



Board of Commissioners

Senator Robert Singer, Chairman

Mayor Raymond Coles, Vice Chairman

Craig Theibault, Treasurer

Anne Fish, Assistant Secretary

Yocheved Miller, Commissioner

Samuel Flancbaum, Alt. Commissioner

Meir Lichtenstein, Alt. Commissioner

THE LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

Regular Meeting Minutes

June 10, 2025

- I.** Senator Singer opened the meeting at 10:00 A.M. in the conference room of the Lakewood Township Municipal Utilities Authority, 390 New Hampshire Avenue, Lakewood, NJ 08701
- II.** It was announced that in accordance with Chapter 231, Public Law, adequate notice of this meeting was given and that a notice of this scheduled 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, 2025 and the Lakewood Shopper on February 7, 2025.
- III. Salute to the Flag**
- IV. Roll Call of Commissioners**

On roll call the following Commissioners were present: Mrs. Miller, Mayor Coles, Mr. Theibault, Mr. S. Flancbaum, Committeeman Lichtenstein and Senator Singer.

The following professionals and key personnel were present: Gerwin Bauer, Auditor, Mr. Adam Pfeffer, Esq, Authority General Counsel, Mr. Justin Flancbaum, Executive Director, Mr. Donald Sondak, Chief Financial Officer/Human Resources Director, Mr. Colin Farrell, CEng MIEI Director of Engineering, Mr. Adam Ponsi, P.E., Mr. Bob Farina, Director of Operations, and Mr. Harry Robbins, Operations Manager.

LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

390 NEW HAMPSHIRE AVENUE, LAKEWOOD, NEW JERSEY 08701

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V. Minutes

Motion to approve the minutes of the Regular Monthly Meeting held on May 6, 2025, was made by Mr. Theibault and seconded by Mayor Coles. On **roll call**, Mayor Coles abstained, all other seated members voted **“Yes.” Motion carried.**

VI. Chief Financial Officer Report

Given by Mr. Donald Sondak, CFO/Human Resources Director

1. Mid-Year 2025 April Operating Results

Lakewood MUA financial results for mid-year 2025 are favorable overall.

Revenue is \$741,000 better than budget mostly due to: Usage Demands (241k), Connection Fees (186k) and Investment Income (\$163k).

Expenses are \$802,000 better than budget mostly due to: Open Positions and Benefits (\$586k) and timing of other expenses.

2. Motion to Approve the Operating List

The Operating Expense List in your Board Packets is \$1,928,212.55. There are no unexpected items to discuss. The list does include \$1,041,210.43 of Construction Costs of which \$809,091.30 is for the GAC buildings project which is iBank funded. In addition, the Operating Expense List is hereby amended for one invoice from Levin Shea Pfeffer and Goldman in the amount of \$6,195.00 for legal services rendered. This additional invoice brings the Operating Expense List amended total to \$1,934,407.55. I recommend that the board approve the Operating Expense List as amended to \$1,934,407.55, with noted abstentions.

Motion made by Mayor Coles and seconded by Mr. S. Flancbaum. On **roll call**, Mr. S. Flancbaum abstained, all seated members voted **“Yes.” Motion carried.**

VII. Engineer’s Report

Given by Mr. Adam Ponsi, P.E. & Mr. Colin Farrell, CEng MIEI Director of Engineering

1. Somerset Walk Shul Addition (Owner/Developer: Somerset Walk Homeowners Association – Moshe Eisemann)

At this time the Authority may accept the terms of the Developer’s Agreement for the Somerset Walk Shul Addition Development. There are no site specific terms for this agreement.

- **Resolution No. 25-44** Authorizing the Execution of a Developers Agreement for Somerset Walk Shul Addition

Motion made by Mayor Coles and seconded by Mr. S. Flancbaum. On **roll call**, all seated members voted **“Yes.” Motion carried.**

2. Coral Avenue School (Owner/Developer: Congregation Knesses Bais Levi, Inc. – Aaron Krupenia)

The following are the site specific terms for the Developer’s Agreement for the Coral Avenue School project:

- The Developer will install a privately owned force main, manhole and gravity sewer lateral connecting to the Authority’s main in Healthcare Way.
- The Property Owner will own, operate and maintain the privately owned force main, manhole and gravity lateral.

- The Developer/Owner will provide proof of inclusion in the NJ One Call System for marking out the privately owned force main and gravity lateral.
- The Developer agrees to pay \$2,641.00 as a fair share contribution towards improvements to the Authority's existing sanitary sewer system in order to increase the system's capacity for the benefit of the development.

