



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

THE LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

Regular Meeting Minutes

September 1, 2026

- 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 6, 2026 and the Lakewood Shopper on March 26, 2026.
- III. **Salute to the Flag**
- IV. **Roll Call of Commissioners**

On 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: Gerwin Bauer, Auditor, Mr. Adam Pfeffer, Esq, Authority General Counsel, 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.

V. Minutes

Motion to approve the minutes of the Regular Monthly Meeting held on August 4, 2026, was made by Mr. Fish and seconded by Mrs. Eisen. On **roll call**, Mayor Coles and Committeeman Lichtenstein abstained. All other seated members voted **“Yes.” Motion carried.**

VI. Chief Financial Officer Report

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

1. Resolution Accepting the 2025 Audit

Mr. Sondak turned the floor over to Mr. Bauer, Auditor, to discuss the Audit. Senator Singer asked Mr. Bauer to state his name for the record. He said, Mr. Gerwin Bauer, a Venning Company Mohel Elliot Bauer & Gas. He then said he met with the Audit committee last Friday to go over the audit in detail. He said the Authority had an excellent year, our excess was much larger this year than

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previous years due to the settlement we had that was over \$1,000,000.00, plus we have additional revenues coming in right now because we've been collecting them now for the new future debt service on the bonds that are going to be in the near future.

What's important is you are going to be signing a certificate that you have read a particular part of the audit. That part is regarding the yellow book audit and it's basically what you're reading and you're signing off to during the audit we did not identify any deficiencies that internal control that we considered to be material weaknesses. This is the report you're certifying that you read, the results of our test code with no instances of non-compliance or other matters that we would be required to report to the Bureau Authority Regulation. So, the audit is fine for adoption now and approval by the board. At the end of the meeting, you will need to sign the certification.

Senator Singer added that everyone was sent a copy of the full audit with the board packet and asked if anyone has any questions concerning the audit or anything they would like to make a comment on. No questions or comments were had.

- **Resolution No. 26-60** Accepting the 2025 Audit

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

2. Motion to Approve the Operating List

The Operating Expense List in your Board Packets is \$1,890,798.12. There are no unexpected items to discuss. The list also includes \$1,025,415.39 of Construction Costs of which \$885,025.92 is for the Meter Replacement project funded through Short-Term borrowing from the iBank. I recommend that the board approve the Operating Expense List of \$1,890,798.12, with noted abstentions.

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

VII. Engineer’s Report

Given by Mr. Colin Farrell, CEng MIEI Director of Engineering

1. Burnside to E County Line Water Main Loop

The Authority received a proposal from Richard A. Alaimo Associates for engineering services to prepare a concept plan, surveying, design, easement acquisition support, utility coordination and permitting services for a proposed water main loop from the Burnside Development to East County Line Road in the cost not to exceed amount of \$337,700.00. Included in that amount are \$58,500.00 for services for Wetland Mitigation, Riparian buffer Mitigation, Phase 1A Archeological Survey, and Detailed Endangered and Threatened Species Survey which will not be charged unless directed necessary by the Authority or the NJDEP.

At this time the Authority may award a professional Services contract to Richard A. Alaimo Associates for engineering services for a proposed water main extension from the Burnside Development to East County Line Road in the cost not to exceed amount of \$337,700.00.

- **Resolution No. 26-61** Awarding a Professional Services Contract for Burnside to East County Line Water Main Loop

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

2. Well 1 Chemical Wash

The Authority received one (1) bid for the for the Well 1 Chemical Wash project. The bid received was from AC Schultes, Inc in the amount of \$789,560.00. The bid received is \$151,900.00 (23.4%) above the engineering estimate for the project.
At this time the Authority may reject all bids due to the bid received being significantly above the engineering estimate for the project.

Senator Singer asked what our options are. Mr. Farrell said we plan on reaching out to other well drillers. Senator Singer asked if the engineers thought the cost was exorbitant? And was that confirmed by our own engineer, Mr. Ponsi? Mr. Farrell said yes to both.
Mr. J. Flancbaum added in that one of the well drillers, Unitech said they didn’t bid because they didn’t want to have to purchase the chemicals on their own as part of the bid. However, they indicated that they would be interested in bidding if we purchased the chemicals on our own which we can do. So maybe more companies would be interested in bidding in that case.

- **Resolution No. 26-62** Rejecting all Bids

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

3. Shorrock Street Treatment Plant Chemical Feed System Upgrade

P&S issued change order request #2 for additional engineering services due to changes in the construction scope including the demolition of the New Hampshire Ave Packed Tower Aerator, installation of new piping arrangement, revised HVAC ventilation scope, installation of new roof-mounted fan with SCADA monitoring and VFD incorporation in the tank mixers in the cost not to exceed amount of \$24,450.00.
At this time the Authority may award change order #3 for PS&S for additional engineering services due to changes in construction scope in the cost not to exceed amount of \$24,450.00.

- **Resolution No. 26-63** Awarding Change Order No. 2 for Shorrock Street Treatment Plant Chemical Fee System Upgrade

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

4. Rutgers Boulevard to Chambers Bridge Road Water Main Loop

- **Resolution No. 26-64** Awarding Change Order No. 3 for Rutgers Boulevard to Chambers Bridge Road Water Main Loop

Colliers Engineering issued change order request #3 for additional engineering services due to the new GP12 requirement in the cost not to exceed amount of \$5,000.00.
At this time the Authority may award change order #3 for Colliers for additional engineering services in the cost not to exceed amount of \$5,000.00.

