



Board of Commissioners

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

THE LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

Regular Meeting Minutes

September 9, 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. Miller, 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.

Senator Singer welcomed new commissioner Chana Eisen and announced the passing of Mayor Coles' father.

Mr. Pfeffer announced the swearing in of both Chana Eisen and Committeeman Lichtenstein, prior to the Board Meeting.

Both alternate commissioners were seated.

Mrs. Fish arrived and was seated, Mrs. Eisen was unseated.

LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

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V. Minutes

Motion to approve the minutes of the Regular Monthly Meeting held on August 5, 2025, was made by Mr. S. Flancbaum and seconded by Committeeman Lichtenstein. On **roll call**, all seated members voted **“Yes.” Motion carried.**

VI. Chief Financial Officer Report

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

1. Resolution accepting the 2024 Audit

Mr. Bauer announced that a meeting was held with the audit committee last week. The audit was reviewed in great detail, we went through the items that are required by the state for you to review and sign off on.

One particular form was sent out to each of you, that you are required to read, before signing. You are signing that you have read the form and understand. Basically, it says during the audit, no deficiencies in internal controls, were identified and no instances of noncompliance.

Mr. Bauer commended the Authority saying he has worked with many MUA's over the years and he has never seen a better run one than ours. You have come so far over the years and you do an amazing job. Thank you for the team effort, the Board and the management.

The floor was given back to Mr. Sondak and he summarized Mr. Bauer saying, we have a resolution to approve the audit and a group affidavit to sign. Please stay to sign after the meeting ends.

- **Resolution No. 25-67** Accepting the 2024 Audit

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

2. Resolution to Extend the 2025-2026 Budget

The upcoming budget will contain a complex capital plan. We are still working through the 6-year project plan with Operations and Engineering to address Water Main Loops and Sanitary Sewer Line replacements and upgrades. As a result, we need more time to finalize this plan in the coming months. Therefore, we require an extension to our budget submission deadline.

Committeeman Lichtenstein asked if it's the DCA who we are asking for an extension. Mr. Sondak explained when we submit our budget, they don't ask for it, the deadline passes and when we do submit, we also submit the resolution showing that the board is aware that we needed more time and they are ok with it.

- **Resolution No. 25-68** Extending the 2025-2026 Budget Submission Deadline

Motion made by Mrs. Fish and seconded by Committeeman Lichtenstein. On **roll call**, all members voted **"Yes."** **Motion carried.**

3. Resolution Updating the Rules and Regulations for T-2, T-3 & T-4 License Salary Adjustments

Recognizing the competitive hiring pressures upon the retention of our experienced staff, we should update our annual salary increases for obtaining Water Treatment Licenses as follows:

T-2	\$5,000
T-3	\$10,000
T-4	\$10,000

That's an annual salary increase that the employees must maintain those licenses in order to keep those increases. So if someone were to get a T-2, T-3 and a T-4, which would take them some time, these exams are not simple ones, they would have an additional \$25,000 per year. Senator Singer added, that if we don't maintain those licenses for our plants, we would have to use engineering firms, which is very costly and not in the best interest of the Authority. We need to train our own, reward our own. It has been successful. I'm glad we have someone with a T-3 license, what a great accomplishment and we want to make sure he's rewarded properly.

- **Resolution No. 25-69** Updating the Rules & Regulations for T-2, T-3 & T-4 License Salary Adjustments

Motion made by Mrs. Fish and seconded by Committeeman Lichtenstein. On **roll call**, all members voted **"Yes."** **Motion carried.**

4. Motion to Approve the Operating List

The Operating Expense List in your Board Packets is \$1,043,738.87. There are no unexpected items to discuss. The list includes \$244,798.35 of Construction Costs of which \$179,818.05 is for the GAC buildings project which is iBank funded. In addition, the Operating Expense List is hereby amended for two invoices from Levin Shea Pfeffer and Goldman in the amounts of \$737.50 and \$767.00 for legal services rendered. These

additional invoices bring the Operating Expense List amended total to \$1,045,243.37. I recommend that the board approve the Operating Expense List as amended to \$1,045,243.37, with noted abstentions.

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

VII. Engineer’s Report

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

1. June Street & Vermont Avenue Residential Subdivision (Owner/Developer: Vermont Holdings 2, LLC – Jacob Lipschitz & Mendy Feigenbaum / Gross & Mayer Hopstein / Plan Builders, LLC – Shloime Klein)

August 2025 the Authority drafted terms for the Developer’s Agreement for the project. The unique terms of the Developer’s Agreement for this project are as follows:

- The Developer will pay a fair share contribution to the Authority’s regional facilities of \$125 per unit.