At this time the Authority may accept the terms of the Developer's Agreement as described in Schedule 'B'.

- **Resolution No. 25-45** Authorizing the Execution of a Developers Agreement for Coral Avenue School

Motion made by Mayor Coles and seconded by Mr. S. Flancbaum. On **roll call**, all seated members voted **"Yes."** **Motion carried.**

3. Hilton Garden Inn Hotel Expansion (**Owner/Developer: Parkway Lodging Realty, LLC – Francine Tajfel**)

The following are the key terms for an amendment to the Developer's Agreement:

- The Developer is responsible for compliance with the utility mark out law.
- The agreement defines the ownership and maintenance limits for the Developer.
- The Developer is to obtain liability insurance naming the Authority as additional insured.
- The Developer must provide adequate separation between utilities and water/sewer infrastructure.

At this time the Authority may accept the terms of the Developer's Agreement as described in Schedule 'B' Amendment #1.

- **Resolution No. 25-46** Authorizing the Execution of a Developers Agreement Amendment #1 for Hilton Garden Inn Hotel Expansion

Motion made by Mayor Coles and seconded by Mr. S. Flancbaum. On **roll call**, all seated members voted **“Yes.” Motion carried.**

4. Oak Street 8 Lot Subdivision (**Owner/Developer: Albert Estates, LLC – Mordechai Eichorn**)

May 29, 2025 the Authority issued a letter detailing the requirements for the performance guarantees for the Oak Street 8 Lot Subdivision project to be released.

At this time the Authority may release the performance guarantees for the Oak Street 8 Lot Subdivision project conditioned on the Authority’s letter dated May 29, 2025.

- **Resolution No. 25-47** Releasing Performance Guarantees for Oak Street 8 Lot Subdivision

Motion made by Mayor Coles and seconded by Mr. S. Flancbaum. On **roll call**, all seated members voted **“Yes.” Motion carried.**

5. New Hampshire Avenue School South of Oak Street (**Owner/Developer: Congregation Talmud Torah Toras Yisroel, Inc – Chaim Guttman / Builder: Albert Estates, LLC – Mordechai Eichorn / GC: Builders Supreme – Nathan Neuman**)

May 12, 2025 the Authority received a request from the Applicant to reduce the performance guarantees for the project.

May 29, 2025 the Authority issued a letter detailing the amounts the performance guarantees may be reduced.

At this time the Authority may reduce the performance guarantees in the amounts as listed in the Authority’s letter dated May 29, 2025.

- **Resolution No. 25-48** Reducing Performance Guarantees for New Hampshire Avenue South of Oak Street

Motion made by Mayor Coles and seconded by Mr. S. Flancbaum. On **roll call**, all seated members voted **“Yes.” Motion carried.**

6. Ridge Avenue School & 15 Lot Subdivision (**Owner/Developer 1: Bais Reuven Kamenetz of Lakewood, Inc – Yisroel Olebaum & Menachem Gutfruend / Owner/Developer 2: Kiryas Chaim Estates, LLC – Saul Mizrahi**)

May 28, 2025 the Authority received a request from Ray Builders to release the performance guarantees for the project.

June 5, 2025 the Authority issued a letter detailing the requirements for the performance guarantees for the Ridge Avenue School & 15 Lot Subdivision project to be released.

At this time the Authority may release the performance guarantees for the Ridge Avenue School & 15 Lot Subdivision project conditioned on the Authority’s letter dated June 5, 2025.

- **Resolution No. 25-49** Releasing Performance Guarantees for Ridge Avenue School & 15 Lot Subdivision

Motion made by Mayor Coles and seconded by Mr. S. Flancbaum. On **roll call**, Senator Singer abstained, all other seated members voted **“Yes.” Motion carried.**

7. NJAW MUA Boundary Amendment

The Authority and New Jersey American Water (NJAW) have had requests from multiple property owners requesting to be serviced by the Authority but are in the NJAW service area. To accommodate the property owners the Authority and NJAW have agreed on locations to swap service areas. NJAW drafted a second amendment to the agreement that established the water and wastewater service boundaries which the Authority reviewed and agreed.

At this time the Authority may pass a resolution Authorizing Amendment #2 to the Service Area Map with New Jersey America Water Company.

- **Resolution No. 25-50** Authorizing Amendment #2 to Service Area Map with NJ American Water Company

Motion made by Mayor Coles and seconded by Mr. S. Flancbaum. On **roll call**, Senator Singer abstained, all other seated members voted **“Yes.”**
Motion carried.

