECTION OF VARIOUS PROFESSIONAL SERVICE AGREEMENTS

WHEREAS, the WMUA requires the services of various professional service providers; and

WHEREAS, professional services are exempt from the requirement of public bidding pursuant to N J S A 40A:11-5; and

WHEREAS, the WMUA continues to find it advisable to select professionals primarily on the basis of qualification including qualifications uniquely suited to the needs of the WMUA; and

WHEREAS, the WMUA has determined that it is appropriate to implement a fair and open process for the awarding of professional services contracts; and

WHEREAS, to receive statements of qualification in a manner that fosters a fair and open process it is necessary and advisable to establish advance general criteria and specific minimum requirements for so many of those appointments as possible; and

WHEREAS, the WMUA has determined that a fair and open process requires public advertisement of professional appointments in a manner and with sufficient time to provide notice in advance of the contemplation of the appointment and the criteria to be considered in making the appointment; and

WHEREAS, the WMUA has determined that a fair and open process requires that all responses be publicly opened and announced and thereafter that all appointments be made at a public meeting of the governing body and then published in accordance with N.J.S.A.40A:11-5.

NOW, THEREFORE, BE IT RESOLVED, AS FOLLOWS:

1. All professional service appointments contained on Schedule A attached to and made a part hereof shall be subject to a fair and open process as set forth below.

2. The Secretary shall cause a legal notice to be published in a newspaper authorized to publish legal notices for the WMUA, stating that a full listing of all professional service appointments subject to a fair and open process together with the criteria established for the consideration of qualifications will be posted on the WMUA's Internet website beginning no later than December 30, 2015. This newspaper notice shall be published no later than December 30, 2015.

3. The criteria for each position contained on Schedule A follows immediately subsequent to the listing on Schedule A. These criteria shall be disclosed together with the posting of these positions on the WMUA's internet web site as set forth above.

4. The website posting shall inform potential applicants that all submissions must be made to the WMUA and received not later than 12:00 noon, January 14, 2016.

5. Commencing at 12:01 p.m. on January 14, 2016, or as soon thereafter as may be possible, the WMUA or its designee shall publicly open and announce all submissions in the WMUA's public meeting room.

6. The Commissioners shall thereafter review all submissions.

7. Appointments shall thereafter be made at a public meeting of the Commissioners no sooner than its annual reorganization meeting.

8. Subsequent to appointments, appropriate notices shall be published in

accordance with the requirements of N.J.S.A. 40A:11-5.

BE IT FURTHER RESOLVED, that those positions included on Schedule A are those which the WMUA reasonably believes will be subject to appointment for the year 2016. However, all such appointments are subject to the availability of funds and the continuing needs of the WMUA. Accordingly, inclusion of a position on Schedule A is not a representation or warranty that such position will be filled, but that if filled it will be subject to the process contained herein.

BE IT FURTHER RESOLVED, that the Commissioners have determined that the terms of this Resolution constitute a fair and open process as to all positions included herein.

T. Wayne Scott, Chairman

CERTIFICATION BY SECRETARY

I, Michael A. Armstrong, 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 Wednesday, December 16, 2015.

Michael A. Armstrong, Secretary

SCHEDULE A

The Willingboro Municipal Utilities Authority solicits statements of qualification for applicants for appointment to the following professional positions. Responses should address the general criteria and mandatory minimum criteria for the position sought. All responses will be treated as confidential and reviewed only by the governing body, unless otherwise required by law. Responses must be received in the Office of the Executive Director, Willingboro Municipal Utilities authority, 433 John F. Kennedy Way, Willingboro, New Jersey 08046, no later than 12:00 PM Thursday, January 14, 2016. All responses shall be opened and announced publicly, immediately thereafter by the Executive Director or his representative. Responses will be reviewed by the governing body and all appointments will be announced at a public meeting. Unless otherwise noted appointments shall be for the period February 1, 2016 through January 31, 2017 and subject to the execution of an appropriate contract.

