



Board of Commissioners

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

THE LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

Regular Meeting Minutes

February 3, 2026

- I. Senator Singer opened the meeting at 2:15 P.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. Fish, Mrs. Miller, Mayor Coles, Committeeman Lichtenstein, Mr. S. Flancbaum, Mrs. Eisen and Senator Singer. The following professionals and key personnel were present: Gerwin Bauer, Auditor, 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. Harry Robbins, Operations Manager, Mr. Ryan Wagner, Operations Supervisor and Mr. Frank Dugan, Operations Supervisor.

V. Minutes

Motion to approve the Water and Sewer Connection Fee Hearing Minutes held on January 6, 2026, was made by Mayor Coles and seconded by Mrs. Fish. On **roll call**, all seated members voted **"Yes."** **Motion carried.**

Motion to approve the minutes of the Regular Monthly Meeting held on January 6, 2026, was made by Mayor Coles and seconded by Mrs. Fish. On **roll call**, all seated members voted **"Yes."** **Motion carried.**

VI. Chief Financial Officer Report

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

1. Update on 2026 Budget

The 2026 Budget Final has been approved by the DCA and has been published on our website.

2. Motion to Approve the Operating List

The Operating Expense List in your Board Packets is \$936,662.93. There are no unexpected items to discuss. The list includes \$173,708.42 of Construction Costs. In addition, the Operating Expense List is hereby amended for an invoice from Levin Shea Pfeffer and Goldman in the amount of \$987.50 for legal services rendered. This additional invoice brings the Operating Expense List amended total to \$937,650.43. I recommend that the board approve the Operating Expense List as amended to \$937,650.43, with noted abstentions.

Motion made by Mayor Coles and seconded by Mrs. Fish. On **roll call**, all 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. 724 Coral Avenue Water & Sewer Extension

The following are the site specific terms for the Developer’s Agreement for the 724 Coral Ave Water & Sewer Extension project:

The Developer is permitted to either construct the water and sanitary sewer facilities in one phase or the Developer may divide the project into two phases. If the Developer elects to proceed with two phases, a phasing plan must be provided to and approved by the Authority delineating the phase lines showing the water main improvements within Oak Street as Phase 1 and the remainder of the project as Phase 2.

The Developer agrees to pay \$3,808.00 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. 26-13** Authorizing the Execution of a Developer’s Agreement for 724 Coral Avenue Water & Sewer Extension

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

2. Ridge Avenue Tank Painting

The Authority received a proposal from Colliers Engineering & Design for preliminary evaluation & design, bidding, construction administration, paint inspection/testing, and funding support for I-Bank for the repainting of the interior and exterior of the Ridge Avenue Tank in the cost not to exceed amount of \$202,565.00.

At this time the Authority may award a contract to Colliers Engineering & Design for engineering services for the repainting of the interior and exterior of the Ridge Avenue tank in the cost not to exceed amount of \$202,565.00.

- **Resolution No. 26-14** Awarding Professional Services Contract for Ridge Avenue Tank Painting 2026

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

3. New Hampshire Avenue Tank Painting 2026

The Authority received a proposal from Remington & Vernick Engineers for preliminary evaluation & design, bidding, construction administration, construction observation, paint inspection/testing, funding support for I-Bank, and reimbursable expenses for the repainting of the interior & exterior of the New Hampshire Avenue Tank in the cost not to exceed amount of \$187,870.00.

At this time the Authority may award a contract to Remington & Vernick Engineers for engineering services for the repainting of the interior and exterior of the New Hampshire Avenue tank in the cost not to exceed amount of \$187,870.00.

- **Resolution No. 26-15** Awarding Professional Services Contract for New Hampshire Avenue Tank Painting 2026

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

VIII. Attorney's Report

Mr. Pfeffer said at last month’s meeting he was asked to file a lawsuit for the flea market for their arrears on the outstanding escrow account. He filed that action and they have until the end of the month to respond.

IX. Executive Director’s Report

Given by Mr. J. Flancbaum, Executive Director

1. Resolution awarding Professional Services Contract NJDEP Planning and Design Grant Coordination

We are eligible for up to \$2,000,000 in planning and design grants as a result of our enrollment in the NJ Water Bank Technical Assistance Program. These grants are administered through the DEP’s SAGE portal which is linked to but separate from the H2 Loans System.

We have 10 projects for which we are going to seek these grants. Being that we have several different design engineers working on these projects RVE will create a central clearinghouse within the SAGE system to coordinate the funding.

RVE proposes to get this done for a lump sum of \$53,500.00. I recommend awarding the contract to RVE for this project.

- **Resolution No. 26-16** Awarding Professional Services Contract for NJDEP Planning and Design Grant Coordination

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

Senator Singer asked when we will hear about the grant. Mr. J. Flancbaum said he thinks the February 14th is the date when a decision will be issued. The decision will come from EPA.