8. Well 3 Emergency Repairs 2025

May 21, 2025 during the redevelopment project of Well #3 the contractor, Stothoff, discovered several holes in the well’s casing and informed the Authority. In order to address the issue it is proposed to install a new stainless steel liner screen and casing as this would address the issue, would not decrease well yield and is projected to provide a 20 year life span.

June 5, 2025 the Authority Engineer issued a memo indicating the well not being operational and the necessity of the repair for the health and safety of the public. At this time the Authority may issue a resolution declaring an emergency as recommended by the Authority Engineer as indicated in the memo dated June 5, 2025 for Well #3.

- **Resolution No. 25-51** Declaring an Emergency for Well 3

May 21, 2025 the Authority received a proposal from Wm. Stothoff company to install the Liner Screen and Casing in the lump sum amount of \$73,387.00.

May 30, 2025 the Authority received a proposal from AC Schultes to install the Liner Screen and Casing in the lump sum amount of \$67,708.00.

At this time the Authority may award a contract under emergency conditions to Wm. Stothoff Company to install the Liner Screen and Casing in the lump sum amount of \$73,387.00. Although the AC Schultes cost is slightly less than the Stothoff proposal, with there not being a significant difference in price the recommendation to award to Stothoff is due to Stothoff being extremely familiar with Well #3 as they just finished the redevelopment of the well so we believe that knowledge and familiarity will make it more likely the project will be

completed faster with a less likelihood of unknown problems arising during the course of the project.

- **Resolution No. 25-52** Awarding Contract for Well 3 Repairs

Motion made by Mayor Coles and seconded by Mr. S. Flancbaum. On **roll call**, all seated members voted **“Yes.” Motion carried.**

Senator Singer let the Board know that his abstentions have nothing to do with any property he owns.

9. PFAS Treatment for PFOA & PFOS MCLs

May 28, 2025 the Authority received a letter from RVE recommending approval of the contractor request for a change order for a time extension of 180 calendar days to complete the project due to various field conditions encountered during the course of construction.

June 5, 2025 the Authority received a change order request for the materials and installation of 12 air release valves for the GAC tanks in the lump sum amount of \$71,069.73. This is caused by Wells 7 & 17 naturally introducing entrained air into the tanks. Due to the increased pressure on the system caused by the entrained air, air releases are necessary to safely operate and restore system performance.

At this time the Authority may award change order #1 for MBE Mark, III to provide an additional 180 calendar days to complete the project and \$71,069.73 for the materials and installation of 12 air release valves for the GAC tanks.

- **Resolution No. 25-53** Awarding Change Order No. 1 for PFAS Treatment for PFOA & PFOS MCLs

Senator Singer asked why we didn't know about this earlier. Mr. Farrell responded saying that we had release valves on 7/17, but they're not adequate enough to where they are still air getting into the tanks from

well 7 and 17. Senator Singer asked who designed that? Mr. Farrell said RVE. Senator Singer asked if we could go back to them?

Mr. J. Flancbaum responded saying I don't think so. This is something that was unforeseen because it's specific to New Hampshire Avenue because well 7 & 17 are ASR wells and with this type of well there is more build up of air. We have to do it on New Hampshire Avenue but we are also doing it on Shorrock Street as a preventative measure. The cost would be about \$35,000 if we did just New Hampshire Avenue.

Motion made by Mayor Coles and seconded by Mr. S. Flancbaum. On **roll call**, all seated members voted **"Yes."** **Motion carried.**

10. Shorrock Solar Project

At this time the Authority may Authorize the use of competitive contracting for the installation of a photovoltaic system.

- **Resolution No.25-54** Authorizing Use of Competitive Contracting For Photovoltaic System

Motion made by Mayor Coles and seconded by Mr. S. Flancbaum. On **roll call**, all seated members voted **"Yes."** **Motion carried.**

VIII. **Attorney's Report** given by Mr. Adam Pfeffer, Esq.

IX. **Executive Director's Report**

Given by Mr. J. Flancbaum, Executive Director

1. Resolution awarding contract for the installation of access control and security and fire alarm systems

On June 5th we conducted an RFP opening. We received one proposal from Premier Electronic Systems for a total price of \$38,667.00. This is for our new

well sites and for the two new GAC Buildings on New Hampshire Avenue and Shorrock Street. We have done business with Premier Electronics several times now and would like to use them for this job as well.

