



Board of Commissioners
Senator Robert Singer, Chairman
Meir Lichtenstein, Vice Chairman
Yocheved Miller, Treasurer
Anne Fish, Assistant Secretary
Mayor Raymond Coles, Commissioner
Samuel Flancbaum, Alt. Commissioner
Chana Eisen, Alt. Commissioner

THE LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

Regular Meeting Minutes

August 4, 2026

- I. Senator Singer opened the meeting at 10:03 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 6, 2026 and the Lakewood Shopper on March 26, 2026.
- III. **Salute to the Flag**
- IV. **Roll Call of Commissioners**

On roll call the following Commissioners were present Mr. S. Flancbaum, Mrs. Eisen 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., and Mr. Bob Farina, Director of Operations.

V. Minutes

Motion to approve the minutes of the Regular Monthly Meeting held on July 7, 2026, was made by Mr. S. Flancbaum and seconded by Mrs. Eisen. On **roll call**, all seated members voted **"Yes."** **Motion carried.**

Mrs. Fish arrived and was seated.

VI. Chief Financial Officer Report

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

1. Motion to Update Rules & Regulation

We are updating the FMLA and NJLFA language in accordance with the JIF's recommendations, which has been reviewed and approved by our Labor Counsel. Also, we are adding 15-minute staff break language.

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

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2. Resolution to Authorize Filing of Grants

Resolution to Authorize filing of Grants of Loan and Grant Applications and subsequently executing contracts with the NJ DEP by the CFO. These efforts are all worked on with legal and with engineering and with our consultants, but we need one person who has access to the system to move the process forward and approve it. Mr. Sondak explained he will be the one that gives the authorization to go into the system and execute on our behalf.

Senator Singer asked Mr. Pfeffer if this is acceptable and he said yes it is.

- **Resolution No. 26-53** Authorizing Filing of Grants

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

3. Motion to Approve the Operating List

The Operating Expense List in your Board Packets is \$1,857,622.12. There are no unexpected items to discuss. The list does include the third quarter OCUA payment of \$728,620.00. The list also includes \$330,204.10 of Construction Costs of which \$172,911.20 is for the Meter Replacement project funded through Short-Term borrowing from the iBank. In addition, the Operating Expense List is hereby amended for an invoice from Levin Shea Pfeffer and Goldman in the amount of \$8,053.50 for legal services rendered. This additional invoice brings the amended Operating List total to \$1,865,675.62. I recommend that the board approve the Operating Expense List, as amended, of \$1,865,675.62, with noted abstentions.

Senator Singer commented that the OCUA had a major watermain break in their plant and did not publicly notify us. Due to that break, the plant is out of operation. They are spending hundreds of thousands of dollars to truck the sludge out of both Pennsylvania and North Jersey. As one of the larger users, he stated he is a little annoyed that we were not officially notified about it. He and Mr. J. Flancbaum both found out about it through the grapevine. The OCUA has assured us that there will be no increase for us, that it will all be covered by insurance. Senator Singer was adamant that he wanted it noted that we will not accept an increase based on this. The plant will not be back in full operation for months but will be covered by insurance according to the OCUA. Senator Singer said it is his feeling that we will not pay the increased amount should it not be covered by insurance. First of all, they didn't even tell us about it and second, why aren't they checking their equipment, especially the mains that are so important. And again, he made it clear he wanted it noted for the record.

Motion made by Mrs. Fish and seconded by Mrs. Eisen. On **roll call**, 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. Planet Fitness Route 70 (**Owner/Developer: 1900 R70 Associates, LLC – David & Douglas Steiner / Tenant/Developer: Planet Fitness Asset CO – Brian Dumont**)

At this time the Authority may authorize the Executive Director to endorse applications for the Planet Fitness project. OCUA approval is anticipated to be required due to the proposed development generating over 2,000 gpd of sanitary sewer flow.

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

- **Resolution No. 26-54** Authorizing the Executive Director to Endorse Applications for Planet Fitness Route 70

Motion made by Mrs. Fish and seconded by Mrs. Eisen. On **roll call**, all seated members voted **“Yes.” Motion carried.**

The following are the site specific terms for the Developer’s Agreement for the Planet Fitness Route 70 project:

- Planet Fitness wants to open prior to completing the As-Built drawings and completing all required construction and relocating the meter for the planet fitness building from the inside to a meter pit outside.
- The Authority agrees with Planet Fitness’ request conditioned on Planet Fitness, prior to opening, obtaining all required permits (OCUA/TWA), Planet Fitness posting a cash guarantee in the amount of \$114,427.00 to ensure the completion of the construction items and the As-Built drawings, and Planet Fitness paying all required connection fees.

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

Senator Singer asked Mr. J. Flancbaum what he thinks about this. Mr. J. Flancbaum said he has discussed it with Mr. Pfeffer and it’s a large amount of money for what work still needs to be done and they will be giving it to us in cash. We feel comfortable with this arrangement.

- **Resolution No. 26-55** Authorizing the Execution of a Developers Agreement for Planet Fitness Route 70

2. **1380 Ocean Avenue Office Building (Owner/Developer: Cedar Management 1380, LLC – Moshe Rothstein)**

The following are the site specific terms for the Developer’s Agreement for the 1380 Ocean Avenue Office Building project:

- The Developer is installing a sanitary sewer main extension across the front of the Developer’s property and providing the Authority an easement for the sanitary sewer main.
- The Developer agrees to remove the freestanding sign from the Authority’s sanitary sewer easement and not to install any signage within the easement in the future.