At this time the Authority may accept the terms of the Developer’s Agreement.

- **Resolution No. 25-70** Authorizing the Execution of a Developers Agreement for June Street & Vermont Avenue Residential Subdivision

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

2. New Hampshire Ave & Erica Rd Temporary School Trailer (Owner/Developer: Mesivta Keren Orah, Inc – Chaim Blum / GC: Benchmark Builders – Yossi Jacobowitz)

The unique terms of the Developer’s Agreement for this project are as follows:

- The Developer will provide proof of lot consolidation to the Authority prior to meter installation.
- 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. At this time the Authority may accept the terms of the Developer's Agreement.

- **Resolution No. 25-71** Authorizing the Execution of a Developers Agreement for New Hampshire Avenue & Erica Road Temporary School Trailer

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

3. Route 88 & Boulder Way 4 Townhome Development (**Owner/Developer: Lakeview Place Homeowners Association, Inc – Moshe Rotberg**)

July 23, 2025 the Authority received notification from the contractor that a fence was installed within the Authority easement on the property. The contractor requested that the fence remain in place if possible.

August 2025 the Authority prepared an Undertaking for the Homeowner's Association to sign containing the conditions for the fence to remain in the Authority easement.

At this time the Authority may approve the Undertaking permitting the fence within the Authority easement conditioned on the Homeowner's Association agreeing to the conditions within the Undertaking.

- **Resolution No. 25-72** Approving Undertaking for Route 88 & Boulder Way 4 Townhome Development

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

4. Lanes Mill Road School #1 Permanent Building (**Owner/Developer: Torah Temimah of Lakewood, Inc – Benjamin Margulies / GC: Builders Supreme – Nathan Neuman**)

At this time the Authority may authorize the Executive Director to endorse applications for the Lanes Mill Road School #1 Permanent Building project. OCUA approval is required due to the proposed development generating over 2,000 gpd of sanitary sewer flow.

- **Resolution No. 25-73** Authorizing the Executive Director to Endorse Applications for Lanes Mill Road School #1 Permanent Building

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

5. Solar Duplexes and Community Building (**Owner/Developer: Solar Ave, LLC – Josh Schmuckler**)

August 5, 2025 Grant Engineering issued project review #1.

At this time the Authority may grant approval for the Solar Avenue Duplexes and Community Building development conditioned on the Grant Engineering letter dated August 5, 2025.

- **Resolution No. 25-74** Resolution Granting Approval for Solar Duplexes & Community Building

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

6. Airport Road Tank Repainting

August 28, 2025 the Authority received a proposal from Owen, Little & Associates for design, bidding, inspection and construction services for the repainting of Airport Road tank in the cost not to exceed amount of \$102,700.00. Of the \$102,700.00, \$63,000.00 is for Mumford-Bjorkman Associates, Inc that will be handling the daily inspection phase of the project.

At this time the Authority may award a professional services contract for the Airport Road tank repainting project to Owen, Little & Associates in the cost not to exceed amount of \$102,700.00.

- Resolution No. 25-75 Awarding Professional Services Contract for Airport Road Tank Repainting

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

7. Bids for Chemicals and Cold Water Meters for Calendar Years 2026-2027

At this time the Authority may authorize the issuance of the notice to bidders for the purchase of chemicals and cold water meters for the calendar years 2026-2027.

- **Motion** Authorizing Notice to Bidders

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

VIII. Attorney's Report

IX. Executive Director's Report

Given by Mr. J. Flancbaum, Executive Director

1. Resolution awarding contract for the installation of a Tower and Ceragon Licensed Wireless Link at Well 15

This will replace our existing fiber optic connection to the Shorrock St Plant which is failing. The total price is \$236,465.97. This a turnkey price which includes design, engineering, & installation. It also includes a one year warranty from Ceragon as well as onsite, remote support & preventative maintenance from Let's Think Wireless. Also included is a spare radio.

We have done business with Let's Think Wireless and we would like to award them the contract for the installation.

