



**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**

**November 1, 2022**

- 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 March 4, 2022 and The Tri Town News on March 9, 2022.
- III. **Salute to the Flag**
- IV. **Roll Call of Commissioners**

On roll call the following Commissioners were present: Mrs. Miller, Mayor Coles, Mr. S. Flancbaum, Committeeman Lichtenstein and Senator Singer.  
Mr. S. Flancbaum and Committeeman Lichtenstein were both seated.  
The following professionals and key personnel were present: Mr. Adam Pfeffer, Esq., Mr. Justin Flancbaum, Executive Director, Mr. Donald Sondak, CFO, Mr. Bob Farina, Director of Operations, Mr. Harry Robbins, Operations Manager, Mr. Colin Farrell, CEng MIEI Director of Engineering and Mr. Adam Ponsi, P.E.
- V. **Minutes**

A **motion** to approve the minutes of the Regular Meeting Minutes held on October 4, 2022, was made by Committeeman Lichtenstein seconded by Mr. S. Flancbaum. On **roll call**, Mayor Coles abstained, all other seated members voted **“Yes.” Motion carried.**
- VI. **Chief Financial Officer Report**

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

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390 NEW HAMPSHIRE AVENUE, LAKEWOOD, NEW JERSEY 08701

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## 1. Motion to Approve Operating Voucher

The Operating Voucher in the Board Packet is \$1,226,994.98. This month's list is a little larger than last month due to the quarterly OCUA payment of \$626,045.00. There are no out-of-the-ordinary monthly issues to note. Mr. Sondak recommend that the board approve the Operating Voucher of \$1,226,994.98 with noted abstentions.

**Motion** was made by Committeeman Lichtenstein and seconded by Mr. S. Flancbaum. **On roll call**, all seated members voted **"Yes"**. **Adopted**.

Senator Singer reported that there will be a budget meeting this week and the budget will be presented to the board next month for approval to send to the state. Mr. Bauer added that Mr. Sondak is doing an excellent job, more detail in the budget this year than he has ever seen. Senator Singer continued, we are revamping everything in the right direction and making things more accountable.

Senator Singer seated Mrs. Fish and unseated Committeeman Lichtenstein.

## VII. Engineer's Report

Given by Mr. Adam Ponsi, P.E. and Mr. Colin Farrell, Director of Engineering

### 1. Golders Green Road Subdivision (*Owner: Sweet Salem LLC.-Mordechai Eichorn*)

Mr. Ponsi stated on October 28, 2022 the Authority issued a letter detailing the amounts the performance guarantees may be reduced. At this time the Authority may reduce the performance guarantees for Golders Green Road Subdivision conditioned upon the Authority's letter dated October 28, 2022.

- **Resolution No. 22-87** Reducing Performance Guarantees Golders Green Road Subdivision  
**Motion** was made by Committeeman Lichtenstein and seconded by Mr. S. Flancbaum. **On roll call**, all seated members voted **"Yes"**. **Adopted**.

### 2. Ridge Avenue School & 15 Lot Subdivision (*Owner: Bais Reuven Kamenetz of Lakewood, Inc-Yisroel Olebaum & Menachem Gutfreund and Kirvas Chaim Estates, LLC-Saul Mizrahi*)

Mr. Ponsi reported that final approval may be granted for the residential portion of the development for the Ridge Avenue School & 15 Lot Development conditioned upon the Grant Engineering review letter dated April 28, 2022.

- **Resolution 22-88** Granting Final Approval Ridge Avenue School & 15 Lot Subdivision  
**Motion** was made by Mr. S. Flancbaum and seconded by Mrs. Fish. **On roll call**, all seated members voted **"Yes"**. **Adopted**.

### 3. Sewer Service Area Plan Amendment (*Requestor: 20 Airport Road, LLC-Moshe Gottleib*)

Mr. Ponsi reported that on October 17, 2022, the Authority received a copy of correspondence from the NJDEP to Colliers Engineering and Design, LLC regarding a proposed amendment to the county water quality management plan to include portions of Block 1160,01 Lots 386 & 387 in the sewer service area in order for the lots to be able to connect to public sewer. One of the conditions to modification to the county water quality management plan is Authority consent. At this time the Authority may Authorize consent to the proposed modification to the county water quality management plan.

Senator Singer asked what project is this for? Mr. Ponsi explained there is no project yet, just a requestor for the property located at the corner of Cedarbridge Avenue and Airport Road. The property is in our service area but that piece of property for whatever reason is excluded from the 208 plan perhaps due to wetlands on the property. Senator Singer asked what if we say no because of congestion in that area? Mr. J. Flancbaum said he thinks if we say no the state would also turn it down.

Discussion ensued regarding the exact location of the property. The question was asked if the wetlands is on the entire piece of property or just a portion. Mr. Ponsi responded that it was only a portion of the property. Mr. S. Flancbaum asked if the Authority has a route in around the portion of the wetlands. Mr. Ponsi said we do.

Senator Singer noted that the congestion in that area is his concern.