- **Resolution No. 25-55** Awarding contract for the installation of access control and security and fire alarm systems

Motion made by Mayor Coles and seconded by Mr. S. Flancbaum. On **roll call**, all seated members voted **“Yes.” Motion carried.**

2. 2025 Consumer Confidence Report

Mr. J. Flancbaum gave an update to the Board regarding our Consumer Confidence Report. The postcards telling our customers that the 2025 CCR is available, were mailed last week well in advance of the statutory deadline. The postcard tells them where they can find a copy online or to call us and we will email or send a hard copy in the mail. We have already had a few requests.

Senator Singer says he would like to inform the Board of something. We went into a lawsuit based on recommendation from Mr. J. Flancbaum and Mr. Pfeffer. I was recently with the law firm that is handling the case and they shared with me, that due to Mr. J. Flancbaum and Mr. Pfeffer’s quick action we will be receiving a very large settlement check. Thank you to both of you.

X. **Technical Operations Report**

Given by Mr. Bob Farina, Director of Operations

Operations Dept:

1. We have hired a Field Technician Representative and he is scheduled to start with the Authority on Monday June 9th, 2025.

Technical Operations Dept:

2. All SCADA and communications systems are up and running.

3. The radio and antenna replacement for the Ridge Ave to NH Ave link is complete and fully operational.

IT Dept:

4. The Windows 10 to Windows 11 upgrade is in process and is fully expected to be completed ahead of the October 14, 2025, expiration date.
5. A cyber-JIF insurance meeting took place, including Leon McBride, Chris McClain and two representatives from the Authority's IT outside contractor, Ocean Computer Group. Included in the discussions were the Authority's current IT cyber protections and programs in addition to what would be required in the future to maintain our 100% compliance and to ensure that our deductibles remain at the lowest possible point.

GIS/Cyber-Security Dept:

GIS:

6. Assisted in the Leak detection effort by providing requested information to the contractor.
7. Provided data to the consultant regarding the water quality study for the Locust Street area.
8. Our GIS/GPS technician successfully completed his 90-day probation period and is performing well. He is now being scheduled to attend some structured courses via virtual classes.

Cyber-Security:

9. Currently investigating a Dagos free Community Defense Program so that we can monitor and protect our networks.
10. The MS-ISAC which delivers continuous cyber alerts and warnings to government organizations will no longer be free due to changes in government funding. We are monitoring this situation and what the cost will be to the Authority.

Senator Singer told Mr. J. Flancbaum that we should go forward with the overpayment study with the Ocean County Utilities Authority. Mr. J.

Flancbaum informed the Board that he spoke with one of our consultants last week about doing the I&I study. We also had a meeting yesterday with the OCUA and they are on board; they understand that we want to make sure that we haven't overpaid. We haven't paid the bill yet but if the Board agrees, I would like to come up with a number that we are comfortable to pay, until we have this figured out. Senator Singer added that the bill has been substantially decreased for now. We are convinced it's either a meter problem, a mis-billing problem or leakage.

Mr. J. Flancbaum continued explaining, the bills are based on estimates from the previous year and at the end of the year there is a true up we either get a credit or an overage charge. At the end of 2024, we got an overage charge based on very high flows coming in, primarily in the 1st quarter 2024. We have different connection points around the system that are metered into the OCUA system.

Senator Singer explained the issue isn't water usage, it's what gets into the sewer-is there filtration for example from rainwater going into the sewer or is there something going on in there that we don't know about. We want to check it since it's a substantial amount of money and the last time we did it was 2017. We want to make sure we aren't being overcharged. We do compare the results to our meters as well. But that is not an exact science because we billed for different amounts of gallons and sprinklers all differently.

Mayor Coles asked if all the OCUA meters were showing higher usage or just certain areas? Mr. J. Flancbaum explained that our system is broken down into two sections-the Kettle Creek Section and the Northeast Section. The Northeast section is showing high usage. The Engineering Department and the Operation Department examined all the numbers together and the Kettle creek Section looks to be consistent, no issues there. The OCUA agrees.

Mr. J. Flancbaum continues, the Northeast section is where the flows were very high during the first quarter of 2024. The numbers are higher at time than what we pump, which doesn't make sense. By next month's Board Meeting we should have a proposal ready to go.

Commissioner's Report

XI. MEETING OPEN TO THE PUBLIC

XII. MEETING CLOSED TO THE PUBLIC

XIII. ADJOURNMENT

The meeting was adjourned at 10:32 AM.

Respectfully submitted,

Robyn Gray,
Secretary, LTMUA