



**Board of Commissioners**

*Senator Robert Singer, Chairman*

*Raymond Coles, Vice Chairman*

*Anne Fish, Treasurer*

*Samuel Flancbaum, Assistant Secretary*

*Michael Sernotti, Commissioner*

*Craig Theibault, Alt. Commissioner*

*P. G. Waxman, Commissioner*

**THE LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
ANNUAL REORGANIZATION MEETING MINUTES  
FEBRUARY 4, 2014**

- I. The Chairman opened the meeting at 2:00 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 11, 2013 and The Tri Town News on February 13, 2013.

**III. Roll Call**

On a roll call the following Commissioners were present: Mr. Theibault, Mr. S. Flancbaum, Mr. Sernotti, Mr. Coles, Mr. Waxman, Mrs. Fish and Senator Singer.

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

**IV. Salute to the Flag**

**V. Business of Meeting**

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

Mrs. Fish made a motion, seconded by Mr. Coles that **Nancy Lapa** is nominated for **Secretary**.

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**LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

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

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

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

Mr. Waxman made a motion, seconded by Mr. Coles that **Senator Singer** is nominated for **Chairman**.

**Motion** made by Mr. Coles and seconded by Mr. Waxman 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**.

Mr. Coles nominated **Mr. Waxman** for **Vice Chairman**, seconded by Mr. Sernotti.

**Motion** was made by Mr. Coles and seconded by Mr. Sernotti 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. Coles and seconded by Mr. Waxman to nominate **Mr. Sam Flancbaum** for **Assistant Secretary**.

Motion was made by Mr. Coles and seconded by Mr. Sernotti 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 Mr. Coles to nominate **Mrs. Fish** for **Treasurer**.

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

Senator Singer and Mr. Waxman left the table. The gavel was handed to Mrs. Fish.

**H. A motion** was made by Mr. Coles and seconded by Mr. Sernotti **designating bank** as main depository of funds: **Harmony Bank**, 500 River Avenue, Lakewood, New Jersey. On a **roll call**, all members present voted "**Yes**". **Motion carried.**

**I. A motion** was made by Mr. Coles and seconded by Mr. Sernotti to designate **Harmony 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.**

- J. A **motion** was made by Mr. Coles and seconded by Mr. Sernotti designating 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] **Harmony Bank, 500 River Avenue, Lakewood, NJ**
- 5] **Community First Bank, 408 Elizabeth, Somerset, NJ**
- 6] **Northern State/First Commerce, 105 River Avenue, Lakewood, NJ**

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

Mrs. Fish handed the gavel back to Senator Singer. Senator Singer and Mr. Waxman are now part of the discussion.

- K. A **motion** was made by Mr. Waxman, seconded by Mr. Coles **designating all Commissioners to sign checks, vouchers, and all necessary financial documents.** On **roll call**, all members present voted "**Yes**". **Motion adopted.**
- L. A **motion** was made by Mr. Coles and seconded by Mrs. Fish **designating Asbury Park Press and Tri Town News** as official newspapers of the LTMUA. On **voice vote**, all members present voted "**Aye**". **Motion adopted.**

## VI. Resolutions

- A. A **motion** was made by Mr. Coles and seconded by Mr. Waxman to adopt **Resolution #14-10 – Establishing Time, Date and Place of Regular Monthly Meeting and Annual Meeting.** On a **voice vote**, all members present voted "**Aye**". **Adopted.**
- B. A **motion** was made by Mr. Coles and seconded by Mr. Waxman to adopt **Resolution # 14-11 – Appointment of Professional Personnel (Auditor, Bond Counsel, Labor Counsel and Counsel).** Mr. Flancbaum said all submissions that were received in response to the Authority's Response For Proposals were opened yesterday. Various factors were considered, amongst them price and familiarity with the Authority amongst other factors. Mr. Flancbaum is recommending Mohel Bauer Elliott and Gass for Auditor, Norman D. Smith, Esquire as General Counsel, Citta, Holzapfel and Zabarsky for Labor Counsel and Gluck Walrath LLP for Bond Counsel. On a **voice vote**, all members present voted "**Aye**". **Adopted.**
- C. A motion was made by Mr. Waxman and seconded by Mr. Coles to adopt **Resolution # 14-12 – Designation Certifying Agent.** Mr. Flancbaum said that Mrs. Lapa is Certifying Officer. On a **voice vote**, all members present voted "**Aye**". **Motion carried.**

- D. A **motion** was made by Mr. Waxman and seconded by Mr. Coles to adopt **Resolution # 14-13 – Appointment of Financial Officers and Assistant Financial Officer**. Mr. Flanbaum said that he and Ms. Gaynor are Financial Officers and Mrs. Scrocca is Assistant Financial Officer. On a **voice vote**, all members present voted "**Aye**". **Motion carried.**
- E. A **motion** was made by Mr. Waxman and seconded by Mr. Coles to adopt **Resolution # 14-14 - Designating Public Agency Compliance Officer (PACO)**. Mr. Flanbaum said that Ms. Stensgaard is the PACO Officer. On a **voice vote**, all members present voted "**Aye**". **Motion carried.**
- F. Mr. Flanbaum mentioned that there have not been any changes made to the schedule from previous years. A **motion** to accept **2014 Engineering and Operations Fee Schedule** was made by Mr. Waxman and seconded by Mr. Coles. On **voice vote**, all members present voted "**Aye**". **Motion carried.**
- G. A **motion** to accept **2014 Construction Cost and Bonding Amounts** was made by Mr. Coles and seconded by Mrs. Fish. On **voice vote**, all members present voted "**Aye**". **Motion carried.**
- VII. A **motion** was made by Mr. Waxman and seconded by Mr. Coles **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**
- X. Adjournment

**Motion** made by Mr. Sernotti and seconded by Mr. Coles to adjourn the reorganization meeting. On a **voice vote**, all members present said "**Aye**". **Motion carried. Meeting was adjourned at 2:10 P.M.**

Respectfully submitted,

Nancy Lapa  
Secretary, LTMUA