- **Resolution No. 22-89** Consenting to Proposed Water Quality Management Plan Amendment **Motion** was made by Committeeman Lichtenstein and seconded by Mr. S. Flancbaum. On **roll call**, all seated members voted **“Yes”**. **Adopted**.

#### 4. OLV & LVE Irrigation Metering

Mr. Farrell reported that on October 25, 2022 the Authority received five (5) bids for the for the OLV & LVE Irrigation Metering project. Bids received ranged from \$1,399,955.00 to \$1,992,569.00. The (3) apparent low bidders were CRJ Contracting, Kiely & Pillari.

At this time the Authority may award the contract to the lowest qualified bidder, CRJ Contracting, for the OLV & LVE Irrigation metering project conditioned on the review and recommendations of the Authority Attorney and Van Cleef Engineering in the amount of \$1,399,955.00.

- **Resolution No. 22-90** Awarding Contract OLV & LVE Irrigation Metering **Motion** was made by Mayor Coles and seconded by Mrs. Fish. On **roll call**, all seated members voted **“Yes”**. **Adopted**.

#### 5. East County Line Road to OCUA Conceptual Design and Cost Analysis

Mr. Farrell reported on October 17, 2022 the Authority received a proposal from T&M Associates for engineering services to provide a conceptual plan ad cost analysis for improvements to the Authority’s sanitary sewer system from East County Line Road to the OCUA main located on Ventura Drive in the cost not to exceed amount of \$32,700.00. At this time the Authority may award a professional services contract to T&M Associates for \$32,700.00.

- **Resolution No. 22-91** Awarding Professional Services Contract East County Line Road to OCUA Conceptual Design and Cost Analysis  
**Motion** was made by Mayor Coles and seconded by Mrs. Fish. On **roll call**, all seated members voted **“Yes”**. **Adopted**.

#### **6. GAC Treatment for Wells 1, 2, & 3**

Mr. Farrell reported the Authority received a proposal from Owen, Little & Associates for engineering services to provide design, permitting, bidding and construction administration services to provide Granular Activated Carbon (GAC) treatment at Wells 1, 2 & 3 in the cost not to exceed amount of \$159,790.00. At this time the Authority may award a professional services contract to Owen, Little & Associates to provide GAC treatment at Wells 1, 2 & 3 in the cost not to exceed amount of \$159,790.00.

- **Resolution No. 22-92** Awarding Professional Services Contract GAC Treatment at Wells 1, 2 & 3  
**Motion** was made by Mrs. Fish and seconded by Mr. S. Flancbaum On **roll call**, all seated members voted **“Yes”**. **Adopted**.

#### **7. Rutgers Boulevard to Chambers Bridge Road Water Main Loop**

Mr. Farrell reported the Authority received a proposal on October 26, 2022, from Colliers Engineering & Design for engineering services to provide survey, design, permitting, bidding, construction administration and inspection services for a water main loop from Rutgers Boulevard to Chambers Bridge Road in the cost not to exceed amount of \$142,170.00. At this time the Authority may award a professional services contract to Colliers Engineering & Design for engineering services to provide a water main loop from Rutgers Boulevard to Chambers Bridge Road in the cost not to exceed amount of \$142,170.00.

- **Resolution No. 22-93** Awarding Professional Services Contract Rutgers Blvd to Chambers Bridge Road Water Main Loop  
**Motion** was made by Mayor Coles and seconded by Mrs. Fish. On **roll call**, all seated members voted **“Yes”**. **Adopted**.

#### **8. Pine Street Construction of Production Wells**

Mr. Farrell reported that on October 3, 2022 the Authority received a proposal from T&M Associates for change order request #1 to revise the design of Wells 20 & 21 from submersible well pumps to vertical turbine pumps in the cost not to exceed amount of \$33,900.00. At this time the Authority may award change order 1 to T&M Associates for redesigning Wells 20 & 21 from submersible pumps to vertical turbine pumps in the cost not to exceed amount of \$33,900.00.

- **Resolution No. 22-94** Awarding Change Order #1 Pine Street Construction of Production Wells  
**Motion** was made by Mrs. Fish and seconded by Mayor Coles. On **roll call**, all seated members voted **“Yes”**. **Adopted**.

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

**IX. Executive Director's Report**  
Given by Mr. J. Flancaum, Executive Director

**1. 2022 Tax Sale Results**

Mr. J. Flancaum reported that we opened up our tax sale file on July 7<sup>th</sup> with delinquent balances totaling \$338,958.06. We collected \$255,500.52 prior to the tax sale and received a check for the remaining \$83,457.54 on October 20<sup>th</sup>.

Mr. Flancaum thanked Robyn and the staff for doing a great job in ensuring the continued success of the tax sale process. And also thanked Effie Presley the Municipal Tax Collector and her office for their coordination and support.

**2. Resolution authorizing the execution of an emergency interconnection agreement with the Brick Township Municipal Utilities Authority**

Mr. J. Flancaum reported that our regular water purchase agreement with the Brick MUA will expire on 1/1/23, however, it will be mutually beneficial to enter into an agreement by which water from either of our systems would be made available to the other on an as-needed basis.

