



**Board of Commissioners**

*Senator Robert Singer, Chairman*

*Raymond Coles, Vice Chairman*

*Anne Fish, Treasurer*

*Samuel Flanbaum, Assistant Secretary*

*Michael Sernotti, Commissioner*

*Craig Theibault, Alt. Commissioner*

*P. G. Waxman, Commissioner*

**THE LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
ANNUAL REORGANIZATION MEETING MINUTES  
FEBRUARY 7, 2017**

- I. The Chairman opened the meeting at 2:05 P.M. in the Conference Room of the Lakewood Township Municipal Utilities Authority, 390 New Hampshire Avenue, Lakewood, New Jersey.
- II. The Chairman announced that in accordance with Chapter 231, Public Law 1975, adequate notice of this meeting was given and that a notice of this meeting was filed with the Township Clerk, and posted in the Municipal Building in a place accessible to the public and by means of public notices in the Asbury Park Press on February 9, 2016 and The Tri Town News on February 11, 2016.

**III. Roll Call**

On a roll call the following Commissioners were present: Mr. Lichtenstein, Mr. S. Flanbaum, Mayor Coles, Mr. Waxman, Mrs. Fish and Senator Singer. Mr. S. Flanbaum was seated as an alternate.

The following professionals and key personnel were present: Mr. Norman Smith, Esq.; Mr. Gerwin Bauer, Jr., CPA; Mr. Justin Flanbaum, Executive Director, Mr. Daniel Rappoccio, CFO, Mr. Paul Morrill, P.E., Mr. Robert Farina, Instrumentation Department Supervisor and Mrs. Nechama Lapa, Secretary.

**IV. Salute to the Flag**

**V. Business of Meeting**

- A. **Senator Singer** called for **nomination for Secretary**.

Mr. Waxman nominated **Mrs. Nechama Lapa** for **Secretary**, seconded by Mayor Coles.

---

**LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

390 NEW HAMPSHIRE AVENUE, LAKEWOOD, NEW JERSEY 08701  
PHONE (732) 363-4422 | FAX: (732) 905-0712 | WWW.LAKEWOODMUA.COM

**Motion made** by Mayor Coles and seconded by Mr. Waxman that nominations be closed. On **roll call**, all members present voted "**Yes**". **Motion carried.**

**B. Senator Singer** handed over the meeting to the **Secretary**.

**C. The Secretary** called for **nomination for Chairman**.

Mr. Waxman nominated **Senator Singer** for **Chairman**, seconded by Mayor Coles.

**Motion** made by Mr. Waxman and seconded by Mayor Coles that nominations be closed. On a **roll call**, all members present voted "**Yes**". **Motion carried.**

**D. The Secretary** relinquished the **Chair** to the elected **Chairman**.

**E. The Chairman** called for **nominations for Vice Chairman**.

Mayor Coles nominated **Mr. Waxman** for **Vice Chairman**, seconded by Mr. S. Flancbaum.

**Motion** was made by Mayor Coles seconded by Mr. S. Flancbaum that nominations be closed. On a **roll call**, all members present voted "**Yes**". **Motion carried.**

**F. The Chairman** called for **nominations for Assistant Secretary**.

A motion was made by Mr. Waxman and seconded by Mayor Coles to nominate **Mrs. Anne Fish** for **Assistant Secretary**.

Motion was made by Mr. Waxman and seconded by Mayor Coles that nominations be closed. On a **roll call**, all members present voted "**Yes**". **Motion carried.**

**G. The Chairman** called for **nominations for Treasurer**.

A motion was made by Mr. Waxman, seconded by Mrs. Fish to nominate **Mayor Coles** for **Treasurer**.

Motion was made by Mr. Waxman and seconded by Mr. S. Flancbaum that nominations be closed. On a **roll call**, all members present voted "**Yes**". **Motion carried.**

Senator Singer did not participate in the following discussion or vote regarding banking. Senator Singer abstained on the following votes. The gavel was handed to Mr. Waxman.

**H. A motion** was made by Mayor Coles and seconded by Mrs. Fish to **designate bank** as main depository of funds: **Lakeland Bank**, 500 River Avenue, Lakewood, New Jersey. On a **roll call**, all members present voted "**Yes**". **Motion carried.**

- I. A **motion** was made by Mayor Coles and seconded by Mr. S. Flancbaum to designate **Lakeland Bank**, 500 River Avenue, Lakewood, NJ as depository for the payroll account, deposit account and other MUA funds. On a **roll call**, all members present voted "**Yes**". **Motion carried.**

For the record, Mr. Waxman will not vote, he will abstain on Fulton Bank, but will vote on the other banks.