Senator Singer also requested an update on the OCUA. Mr. J. Flancbaum said we are on track to have a conversation with them in March. We should get the full analysis from French and Parello by the end of this week. Once we do we can see where we are at and if there is anything to go back to the OCUA with. We know that in the first quarter of 2024, we had higher than usual flows. The question is whether those flows were due to I&I (inflow and infiltration to the system) or due to real usage. OCUA brought these high flows to our attention. We metered the locations where the high flows were, we monitored with our meters for 4-5 months, we also tracked what the flows were this year. We have two regions with the OCUA, the Northeast Region and the Kettle Creek Region- they both go to two separate interceptors. It's the Northeast Region where we are seeing the high flows. The flows in 2025 were also high. We should not be paying for more than what we pump theoretically and in the first quarter of 2024, the flows were higher than the water we pumped. There is a lot to look at in the analysis of 2024 and 2025.

Senator Singer asked if there is any possibility of dumping into our system? Yes, but we don't know. It could be that something is discharging into the system, not on purpose. Mr. Ponsi explained there is a possibility that the system has an I&I issue. There is also the possibility of illegal connections like roof drains. Infiltration could be rainwater in the ground going into the sanitary sewer system like a leaky joint. We are looking into the I&I in the report month to month and will compare our numbers to the OCUA numbers month to month. We should see the numbers matched up. If we don't, if we see spikes on our end, particularly if it's raining, then we know it's most likely infiltration or inflow. If by accident someone connected into our system instead of to their drainage system and they're just dumping water in at different periods of time, we will see the spike with the meters that we installed in our sewer manholes. If the numbers still don't match, we have more investigation to do. The main thing we are trying to figure out is whether there's a problem on our end or on the OCUA's side. Mr. Robbins added that a smoke test can also be done. Smoke bombs are put into the sewer system, and we see where the smoke comes from.

Mrs. Miller and Committeeman Lichtenstein asked if this is still occurring now? Mr. J. Flancbaum said that's part of the study, what we are trying to figure out now. Mr. Ponsi added that the OCUA does quarterly billing, but we were able to get them to provide month to month metering. He explained the OCUA's process of metering- the how and where they meter. He went on to say that depending on what we see in the month to month compared to our numbers will determine whether it's a meter issue with the OCUA or an I&I issue on our end. Once we get all the numbers back from French and Parillo we will know our next step.

Senator Singer commented that he hopes we have the report by next month as this needs to be cleared up.

X. Technical Operations Report

Given by Mr. J. Flancbaum for Mr. Bob Farina, Director of Operations

Operations Dept:

1. Operations have been working nonstop in our endeavor to solve water quality issues specific to only a few homes in the Locust Ave neighborhood. This past week the operations management team has met several times so that we can formulate a plan to rid the part of the distribution system of a biofilm caused by a rise in Nitrates that starts at the source which is well #1 and traveled to our Beacon Hill Tank and onto the said affected part of the distribution system. It is very important to note that our decision making is based on the results of the chemistry obtained from our sampling, some of which samples can take up to 4 weeks to analyze.

Technical Operations Dept:

2. SCADA and communications equipment are up and running well.

3. Our new technical operations van is currently being outfitted with safety and operational equipment that will make it a traveling technical shop so that complete electrical/electronic repairs can be made right on location.

IT Dept:

4. All security camera sites are now completed with all commissioning having been completed and everything is up and running.
5. Our It and cybersecurity people have drafted up an SOP and subsequently trained all our on-call operators and assistants on how to handle a very critical after business hours call if one should come in from the CISA/NJCCIC departments. This call will only come to fruition if the two departments detect a real-world cyber threat to the Authority's IT systems. There is no test or "drill" call. It will be an actual occurrence, so it is of utmost urgency that the call be answered, and our IT and cybersecurity personnel are notified ASAP so that immediate action can be taken to stay ahead of and hopefully prevent the impending attack. Take note, the first action is always going to be to disconnect all our IT infrastructure from the internet which operations personnel are being trained on that as well.

GIS/Cyber-Security Dept:

GIS:

6. GPS/GIS Tech Jon Davis successfully completed his ESRI instructor-led training.
7. Supplied updated fire hydrant data to the board of fire commissioners.
8. Provided LTMUA and NJAW service area to Lakewood Township.

Cyber-Security:

9. Established contact with the CISA region 2 staff and working with Leon in IT on the above mentioned cybersecurity pre-ransomware attack notification.

XI. Commissioner's Report

XII. MEETING OPEN TO THE PUBLIC

XIII. MEETING CLOSED TO THE PUBLIC

XIV. ADJOURNMENT

Motion was made by Mayor Coles and seconded by Committeeman Lichtenstein. The meeting was adjourned at 2:40 P.M.

Respectfully submitted,

Robyn Gray,
Secretary, LTMUA