GENERAL PROPOSAL REQUIREMENTS

The request for qualifications is to be formatted as follows to assure consistency:

- Section A. Understanding of the Scope of Services to be provided for the Willingboro Municipal Utilities Authority
- Section B. Qualifications & Experience
- Section C. Resume & Qualifications of Key Personnel
- Section D. Client Reference List
- Section E. Conflict of Interest(s): This section should disclose any potential conflicts of interest that the firm may have in performing these services for the Willingboro Municipal Utilities Authority
- Section F. Miscellaneous/Other information (This section is for any further pertinent data and information not included elsewhere in the RFQ and found necessary by the proposer).

MISCELLANEOUS REQUIREMENTS

1. The Willingboro Municipal Utilities Authority will not be responsible for any expenses incurred by any firm in preparing or submitting a proposal. All proposals shall provide a straightforward, concise delineation of the firm's capabilities to attest to the requirements of this Request for Qualifications. Emphasis should be on completeness and clarity of content.
2. The contents of the proposal submitted by the successful firm(s) and this Request for Qualifications may become part of the contract for these services. The successful firm(s) will be expected to execute said contract with the Willingboro Municipal Utilities Authority.
3. Proposals shall be signed in ink by the individual or authorized principal of the responding party. Proposals submitted shall be valid for a minimum of 60 days from the date of opening.
4. The Willingboro Municipal Utilities Authority reserves the right to reject any and all proposals received by reason of this Request for Qualifications, or to negotiate separately in any manner necessary to serve the best interests of the Authority. Firms whose proposals are not accepted will be notified in writing.
5. Any selected firm is prohibited from assigning, transferring, conveying, subletting or otherwise disposing of this Agreement of its rights, title, or interest therein or its power to execute such agreement to any other person, company or corporation without the prior written consent of the Authority.
6. The selected firm(s) shall be required to comply with the requirements of P.L. 1975, c. 127 (see attached affirmative action language) and submit an employee information report or certificate of employee information report approval. This requirement will be addressed upon execution of the Agreement.
7. The selected firm(s) shall be required to provide a Business Registration Form(s).
8. The selected firm(s) may be required to provide Proof of Insurance.

EVALUATION OF PROPOSALS

The proposal will be independently evaluated on the basis of the criteria listed below:

Proven record of experience, including referrals, in providing the type of services detailed herein

- Ability to provide services in a timely manner.
- Personnel qualifications.
- Understanding of the services requested (including completeness and clarity of submission), and qualitative nature of the services proposed.

SPECIFIC PROPOSAL REQUIREMENTS

ATTORNEY (SOLICITOR)

GENERAL CRITERIA: The Willingboro Municipal Utilities Authority desires to appoint an attorney who will be the chief, general legal officer of the Authority. Applicants should demonstrate knowledge of general New Jersey municipal law, New Jersey environmental law and municipal contract law. Any experience or knowledge of matters directly affecting the Willingboro Municipal Utilities Authority should be addressed.

MANDATORY MINIMUM REQUIREMENTS:

1. Must be licensed to practice law in the State of New Jersey for a period of not less than ten (10) years preceding the proposed appointment, and eligible to appear

before all state and federal courts in New Jersey., as well as New Jersey administrative agencies and the Office of Administrative Law.

2. Must have a minimum of five (5) years experience in the general representation of municipal governments or municipal authorities.

3. Must list past and present municipal or government authorities represented.

4. Must maintain a bona fide principal office in the State of New Jersey.

5. Must have sufficient support staff available to provide all general legal services required by the Authority including, but not limited to, legal research, preparation of resolutions, preparation of ordinances, preparation of contracts and other legal documents.

LABOR COUNSEL

GENERAL CRITERIA: The Willingboro Municipal Utilities Authority desires to appoint an attorney or firm who will be the Authority's primary representative in all matters relating to labor relations. Applicants should demonstrate knowledge of and experience in the representation of public employers. Any experience or knowledge of matters that directly affect the Willingboro Municipal Utilities Authority should be addressed.

MANDATORY MINIMUM REQUIREMENTS:

1. Must be licensed to practice law in the State of New Jersey and eligible to appear before all state and federal courts and administrative agencies of the State of New Jersey for a period of not less than ten (10) years preceding appointment.

2. Must have a minimum of seven (7) years experience, representing public employers in labor relation matters.

3. Must have sufficient support staff to provide all services required by the Authority including, but not limited to, legal research, preparation of legal memoranda, contracts and other legal documents.

