



Board of Commissioners

Senator Robert Singer, Chairman

Mayor Raymond Coles, Vice Chairman

Craig Theibault, Treasurer

Anne Fish, Assistant Secretary

Yocheved Miller, Commissioner

Samuel Flanbaum, Alt. Commissioner

Meir Lichtenstein, Alt. Commissioner

**THE LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
ANNUAL REORGANIZATION MEETING MINUTES
FEBRUARY 9, 2021**

- I. The Chairman opened the meeting at 2:10 P.M. via teleconference.
- 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 7, 2020 and The Tri Town News on February 12, 2020 and again in the Asbury Park Press on January 15, 2021 and The Tri-Town News on January 20, 2021.
- III. **Salute to the Flag**
- IV. **Swearing In Of New Commissioners**
Mr. Pfeffer announced that Senator Singer was sworn in by phone as a Commissioner of the Lakewood Township Municipal Utilities Authority.
- V. **Roll Call**
On a roll call the following Commissioners were present: Committeeman Lichtenstein, Mr. S. Flanbaum, Mayor Coles, Mrs. Fish, Mrs. Miller and Senator Singer.

The following professionals and key personnel were present: Mr. Adam Pfeffer, Esq.; Mr. Gerwin Bauer, Jr., CPA; Mr. Justin Flanbaum, Executive Director, Mr. Colin Farrell, CEng MIEI, Director of Engineering, Mr. Adam Ponsi, P. E. and Mr. Robert Farina, Instrumentation Department Supervisor.
- VI. **Business of Meeting**
 - A. **Senator Singer** called for **nomination for Secretary**.

Mrs. Fish nominated **Mrs. Nechama Lapa** for **Secretary** and **Mr. Justin Flanbaum** as **Interim Secretary** due to Covid, seconded by Mayor Coles.

Motion made by Mrs. Fish and seconded by Mayor Coles to close nominations. On **roll call**, all members present voted "**Yes**". **Motion carried**.
 - B. **Senator Singer** handed over the meeting to the **Interim Secretary**.
 - C. The **Interim Secretary** called for **nomination for Chairman**.

Mayor Coles nominated **Senator Robert Singer** for **Chairman**, seconded by Mrs. Fish.

Motion made by Mayor Coles and seconded by Mrs. Fish that nominations be closed. On **roll call**, all members present voted "**Yes**". **Motion carried**.
 - D. The **Interim Secretary** relinquished the **Chair** to the elected **Chairman**.

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E. The Chairman called for nominations for Vice Chairman.

Mrs. Fish nominated **Mayor Raymond Coles** for **Vice Chairman**, seconded by Mr. S. Flanbaum.

Motion was made by Mrs. Fish seconded by Mr. S. Flanbaum to close nominations. On **roll call**, all members present voted "**Yes**". **Motion carried.**

F. The Chairman called for nominations for Assistant Secretary.

Mayor Coles nominated **Mrs. Anne Fish** for **Assistant Secretary** seconded by Committeeman Lichtenstein.

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

G. The Chairman called for nominations for Treasurer.

Mayor Coles nominated **Mr. Craig Theibault** for **Treasurer**, seconded by Mr. S. Flanbaum.

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

Senator Singer did not participate in the following discussions regarding banking. The gavel was handed to Mayor Coles.

H. A motion was made by Mr. S. Flanbaum and seconded by Mrs. Fish to **designate bank** as main depository of funds: **Lakeland Bank**, 500 River Avenue, Lakewood, New Jersey. On **roll call**, Mrs. Fish, Mrs. Miller, Mayor Coles, Committeeman Lichtenstein and Mr. S. Flanbaum voted "**Yes**". Senator Singer said not voting. **Motion carried.**

I. A motion was made by Mrs. Fish and seconded by Mr. S. Flanbaum to designate **Lakeland Bank**, 500 River Avenue, Lakewood, NJ as depository for the payroll account, deposit account and other MUA funds. On **roll call**, Mrs. Fish, Mrs. Miller, Mayor Coles, Committeeman Lichtenstein and Mr. S. Flanbaum voted "**Yes**". Senator Singer said not voting. **Motion carried.**

J. A motion was made by Mr. S. Flanbaum and seconded by Mrs. Fish 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] **First Commerce, 105 River Avenue, Lakewood, NJ**

On **roll call**, Mrs. Fish, Mrs. Miller, Mayor Coles, Committeeman Lichtenstein and Mr. S. Flanbaum voted "**Yes**". Senator Singer said not voting. **Motion carried.**

Senator Singer is now part of the discussion. Mayor Coles handed the gavel to Senator Singer.

