



**Board of Commissioners**

*Senator Robert Singer, Chairman*

*Craig Theibault, Vice Chairman*

*Mayor Raymond Coles, Treasurer*

*Anne Fish, Assistant Secretary*

*P. G. Waxman, Commissioner*

*Samuel Flancbaum, Alt. Commissioner*

*Meir Lichtenstein, Alt. Commissioner*

**THE LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
ANNUAL REORGANIZATION MEETING MINUTES  
FEBRUARY 13, 2019**

- I. The Chairman opened the meeting at 2:01 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 January 10, 2019 and The Tri Town News on January 16, 2019.
- III. **Salute to the Flag**
- IV. **Swearing In Of New Commissioners**  
Samuel Flancbaum was sworn in as an alternate Commissioner of the Lakewood Township Municipal Utilities Authority.
- V. **Roll Call**  
On a roll call the following Commissioners were present: Mr. Lichtenstein, Mr. S. Flancbaum, Mr. Theibault, Mrs. Fish and Senator Singer. Mr. Lichtenstein and Mr. S. Flancbaum were seated as alternates.  
  
The following professionals and key personnel were present: Mr. Adam Pfeffer, Esq.; Mr. Gerwin Bauer, Jr., CPA; Mr. Justin Flancbaum, Executive Director, Mr. Daniel Rappoccio, CFO, Mr. Colin Farrell, CEng MIEI, Director of Engineering, Mr. Adam Ponsi, P. E., Mr. Robert Farina, Instrumentation Department Supervisor and Mrs. Nechama Lapa, Secretary.
- VI. **Business of Meeting**
  - A. **Senator Singer called for nomination for Secretary.**

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390 NEW HAMPSHIRE AVENUE, LAKEWOOD, NEW JERSEY 08701  
PHONE (732) 363-4422 | FAX: (732) 905-0712 | WWW.LAKEWOODMUA.COM

Mr. Theibault nominated **Mrs. Nechama Lapa** for **Secretary**, seconded by Mr. Lichtenstein.

**Motion made** by Mr. Lichtenstein and seconded by Mr. Flancbaum to close nominations. On a **voice vote**, all members present voted "**Aye**". **Motion carried.**

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

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

Mr. Theibault nominated **Senator Robert Singer** for **Chairman**, seconded by Mrs. Fish.

**Motion** made by Mrs. Fish and seconded by Mr. Lichtenstein 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. S. Flancbaum nominated **Mayor Raymond Coles** for **Vice Chairman**, seconded by Mr. Lichtenstein.

**Motion** was made by Mr. Theibault seconded by Mr. Lichtenstein to close nominations. Mr. Waxman arrived at 2:06 P.M. Mr. Lichtenstein is no longer seated as an alternate. Mr. Pfeffer said that Mayor Coles was reappointed by Township resolution and will be sworn in at next meeting. On a **roll call**, all members present voted "**Yes**". **Motion carried.**

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

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

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

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

Mr. Waxman nominated **Mr. Craig Theibault** for **Treasurer**, seconded by Mrs. Fish.

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

Senator Singer and Mr. Waxman did not participate in the following discussion or vote regarding banking. Senator Singer and Mr. Waxman **abstained** on the following votes. The gavel was handed to Mrs. Fish.

H. A **motion** was made by Mr. Theibault and seconded by Mr. S. Flancbaum to **designate bank** as main depository of funds: **Lakeland 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. Theibault and seconded by Mr. S. Flancbaum to designate **Lakeland 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. Theibault and seconded by Mr. S. Flancbaum 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] **Regal Bank, 408 Elizabeth, Somerset, NJ**

6] **First Commerce, 105 River Avenue, Lakewood, NJ**

7] **Provident Bank, PO Box 1001, Iselin, NJ**

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

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

K. A **motion** was made by Mr. Waxman 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 Mr. S. Flancbaum and seconded by Mr. Waxman **designating Asbury Park Press and Tri Town News** as official newspapers of the LTMUA. On a **voice vote**, all members present voted **"Aye"**. **Motion adopted.**

## VII. Resolutions

A. A **motion** was made by Mr. Waxman and seconded by Mrs. Fish to adopt **Resolution #19-12 Establishing Time, Date and Place of Regular Monthly Meetings and Annual Meeting.** On **roll call**, all members present voted **"Yes"**. **Adopted.**

B. Mr. J. Flancbaum stated that the following professionals are recommended for appointment for 2018. For auditor, Mohel Elliot Bauer and Gass sent in a

proposal. It was reviewed and is recommended. For general counsel, Levin Shea and Pfeffer P.A. sent in a proposal. It was reviewed and is recommended. Two proposals were received for Labor Counsel. One from Goldman Wells Legal Group and the second from Eric M. Bernstein and Associates. After reviewing both proposals, it is recommended to award the contract to Goldman Wells Legal Group LLC. Two proposals were received for Conflict Counsel. One from Goldman Wells Legal Group and the second from Eric M. Bernstein and Associates. After reviewing both proposals, it is recommended to award the contract to Goldman Wells Legal Group LLC. Two proposals were received for Bond Counsel. One from Capehart Scatchard and the second from Gluck Walrath. Mr. J. Flancbaum recommends Bond Counsel be awarded to Gluck Walrath. A **motion** was made by Mr. Theibault and seconded by Mr. S. Flancbaum to adopt **Resolution # 19-13 Appointment of Professional Personnel (Auditor, Bond Counsel, Labor Counsel, General Counsel and Conflict Counsel)**. On **roll call**, all members present voted "**Yes**". Mr. Waxman said that for the record he will be **abstaining** on the vote for Auditor. **Adopted.**

- C. Mr. J. Flancbaum said that Mrs. Nechama Lapa is Certifying Officer. A **motion** was made by Mr. Waxman and seconded by Mrs. Fish to adopt **Resolution # 19-14 Designation Certifying Agent**. On **roll call**, all members present voted "**Yes**". **Adopted.**
  - D. Mr. J. Flancbaum said that he and Mr. Daniel Rappoccio are Financial Officers and Ms. Robyn Gaynor is Assistant Financial Officer. A **motion** was made by Mr. Waxman and seconded by Mrs. Fish to adopt **Resolution # 19-15 Appointment of Financial Officers and Assistant Financial Officer**. On **roll call**, all members present voted "**Yes**". **Adopted.**
  - E. Mr. J. Flancbaum said that there are no changes. A **motion** to accept **2019 Engineering and Operations Fee Schedule** was made by Mr. Waxman and seconded by Mrs. Fish. On **roll call**, all members present voted "**Yes**". **Motion carried.**
  - F. Senator Singer asked if there are any changes. Mr. J. Flancbaum said that the bonding amount went up the annual three percent increase. This increase is needed to cover the increase cost of the prevailing wage. This is for the bonding costs for the Performance Guarantees and Maintenance Bonds. A **motion** to accept **2019 Construction Cost and Bonding Amounts** was made by Mr. Theibault and seconded by Mr. S. Flancbaum. On **roll call**, all members present voted "**Yes**". **Motion carried.**
- VIII. A **motion** was made by Mr. Waxman and seconded by Mrs. Fish **authorizing the Attorney to prepare contracts for the Professionals**. On a **voice vote**, all members present voted "**Aye**". **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 Mr. Theibault and seconded by Mr. Flancbaum Coles to adjourn the reorganization meeting. On a **voice vote**, all members present said "**Aye**".  
**Motion carried. Meeting was adjourned at 2:17 P.M.**

Respectfully submitted,

Nechama Lapa  
Secretary, LTMUA