

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY
SPECIAL MEETING MINUTES
FEBRUARY 17, 2016

A special meeting of the Willingboro Municipal Utilities Authority was held on Wednesday, February 17, 2016 in the Authority office. Chairman Sills called the meeting to order at 10:00 AM.

A Pledge of Allegiance was held.

Roll Call: The Chairman instructed the Assistant Secretary to conduct a roll call. Chairman Clayton Sills (Present); Vice Chairman Carl Turner (Present); Commissioner Jacqueline Jennings (Absent); Commissioner T. Wayne Scott (Absent); Commissioner Christopher Walker (Present); Alternate Commissioner Webster Evans (Present); and Alternate Commissioner Charles Green III (Absent).

Others Attending: Nicholas F. Talvacchia, Esquire, of Cooper Levenson, P.A., Solicitor; Andrew Weber, Executive Director; and Diallyo Diggs, Director of Finance.

Statement: The Assistant Secretary read the following statement:

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

- A. Posting written notice on the bulletin board of the Authority's office.
- B. Mailing written notice to the clerks of Willingboro and Westhampton Townships; the Secretary of the Edgewater Park Sewage Authority and the Executive Director of the Mount Laurel Municipal Utilities Authority.
- C. Publishing a public notice in the Burlington County Times.

The Chairman instructed the Assistant Secretary to enter into the minutes of this meeting this public announcement.

Motion: A motion was made by Chairman Walker and seconded by Commissioner Turner to go into Executive Session to interview candidates for professional services. Motion was made and vetoed affirmatively to go into Executive Session.

Interviews:

10:05 AM: The Commissioners interviewed Gregory R. Valesi, PE, PP, CME, of CME Associates for the Consulting Engineer & Special Projects Engineer position. The Commissioners asked a number of questions regarding the credentials of CME Associates. Mr. Valesi responded to the questions. The Commissioners thanked CME Associates for its interest in the position. The interview concluded at 10:19 AM.

11:51 AM: The Commissioners interviewed Eric M. Bernstein & Associates, LLC for the position of Labor Counsel. Mr. Talvacchia recused himself from the interview. Phillip G. George, Esquire, represented Eric M. Bernstein & Associates, LLC and discussed the firm's qualifications. The Commissioners asked a number of questions and Mr. George responded. The Commissioners thanked Eric M. Bernstein & Associates, LLC for its interest in the position. The interview ended at 12:05 AM.

The Commissioners recessed for lunch from 12:05 PM to 1:02 PM. All Commissioners except Commissioner Sills returned from the lunch break.

1:02 PM: The Commissioners interviewed Long Marmero & Associates, LLP for the Labor Counsel position. Mr. Talvacchia recused himself from the interview. Douglas M. Long, Esquire, appeared on behalf of the firm and discussed its qualifications. The Commissioners asked a number of questions and Mr. Long responded. The Commissioners thanked Long Marmero & Associates, LLP for its interest in the position. The interview ended at 11:21 PM.

1:22 PM: The Commissioners interviewed McManimon, Scotland & Baumann, LLC for the Bond Counsel position. Bakari G. Lee, Esquire, appeared on behalf of the firm. Mr. Lee gave a brief statement regarding the firm's experience and credentials. The Commissioners asked several questions and Mr. Lee responded. The Commissioners thanked McManimon, Scotland & Baumann, LLC for its interest in the position. The interview ended at 1:40 PM.

1:40 PM: The Commissioners interviewed Parker McCay for the Bond Counsel and Labor Counsel positions. Mr. Talvacchia recused himself from discussions. Alexis B. Batten Esquire, and Elizabeth M. Garcia, Esquire, appeared on behalf of Parker McCay. The Commissioners asked several questions and the representatives responded. The Commissioners thanked Parker McCay for its interest in the positions. The interview concluded at 1:54 PM.

1:55 PM: The Commissioners held an interview with Schwartz Simon Edelstein & Celso, LLC regarding the Labor Counsel position. Mr. Talvacchia recused himself from discussions. Susan S. Hodges, Esquire, represented the firm and discussed its qualifications. Following several questions, the Commissioners thanked Schwartz Simon Edelstein & Celso, LLC for its interest in the position. The interview concluded at 2:10 PM.

Commissioner Sills returned to Executive Session at approximately 2:00 PM.

2:15 PM: The Commissioners met with Jason P. Capizzi, Esquire, and Mark J. McPherson, Esquire, of Waters McPherson McNeill, P.C., to discuss the Bond Counsel position. The Commissioners asked several questions regarding the firm's credentials and the representatives responded. The Commissioners thanked Waters

10:20 AM: The Commissioners met with Environmental Resolutions, Inc. regarding the Consulting Engineer & Special Projects Engineer position. Environmental Resolutions, Inc. was represented by Rakesh R. Darji, PE, CME, CFM, PP; William H. Kirchner, PE, CME, N-2; and Joanna Bermingham, EIT. The Commissioners asked several questions regarding the company's experience, and the representatives responded. The Commissioners thanked Environmental Resolutions, Inc. for its interest in the position. The interview concluded at 10:37 AM.