K. A motion was made by Mayor Coles and seconded by Mrs. Fish **designating Chairman, Vice Chairman and Treasurer 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 Mayor Coles and seconded by Mr. S. Flancbaum **designating Asbury Park Press and Tri Town News** as official newspapers of the LTMUA. On **roll call**, all members present voted **"Yes"**. **Motion adopted.**

VII. Resolutions

- A. Mr. J. Flancbaum read **Resolution #21-18 Establishing Time, Date and Place of Regular Monthly Meetings and Annual Meeting**. A **motion** was made by Mayor Coles and seconded by Mr. S. Flancbaum. On **roll call**, all members present voted **"Yes"**. **Adopted.**
- B. Mr. J. Flancbaum read **Resolution # 21-19 Appointment of Professional Personnel (Auditor, Bond Counsel, Labor Counsel, General Counsel and Conflict Counsel)**.

Mr. J. Flancbaum informed the Commissioners of the proposals received for Professional Personnel 2021. One proposal was received for auditor. Mohel, Elliot, Bauer and Gass sent in a proposal. One proposal was received for general counsel. Levin Shea, Pfeffer and Goldman P.A. sent in a proposal. Four proposals were received for Labor Counsel. One from Levin, Shea, Pfeffer and Goldman P.A., the second from Brown and Connery, the third from Grace Marmero and Associates and the fourth one was from Eric M. Bernstein and Associates. After reviewing the proposals for Labor Counsels and comparing them to the criteria that were in the Request For Proposals, Levin Shea, Pfeffer and Goldman P.A. is recommended. Two proposals were received for Conflict Counsel. One was from Law Office of Christopher J. Dasti and the second one was from Eric M. Bernstein and Associates. After reviewing the proposals for Conflict Counsels and comparing them to the criteria that were in the Request For Proposals, Law Office of Christopher J. Dasti. is recommended. Two proposals were received for Bond Counsel. One proposal was from Gluck Walrath and the second was from Wilentz Attorney at Law. After reviewing the proposals and weighing them against the criteria that were in the Request For Proposals, Gluck Walrath is recommended.

A **motion** was made by Mr. S. Flancbaum and seconded by Mrs. Fish. On **roll call**, all members present voted **"Yes"**. **Adopted.**

- C. Mr. J. Flancbaum said that Mrs. Nechama Lapa is Certifying Officer. Mr. J. Flancbaum read **Resolution #21-20 Designating Certifying Agent**. A **motion** was made by Mayor Coles seconded by Mrs. Fish. On **roll call**, all members present voted **"Yes"**. **Adopted.**
- D. Mr. J. Flancbaum said that he is the Financial Officer and Mrs. Robyn Gray is Assistant Financial Officer. Mr. J. Flancbaum read **Resolution #21-21 Appointment of Financial Officer and Assistant Financial Officer**. A **motion** was made by Mayor Coles seconded by Mrs. Fish. On **roll call**, Mrs. Fish, Mrs. Miller, Mayor Coles, Committeeman Lichtenstein and Senator Singer voted **"Yes"**. Mr. S. Flancbaum abstained. **Adopted.**
- E. Mr. J. Flancbaum said that there are no changes. A **motion** to accept **2021 Engineering and Operations Fee Schedule** was made by Mrs. Fish and seconded by Committeeman Lichtenstein. On **roll call**, all members present voted **"Yes"**. **Motion carried.**
- F. Mr. J. Flancbaum said there was a three percent increase as in previous years. This is for the engineer to calculate the bonds for a new development. A **motion** to accept **2021 Construction Cost and Bonding Amounts** was made by Mayor Coles and seconded by Mrs. Fish. On **roll call**, all members present voted **"Yes"**. **Motion carried.**

- VIII. A **motion** was made by Mrs. Fish and seconded by Mr. S. Flancbaum **authorizing the Attorney to prepare contracts for the Professionals**. On **roll call**, all members present voted **"Yes"**. **Motion carried.**

IX. Meeting is Opened to the Public

There was no response from the public.

X. **Meeting is Closed to the Public**

XI. **Adjournment**

Motion made by Mrs. Fish and seconded by Mayor Coles to adjourn the reorganization meeting. On a **voice vote**, all members present said "**Aye**".
Motion carried. Meeting was adjourned at 2:26 P.M.

Respectfully submitted,

Nechama Lapa
Secretary, LTMUA