



Board of Commissioners

Senator Robert Singer, Chairman

P. G. Waxman, Vice Chairman

Mayor Raymond Coles, Treasurer

Anne Fish, Assistant Secretary

Craig Theibault, Commissioner

Samuel Flancbaum, Alt. Commissioner

Meir Lichtenstein, Alt. Commissioner

**THE LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
ANNUAL REORGANIZATION MEETING MINUTES
FEBRUARY 6, 2018**

- I. The Chairman opened the meeting at 2:04 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 10, 2017 and The Tri Town News on February 15, 2017.
- III. **Salute to the Flag**
Senator Singer asked for a moment of silence in memory of Dick Work, who is being laid to rest today. He was a former mayor of Lakewood, a member of the Authority for many years and a true Piner. Senator Singer asked for another moment of silence in memory of Kenneth Holstrom, former Lakewood Board of Education member and active in the Planning Board. Senator Singer asked for another moment of silence in memory of Bernadette Standowski, formerly Bernadette Work. She was the Lakewood Township Clerk for many years and also was an assistant administrator for the Authority for many years.
- IV. **Swearing In Of New Commissioners**
Anne Fish was sworn in as a Commissioner of the Lakewood Township Municipal Utilities Authority.
- V. **Roll Call**
On a roll call the following Commissioners were present: Mr. Lichtenstein, Mr. S. Flancbaum, Mr. Theibault, Mayor Coles, Mr. Waxman, Mrs. Fish 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.

LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

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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.

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

Motion made by Mr. Waxman and seconded by Mayor Coles that nominations be closed. On a **voice vote**, all members present voted "**Aye**". **Motion carried.**

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

C. The Secretary called for nomination for Chairman.

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

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

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

F. The Chairman called for nominations for Assistant Secretary.

A motion was made by Mr. Waxman and seconded by Mayor Coles to nominate **Mrs. Anne Fish** for **Assistant Secretary**.

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

G. The Chairman called for nominations for Treasurer.

A motion was made by Mr. Waxman, seconded by Mayor Coles to nominate **Mr. Craig Theibault** for **Treasurer**.

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

Senator Singer said he would like to have a roll call for the nomination of Mrs. Nechama Lapa as Secretary. Earlier in the meeting it was done by motion.

Motion made by Mr. Waxman and seconded by Mayor Coles to nominate **Mrs. Lapa** as Secretary. On **roll call**, all members present voted "**Yes**". **Motion carried.**

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.

H. A **motion** was made by Mr. Waxman and seconded by Mrs. Fish to **designate bank** as main depository of funds: **Lakeland Bank**, 500 River Avenue, Lakewood, New Jersey. On a **roll call**, all members present voted "**Yes**". **Motion carried.**

I. A **motion** was made by Mr. Waxman 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 a **roll call**, all members present voted "**Yes**". **Motion carried.**

J. A **motion** was made by Mr. Waxman 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 a **roll call**, all members present voted "**Yes**". **Motion carried.**

Senator Singer is 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 all Commissioners 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 Mayor Coles and seconded by Mrs. Fish designating Asbury Park Press and Tri Town News as official newspapers of the LTMUA. On a voice vote, all members present voted "Aye". Motion adopted.**