4. Must maintain a bona fide principal office in the State of New Jersey.

5. Must list past and present public employers represented as Labor Counsel.

BOND COUNSEL

GENERAL CRITERIA The Willingboro Municipal Utilities Authority desires to appoint an attorney or firm who will be the primary legal representative of the Authority in all matters relating to the issuance of public debt instruments including bonds and bond anticipation notes of the Authority. Applicant should demonstrate knowledge of municipal bond and finance law. Any experience or knowledge of matters that directly affect the Willingboro Municipal Utilities Authority should be addressed.

MANDATORY MINIMUM REQUIREMENTS:

1. Must be licensed to practice law in the State of New Jersey and eligible to appear before all state and federal courts and administrative offices of the State of New Jersey for a period of not less than ten (10) years preceding~ appointment.

2. Must have a minimum of ten (10) years experience representing municipal entities in connection with the approval of bond ordinances and the issuance of municipal bonds and/or notes.

3. Must maintain a bona fide office in the State of New Jersey.

4. Must have sufficient support staff to provide all services required by the Authority including, but not limited to, the preparation of all documents necessary and incidental to the issuance of bonds and other municipal obligations.
5. Must list past and present public entities represented as Bond Counsel.

INDEPENDENT AUDITOR

GENERAL CRITERIA: The Willingboro Municipal Utilities Authority desires to appoint a firm of certified public accountants to act as municipal auditors for the Willingboro Municipal Utilities Authority. Applicant(s) should demonstrate knowledge of municipal utilities auditing laws and regulations and experience in providing advice to municipal entities on records compliance issues. Any experience or knowledge of matters that directly affect the Willingboro Municipal Utilities Authority should be addressed.

MANDATORY MINIMUM REQUIREMENTS:

1. The firm must employ a minimum of ten (10) certified public accountants who have been licensed in that capacity for a period of not less than seven (7) years each prior to the date of appointment.
2. The firm must employ a minimum of five (5) registered municipal accountants qualified in that capacity for a minimum of five (5) years each prior to the appointment.
3. Must have a minimum of ten (10) years' experience in providing auditing services to utilities authorities within the State of New Jersey.
4. Must maintain a current principal office within the State of New Jersey.
5. Must describe any special services available to municipal clients.
6. Must list all past and present municipal clients.

CONSULTING ENGINEERS

GENERAL CRITERIA: The Willingboro Municipal Utilities Authority desires to appoint a firm or firms to provide consulting engineering services to the Authority. Applicants should demonstrate knowledge and experience with respect to all aspects of engineering services required by a municipal utilities authority. Any experience or knowledge of matters that directly affect the Willingboro Municipal Utilities Authority should be addressed. The successful firm(s) shall comply with all applicable federal, state and local statutes, rules and regulations.

MANDATORY MINIMUM REQUIREMENTS:

1. Must be certified to provide engineering services in the State of New Jersey.
2. Must have a minimum of five (5) years experience in providing consulting services to municipalities including demonstrated experience with water and sewer projects, drainage improvement projects, utility upgrades and replacement, public building improvement programs, land surveying and mapping projects.
3. Must be experienced in obtaining permits and approvals from various state, county and local regulatory agencies.
4. Must maintain a staff of New Jersey licensed or certified professionals sufficient to service the Willingboro Municipal Utilities Authority including but not limited to: civil engineers, land surveyors, planners, environmental scientists and construction administrators.
5. Must maintain a principal office location in close proximity to Willingboro so as to be able to respond to emergent matters promptly.

6. Must be experienced in the preparation of grant applications.
7. Must have project managers with at least five (5) years of municipal experience.
8. Must list past and present municipalities served as Consulting Engineer.

INSURANCE REQUIREMENTS:

Prior to commencing work under contract, the successful firm shall furnish the Willingboro Municipal Utilities Authority with a certificate of insurance as evidence that it has procured the insurance coverage required herein. A carrier approved by the Willingboro Municipal Utilities Authority must provide the coverage. Firms must give the Willingboro Municipal Utilities Authority a sixty (60) day notice of cancellation, non-renewal, or change in insurance coverage. The successful firm(s) shall provide and maintain the following minimum limits of insurance coverage during the period of performance required under the contract resulting from this Request for Qualifications:

PROFESSIONAL LIABILITY

Minimum of \$1,000,000.00 errors and omissions per occurrence to be amended based upon the specific work and values involved.

