

WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

Regular Meeting Minutes

September 15, 2021

The meeting of the Willingboro Municipal Utilities Authority was held on September 15, 2021 via Zoom. Chairman Turner called the meeting to order at 6:00 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 the minutes of this meeting this public announcement.

Roll Call: Cmmr. Darvis Holley (Present), Cmmr. T. Wayne Scott (Present), Cmmr. Patricia Lindsay-Harvey (Present), Cmmr. Carl Turner (Present), Cmmr. Webster Evans (Absent), Alt. Cmmr. Kevin McIntosh (Present), Alt. Cmmr. James Boyer (Present)

Others attending: Diallyo Diggs, Acting Executive Director & Finance Director, Emmanuel Stuppard, Director of Operations and Maintenance, Richard Alaimo, Engineer, Solicitor, Mike Riley

Motion to Approve August 18, 2021 Meeting Minutes

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Scott

Roll Call: Cmmr. Scott Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Motion to Approve August 25, 2021 Special Meeting Minutes

Moved: Cmmr. Scott

Seconded: Cmmr. Lindsay-Harvey

Roll Call: Cmmr. Scott Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Abstain, Cmmr. Turner Yes

Motion to Receive Personnel Committee Report

Moved: Cmmr. McIntosh

Seconded: Cmmr. Holley

Discussion:

Cmmr. Lindsay-Harvey: At the personnel committee meeting we discussed the new employee packet, policy changes, Covid Contingency, and governor executive orders regarding vaccinations and wearing mask.

Roll Call: Cmmr. Scott Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. Evans Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Motion to Receive Policy Committee Report

Moved: Cmmr. Scott

Seconded: Cmmr. McIntosh

Discussion:

Cmmr. Lindsay-Harvey: At the policy committee meeting we discussed letters going out to the delinquent customer, reimbursements for license testing fee, virtual awards appreciation dinner, summer internship, and apprenticeship program.

Roll Call: Cmmr. Scott Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Motion that Customers with very Large Bills \$5000 or Higher to be Remitted to Review Committee for Evaluation and Consideration for an Extension Beyond December 31, 2021, and those Customers must have already entered into a Payment Plan with Customer Service

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Holley

Roll Call: Cmmr. Scott Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Motion to Receive Operations Committee Report

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. McIntosh

Roll Call: Cmmr. Scott Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Resolution 2021-9-15-2 Authorizing Fire Code Work

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Scott

Roll Call: Cmmr. Scott Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Motion to Receive Finance Committee Report

Moved: Cmmr. Scott

Seconded: Cmmr. Lindsay-Harvey

Roll Call: Cmmr. Scott Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Motion to Approve Treasurer's Report (September 2021)

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. McIntosh

Discussion:

Cmmr. Scott: What is the reconciliation status and where can I see it

D. Diggs: I am doing them monthly and can include it in treasures report in the future if you like

Roll Call: Cmmr. Scott Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Motion to Approve Operations and Maintenance Report (September 2021)

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. McIntosh

Discussion:

Cmmr. Lindsay-Harvey: Is there anything in this report that we need to be mindful of?

M. Stuppard: The amount of money we are spending because we don't have the proper equipment

Roll Call: Cmmr. Scott Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Motion to receive Engineers Report

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Scott

Roll Call: Cmmr. Scott Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Motion to receive Special Engineers Report

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. McIntosh

Roll Call: Cmmr. Scott Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Motion to Accept the Payment of Bills

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Scott

Roll Call: Cmmr. Scott Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Resolution 2021-9-15-3 Acting Executive Director and Compensation as of August 26, 2021

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Scott

Discussion:

Cmmr. McIntosh: Is there a time limit?

Cmmr. Turner: It will last until someone fills the position

Roll Call: Cmmr. Scott Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Motion to Enter Executive Session

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Scott

Roll Call: Cmmr. Scott Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Motion to Exit Executive Session

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. McIntosh

Roll Call: Cmmr. Scott Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Resolution 2021-9-15-1 Executive Director Search Firm RFP

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Scott

Roll Call: Cmmr. Scott Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Resolution 2021-9-15-4 WMUA Tax Lien

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Scott

Roll Call: Cmmr. Scott Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Motion to Adjourn

Moved: Cmmr. Lindsay-Harvey

Seconded: Cmmr. Scott

Roll Call: Cmmr. Scott Yes, Cmmr. Lindsay-Harvey Yes, Cmmr. McIntosh Yes, Cmmr. Holley Yes, Cmmr. Turner Yes

Attest

_____Secretary