



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

THE LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

Regular Meeting Minutes

August 3, 2021

- I. Senator Singer opened the meeting at 10:00 A.M. via teleconference.
- 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 18, 2021 and The Tri Town News on February 24, 2021 and again in the Asbury Park Press on July 23, 2021 and in the Tri Town News on July 28, 2021.
- III. **Salute to the Flag**
- IV. **Roll Call of Commissioners**
On roll call the following Commissioners were present: Mrs. Miller, Mrs. Fish, Mayor Coles, Mr. Theibault, Mr. S. Flancabaum, and Senator Singer. The following professionals and key personnel were present: Mr. Adam Pfeffer, Esq., Mr. Gerwin Bauer, Auditor, Mr. Justin Flancabaum, Executive Director, Mr. Donald Sondak, CFO, Mr. Colin Farrell, CEng MIEI, Director of Engineering, Mr. Adam Ponsi, P. E. and Mr. Harry Robbins, Operations Manager.
- V. **Minutes**
A **motion** to approve the minutes of the Regular Meeting held on July 13, 2021, was made by Mayor Coles and seconded by Mrs. Fish. On **roll call**, all members present voted "Yes". **Motion Carried.**
- VI. **Chief Financial Officer Report**
 1. **Update**
Since we met very recently, there is not a lot of new business.
 2. **Motion to Approve Operating Vouchers**
The amount for the Operating Expense Vouchers is \$988,682.47. This includes our third quarter installment to the OCUA for \$626,000, this is our biggest item on there. For the record, Senator Singer clarifies that's the Ocean County Utilities Authority. A **motion** to approve operating vouchers in the amount of \$988,682.47 was made by Mr. Coles, seconded by Mrs. Fish. On **roll call**, all members present voted, "Yes" with **noted abstentions**. **Motion Carried.**

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VII. Engineer's Report

1. Cellular Antenna Airport Road Tank Dish Wireless

- Motion Authorizing Notice to Bidders
Dish Wireless has requested that we authorize the Notice To Bidders for telecommunication antennas at Airport Road. Senator Singer added, we should all know they pay us for it so it becomes an asset to the Authority.
Motion was made by Mayor Coles, seconded by Mrs. Fish. On **roll call**, all members present voted “**Yes**”. **Adopted.**

2. Sanitary Sewer Replacement OLV

- Motion Authorizing Notice to Bidders
At this time, the Authority may authorize the Sanitary Sewer Replacement in the Original Leisure Village Notice to Bidders.
Motion was made by Mrs. Fish seconded by Mayor Coles. On **roll call**, all members present voted “**Yes**”. **Adopted.**

3. Well 3 Emergency Repairs

- **Resolution Declaring an Emergency**
Well 3 took a direct hit from lightning resulting in the loss of microwave radios magnetic flowmeters, PLC equipment and pump motors. Senator Singer asks, on the motion, are we applying to our insurance carrier? Mr. J Flancbaum responded yes. Senator Singer replied that we will recoup some of the money. Senator Singer asked if we have lightning deterrent on our wells. Mr. Robbins replied that this will be discussed in the Operations Report. Mr. Farrell continued, that the Authority Engineer issued a memo indicating the well failure and the necessary repairs for the health and safety of the public. Mrs. Gray read **Resolution No. 21-71 Declaring Emergency to Repair Well No. 3**. Motion was made by Mayor Coles, seconded by Mrs. Fish. On **roll call**, all members present voted “**Yes**”. **Adopted.**

4. Well 19 Emergency Repairs

- **Resolution Declaring an Emergency**
Well 19 pump motor and switch failed putting well 19 out of service. The Authority Engineer issued a memo indicating the well failure and the necessary repairs for the health and safety of the public.
Mrs. Gray read **Resolution No. 21-72 Declaring Emergency to Repair Well No. 19**. Motion was made by Mayor Coles, seconded by Mrs. Fish. On **roll call**, all members present voted “**Yes**”. **Adopted.**

VIII. Attorney's Report

The agreement with NJAW boarder for the swap of the areas has been finalized and been signed by both parties so that we have now completed that item.