- J. A **motion** was made by Mayor Coles and seconded by Mr. S. Flancbaum to designate banks and the **New Jersey Cash Management Fund** as depository for MUA funds.

1] **State of New Jersey Cash Management Fund, Division of Investments, PO Box 290, Trenton, NJ**

2] **Ocean First Bank, 321 Chambers Bridge Road, Brick, NJ**

3] **Fulton Bank of New Jersey, East Kennedy Blvd, Lakewood, NJ**

4] **Lakeland Bank, 500 River Avenue, Lakewood, NJ**

5] **Regal Bank, 408 Elizabeth, Somerset, NJ**

6] **First Commerce, 105 River Avenue, Lakewood, NJ**

7] **Provident Bank, PO Box 1001, Iselin, NJ**

On a **roll call**, all members present voted "**Yes**". **Motion carried.**

Senator Singer is now part of the discussion. Mr. Waxman handed the gavel to Senator Singer.

- K. A **motion** was made by Mr. Waxman and seconded by Mayor Coles designating **Asbury Park Press and Tri Town News** as official newspapers of the LTMUA. On a **voice vote**, all members present voted "**Aye**". **Motion adopted.**

- L. A **motion** was made by Mr. Waxman and seconded by Mayor Coles designating **all Commissioners to sign checks, vouchers, and all necessary financial documents.** On **roll call**, all members present voted "**Yes**". **Motion adopted.**

## VI. Resolutions

- A. A **motion** was made by Mr. Waxman and seconded by Mayor Coles to adopt **Resolution #17-16 – Establishing Time, Date and Place of Regular Monthly Meetings and Annual Meeting.** On a **voice vote**, all members present voted "**Aye**". **Adopted.**

- B. Mr. J. Flancbaum reported that there was a proposal opening for Professional Services for 2017. After reviewing the proposals the following professionals are recommended for 2017. For auditor, Mohel Elliot Bauer and Gass is recommended. For general counsel, Norman D. Smith, Esquire is recommended. For Labor Counsel, IMG Legal Group is recommended. For Bond Counsel, Capehart Scatchard is recommended. Mr. Waxman said that for the record he will be abstaining from Mohel Elliot Bauer and Gass. A **motion** was made by Mayor Coles and seconded by Mrs. Fish to adopt **Resolution # 17-17 – Appointment of Professional Personnel (Auditor,**

**Bond Counsel, Labor Counsel and Counsel).** On roll call, all members present voted "Yes". **Adopted.**

- C. Mr. J. Flancbaum said that Mrs. Nechama Lapa is Certifying Officer. A **motion** was made by Mr. Waxman and seconded by Mayor Coles to adopt **Resolution # 17-18 – Designation Certifying Agent**. On a **voice vote**, all members present voted "**Aye**". **Motion carried.**
- D. Mr. J. Flancbaum said that he and Mr. Daniel Rappoccio are Financial Officers and Ms. Robyn Gaynor is Assistant Financial Officer. A **motion** was made by Mr. Waxman and seconded by Mayor Coles to adopt **Resolution # 16-24 – Appointment of Financial Officers and Assistant Financial Officer**. On a **voice vote**, all members present voted "**Aye**". **Motion carried.**
- E. A **motion** to accept **2017 Engineering and Operations Fee Schedule** was made by Mayor Coles and seconded by Mr. Waxman. On a **voice vote**, all members present voted "**Aye**". **Motion carried.**
- F. A **motion** to accept **2017 Construction Cost and Bonding Amounts** was made by Mayor Coles and seconded by Mr. Waxman. On a **voice vote**, all members present voted "**Aye**". **Motion carried.**
- G. A **motion** to accept any other resolutions that may come before the Board was made by Mayor Coles and seconded by Mr. Waxman. On a **voice vote**, all members present voted "**Aye**". **Motion carried.**
- VII. A **motion** was made by Mayor Coles and seconded by Mrs. Fish **authorizing the Attorney to prepare contracts for the Professionals**. On a **voice vote**, all members present voted "**Aye**". **Motion carried.**
- VIII. **Meeting is Opened to the Public**  
No response from the Public
- IX. **Meeting is Closed to the Public**
- Mr. Smith introduced a new paralegal on his staff, Amy.
- X. **Adjournment**
- Motion** made by Mayor Coles and seconded by Mrs. Fish to adjourn the reorganization meeting. On a **voice vote**, all members present said "**Aye**". **Motion carried. Meeting was adjourned at 2:16 P.M.**

Respectfully submitted,

Nechama Lapa  
Secretary, LTMUA