



**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  
ANNUAL REORGANIZATION MEETING MINUTES  
FEBRUARY 6, 2024**

- 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 10, 2023 and The Lakewood Shopper on February 9, 2023.

**III. Salute to the Flag**

**IV. Roll Call**

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

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

**V. Business of Meeting**

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

Senator Singer nominated **Mrs. Robyn Gray** for **Secretary**, seconded by Committeeman Lichtenstein.

**Motion made** by Committeeman Lichtenstein and seconded by Mr. S. Flancbaum to close nominations. 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.**

Committeeman Lichtenstein nominated **Senator Robert Singer** for **Chairman**, seconded by Mr. Theibault.

**Motion made** by Committeeman Lichtenstein and seconded by Mrs. Fish that nominations be closed. On **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.**

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**LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

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

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

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

Mr. Theibault nominated **Mrs. Anne Fish** for **Assistant Secretary** seconded by Committeeman Lichtenstein.

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

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

Committeeman Lichtenstein nominated **Mr. Craig Theibault** for **Treasurer**, seconded by Mr. S. Flancbaum.

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

**H. A motion** was made by Mr. S. Flancbaum and seconded by Committeeman Lichtenstein to designate banks and New Jersey Cash Management Fund as depository for MUA funds.

1. **Lakeland Bank, 500 River Avenue, Lakewood, NJ**
2. **State of New Jersey Cash Management Fund, Division of Investments, PO Box 290, Trenton, NJ**
3. **First Commerce, 105 River Avenue, Lakewood, NJ**
4. **Bank of New York Mellon, 385 Rifle Camp Road, Woodland Park, NJ**
5. **Columbia Bank, 19-01 route 208 North, Fairlawn, NJ**
6. **Unity Bank**

- **Roll Call**

On **roll call**, members Mrs. Fish, Mrs. Miller, Mr. Theibault, Mr. S. Flancbaum, Committeeman Lichtenstein voted "**Yes**". Senator Singer abstained. **Motion carried.**

**K. A motion** was made by Mr. Theibault and seconded by Mr. S. Flancbaum **designating Chairman, Vice Chairman and Treasurer to sign checks, vouchers and all necessary financial documents.** On **roll call**, all members present voted "**Yes**". **Motion carried.**

**L. A motion** was made by Mr. Theibault and seconded by Mr. S. Flancbaum **designating Asbury Park Press, The Lakewood Shopper and BP Weekly** as official newspapers of the LTMUA. On **roll call**, all members present voted "**Yes**". **Motion carried.**

**VI. Resolutions**

**A. Resolution No. 24-10 Establishing Time, Date and Place of Regular Monthly Meetings and Annual Meeting.** A **motion** was made by Mr. Theibault and seconded by Mr. S. Flancbaum. On **roll call**, all members present voted "**Yes**". **Adopted.**

**B. Resolution No. 24-11 Appointment of Professional Personnel (Auditor, Bond Counsel, Labor Counsel, General Counsel and Conflict Counsel).**

Mr. J. Flancbaum recommended the following professionals:

General Counsel: Levin, Shea, Pfeffer, & Goldman

Labor Counsel: Levin, Shea Pfeffer & Goldman

Conflict Counsel: Dasti & Staiger Attorneys at Law

Bond Counsel: Dilworth Paxson LLC

Auditor: Mohel, Elliott, Bauer, & Gass

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

**C. Resolution No. 24-12 Designating Certifying Agent Mr. Donald Sondak.** A **motion** was made by Mr. Theibault and seconded by Mr. S. Flancbaum. On **roll call**, all members present voted "**Yes**". **Adopted.**

**D. Resolution No. 24-13 Appointing Financial Officers and Assistant Financial Officer.** Mr. J. Flancbaum said that he and Mr. Donald Sondak are the Financial Officers and Mrs. Robyn Gray is Assistant Financial Officer

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

**E. Resolution No. 24-14 Authorizing an Automobile Allowance for the Executive Director for Personal Automobile Use**

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

**Senator Singer informed the Board we are following the guidelines of the Township with this resolution.**

**F. Motion to accept 2024 Engineering and Operations Fee Schedule.** Mr. J. Flancbaum said there was no change from last year.

A **motion** was made by Mr. Theibault and seconded by Mr. S. Flancbaum. On **roll call**, all members present voted "**Yes**". **Motion carried.**

**G. A motion to accept 2024 Construction Cost and Bonding Amounts.** Mr. J. Flancbaum said there is a 3% increase.

A **motion** was made by Mr. Theibault and seconded by Mr. S. Flancbaum. On **roll call**, all members present voted "**Yes**". **Motion carried.**

**VII. Meeting is Opened to the Public**

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

**IX. Adjournment**

**Motion** made by Mr. Theibault and seconded by Mr. S. Flancbaum to adjourn the reorganization meeting. On **roll call**, all members present voted "Yes". **Motion carried. Meeting was adjourned at 2:10 P.M.**

Respectfully submitted,

Robyn Gray  
Secretary, LTMUA