



**Board of Commissioners**  
*Senator Robert Singer, Chairman*  
*Craig Theibault, Vice Chairman*  
*Mayor Raymond Coles, Treasurer*  
*Anne Fish, Assistant Secretary*  
*P. G. Waxman, Commissioner*  
*Samuel Flanbaum, Alt. Commissioner*  
*Meir Lichtenstein, Alt. Commissioner*

**THE LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
ANNUAL REORGANIZATION MEETING MINUTES  
FEBRUARY 4, 2020**

- I. The Chairman opened the meeting at 2:02 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 February 19, 2019 and The Tri Town News on February 20, 2019.
- III. **Salute to the Flag**
- IV. **Swearing In Of New Commissioners**  
Mr. PG Waxman and Mr. Meir Lichtenstein will be sworn in as Commissioners of the Lakewood Township Municipal Utilities Authority at a later time in the meeting.
- V. **Roll Call**  
On a roll call the following Commissioners were present: Mr. Lichtenstein, Mr. S. Flanbaum, Mr. Theibault, Mayor Coles, Mrs. Fish and Senator Singer. Mr. S. Flanbaum was seated as an alternate.

The following professionals and key personnel were present: Mr. Adam Pfeffer, Esq.; Mr. Gerwin Bauer, Jr., CPA; Mr. Justin Flanbaum, Executive Director, Mr. Daniel Rappoccio, CFO, Mr. Colin Farrell, CEng MIEI, Director of Engineering, Mr. Adam Ponsi, P. E., Mr. Robert Farina, Instrumentation Department Supervisor and Mrs. Nechama Lapa, Secretary.

- VI. **Business of Meeting**
  - A. **Senator Singer** called for **nomination for Secretary**.

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390 NEW HAMPSHIRE AVENUE, LAKEWOOD, NEW JERSEY 08701  
PHONE (732) 363-4422 | FAX: (732) 905-0712 | WWW.LAKEWOODMUA.COM

Mayor Coles nominated **Mrs. Nechama Lapa** for **Secretary**, seconded by Mr. Theibault.

**Motion made** by Mayor Coles and seconded by Mr. Theibault to close nominations. On **roll call**, all members present voted "**Yes**". **Motion carried.**

**B. Senator Singer** handed over the meeting to the **Secretary**.

**C. The Secretary** called for **nomination for Chairman**.

Mayor Coles nominated **Senator Robert Singer** for **Chairman**, seconded by Mr. Theibault.

**Motion** made by Mr. Theibault and seconded by Mrs. Fish that nominations be closed. On **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. Theibault nominated **Mayor Raymond Coles** for **Vice Chairman**, seconded by Mrs. Fish.

**Motion** was made by Mr. Theibault seconded by Mrs. Fish to close nominations. On **roll call**, all members present voted "**Yes**". **Motion carried.**

**F. The Chairman** called for **nominations for Assistant Secretary**.

Mayor Coles nominated **Mrs. Anne Fish** for **Assistant Secretary** seconded by Mr. Theibault.

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

**G. The Chairman** called for **nominations for Treasurer**.

Mayor Coles nominated **Mr. Craig Theibault** for **Treasurer**, seconded by Mrs. Fish.

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

Mr. Waxman arrived at 2:07 P.M.

Mr. Meir Lichtenstein and Mr. PG Waxman were sworn in as Commissioners of the Lakewood Township Municipal Utilities Authority.

Senator Singer did not participate in the following discussion ~~or vote~~ regarding banking. ~~Senator Singer abstained on the following votes.~~ The gavel was handed to Mayor Coles.

**Comment [JF1]:** If he did not participate I don't believe we need to say he abstained as not participating and abstaining are two different things. Did he say "I abstain" ?

H. A **motion** was made by Mr. Theibault and seconded by Mr. S. Flancbaum to **designate bank** as main depository of funds: **Lakeland Bank**, 500 River Avenue, Lakewood, New Jersey. On **roll call**, Mr. S. Flancbaum, Mr. Theibault, Mayor Coles, Mrs. Fish ~~all members present~~ voted "**Yes**". Senator Singer said not voting. **Motion carried.**

Mr. Waxman was seated. Mr. S. Flancbaum is no longer seated as an alternate.

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Senator Singer and Mr. Waxman did not participate in the following discussions ~~or vote(s)??~~ regarding banking. ~~Senator Singer and Mr. Waxman abstained on the following votes.~~ The gavel was handed to Mayor Coles.

**Comment [JF2]:** Shouldn't we say "votes" plural as there were items I & J? Also same comment regarding abstaining as above. Did they say "abstain"?