- **Resolution No. 25-76** Awarding contract for the installation of a Tower and Ceragon Licensed Wireless Link at Well 15

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

2. Resolution Authorizing the execution of a Consulting Agreement with The Aubrey Group, LLC

Mr. J. Flancbaum reported that we met this past month with the Aubrey Group. They do strategic grant research, writing, & consulting. We would like to engage them to keep an eye on grant opportunities for infrastructure upgrades. Their price is \$1,000 per month. Based on their experience we think that it is worth the investment. We can cancel the arrangement at any time.

Senator Singer added that we met with them, they did a nice presentation where they showed us what they did for other Authorities. Any grants we get, allows the Authority to do more. They came highly recommended from the Authorities that have used them.

- **Resolution No. 25-77** Authorizing the execution of a Consulting Agreement with The Aubrey Group, LLC

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

3. Resolution authorizing the execution of a Consulting Agreement with the Aubrey Group, LLC for submittal of an application for the USEPA Midsize and Large Drinking Water System Infrastructure Resilience and Sustainability Program.

The EPA has grant funding available for resilience and sustainability programs. We identified two projects that we think will qualify: two generator replacements & replacement of our SCADA system. Applications are due the EPA by October 6th, and we would like to engage the Aubrey Group to assist in the application process. Their cost is a flat fee not to exceed \$8,700 for both applications. This cost is for the application process; there is no guarantee we will get funding from the EPA, although we do qualify for it, we have a good chance at getting it but need to apply. Both are big projects, millions of dollars.

- Resolution No. 25-78 Authorizing the Execution of a Consulting Agreement with the Aubrey Group, LLC for submittal of an application for the USEPA Midsize and Large Drinking Water System Infrastructure Resilience and Sustainability Program.

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

4. Resolution Authorizing the Purchase of Electricity Supply Services for Public Use on an Online Auction Website

One of our electricity supply contracts expires at the end of the year. Emex recommends that we schedule an auction this month for a contract with a January 2026 start date.

Current JCP&L price to compare is 14.1 cents per KWH. In this resolution we are asking for authorization to conduct the auction and also to award a contract to the lowest bidder in accordance with the recommendation from our energy consultant.

This contract is for all sites except 390 NH Ave. (current price is 9.9 cents per KWH).

- **Resolution No. 25-79** Authorizing the Purchase of Electricity Supply Services for Public Use on an Online Auction Website

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

X. Technical Operations Report

Given by Mr. Bob Farina, Director of Operations

Operations Dept:

1. Regarding the old Rt. 70 flea market housing development that is currently on hold and its water infrastructure not turned over to the Authority, the LFD Chief requested that the hydrants in that development be turned on for area fire protection. Since this water was stagnant for quite some time, our operations personnel had to perform a complete flush of that system, super-chlorinate the system and let sit for 24 hrs. minimum, take samples of the water quality and after having passing results, flushed the high chlorine residuals and re-charge the system with water open the valving to join the subdivision hydrants with the rest of our distribution system. During this time of shut hydrants, the Chief was assured that the two functioning hydrants that are in front of this subdivision on Rt.70 were in proximity to any currently built structures allowing hoses to reach should any fires occur.

Technical Operations Dept:

2. All SCADA and communications equipment are up and running well.
3. We are currently working on bringing the two new GAC plants into our SCADA system.
4. We performed our biannual fire drill as required by the Authority’s Emergency Response Plan for the Administration building personnel. All equipment functioned well, and all employees evacuated the building to their muster zones.

IT Dept:

5. The remaining security camera installation sites started this week.
6. The new Sophos firewall deployment for the Shorrock Street WTP started this week and shall take approximately two weeks to complete.

7. Our SCADA network redundant system is now completed. A test to validate seamless continuity and data integrity will take place on September 30th.
8. In response to the Cybersecurity and Infrastructure Security Agency alert, we have completed all the recommended actions required to ensure minimal to zero vulnerability.

GIS/Cyber-Security Dept:

GIS:

9. Completed registration for the users of the new NJDEP ENSUITE platform. In doing so, Chris prepared several lead service line submittals which he sent to the new platform.

Cyber-Security:

10. Assisted in identifying several Authority projects that may be eligible for significant funding through EPA grant opportunities.
11. Submitted the application for the state and local government Cybersecurity grant program through the NJCCIC.

Commissioner's Report

XI. MEETING OPEN TO THE PUBLIC

XII. MEETING CLOSED TO THE PUBLIC

XIII. ADJOURNMENT

Motion was made by Mrs. Fish and seconded by Mr. S. Flancbaum. The meeting was adjourned at 10:36 A.M.

Respectfully submitted,

Robyn Gray,
Secretary, LTMUA