- **Resolution No. 22-95 Authorizing the Execution of an Emergency Interconnection Agreement with the Brick Township MUA**

**Motion** was made by Mayor Coles and seconded by Mrs. Fish. On **roll call**, all seated members voted **"Yes"**. **Adopted**.

**3. Motion authorizing competitive contracting for 2023 laboratory testing services**

- **Motion Authorizing competitive Contracting for Lab Services 2023**

**Motion** was made by Mayor Coles and seconded by Mrs. Fish. On **voice vote**, all seated members voted **"Aye"**. **Adopted**.

**4. Motion adopting 2023 holiday calendar**

- **Motion Adopting Holiday Calendar 2023**

**Motion** was made by Mayor Coles and seconded by Mr. S. Flancaum. On **voice vote**, all seated members voted **"Aye"**. **Adopted**.

**X. Technical Operations Report**

Given by Mr. Bob Farina, Director of Operations

**Operations Dept:**

1. The scrubbing of well 17 began the week of October 10<sup>th</sup> which produced a significant amount of iron particulate waste. The scrubbing was also performed to slice into the biofilm so that proper chemical penetration could be achieved. Chemical treatment began the morning of October 24<sup>th</sup> and is still in progress with our Operations staff working intensely, making sure all the chemical dosing and well driller scrubbing, and pulsing was being performed precisely to the consultants' written instructions. This job demanded intense physical labor and the handling of dangerous acids by our Operations staff which resulted in no injuries or chemical spills. We expect to be finished at the end of this week and reassemble the well and test for the return of normal yields early next week.

**Technical Operations Dept:**

2. All SCADA and Communications Systems are running fine.
3. The new SCADA server hardware was installed and awaiting setup.
4. Started the card key access upgrade and installation for the Well 7 & 17, filter, and Operations buildings as well as the vehicle gate.

**IT Dept:**

5. The software installation and update on HR PCs for the VeraCrypt Encryption Phase 2 MEL/JIF compliance is completed and some initial training has begun.
6. Leon will be reaching out to our SCADA and IT outside contractors so that they can assist him in setting up the new SCADA server software.

**GIS/Cyber Security Dept:**

**GIS:**

7. In the process of centralizing meter data to make it accessible to all stakeholders. This effort will also allow for the standardization and quality control of data used for reporting and analysis.
8. In the process of purchasing the next generation GPS receiver that will be able to capture data to centimeter accuracies. We are looking into the cost benefit in utilizing a self-operated base station or a subscription service.
9. Attended the Mid-Atlantic GIS conference and an Esri's training course for field map applications and received updates on products that we are currently using and plan to use in the future.

**Cyber Security:**

10. Completing the NJ MEL/JIF cybersecurity submittal.
11. Starting the Water Quality Accountability Act cybersecurity submittal.

**XI. Commissioners' Report**

Senator Singer informed the Board that the warranty life of our meters is 10 years and we are looking to track the age of our meters to know when they need to be upgraded and fixed. Using the technology we have we are going to start to do a normal rotation to change the meters. The

meters were installed over a two year period and if they all come due at the same time it will create problems. We are working on making sure this doesn't happen.

Senator Singer asked Mr. J. Flancbaum if the new meters recently purchased were interfacing with our computers properly. Mr. J. Flancbaum responded saying they did integrate into our system and are a viable option.

Senator Singer, informed the Commissioners that we are waiting to hear back from our company that installed the solar panels about the possibility of providing a similar facility by Shorrock Street. This will save us a tremendous amount of money for our users. If we get the approval we will plan to put in an additional solar field on the vacant land. We are reducing the cost of electricity by going green.

Committeeman Lichtenstein asked why we switched to submersible pumps. Senator Singer responded saying we have had a high failure rate and we feel the other pumps will be less of a problem and easier to service. Committeeman Lichtenstein also inquired about who the Tax Sale check came from to which Mr. J. Flancbaum responded saying it comes from the Tax Office for the properties sold at Tax Sale. Senator Singer discussed how we don't turn water off like other companies and we get to collect our money without leaving children or elderly people without water.

Lastly, Senator Singer reported that that with the budget we received a 22% increase in state health benefits for all our employees. We looked to see if we can do something with the Township but we paid out more than we put in last year. Our experience rating isn't very good so it wouldn't be beneficial for the Town. The other news is that the State is requiring a 5% increase in pension on to of the 22% for Health Benefits. Not all of this is for the employer, there is a shared factor with the employees. We are trying to do the best we can for the employees. Just to give you an idea of the costs, Essex County increase was \$20 million this year, Camden \$10 million. The governor excluded the state employees but not the county and locals so it's about \$600 million statewide. A lawsuit against the governor has been filed already. The belief is that it's unconstitutional to exclude one group and not the other.

## **XII. MEETING OPEN TO THE PUBLIC**

## **XIII. MEETING CLOSED TO THE PUBLIC**

## **XIV. ADJOURNMENT**

**Motion** to adjourn made by Mrs. Fish and seconded by Committeeman Lichtenstein.  
The meeting was adjourned at 10:25 A.M.

Respectfully submitted,

Robyn Gray,  
Secretary, LTMUA