



**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**

### **Regular Meeting Minutes**

**April 1, 2025**

- I.** Senator Singer opened the meeting at 10:00 A.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, Mr. S. Flancbaum, Committeeman Lichtenstein and Senator Singer. Both Mr. S. Flancbaum and Committeeman Lichtenstein were seated.

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. Bob Farina, Director of Operations, and Mr. Harry Robbins, Operations Manager.

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### **LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

390 NEW HAMPSHIRE AVENUE, LAKEWOOD, NEW JERSEY 08701

PHONE (732) 363-4422 | FAX: (732) 905-0712 | [WWW.LAKEWOODMUA.COM](http://WWW.LAKEWOODMUA.COM)

V. **Minutes** (done at the end of the meeting)

**Motion** to approve the minutes of the Regular Monthly Meeting held on March 4, 2025, was made by Mrs. Fish and seconded by Mr. S. Flancbaum. On **roll call**, Mr. Theibault abstained, all other seated members voted “**Yes.**” **Motion carried.**

VI. **Chief Financial Officer Report**

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

1. Motion to Approve the Operating List

The Operating Expense List in your Board Packets is \$1,511,458.96. There are no unexpected items to discuss. The list does include \$69,237.00 for the second and final 2025 JIF premium payment and \$651,955.77 of Construction Costs of which \$485,268.59 is for the GAC buildings project and \$75,949.02 is for the New Hampshire Plant Boiler Replacement effort. In addition, the Operating Expense List is hereby amended for three invoices from Levin Shea Pfeffer and Goldman in the amounts of \$6,637.50, \$4,366.00 and \$3,805.50 for legal services. These additional invoices bring the Operating Expense List amended total to \$1,526,267.96. I recommend that the board approve the Operating Expense List as amended to \$1,526,267.96, with noted abstentions.

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

Mr. Theibault arrived and was seated in place of Committeeman Lichtenstein.

VII. **Engineer’s Report**

Given by Mr. Adam Ponsi, P.E. & Mr. Colin Farrell, CEng MIEI Director of Engineering

1. New Hampshire Avenue retail (**Owner/Developer: Red Porch Holding, LLC-Sharon Dachs**)

At this time the Authority may authorize the Executive Director to endorse applications for the New Hampshire Avenue Retail project. OCUA approval is required due to the proposed development generating over 2,000 gpd of sanitary sewer flow.

**Resolution No. 25-27** Authorizing the Executive Director to Endorse Applications for New Hampshire Avenue Retail

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

2. June Street & Vermont Avenue Residential Subdivsion (**Owner/Developer: Vermont Holdings 2, LLC**- Jacob Lipschitz / MLMS Holdings, LLC – Moshe Steiner & Miriam Lipschitz / Vermont Equities, LLC – Jacob Lipschitz, Mordechai Friedlander, Noah Gross & Mayer Hopstein / Farry1084-8, LLC – Miriam Weinstein / Jeffrey Jerman)

March 5, 2025 Grant Engineering issued a revised review letter #1.

At this time the Authority may grant approval for the June Street & Vermont Avenue Residential Subdivision conditioned on the Grant Engineering letter dated March 4, 2025 revised through March 5, 2025.

- **Resolution No. 25-28** Granting Approval for June Street & Vermont Avenue Residential Subdivision

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

3. Route 88 & Boulder Way 4 Townhome Development (**Owner/Developer: Duvie Holdings, LLC-Marcel Gestetner**)

March 17, 2025 the Authority received a request from the applicant to release the performance guarantees for the project.

March 28, 2025 the Authority issued a letter detailing the requirements for the performance guarantees for the Route 88 & Boulder Way 4 Townhome Development project to be released.

At this time the Authority may release the performance guarantees for the Route 88 & Boulder Way 4 Townhome Development project conditioned on the Authority's letter dated March 28, 2025.

- **Resolution No. 25-29** Releasing Performance Guarantees for Route 88 & Boulder Way 4 Townhome Development

**Motion** made by Mr. S. Flancbaum and seconded by Mrs. Fish. On **roll call**, all seated members voted **"Yes."** **Motion carried.**

4. Somerset Run (**Owner/Developer: Albert Street Holdings, LLC – Mordy Schron & Noah Gordon**)

March 21, 2025 the Authority received a request from the applicant to release the performance guarantees for the project.

March 28, 2025 the Authority issued a letter detailing the requirements for the performance guarantees for the Somerset Run project to be released.

At this time the Authority may release the performance guarantees for the Somerset Run project conditioned on the Authority's letter dated March 28, 2025.

- **Resolution No. 25-30** Releasing Performance Guarantees for Somerset Run

**Motion** was made by Mrs. Fish and seconded by Mr. Theibault. On **roll call**, all seated members voted **"Yes"**. **Motion carried.**

5. Burnside Avenue Development (**Owner/Developer: Bridgewater Lakewood Estates, LLC – Saul Mizrahi**)

March 21, 2025 the Authority received a request from the applicant to release the performance guarantees for the project.