IX. Executive Director's Report

1. Resolution Removing Penalties and Interest Charges from all Delinquent Balances for the Year 2020

Mr. J Flancbaum stated that he has one item on his agenda and that is to remove penalties and interest charges for all delinquent balances from calendar year 2020. Pursuant to Executive Order 190. Utilities will not be charging late fees commencing October 15, 2020. This resolution will remove late fees and interest charges for the entire calendar year 2020.

Senator Singer stated that we are doing this to help people out which is the key issue during these tough times. Financially for a lot of people, this makes it simpler, and everyone is exempt. It's our way of showing our concern for our customers and understanding about hardships.

Mayor Coles stated that Mr. J Flancbaum should contact Pat Donnelly, the Township Manager, there might be a way that we can reimburse the Authority for any late fees they wave through the American Rescue Act. This sounds like something that's exactly what it was set up for.

Senator Singer thanked Mayor Coles for that suggestion and added that it is a great benefit to have Mayor Coles as a Commissioner . Senator Singer asked Mr. J Flancbaum and Mr. Sondak to put together the numbers and reach out to Mr. Pat Donnelly.

Mrs. Gray read **Resolution No. 21-73 Removing penalties and interest charges from all delinquent balances for the year 2020**. Motion was made by Mayor Coles, seconded by Mrs. Fish. On roll call, all members present voted **"Yes"**. **Adopted**.

X. Technical Operations Report

Operations Dept:

1. On 2 separate occasions, 7/6 & 7/12, MUA facilities received direct lightning strikes at two well houses resulting in the loss of switch gear and a flow meter at Well #9 and a well motor, flow meter, SCADA computer and Radios at Well #3. These remote locations do not currently have any lightning protection as it is planned for future improvements. With such direct hits, lightning protection might have not prevented much of the damage from such a direct strike.
2. We lost a 3rd well motor and switchgear at our well #19 due to poor workmanship regarding the wiring of the main breaker from the contractor that rehabbed the well several years ago. As a note, this contractor caused us electrical issues at our Well #18 at the same time years ago and was subsequently banned from doing any further work for the Authority. We are currently getting quotes from two well drillers for Wells 3 & 19 to make repairs and modify the Wells to vertical turbine motor and pumps.
3. We have a new Field Operations employee starting in 2 weeks that will replace one that has left the Authority

Technical Operations:

4. All SCADA and communication systems are running well with the exception to Well #3 radio's that are being repaired due to the lightning strike.

IT Department:

5. Still in the process of repairing the Qbase database for Engineering due to the firewall upgrade.
6. Working on getting microwave radios restored at Well #3.

GIS/Cyber-Security Department:

7. On the GIS end demonstrations were held for generating the bulk water sales reports; manhole inspection reports on the iPads and the ability to collect Covid Symptoms for the HR Dept.
8. Attended a virtual Esri User Conference
9. With cyber-security, in the process of launching the 2nd round of the 2021 Cyber-Security personnel training.

Senator Singer stated let's make sure the wiring is done right this time, let's pay special attention to that. Senator Singer also requested that we research bringing lightning protection to all the well sites. Senator Singer stated that even though wouldn't have helped us with a direct hit, nothing will help on a direct hit, but there is too much dollars invested here and granted we do get insurance back, but there's down time. We are in the process of putting in two new wells, make sure that that's part and parcel of those two new wells. But let's take a look at doing that and speeding it up. Even if we had to push off some other project for that, make it a priority.

Senator Singer asked if there is any update at all on the factors concerning the Pine Acres extension?

Mr. J. Flancbaum replied that he was in touch with the Mayor and Town Manager regarding possible funding. We have a meeting set up with the Town Manager I think tomorrow or Thursday in Town Hall.

Senator Singer: That's an important issue, thank you.

XI. Commissioners' Report

XII. MEETING OPEN TO THE PUBLIC

XIII. MEETING CLOSED TO THE PUBLIC

XIV. ADJOURNMENT

A **motion** was made by Mayor Coles, seconded by Mrs. Fish to adjourn meeting. **On roll call**, all members present voted **“Yes”**. The meeting was adjourned at 10:15 A.M.

Respectfully submitted,

Robyn Gray,
Secretary, LTMUA