WORKERS COMPENSATION AND EMPLOYERS' LIABILITY

- Statutory coverage for New Jersey
- \$100,000.00 Employer's Liability

GENERAL LIABILITY

Minimum of \$1,000,000 per occurrence to be amended based upon the specific work and values involved. The Willingboro Municipal Utilities Authority shall be named as additional insured with respect to general liability.

AUTOMOBILE LIABILITY

Minimum of \$1,000,000 per occurrence / \$1,000,000 aggregate. This coverage is required if the operation of any vehicle is required in the performance of the services detailed herein (including but not limited to the use of a vehicle to make any on-site visits).

INDEMNIFICATION

The selected firm(s) shall defend, indemnify and hold harmless the Willingboro Municipal Utilities Authority; its officers, agents, and employees from any and all claims and costs of any nature. Whether for personal injury, property damage, or other liability arising out of or in any way connected with the firm's acts or omissions under this agreement.

AUTHORITY PHYSICIAN

GENERAL CRITERIA: The Willingboro Municipal Utilities Authority desires to appoint an Authority physician who will be a primary resource to provide emergency medical attention as required for employees of the Authority of Willingboro and regular care and referral services for employees injured while in the course of their employment as well as drug and alcohol screening. Applicants should demonstrate knowledge and experience serving as physicians for municipal entities. Any experience or knowledge of matters that directly affect the Willingboro Municipal Utilities Authority should be addressed.

MANDATORY MINIMUM REQUIREMENTS:

1. Must be licensed to practice medicine in the State of New Jersey for a minimum often **(10)** years prior to appointment.
2. Must have a minimum of ten (10) years experience in treatment and care as it relates to occupational health issues.
3. Must have demonstrable experience in dealing with issues particular to the fitness for duty of public .employees.
4. Must have sufficient staff to perform all clerical functions required by a municipal entity of its appointed physician.
5. Must have a principal office in close proximity to the Willingboro Municipal Utilities Authority, preferably within the Willingboro Municipal Utilities Authority for the purpose of providing prompt access for Authority employees.
6. Must list all past and present municipal clients.

SPECIAL PROJECT ENGINEER

GENERAL CRITERIA: The Willingboro Municipal Utilities Authority desires to appoint a firm or firms to provide consulting engineering services for special projects to the Authority. Applicants should demonstrate knowledge and experience with respect to all aspects of engineering services required by a municipal utilities authority. Any experience or knowledge of matters that directly affect the Willingboro Municipal Utilities Authority should be addressed. The successful firm(s) shall comply with all applicable federal, state and local statutes, rules and regulations.

MANDATORY MINIMUM REQUIREMENTS:

1. Must be certified to provide engineering services in the State of New Jersey.
2. Must have a minimum of five (5) years experience in providing consulting services to municipalities including demonstrated experience with water and sewer projects, drainage improvement projects, utility upgrades and replacement, public building improvement programs, land surveying and mapping projects.
3. Must be experienced in obtaining permits and approvals from various state, county and local regulatory agencies.
4. Must maintain a staff of New Jersey licensed or certified professionals sufficient to service the Willingboro Municipal Utilities Authority including but not limited to: civil engineers, land surveyors, planners, environmental scientists and construction administrators.
5. Must maintain a principal office location in close proximity to Willingboro so as to be able to respond to emergent matters promptly.
6. Must be experienced in the preparation of grant applications.
7. Must have project managers with at least five (5) years of municipal experience.
8. Must list past and present municipalities served as Consulting Engineer.

INSURANCE BROKER

GENERAL CRITERIA: The Willingboro Municipal Utilities Authority desires to appoint an Authority Insurance Broker who will be a primary resource to provide insurance information and risk management for property, liability and health as well as employee benefits as required and authorized by the WMUA Executive Director. Applicants should demonstrate knowledge and experience serving as

Insurance Brokers for municipal entities. Any experience or knowledge of matters that directly affect the Willingboro Municipal Utilities Authority should be addressed.