VII. Resolutions

- A. A **motion** was made by Mayor Coles and seconded by Mrs. Fish to adopt **Resolution #18-11 Establishing Time, Date and Place of Regular Monthly Meetings and Annual Meeting**. On **roll call**, all members present voted "Yes". **Adopted**.
- B. Mr. J. Flancbaum stated that the following professionals are recommended for appointment for 2018. For auditor, Mohel Elliot Bauer and Gass is recommended. For general counsel, Levin Shea and Pfeffer P.A. is recommended. For Labor Counsel, Goldman Wells Legal Group is recommended. For Conflict Counsel, Goldman Wells Legal Group is recommended. For Bond Counsel, Capehart Scatchard is recommended. Mr. Waxman said that for the record he will be **abstaining**. A **motion** was made by Mayor Coles and seconded by Mrs. Fish to adopt **Resolution # 18-12 Appointment of Professional Personnel (Auditor, Bond Counsel, Labor Counsel, General Counsel and Conflict Counsel)**. On **roll call**, all members present voted "Yes". **Adopted**.
- C. Mr. J. Flancbaum said that Mrs. Nechama Lapa is Certifying Officer. A **motion** was made by Mr. Waxman and seconded by Mrs. Fish to adopt **Resolution # 18-13 Designation Certifying Agent**. 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. A **motion** was made by Mr. Waxman and seconded by Mayor Coles to adopt **Resolution # 18-14 Appointment of Financial Officers and Assistant Financial Officer**. On **roll call**, all members present voted "Yes". **Adopted**.
- E. Mr. Waxman asked if there are any changes. Mr. J. Flancbaum said that there are no changes. A **motion** to accept **2018 Engineering and Operations Fee Schedule** was made by Mayor Coles and seconded by Mrs. Fish. On **roll call**, all members present voted "Yes". **Motion carried**.
- F. Mr. J. Flancbaum said that this is done every year. When a developer brings in an application, a performance bond has to be posted. These are the bonding costs. Mr. Waxman asked if there are any changes. Mr. J. Flancbaum said that the bonding amount went up 3 ½ percent over last year. Mr. Ponsi this increase is needed because of the prevailing wage. Mr. J. Flancbaum explained that if the project is finished to the satisfaction of the Authority, the full bond is released back to them. This is only in the event there is a problem with the project or a developer goes bankrupt. A **motion** to accept **2018 Construction Cost and Bonding Amounts** was made by Mayor Coles and seconded by Mrs. Fish. On **roll call**, all members present voted "Yes". **Motion carried**.

G. Any other resolutions that may come before the Board – Not used anymore.
Mr. J. Flancbaum it will be taken off agenda for next year.

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

IX. Meeting is Opened to the Public

Mr. Shlomo Klein said he wished to speak. He said it seems like everyone wants to be on the Authority's board. You have the Senator, the Mayor etc. The Planning Board was having a hard time finding members for its Board. Why is it hard to fill other Township Boards and this Board has the current Mayors and the past Mayors etc.? It is just a thought. The second item Mr. Klein wanted to bring up is the solar field. He assumes this is for the Authority and the Authority has an easement from the Township for that property. Why is the Township doing business different than other private developer? He has not seen any other developer designating land for solar field for saving costs. The main concern is that if the Township would have designated the land for some other use, there would have been sidewalks there. With people getting killed in Lakewood Township, sidewalks is an important factor. The Authority has sidewalks along the building. There is no reason the solar field does not have sidewalks. The Township does not require solar fields to have sidewalks and this is of great concern to him. Mr. Klein would like to hear from the Board regarding the sidewalk issue. Senator Singer thanked Mr. Klein for his comments. Senator Singer then asked if anyone else from the public wishes to be heard. No one else asked to be heard.

X. Meeting is Closed to the Public

Mr. Waxman said he is very pro sidewalk and would like to ask the same question. Senator Singer said he will respond to Mr. Klein. The property of the solar field is not owned by the Township, it is owned by the Authority. It is used as a solar field to reduce the cost to the rate payers. The Authority is approximately forty percent cheaper than New Jersey American Water Company. Putting in the solar field reduces the overall cost and therefore the rate payers pay less. Senator Singer said that he cannot argue with him about sidewalks. Sidewalks are safety. If the Planning Board would have told the Authority to do it, the Authority would certainly have done it. The Authority did not go in front of the Planning Board, the company that put in the solar field did. Senator Singer said that putting in sidewalks is not a bad suggestion and will have the Authority's attorney and Executive Director look into it. If it makes sense safety wise, then the Authority will put them in. There is no residential on the Authority's side of New Hampshire Avenue, it is commercial. Senator Singer will have the Authority's engineer and the Township's safety engineer look into this and if it makes sense, the Authority will absolutely spend the money on it. Senator Singer thanked Mr. Klein for the suggestion. Senator Singer asked Mr. J. Flancbaum to look into it with the Authority engineer. Also since it is a County road, we need to speak to the County.

XI. Adjournment

Motion made by Mr. Waxman and seconded by Mayor Coles to adjourn the reorganization meeting. On a **voice vote**, all members present said "**Aye**".
Motion carried. Meeting was adjourned at 2:26 P.M.

Respectfully submitted,

Nechama Lapa
Secretary, LTMUA