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

5. Well 15 Pump & Motor

October 1, 2025, the Authority awarded a contract to William Stothoff Company, Inc for the Well 15 Pumping Equipment upgrades in the amount of \$52,955.00.

As of today, William Stothoff Company, Inc has been unable to proceed with the contract and has been unresponsive to communications.

At this time the Authority may rescind the contract to David Stothoff Company, Inc for the Well 15 Pumping Equipment upgrades in the amount of \$52,955.00.

- **Resolution No. 26-65** Rescinding Contract for Well 15 Pump & Motor

Mr. J. Flancbaum discussed that the original contract was an RFP and that they have done a lot of work for us in the past. They just can't handle the work right now. Mr. J. Flancbaum said there are a couple of other companies that we spoke to that are interested in doing the job. The issue right now in New Jersey is that there are only a few well drillers companies in the state and they are all very busy.

Senator Singer suggested looking into companies out of state. Mr. Farina responded to that saying we have already begun that conversation. I have my guys working on that because there are a lot of well drillers that we know of and we're in the process of vetting them right now. We are being held hostage by a few well drillers, and we cannot afford to wait any longer. We have found more people in New Jersey that we are vetting and then we will go outside to Pennsylvania and Delaware. Senator Singer commented saying that's good, but I resent the fact they bid, got the bid, and now say they can't do it.

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

6. RFQ's for Engineering Services for Calendar Year 2027

Updated documents will be sent to perspective engineering firms that were approved last year. Documents will be posted on the Authority website and in newspapers in accordance with the requirements of the Pay to Play regulations so the documents received will be considered as fair and open.

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

VIII. Attorney's Report

Mr. Pfeffer reported business as usual.

IX. Executive Director's Report

Given by Mr. J. Flancbaum, Executive Director

1. Resolution to renew membership with the NJ Utility Authorities Joint Insurance Fund

Our current membership expires 12/31/26. This is a 3 year membership from 1/1/27 through 1/1/30

- **Resolution No. 26-66** Renewing Membership with the NJ Utility Authorities Joint Insurance Fund

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

2. Resolution Awarding Contract for the Installation of Fiber Optic Cables at the Shorrock Street Well Field

We conducted an RFP opening on 8/18 and received two proposals to run new fiber optics lines to each of our well houses at the Shorrock St Well Field

1. JCT Solutions for \$28,569.35
2. 700 Nano for \$42,914.92

We recommend awarding the job to JCT Solutions.

- **Resolution No. 26-67** Awarding Contract for the Installation of Fiber Optic Cables at the Shorrock Street Well Field

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

X. Technical Operations Report

Given by Mr. Bob Farina, Director of Operations

Mr. Farina began by saying that Supervisor, Mr. Frank Dugan, has successfully mastered level 3 distribution license. We have 3 more individuals that have set up to take the Level 3 Collections license. Once we have that we'll be fully equal to what our plant is, which is Level 3.

Operations Dept:

1. The contracted high pressure flushing operation was conducted throughout the week of August 17th ending in a very successful result accomplishing thorough cleansing of the mains and satisfying the affected customers. We are working with engineering so that a full hydraulic study of the area can be conducted to determine the best permanent solution.
2. We are now in the process of witnessing operational testing by the contractor at the new Pine Street Wells #20 & 21.
3. Well #7 is being re-televised due to several findings that appear to show significant breaches in the well casing that is nearly 50 years old. We are having the contractor scrub the casing thoroughly to provide us with the clearest video possible so we can make an undisputed assessment of the casing condition.

Technical Operations Dept:

4. All SCADA and communications systems are working fine.
5. The microwave antenna pole at the LVE sewer lift station is contracted by our microwave provider to correct damages to the upper portion of the pole caused by woodpecker and other bird damages.

6. Supervisor Frank Dugan and I visited the Old Bridge Water Dept. to see how their new SCADA historian and alarm server software were working for them as this is the system that the Authority is moving forward to utilizing as our replacement. The Old Bridge Team was very satisfied with the system and fully allowed us to examine it as well as giving us some hands-on time with the system.
7. Security cameras are being installed at our remote tank storage sites, and the LVE sewer lift station.

IT Dept:

8. Security patch management, OT & IT Disaster recovery validation, 3rd quarter cybersecurity audit, and SCADA Historian redundancy and failover have all completed in August.

GIS/Cyber-Security Dept:

GIS:

9. The Lead service line compliance verification was submitted ahead of its required due date. Currently working on the mailings for the customers with unknown piping types as required.
10. The GIS Esri Small Enterprise agreement was renewed for the 3-year period.

Cybersecurity:

11. 100% of our employees have completed the cybersecurity training provided by the CyberJif.
12. Our staff continue to perform well on our Phishing tests, although we had a few clicks on the simulated phishing tests which will be addressed through in-person informational reviews which will cover cyber hygiene practices.
13. Registered for CISA (Cybersecurity and Infrastructure Security Agency) tabletop exercise package. This will afford us the opportunity to work more efficiently with the agency in time of need.

XI. Commissioner's Report

XII. MEETING OPEN TO THE PUBLIC

XIII. MEETING CLOSED TO THE PUBLIC

XIV. ADJOURNMENT

Motion was made by Mayor Coles and seconded by Mrs. Fish. The meeting was adjourned at 10:23 A.M.

Respectfully submitted,

Robyn Gray,
Secretary, LTMUA