



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
ANNUAL REORGANIZATION MEETING MINUTES
FEBRUARY 4, 2025**

I. The Chairman opened the meeting at 2:00 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 7, 2025 and The Lakewood Shopper on February 7, 2025.

III. Salute to the Flag

IV. Roll Call

On a 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: Mr. Adam Pfeffer, Esq.; Mr. Gerwin Bauer, Jr., CPA; Mr. Justin Flancbaum, Executive Director, Mr. Colin Farrell, CEng MIEI, Director of Engineering, Mr. Adam Ponsi, P. E., Mr. Harry Robbins, Mr. Donald Sondak, Chief Financial Officer/Human Resources Director, Mr. Ryan Wagner, Operations Supervisor and Mr. Frank Dugan, Operations Supervisor.

V. Business of Meeting

Mr. Pfeffer let the Board know that prior to the meeting, he swore in Senator Singer for another 5-year term.

A. Senator Singer called for nomination for Secretary.

Mayor Coles nominated **Mrs. Robyn Gray** for **Secretary, seconded by** Committeeman Lichtenstein.

LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

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Motion made by Mayor Coles and seconded by Committeeman Lichtenstein 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 Committeeman Lichtenstein.

Motion made by Mayor Coles and seconded by Committeeman Lichtenstein 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.**

Mayor Coles nominated **Committeeman Lichtenstein** for **Vice Chairman**, seconded by Mrs. Fish.

Motion was made by Mayor Coles 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 Committeeman Lichtenstein.

Motion was made by Mayor Coles and seconded by Committeeman Lichtenstein 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 **Mrs. Miller** for **Treasurer**, seconded by Committeeman Lichtenstein.

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

H. Senator Singer announced he is handing over the gavel to Committeeman Lichtenstein for this.

A **motion** was made by Mayor Coles and seconded by Mrs. Fish to designate banks and New Jersey Cash Management Fund as depository for MUA funds.

1. **Provident Bank, 500 River Avenue, Lakewood, NJ**
2. **State of New Jersey Cash Management Fund, Division of Investments, PO Box 290, Trenton, NJ**
3. **First Commerce, 105 River Avenue, Lakewood, NJ**
4. **Bank of New York Mellon, 385 Rifle Camp Road, Woodland Park, NJ**
5. **Unity Bank, 64 Old Highway 22, Clifton, NJ 08809**

On **roll call**, Senator Singer and Mrs. Miller abstained, all other seated members voted "**Yes**". **Motion carried.**

I. A **motion** was made by Mayor Coles and seconded by Mrs. Fish **designating Chairman, Vice Chairman and Treasurer to sign checks, vouchers and all necessary financial documents.** On **roll call**, all members present voted "**Yes**". **Motion carried.**

J. A **motion** was made by Mayor Coles and seconded by Mrs. Fish **designating Asbury Park Press, The Lakewood Shopper and BP Weekly** as official newspapers of the LTMUA. On **roll call**, all members present voted "**Yes**". **Motion carried.**

Mr. J. Flancbaum explained, beginning March 1, 2026, we will no longer be advertising in a published paper, rather on online publication with a monthly summary of notices on our website.

VI. Resolutions

A. Resolution No. 26-09 Establishing Time, Date and Place of Regular Monthly Meetings and Annual Meeting. A **motion** was made by Mayor Coles and seconded by Committeeman Lichtenstein. On **roll call**, all members present voted "**Yes**". **Adopted.**

B. Resolution No. 26-10 Appointment of Professional Personnel (Auditor, Bond Counsel, Labor Counsel, General Counsel and Conflict Counsel).

Mr. J. Flancbaum recommended the following professionals:

General Counsel: Levin, Shea, Pfeffer, & Goldman

Labor Counsel: Levin, Shea Pfeffer & Goldman

Conflict Counsel: Dasti & Staiger Attorneys at Law and Cleary, Giacobbe, Alfieri, Jacobs LLC.

Bond Counsel: Dilworth Paxson LLC

A **motion** was made by Mayor Coles and seconded by Committeeman Lichtenstein. On **roll call**, all members present voted "**Yes**". **Adopted.**

Auditor was accidentally omitted from the list of professionals announced so another motion was made by Mayor Coles and seconded by Committeeman Lichtenstein to appoint **Mohel, Elliott, Bauer, & Gass-A Venning Firm**, as our auditor. On **roll call**, all members present voted "**Yes**". **Adopted.**

C. Resolution No. 26-11 Designating Certifying Agent Mr. Donald Sondak. A **motion** was made by Mayor Coles and seconded by Mrs. Fish. On **roll call**, all members present voted "**Yes**". **Adopted.**

D. Resolution No. 26-12 Appointing Financial Officers and Assistant Financial Officer. Mr. J. Flancbaum said that he and Mr. Donald Sondak are the Financial Officers and Mrs. Robyn Gray is Assistant Financial Officer

A **motion** was made by Mayor Coles seconded by Mrs. Fish. On **roll call**, all members present voted "**Yes**". **Adopted.**

E. Motion to accept 2026 Engineering and Operations Fee Schedule. Mr. J. Flancbaum said there was no change from last year.

A **motion** was made by Mayor Coles and seconded by Mrs. Fish. On **roll call**, all members present voted "**Yes**". **Motion carried.**

F. A motion to accept 2026 Construction Cost and Bonding Amounts. Mr. J. Flancbaum said there is a 3% increase.

A **motion** was made by Mayor Coles and seconded by Mrs. Fish. On **roll call**, all members present voted "**Yes**". **Motion carried.**

VII. Meeting is Opened to the Public

VIII. Meeting is Closed to the Public

IX. Adjournment

Meeting was adjourned at 2:15 P.M.

Respectfully submitted,

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Robyn Gray
Secretary, LTMUA