I. A **motion** was made by Mr. Theibault and seconded by Mrs. Fish to designate **Lakeland Bank**, 500 River Avenue, Lakewood, NJ as depository for the payroll account, deposit account and other MUA funds. On roll call, Mr. Theibault, Mayor Coles, Mrs. Fish voted "**Yes**". Mr. Waxman and Senator Singer said not voting. **Motion carried.**

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

J. A **motion** was made by Mr. Theibault and seconded by Mrs. Fish to designate banks and the **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] Fulton Bank of New Jersey, East Kennedy Blvd, Lakewood, NJ
- 4] Lakeland Bank, 500 River Avenue, Lakewood, NJ
- 5] Regal Bank, 408 Elizabeth, Somerset, NJ
- 6] First Commerce, 105 River Avenue, Lakewood, NJ
- 7] Provident Bank, PO Box 1001, Iselin, NJ

On roll call, Mr. Theibault, Mayor Coles, Mrs. Fish voted "**Yes**". Mr. Waxman and Senator Singer said not voting. **Motion carried.**  
~~On a roll call, all members present voted "Yes". Motion carried.~~

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Senator Singer and Mr. Waxman are now part of the discussion. Mayor Coles handed the gavel to Senator Singer.

K. A **motion** was made by Mr. Waxman and seconded by Mayor Coles **designating Chairman, Vice Chairman and Treasurer 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. Waxman and seconded by Mrs. Fish **designating Asbury Park Press and Tri Town News** as official newspapers of the LTMUA. On **roll call**, all members present voted **"Yes"**. **Motion adopted.**

VII. **Resolutions**

- A. Mrs. Lapa read **Resolution #20-23 Establishing Time, Date and Place of Regular Monthly Meetings and Annual Meeting**. A **motion** was made by Mr. Waxman and seconded by Mayor Coles On **roll call**, all members present voted **"Yes"**. **Adopted.**

- B. Mrs. Lapa read **Resolution # 20-24 Appointment of Professional Personnel (Auditor, Bond Counsel, Labor Counsel, General Counsel and Conflict Counsel)**.

Mr. J. Flancbaum informed the Commissioners of the proposals received for Professional Personnel 2020. One proposal was received for auditor. Mohel Elliot Bauer and Gass sent in a proposal. One proposal was received for general counsel. Levin Shea, Pfeffer and Goldman P.A. sent in a proposal. Three proposals were received for Labor Counsel. One from Levin, Shea, Pfeffer and Goldman P.A., the second from Brown and Connery and the third was from Grace Marmero and Associates. One proposal was received for Conflict Counsel. Law Office of Christopher J. Dasti sent in a proposal. Two proposals were received for Bond Counsel. One proposal was from Gluck Walrath and the second was from Wilentz Attorney at Law. After reviewing the proposals for the various professionals and weighing them against the criteria that were in the Request For Proposals, it is recommended to award professional contracts to the following firms: Auditor-Mohel Elliot Bauer and Gass, General Counsel-Levin Shea Pfeffer and Goldman, Labor Counsel-Levin Shea Pfeffer and Goldman, Conflict Counsel-Law Office of Christopher J. Dasti and Bond Counsel-Gluck Walrath.

A **motion** was made by Mayor Coles and seconded by Mr. Theibault. On **roll call**, Mr. Theibault, Mayor Coles, Mrs. Fish and Senator Singer voted **"Yes"**. Mr. Waxman **abstained**. **Adopted.**

- C. Mr. J. Flancbaum said that Mrs. Nechama Lapa is Certifying Officer. Mrs. Lapa read **Resolution #20-25 Designating Certifying Agent**. A **motion** was made by Mr. Waxman and seconded by Mayor Coles. On **roll call**, all members present voted **"Yes"**. **Adopted.**
- D. Mr. J. Flancbaum said that he and Mr. Daniel Rappoccio are Financial Officers and Ms. Robyn Gaynor is Assistant Financial Officer. Mrs. Lapa read **Resolution #20-26 Appointment of Financial Officers and Assistant Financial Officer**. A **motion** was made by Mr. Waxman and seconded by Mayor Coles. On **roll call**, all members present voted **"Yes"**. **Adopted.**
- E. Mr. J. Flancbaum said that there are no changes. A **motion** to accept **2020 Engineering and Operations Fee Schedule** was made by Mayor Coles and

seconded by Mr. Waxman. On a **voice vote**, all members present voted "**Aye**". **Motion carried.**

F. Mr. J. Flancbaum said there was a three percent increase. A **motion** to accept **2020 Construction Cost and Bonding Amounts** was made by Mayor Coles and seconded by Mr. Theibault. On **roll call**, all members present voted "**Yes**". **Motion carried.**

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

Mr. Pfeffer said he clarified that the two commissioners, Mr. Waxman and Mr. Lichtenstein, that took the Oath of Office, is for a term of five years expiring January 31, 2025. He has initialed the changes.

IX. **Meeting is Opened to the Public**  
There was no response from the public.

X. **Meeting is Closed to the Public**

XI. **Adjournment**

**Motion** made by Mayor Coles and seconded by Mr. Waxman to adjourn the reorganization meeting. On a **voice vote**, all members present said "**Aye**". **Motion carried. Meeting was adjourned at 2:17 P.M.**

Respectfully submitted,

Nechama Lapa  
Secretary, LTMUA