March 28, 2025 the Authority issued a letter detailing the requirements for the performance guarantees for the Burnside Avenue Development project to be released.

At this time the Authority may release the performance guarantees for the Burnside Avenue Development project conditioned on the Authority's letter dated March 28, 2025.

- **Resolution No. 25-31** Releasing Performance Guarantees for Burnside Avenue Development

**Motion** made by Mr. S. Flancbaum and seconded by Mr. Theibault. On **roll call**, Senator Singer abstained. All other seated members voted **“Yes.” Motion carried.**

6. 100 Airport Road Office Building (**Owner/Developer: 100 Airport Road, LLC – Simcha Ingber**)

March 2025 the Authority drafted terms for the Developer's Agreement for the project. The following are the site specific terms for the agreement:

- The Authority and Developer agree connection fees will be charged based on the equivalent usage report submitted by the Developer.
- The Developer agrees to enter into a monitoring agreement where the usage for the building will be monitored for a period of 5 years.
- If the usage of the building exceeds the amount as noted in the monitoring agreement the Developer agrees to pay the overage in connection fees at the Authority's connection fee rate at the conclusion of the monitoring period. The Authority will not reimburse the Developer if they use less than what was estimated.
- Connection Fees must be paid prior to installation of the meter.
- The Developer agrees to pay \$10,000.00 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. 25-32** Authorizing the Execution of a Developers Agreement for 100 Airport Road Office Building

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

Mr. Theibault directed the following question to Mr. Pfeffer: I review Shade Tree affidavits and applications on behalf of the Shade Tree Commission. Should I be voting on all these applications? Is there a conflict? Mr. Pfeffer said no, you’re following the rules and not doing anything specific.

**VIII. Attorney's Report** given by Mr. Adam Pfeffer, Esq.

**IX. Executive Director’s Report**

Given by Mr. J. Flancbaum, Executive Director

1. Cyber Jif update

Yesterday we completed a checklist for the cyber JIF indicating that we’re fully compliant with their intermediate security levels. If we are approved by the JIF, this will bring our deductible down from \$115,000 to \$20,000 in the event of a cyber attack. We are meeting with our managed IT vendor to analyze the feasibility of obtaining compliance with their advanced security level. The advanced level can get costly so we will do a cost analysis on that and will keep the board up to date.

2. Solar Field Update

We had a site meeting with NJ Natural Resources at the Shorrock Street Solar Field site. They’re evaluating several options for us at Shorrock Street in addition to the solar technology; namely fuel cell technology and small gas generation technology. The end game will be what will give us the greatest reliability and cost savings. We will continue to keep you posted as things progress.

3. Customer Compliment

On March 12<sup>th</sup>, a customer from Inverness Drive called to tell us that Mike Bonavita was at her house to change a meter and she said “she loved him.” She wanted to thank the supervisor for sending Mike as he was professional and so polite. He did a quick job changing the meter and did a fantastic job cleaning up. We made this part of Mike’s permanent personnel file and just a great job all around our operations department and supervisors and managers.

#### 4. Financial Disclosure

You should all be receiving an email this week from the Township clerk with instructions on filing your financial disclosure forms. If you don’t get the email, let me know. The deadline for filing is April 30<sup>th</sup>. If you file with one county agency, it’s good for all.

### X. **Technical Operations Report**

Given by Mr. Bob Farina

#### **Operations Dept:**

1. The new GAC filtration plant at the Shorrock St. WTP is now fully online and filtering with no issues.

#### **Technical Operations Dept:**

2. All SACDA and Communications equipment are up and running fine.

#### **IT Dept:**

3. The Avaya phone failover solution project is now 100% completed and tested. This effort ensures that if the primary phone service fails that the backup service will kick in seamlessly.
4. We are in the process of replacing failed old radios and infrastructure that services the Ridge Ave tank to NH Ave SCADA communications.

#### **GIS/Cyber-Security Dept:**

##### **GIS:**

5. Annual WQAA Capital Infrastructure Report has been submitted to the NJDEP.

6. The Authority's asset tracking labeling process is in full swing being performed by our intern.

**Cyber-Security:**

7. Another round of phishing tests with no clicks registered with at least 70% of the employee's who opened test emails submitted reports of phishing to our internal cyber-security dept.

Senator Singer asked Mr. J. Flancbaum if we will be purchasing any vehicles this year. One to two vehicles was included in this years budget. We have to take stock of our vehicle inventory to see what we need, Mr. J. Flancbaum reported.

Mr. Robbins added a reminder that the annual flushing will begin Monday, May 5<sup>th</sup>.

**XI. Commissioners Report**

**XII. MEETING OPEN TO THE PUBLIC**

**XIII. MEETING CLOSED TO THE PUBLIC**

**XIV. ADJOURNMENT**

**Motion** was made by Mr. S. Flancbaum and seconded by Mr. Theibault. The meeting was adjourned at 10:18 AM.

Respectfully submitted,

Robyn Gray,  
Secretary, LTMUA