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

- **Resolution No. 26-56** Authorizing the Execution of a Developers Agreement for 1380 Ocean Avenue Office Building

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

3. **Rutgers Blvd Building Addition (Owner/Developer: RBM Properties, LLC – Moshe Hassan & Robert Gestetner / GC: Builders Supreme – Nathan Neuman)**

At this time the Authority may accept the terms of the Developer’s Agreement for the Rutgers Blvd Building Addition project. There are no special conditions as part of this developer’s agreement.

- **Resolution No. 26-57** Authorizing the Execution of a Developers Agreement for Rutgers Blvd Building Addition

Motion made by Mrs. Fish and seconded by Mrs. Eisen. On **roll call**, all seated members voted **“Yes.” Motion carried.**

4. Well 1 Chemical Wash

At this time the Authority may authorize the issuance of the notice to bidders for the Well 1 Chemical Rehabilitation project.

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

5. Bids for Chemicals and Cold-Water Meters for Calendar Years 2027-2028

At this time the Authority may authorize the issuance of the notice to bidders for the purchase of chemicals and cold water meters for the calendar years 2027-2028.

Motion made by Mrs. Fish and seconded by Mrs. Eisen. On **roll call**, all seated members voted **“Yes.” Motion carried.**

VIII. Attorney's Report

Mr. Pfeffer reported that it was business as usual.

IX. Executive Director's Report

Given by Mr. J. Flancbaum, Executive Director

1. Resolution Authorizing the execution of (3) year Small Utility Enterprise Agreement with Environmental Systems Research Institute, Inc. (“ESRI”)

This is a renewal of our current subscription to their Small Utility Enterprise software to operate our GIS system. We have had a lot of success with this and utilizing it daily. The price is \$71,100.00 for a three-year agreement which is \$14,000.00 less than our previous agreement because we have been categorized as a smaller utility than in the past.

- **Resolution No. 26-58** Authorizing the Execution of a 3-Year Agreement with Environmental Systems Research Institute (ESRI) for proprietary computer equipment

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

2. Resolution Authorizing the execution of an Engagement Letter with the Keefe Law Firm

Mr. J. Flancbaum discussed that we have received correspondence from the Keefe Law Firm regarding a potential claim against industrial users for introducing 1,4-Dioxane and Chromium 6 into the water supply.

The EPA and NJDEP have been monitoring these contaminants and are expected to establish MCLs in the near future.

If we qualify for the litigation, Keefe can do it on a contingency basis just like the PFAS case. They would get 1/3 of whatever we are awarded. Alternatively, they can work on an hourly basis with a \$100,000 retainer to get started.

Mr. J. Flancbaum recommends awarding on a contingency basis. We have an engagement letter to sign, and I will continue to keep the board informed on whether or not we qualify and then how the litigation is going along the way.

Mr. Pfeffer added that the Keefe Law Firm and the attorneys were a pleasure to work with. They were responsive to our questions, immediately. We are only one of a large number of groups, but never felt that we were pushed aside.

- **Resolution No. 26-59** Authorizing the Execution of an Engagement Letter with the Keefe Law Firm

Motion made by Mrs. Fish and seconded by Mrs. Eisen. On **roll call**, all seated members voted **“Yes.” Motion carried.**

X. Technical Operations Report
Given by Mr. Bob Farina, Director of Operations

Operations Dept:

1. We are currently flushing our re-drilled well #23 and upon completion will test to determine the water quality and suitability for distribution.
2. Deep well #7 is to be videoed to determine where in the case the breach or breaches exist, as a note, the well is near 50 years old this is not uncommon and can be expected.

Technical Operations Dept:

3. All SCADA and communications systems are working fine.
4. This past month there have been at least two instances where water/wastewater SCADA systems were cyber attacked because they were connected to the internet. It is important to mention that the Authority’s SCADA systems are 100% isolated from the outside world with no such connection existing. This is routinely inspected by our outside contracted integrator.

IT Dept:

5. The Authority continues to maintain an elevated cyber-security posture working in accordance with our local, state and federal cyber-security partners.
6. Our outside contracted IT firm has verified that our MEL/JIF basic and intermediate cyber-security compliance tiers are achieved as this relates to maintaining lower premium charges to the Authority.

GIS/Cyber-Security Dept:

GIS:

7. Lead Service Line submittal was submitted on time by the required July due date.

8. Our GIS staff is registered for the GPN Mid-Atlantic Conference this October as the LTMUA has been selected to present on both the use of GIS in the meter replacement project and in the capturing and sharing of hydrant flushing data.

Cybersecurity:

9. Chris attended a threat briefing hosted by the NJCCIC and CrowdStrike, the NJCCIC is working on securing funding to extend the Authority's free access to CrowdStrike past the 4-year term.
10. The Authority applied for the safe Drinking Water Cybersecurity Grant Program.

XI. Commissioner's Report

XII. MEETING OPEN TO THE PUBLIC

XIII. MEETING CLOSED TO THE PUBLIC

XIV. ADJOURNMENT

Motion was made by Mrs. Fish and seconded by Mr. S. Flancbaum. The meeting was adjourned at 10:22 A.M.

Respectfully submitted,

Robyn Gray,
Secretary, LTMUA