MANDATORY MINIMUM REQUIREMENTS:

1. Must be licensed to practice medicine in the State of New Jersey for a minimum often **(10)** years prior to appointment.
2. Must have a minimum of ten (10) years experience in treatment and care as it relates to occupational health issues.
3. Must have demonstrable experience in dealing with issues particular to the fitness for duty of public .employees.
4. Must have sufficient staff to perform all clerical functions required by a municipal entity of its appointed physician.
6. Must list all past and present municipal clients.

Discussion: None.

Roll Call: Cmmr. Scott, AYE; Cmmr. Sills, AYE; Alt. Cmmr. Evans, AYE, Alt.

Cmmr. Turner, AYE.

Motion: A motion was made by Cmmr. Jennings and seconded by Cmmr.

Campbell to adopt Resolution 2015-12-16-7 Establishing Salaries, Wages and other

Compensation for 2016.

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

RESOLUTION 2015-12-16- 7

ESTABLISHING SALARIES, WAGES AND OTHER

COMPENSATION FOR 2016

BE IT RESOLVED by the Willingboro Municipal Utilities Authority assembled in regular session this 16th day of December, 2015 that the schedule of salaries, wages and related provisions be adopted as follows:

SECTION I –SALARIES AND WAGES

A. Employees covered by the Collective Bargaining Agreement between this Authority and Teamsters Local 676 who are in good standing shall receive wage increases in accordance with the terms and conditions of the new contract approved on December 21, 2015.

B. Commissioners shall receive annual salaries in accordance with the ordinance adopted by Willingboro Township Council.

C. The following non-union employees shall receive the following base annual salaries commencing January 1, 2016:

Position

Salary

Deputy Operations Manager	108,000
WTP Superintendent	97,218
PCP Superintendent	97,218
System Maintenance Supervisor	97,218
Supervising Account Clerk	92,727
PCP Chief Operator	67,570
Supervisor Sewer Maintenance	61,596
Supervisor WTP	68,670
Sr. WTP Operator	60,623
Lab Assistant	41,042
Senior Account Clerk	61,905
Cashier	54,817
Account Clerk	46,680
Customer Service	41,121
Director of Finance	61,800
Board Secretary	11,146
Treasurer	6,000
EEOCC Compliance Officer	2,000

D. All other non-union employees not specifically set forth herein shall remain at their current base salary pending review by the Executive Director and approval of the Willingboro Municipal Utilities Authority.

E. The aforementioned base salaries set forth herein does not include additional increases in salary or other benefits that may be contemplated by the Willingboro Municipal Utilities Authority based upon either existing employment contracts, performance or promotions.

SECTION II – NON-UNION HOLIDAYS

- A. All non-union employees shall be entitled to the following holidays:
1. Full Day Holidays:
 - New Year's Day
 - Martin Luther King Birthday
 - President's Day
 - Good Friday
 - Memorial Day
 - Independence Day
 - Labor Day
 - Columbus Day
 - Veterans Day
 - Thanksgiving Day
 - Day after Thanksgiving
 - Christmas Day
 2. Half Day Holidays:
 - Christmas Eve
 - New Years Eve

SECTION III – Longevity Non-union Employees

Longevity Payments for non-union employees shall be as follows:
Employment anniversaries

5 th anniversary through 10 th anniversary	\$200
11 th anniversary through 15 th anniversary	\$300
16 th anniversary through 20 th anniversary	\$400
21 st anniversary and greater	\$625

Longevity payments will be paid in December and will be based on the employee's current anniversary year.

2 A copy of this resolution is made a part of the minutes of this public meeting.

T. Wayne Scott, Chairman Date:

ATTEST:

Michael A. Armstrong, Secretary Date:

Discussion: Cmmr. Jennings moves to amend the resolution as per discussions in executive session.

Roll Call: Cmmr. Campbell, AYE; Cmmr. Jennings, AYE; Cmmr. Scott, AYE; Cmmr. Sills, AYE; Alt. Cmmr. Evans, AYE.

