



**Board of Commissioners**

*Senator Robert Singer, Chairman*

*Raymond Coles, Vice Chairman*

*Anne Fish, Treasurer*

*Samuel Flanbaum, Assistant Secretary*

*Michael Sernotti, Commissioner*

*Craig Theibault, Alt. Commissioner*

*P. G. Waxman, Commissioner*

**THE LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
ANNUAL REORGANIZATION MEETING MINUTES  
FEBRUARY 2, 2016**

- 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 6, 2015 and The Tri Town News on February 11, 2015.

**III. Roll Call**

On a roll call the following Commissioners were present: Mr. Theibault, Mr. S. Flanbaum, Mr. Sernotti, Mrs. Fish and Senator Singer. Mr. S. Flanbaum and Mr. Theibault were seated as alternates.

The following professionals and key personnel were present: Mr. Norman Smith, Esq.; Mr. Gerwin Bauer, Jr., CPA; Mr. Justin Flanbaum, Executive Director, Mr. Daniel Rappoccio, CFO, Mr. Paul Morrill, P.E., Mr. Robert Farina, Instrumentation Department Supervisor and Mrs. Nechama Lapa, Secretary.

**IV. Salute to the Flag**

In memory of Mr. Waxman's mother who has passed away, Senator Singer asked for a moment of silence and prayer for him and his family in this time of need.

**V. Business of Meeting**

- A. **Senator Singer called for nomination for Secretary.**

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

**Motion made** by Mr. Theibault and seconded by Mrs. Fish 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. Theibault nominated **Senator Singer** for **Chairman**, seconded by Mrs. Fish that

**Motion** made by Mr. Theibault and seconded by Mrs. Fish 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. S. Flancbaum nominated **Mr. Waxman** for **Vice Chairman**, seconded by Mr. Sernotti.

**Motion** was made by Mr. S. Flancbaum seconded by Mrs. Fish 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. Theibault and seconded by Mr. Sernotti to nominate **Mrs. Anne Fish** for **Assistant Secretary**.

Motion was made by Mr. S. Flancbaum and seconded by Mr. Sernotti 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. Theibault, seconded by Mr. Sernotti to nominate **Mr. Coles** for **Treasurer**.

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

Senator Singer did not participate in the following discussion or vote regarding banking. The gavel was handed to Mrs. Fish.

**H. A motion** was made by Mr. S. Flancbaum and seconded by Mr. Sernotti **designating bank** as main depository of funds: **Harmony 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. Theibault and seconded by Mr. Sernotti designating 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] **Harmony Bank, 500 River Avenue, Lakewood, NJ**

5] **Community First Bank, 408 Elizabeth, Somerset, NJ**

6] **Northern State/First Commerce, 105 River Avenue, Lakewood, NJ**

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

- J. A **motion** was made by Mr. S. Flancbaum and seconded by Mr. Sernotti to designate **Harmony 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.**

Senator Singer is now part of the discussion. Mrs. Fish handed the gavel to Senator Singer.

- K. A **motion** was made by Mr. Theibault, seconded by Mrs. Fish **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 Mr. Theibault and seconded by Mr. Sernotti **designating Asbury Park Press and Tri Town News** as official newspapers of the LTMUA. On **voice vote**, all members present voted **"Aye"**. **Motion adopted.**

## VI. Resolutions

- A. A **motion** was made by Mr. Theibault and seconded by Mr. S. Flancbaum to adopt **Resolution #16-21 – Establishing Time, Date and Place of Regular Monthly Meeting and Annual Meeting.** On a **voice vote**, all members present voted **"Aye"**. **Adopted.**
- B. Mr. J. Flancbaum gave a summary of the proposals received. For auditor a proposal was received from Mohel Bauer Elliot and Gass. For general counsel a proposal was received from Norman D. Smith, Esquire and another from Schwartz Simon Edelstein and Celso. For Labor Counsel, proposals were received from Eric Bernstein and Associates, IMG Legal Group and Schwartz Simon Edelstein and Celso. For bond counsel, proposals were received from Gluck Walrath LLP, Capehart Scatchard, Archer and Greiner and Waters McPherson McNeil. After reviewing all the proposals and the qualifying criteria, the following are being recommended. For auditor, Mohel Elliot Bauer and Gass. For general counsel, Norman D. Smith, Esquire. For

- labor counsel IMG Legal Group. For bond counsel, Capehart Scatchard. A **motion** was made by Mr. Sernotti and seconded by Mr. Theibault to adopt **Resolution # 16-22 – Appointment of Professional Personnel (Auditor, Bond Counsel, Labor Counsel and Counsel)**. On **roll call**, all members present voted "**Yes**". **Adopted**. Mr. Smith expressed his appreciation to the Authority for the appointment. This is his thirty first appointment.
- C. Mr. J. Flancbaum said that Mrs. Nechama Lapa is Certifying Officer. A motion was made by Mrs. Fish and seconded by Mrs. S. Flancbaum to adopt **Resolution # 16-23 – Designation Certifying Agent**. On a **voice vote**, all members present voted "**Aye**". **Motion carried**.
- 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 Mrs. Fish and seconded by Mr. S. Flancbaum to adopt **Resolution # 16-24 – Appointment of Financial Officers and Assistant Financial Officer**. On a **voice vote**, all members present voted "**Aye**". **Motion carried**.
- E. Mr. J. Flancbaum said that Ms. Ellen Stensgaard is the PACO Officer. A **motion** was made by Mr. Sernotti and seconded by Mrs. Fish to adopt **Resolution # 15-13 - Designating Public Agency Compliance Officer (PACO)**. On a **voice vote**, all members present voted "**Aye**". **Motion carried**.
- F. A **motion** to accept **2016 Engineering and Operations Fee Schedule** was made by Mrs. Fish and seconded by Mr. Sernotti. On a **roll call**, all members present voted "**Yes**". **Motion carried**.
- G. A **motion** to accept **2016 Construction Cost and Bonding Amounts** was made by Mr. S. Flancbaum and seconded by Mr. Sernotti. On a **voice vote**, all members present voted "**Aye**". **Motion carried**.
- VII. A **motion** was made by Mr. Theibault 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**.
- VIII. **Meeting is Opened to the Public**  
No response from the Public
- IX. **Meeting is Closed to the Public**
- X. **Adjournment**
- Motion** made by Mr. Sernotti and seconded by Mr. S. Flancbaum 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