



**LAKEWOOD TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

**ANNUAL REORGANIZATION
MEETING MINUTES**

FEBRUARY 1, 2011

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- 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 January 7, 2011 and Tri Town News on January 13, 2011.

III. Roll Call

On a roll call the following Commissioners were present: Mr. Theibault, Mr. S. Flancbaum, Mr. Sernotti, Mr. Coles, Mr. Waxman, Mrs. Fish and Senator Singer.

The following professionals and key personnel were present: Mr. Justin Flancbaum, Executive Director, Mr. Norman Smith, Esq.; Mr. Gerwin Bauer, Jr., CPA; Mr. Paul Morrill, P.E. and Nancy Lapa, Secretary.

IV. Salute to the Flag

V. Business of Meeting

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

Mr. Coles made a motion, seconded by Mr. Sernotti that **Nancy Lapa** is nominated for **Secretary**.

Motion made by Mr. Coles and seconded by Mr. Sernotti that nominations be closed. 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 **nominations for Chairman**.

Mr. Waxman made a motion, seconded by Mr. Coles that **Senator Singer** is nominated for **Chairman**.

Motion made by Mr. Sernotti and seconded by Mr. Coles 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. Sernotti nominated **Mr. Waxman** for **Vice Chairman**, seconded by Mr. Coles.

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

F. The Chairman called for nominations for Assistant Secretary.

A motion was made by Mr. Waxman and seconded by Mr. Coles to nominate **Mrs. Fish** for **Assistant Secretary**.

Motion was made by Mr. Sernotti and seconded by Mr. Coles that nominations be closed. On a **voice vote**, all members present voted **"Aye"**. **Motion carried.**

G. The Chairman called for nominations for Treasurer.

A motion was made by Mr. Waxman, seconded by Mr. Sernotti to nominate **Mr. Coles** for **Treasurer**.

Motion was made by Mr. Waxman and seconded by Mr. Sernotti that nominations be closed. On a **voice vote**, all members present voted **"Aye"**. **Motion carried.**

H. Senator Singer and Mr. Waxman left the table. The gavel was handed to Mr. Coles. Mr. S. Flancbaum and Mr. Theibault were seated as alternates.

A **motion** was made by Mr. Coles and seconded by Mr. Sernotti **designating bank** as main depository of funds: **Harmony Bank**, 500 River Avenue, Lakewood, New Jersey. On a **roll call**, all members present voted **"Yes"**. **Motion carried.**

I. Senator Singer and Mr. Waxman have left the table. The gavel was handed to Mr. Coles. Mr. S. Flancbaum and Mr. Theibault were seated as alternates.

A **motion** was made by Mr. Coles and seconded by Mr. Sernotti to designate **The Bank**, 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. Senator Singer and Mr. Waxman have left the table. The gavel was handed to Mr. Coles. Mr. S. Flancbaum and Mr. Theibault were seated as alternates.

A **motion** was made by Mr. Coles and seconded by Mr. Sernotti designating banks and the **State of 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] **The Bank, East Kennedy Blvd, Lakewood, NJ**
- 4] **TD Bank, 1601 Madison Avenue, Lakewood, NJ**
- 5] **Harmony Bank, 500 River Avenue, Lakewood, NJ**

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

Mr. S. Flancbaum and Mr. Theibault are no longer seated as alternates. Senator Singer and Mr. Waxman are now part of the discussion.

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

VI. Resolutions

- A. A **motion** was made by Mr. Coles and seconded by Mr. Sernotti to adopt **Resolution #11-18 – Establishing Time, Date and Place of Regular Monthly Meeting and Annual Meeting**. On a **voice vote**, all members present voted **"Aye"**. **Adopted**.
- B. **Resolution # 11-19 – Appointment of Professional Personnel (Auditor, Bond Counsel and Counsel)**. Mr. Flancbaum said that a RFP was advertised. Three proposals were received; one for bond counsel, one for counsel and one for auditor. The proposal for counsel was from the current counsel, Mr. Norman D. Smith, and Mr. Flancbaum recommended him. The proposal for auditor was from Mohel Bauer Elliott and Gass and Mr. Flancbaum recommended them. The proposal received for bond counsel was from the current bond counsel, Gluck Walrath LLP and Mr. Flancbaum recommended them. A **motion** was made by Mr. Coles and seconded by Mr. Sernotti. On **roll call**, all members present voted **"Yes"**. **Adopted**.
- C. A motion was made by Mr. Waxman and seconded by Mr. Sernotti to adopt **Resolution # 11-20 – Designation Certifying Agent**. On a **voice vote**, all members present voted **"Aye"**. **Adopted**.
- D. A **motion** was made by Mr. Coles and seconded by Mr. Waxman to adopt **Resolution # 11-21 – Appointment of Financial Officers and Assistant Financial Officer**. On a **roll call**, all members present voted **"Yes"**. **Adopted**.
- E. A **motion** was made by Mr. Waxman and seconded by Mr. Coles to adopt **Resolution # 11-22 - Designating Public Agency Compliance Officer (PACO)**. On a **voice vote**, all members present voted **"Aye"**. **Adopted**.
- F. A **motion** to accept **2011 Engineering and Operations Fee Schedule** was made by Mr. Waxman and seconded by Mr. Coles. On **roll call**, all members present voted **"Yes"**. **Motion carried**. Mr. Morrill said that the fee schedule did not change from prior years.
- G. A **motion** to accept **2011 Construction Cost and Bonding Amounts** was made by Mr. Waxman and seconded by Mr. Coles. On **roll call**, all members present voted **"Yes"**. **Motion carried**. Mr. Morrill said the amounts were brought up two percent.

H. A **motion** was made by Mr. Waxman and seconded by Coles **authorizing the Attorney to prepare contracts for the Professionals**. On a **voice vote**, all members present voted "**Aye**". **Motion carried**.

VII. Meeting is Opened to the Public

No response from the Public

VIII. Meeting is Closed to the Public

IX. Adjournment

Motion made by Mr. Coles and seconded by Mr. Sernotti to adjourn the reorganization meeting.

On a **voice vote**, all members present said "**Aye**". **Motion carried. Meeting was adjourned at 2:10 P.M.**

Respectfully submitted,

Nancy Lapa
Secretary, LTMUA