Motion: A motion was made by Alt. Cmmr. Evans and seconded by Cmmr. Sills to accept the list of bills for payment.

Willingboro M.U.A.
December 16, 2015 meeting

A/P PAID HISTORY BY CHECK NUMBER - SUMMARY

ALL FUNDS FOR CHECKS DATED 11/20/2015 TO 12/17/2015 ALL CHECK NUMBERS

-----CHECK-----		-----VENDOR-----	
#	DATE	#	CHECK AMOUNT
5593	12/01/2015	4325 METLIFE-GROUP BENEFITS	4012.27
5594	11/20/2015	3033 MORTON'S THE STEAK HOUSE	1946.11
5595	12/08/2015	4327 TREASURER STATE OF NJ	820.00
5596	12/08/2015	4327 TREASURER STATE OF NJ	820.00
5597	12/08/2015	4327 TREASURER STATE OF NJ	820.00
5598	12/08/2015	4327 TREASURER STATE OF NJ	820.00
5601	12/17/2015	46 24MEDIA LLC.	700.00
5602	12/17/2015	4010 A C SCHULTES INC	1300.00
5603	12/17/2015	30 ABS ELECTRIC INC	5306.95
5604	12/17/2015	75 ACCURATE BALANCE AND	276.00
5605	12/17/2015	160 ALL INDUSTRIAL SAFETY	590.22
5606	12/17/2015	3017 AMERICAN WATER	403.00
5607	12/17/2015	480 B & H CONTRACTING INC.	30273.64
5608	12/17/2015	500 BILLOWS ELECTRIC SUPPLY	163.90
5609	12/17/2015	2372 BLOCK COMMUNICATIONS	2099.80
5610	12/17/2015	754 BROWN, ESTHER	350.47
5611	12/17/2015	593 BRUCE BURIN AIR COND. & HEATIN	1130.00
5612	12/17/2015	1892 BURLINGTON COUNTY BOARD OF CHO	180.00
5613	12/17/2015	3159 BURLINGTON COUNTY BOARD OF CHO	4640.54
5614	12/17/2015	430 BURLINGTON COUNTY TIMES	361.62
5615	12/17/2015	820 CERTIFIED LABORATORIES	367.50
5616	12/17/2015	873 CINTAS CORPORATION NO. 2	82.51
5617	12/17/2015	964 COMCAST	380.23