Commissioner Jennings and Commissioner Green arrived to Executive Session at approximately 10:25 AM.

10:40 AM: Pennoni was interviewed for the Consulting Engineer & Special Projects Engineer position. Pennoni representatives, Glenn Miller and Thomas Lisse, PE, CME, appeared before the Commissioners and provided information about the company's professional experience. The Commissioners asked several questions, and the representatives responded. The Commissioners thanked Pennoni for its interest in the position. The interview concluded at 10:50 AM.

10:50 AM: The Commissioners interviewed Alaimo Group for the position of Consulting Engineer. Miles Powell appeared before the Commissioners on behalf of Alaimo Group and presented reasons for the company's candidacy. The Commissioners asked a number of questions, and Mr. Powell responded. The Commissioners thanked Alaimo Group for its interest in the position. The interview concluded at 11:02 AM.

11:04 AM: Capehart Scatchard appeared before the Commissioners to discuss the Bond Counsel position. Thomas J. Hastie, Esquire, represented the firm and provided reasons to support Capehart Scatchard's selection for the position. The Commissioners made several inquiries and Mr. Hastie answered. The Commissioners thanked Capehart Scatchard for its interest in the position. The interview ended at 11:19 AM.

11:20 AM: The Commissioners interviewed Cooper Levenson for the Labor Counsel position. Mr. Talvacchia recused himself from discussions. Amy E. Rudley, Esquire, appeared on behalf of Cooper Levenson. Following a brief discussion regarding the firm's qualifications, the Commissioners thanked Cooper Levenson for its interest in the position. The interview concluded at 11:33 AM.

11:34 AM: The Commissioners met with Decotiis, Fitzpatrick & Cole, LLP to discuss the Bond Counsel and Labor Counsel positions. Mr. Talvacchia recused himself from discussions. William R. Mayer, Esquire, appeared on behalf of Decotiis, Fitzpatrick & Cole, LLP and provided reasons to support the firm's selection for the positions. The Commissioners made several inquiries and Mr. Mayer responded. The Commissioners thanked Decotiis, Fitzpatrick & Cole, LLP for its interest in the positions. The interview ended at 11:51 AM.

McPherson McNeill, P.C. for its interest in the position. The interview ended at 2:30 PM.

2:30 PM: Corporate Employee Benefits, LLC ("CEB") interviewed with the Commissioners for the Insurance Broker position. Curtis M. Lackland, CBC, and Vanessa Monroe appeared on behalf of CEB and provided information to the Commissioners regarding the company's experience. EG Bowman Company, which serves as risk manager to CEB, also appeared before the Board. The Commissioners asked a number of questions and the representatives responded. The Commissioners thanked CEB for its interest in the position. The interview concluded at 2:45 PM.

2:46 PM: The Commissioners interviewed Hardenbergh Insurance Group for the Insurance Broker position. The Commissioners met with Hardenbergh representatives, Christopher J. Powell and Bonnie Ridolfino. The Commissioners and the representatives discussed the company's qualifications. The Commissioners thanked Hardenbergh Insurance Group for its interest in the position. The interview concluded at 3:00 PM.

The Commissioners skipped the break scheduled from 2:45 PM to 3:00 PM. The Commissioners continued to conduct interviews with the remaining candidates.

3:00 PM: The Commissioners interviewed Bowman & Company, LLP, for the position of Independent Auditor. Kirk N. Applegate represented Bowman and discussed the company's qualifications. The Commissioners asked a number of questions, and Mr. Applegate responded. The Commissioners thanked Bowman & Company, LLP for its interest in the position. The interview concluded at 3:15 PM.

3:15 PM: The Commissioners met with Brent W. Lee & Co., LLC, regarding the Independent Auditor position. Brent Lee and Charles Holmes appeared on behalf of Brent W. Lee & Co., LLC. The Commissioners asked a number of questions regarding the company's credentials. The representatives responded to the Commissioners' questions. The Commissioners thanked Brent W. Lee & Co., LLC for its interest in the position. The interview concluded at 3:30 PM.

3:33 PM: The Commissioners interviewed Acacia Financial Group, Inc. for the Financial Advisor position. Acacia Financial Group, Inc. was represented by Scott R. Bell, Jennifer G. Edwards and Joshua C. Nyikita. The Commissioners asked several questions regarding the company's experience, and the representatives responded. The Commissioners thanked Acacia Financial Group, Inc. for its interest in the position. The interview concluded at 3:48 PM.

3:48 PM: The Commissioners were scheduled to interview Phoenix Advisor for the Financial Advisor position. Phoenix Advisor did not appear.


The Commissioners subsequently came out of Executive Session.

Motion to Adjourn: At 3:55 PM, there was a motion by Commissioner Turner to adjourn the meeting and seconded by Commissioner Green. The Commissioners voted to adjourn.

The meeting was adjourned at approximately 3:56 PM.

Certification of Minutes

I hereby certify the above to be a true and correct copy of the approved Minutes of the February 17, 2016 Special Meeting of the Willingboro Municipal Utilities Authority.


_____, Secretary