5618	12/17/2015	1020	CONTECH ASSOCIATES INC.	1728.00
5619	12/17/2015	1130	COOPER LEVENSON ATTORNEYS AT L	7491.00
5620	12/17/2015	1048	CORPORATE EMPLOYEE BENEFITS LL	1249.98
5621	12/17/2015	1050	COURIER POST	281.10
5622	12/17/2015	1272	DECOTIS FITZPATRICK & COLE LLP	486.20
5623	12/17/2015	1330	DONOVAN, THOMAS J.	59.76
5624	12/17/2015	1430	EDGEWATER BLDG. SUPPLY	79.80
5625	12/17/2015	1493	ENVIRONMENTAL RESOURCE ASSOC.	1133.92
5626	12/17/2015	1110	FASTENAL	146.24
5627	12/17/2015	2040	HACH COMPANY	6545.21
5628	12/17/2015	2770	HAINESPORT ENTERPRISES INC	6308.36
5629	12/17/2015	2110	HARRIS FENCE CORP.	2300.00
5630	12/17/2015	3211	HD SUPPLY FACILITIES MAINTENAN	390.45
5631	12/17/2015	2324	HOME DEPOT CREDIT SERVICES	1001.33
5632	12/17/2015	2282	J.L. DOBBS INC	1258.00
5633	12/17/2015	4499	JACK DOHENY COMPANIES INC	13517.83
5634	12/17/2015	2269	JCI JONES CHEMICALS INC	14377.12
5635	12/17/2015	2764	JVS CUSTOM SPORTSWEAR INC	345.00
5636	12/17/2015	2421	KINGS JANITORIAL SERVICE	500.00
5637	12/17/2015	2387	LALLO, JAMES	109.99
5638	12/17/2015	2369	LEVEL 1 CONSTRUCTION INC.	74708.31
5639	12/17/2015	2695	MACKIE, JAMES	433.55
5640	12/17/2015	2955	MILLER & WEBER	365.98
5641	12/17/2015	2050	MINUTEMAN PRESS OF HAINESPORT	537.67
5642	12/17/2015	3003	MORE POWER ELECTRIC	5830.00
5643	12/17/2015	3070	MUNICIPAL MAINTENANCE CO.	222571.06
5644	12/17/2015	2338	NEOPOST	37.38
5645	12/17/2015	2762	NETWORK MANAGEMENT CONSULTANTS	4000.00
5646	12/17/2015	3152	NEWTOWN OFFICE & COMPUTER SUPP	645.66
5647	12/17/2015	4999	ONE CALL CONCEPTS	558.00
5648	12/17/2015	3610	P S E & G	45251.33
5649	12/17/2015	2340	PETROLEUM TRADERS CORP	310.53
5650	12/17/2015	3467	PHILADELPHIA INSURANCE COMPANI	35870.00
5651	12/17/2015	3630	PYRZ WATER SUPPLY CO INC	411.55
5652	12/17/2015	4680	REED & PERRINE SALES INC.	5808.00
5653	12/17/2015	3801	RIGGINS INC.	2138.05
5654	12/17/2015	3940	SAM'S CLUB	810.37
5655	12/17/2015	3002	SERVICE TRUCK CENTERS INC.	176.02
5656	12/17/2015	4180	SNELL JR., JAMES	196.00
5657	12/17/2015	4285	SPRINGSIDE AUTOMOTIVE INC	884.19
5658	12/17/2015	4340	STEVENSON SUPPLY CO INC	1214.30
5659	12/17/2015	4200	SUNBELT RENTAL INC.	98.48
5660	12/17/2015	4414	TC LANDSCAPE CONSTRUCTION GROU	3344.00
5661	12/17/2015	4460	TRAP ROCK INDUSTRIES LLC	128.90
5662	12/17/2015	3530	U.S. POSTAL SERVICE	9000.00
5663	12/17/2015	1482	ULINE INC.	1437.29
5664	12/17/2015	5002	UNIFIRST CORPORATION	952.51
5665	12/17/2015	2730	UNIVAR USA INC.	2700.00
5666	12/17/2015	3186	VERIZON WIRELESS	1307.56
5667	12/17/2015	4446	VIRTUA AT WORK	134.30
5668	12/17/2015	2260	WASTE MANAGEMENT OF	449.52
5669	12/17/2015	4720	WAWA FLEET	23.97
5670	12/17/2015	4800	WHARTON HARDWARE	149.00
5671	12/17/2015	4535	WILLIAMS SCOTSMAN	506.68
5672	12/17/2015	4540	WILLINGBORO, TOWNSHIP OF	305000.00
5673	12/17/2015	4605	WOOLSTON COMPANY INC.	1533.00
8098	12/01/2015	2150	STATE OF NJ HEALTH BENEFITS PR	17847.30
8099	12/01/2015	2030	STATE OF NJ HEALTH BENEFITS PR	60115.07
	11/27/2015		PAYROLL	101652.12
	12/11/2015		PAYROLL	102638.87
TOTALS:				1128930.57

Discussion: None.

Roll Call: Cmmr. Scott, AYE; Cmmr. Sills, AYE; Alt. Cmmr. Evans, AYE, Alt.

Cmmr. Turner, AYE.

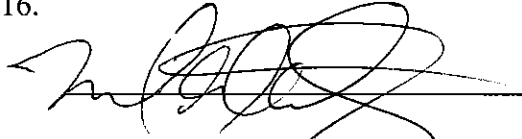
There was no Solicitor's report.

Comments from Authority Members: Cmmr. Sills advised and updated the Board regarding a meeting he attended in reference to "Abandoned Homes of Delran" held on December 14, 2015.

Motion: A motion was made by Alt. Cmmr. Turner to adjourn and the meeting adjourned at 6:15.

Certification of Minutes

I hereby certify the above to be a true and correct copy of the approved Minutes of the December 16, 2015, Regular Meeting of the Willingboro Municipal Utilities Authority approved on January 20, 2016.



Michael A. Armstrong, Secretary