



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

Regular Meeting Minutes

September 4, 2024

- I.** Senator Singer opened the meeting at 11:00 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 9, 2024 and the Lakewood Shopper on February 9, 2024.

- III. Salute to the Flag**

- IV. Roll Call of Commissioners**

On roll call the following Commissioners were present: Mrs. Miller, Mayor Coles, Mr. Theibault, Mr. S. Flancbaum, Committeeman Lichtenstein and Senator Singer.

The following professionals and key personnel were present: Mr. Adam Pfeffer, Esq., Mr. Justin Flancbaum, Executive Director, Mr. Gerwin Bauer, Auditor, Mr. Donald Sondak, Chief Financial Officer/Human Resources Director, Mr. Colin Farrell, CEng MIEI Director of Engineering, Mr. Adam Ponsi, P.E., and Mr. Ryan Wagner, Deputy Operations Manager.

LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

390 NEW HAMPSHIRE AVENUE, LAKEWOOD, NEW JERSEY 08701

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V. **Minutes**

Motion to approve the minutes of the Regular Monthly Meeting held on August 6, 2024 was made by Mayor Coles and seconded by Mr. S. Flancbaum. 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. **Motion to Approve the Operating List**

The Operating Expense List in your Board Packets is \$1,849,769.32. While there are no unexpected items to discuss, the list does include \$1,111,761.63 of Construction Costs of which \$815,982.12 is for the GAC buildings, \$208,593.58 is for the Pine Street Wells and \$38,808.00 is for Well #22. I recommend that the board approve the Operating Expense List of \$1,849,769.32, with noted abstentions.

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

VII. **Engineer’s Report**

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

1. **Lakewood Blue Claws Field and Utility Upgrades**

Developer: American Baseball Company, LLC & Arthur Matin & Property Owner: Lakewood Industrial Commission-Robert Kirchner

At this time the Authority may accept the terms of the Developer’s Agreement for the Lakewood Blue Claws Field and Utility Upgrades Development. There are no site specific terms for this agreement.

Mr. Pfeffer asked the Board to authorize him to sign any documents related to this agreement as the Authority Attorney since Mr. J. Flancbaum is on the Lakewood Industrial Commission and should not sign on the Authority's behalf. He also recommends that Mayor Coles abstain from this as well.

- **Resolution No. 24-76** Authorizing the Execution of a Developer's Agreement for Lakewood Blue Claws Field and Utility Upgrades with Board approval giving power to Mr. Adam Pfeffer, Esq to sign on behalf of the Authority

Motion was made by Mr. Theibault and seconded by Mr. S. Flancbaum. On **roll call**, Mayor Coles abstained, all other seated members voted **"Yes"**. **Motion** carried.

2. New Hampshire Avenue Water Treatment Plant Boiler Replacement
Owner/Developer: Lakewood MUA

August 14, 2024 the Authority received 4 bids for the New Hampshire WTP Boiler Replacement project. The bids received ranged from \$499,000.00 to \$634,114.00. The apparent three lowest bids received were:

- Unitemp Mechanical Degrees \$499,000.00
- Affirmative \$573,375.00
- LGB Mechanical \$622,000.00

The Authority Attorney issued a review of the lowest three bids indicating the forms of the bids are acceptable.

At this time the Authority may award a contract for the New Hampshire Water Treatment Plant Boiler Replacement project to Unitemp Mechanical Degrees in the amount of \$499,000.00 conditioned on the reviews of the Authority Attorney and PS&S.

- **Resolution No. 24-77** Awarding Contract for New Hampshire Avenue Water Treatment Plant Boiler Replacement

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

3. **Well 17 Emergency Repairs 2024**

The Authority received a proposal from William Stothoff Company for additional piping necessary to accommodate the new vertical turbine pump and motor design in the lump sum cost of \$33,818.00.

At this time the Authority may award a contract under emergency conditions to William Stothoff Company for the repair and replacement of the failed Well #17 submersible pump and motor with a new vertical turbine pump and motor in the lump sum cost of \$218,188.00 as indicated in the proposals dated August 6, 2024 and August 28, 2024.

- **Resolution No. 24-78** Awarding Contract for Well 17 Emergency Repairs

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

VIII. **Attorney's Report** given by Mr. Adam Pfeffer, Esq.

Business as usual

IX. **Executive Director's Report**

Given by Mr. J. Flancbaum, Executive Director

1. **Resolution Awarding a Contract for Power Washing and Recaulking the Beacon Hill Water Tank and the Ridge Avenue Water Tank and for Power Washing the Administration Building**

A proposal opening was conducted on August 30th. Three proposals were received:

LLIVI Construction- \$344,836.80

Clearview Washing- \$55,000

Coastal Restoration -\$22,680

We recommend awarding the contract to Coastal Restoration. We have done work with them in the past.

- **Resolution No. 24-79** Awarding Contract for Power Washing and Recaulking the Beacon Hill Water Tank and the Ridge Avenue Water Tank and for Power Washing the Administration Building

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

2. **Resolution Awarding Contact for Maintenance and Support of Microwave Radio System**

A proposal was received from Let’s Think Wireless for maintenance & support of our Microwave Radio System. The cost is \$41,691 which is the same price we paid them last year.

As you know the microwave radio is crucial to operations and Let’s Think Wireless has been a reliable vendor, so we recommend executing the support agreement with them.

- **Resolution No. 24-80** Awarding Contract for Maintenance and Support of Microwave Radio System

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

3. Customer Compliment

Rosa spoke with a customer who wanted us to know that he is very happy with our customer service and our flushing process-his water is nice and clean. His name is Mr. Leifer, and he lives at 1277 Medina Court.

Mrs. Fish arrived.

X. Technical Operations Report

Given by Mr. J. Flancbaum, Executive Director for Mr. Bob Farina

Operations Dept:

1. Well #17 repairs and modifications are moving forward, and we expect that completion to be either the second or third week of Sept. due to the various lead times of the equipment.
2. Flushing is continuing and we anticipate a completion approx. 2nd week in Sept.
3. We hired a replacement Senior Mechanic. The individual comes to the Authority with over 22 years of verifiable experience along with a significant skillset.

Technical Operations Dept:

4. All SCADA and Communications equipment are up and running fine.
5. Our field representative and electrical technician in training, Alex has successfully completed the RTU build for our new Shorrock St well house and is currently wiring the RTU for our re-drilled well #2 SCADA panel and lastly, he is performing wiring modifications to our new Pine Street well house RTU's.

IT Dept:

6. The 2nd phase of the fire & security systems overhauls, and replacement is complete.
7. The new outdoor electronic sign is functioning well and has provided the Authority with significantly more visual and informational displays.
8. Our new IT contractor switchover is now complete with Ocean Computer Group officially serving as our provider.
9. The first phase of the New Hampshire Ave camera surveillance installation is completed with all the equipment functioning well and recording a history.

GIS/Cyber-Security Dept:

GIS:

- 10. Asset tracking system effort is ongoing.
- 11. Working on the Unknown Service Line letter as required by the NJDEP/ USEPA to be in compliance with the Lead Service Line program.

Cyber-Security:

- 12. The YUBIKEY hardware authentication device has been received by the NJCCIC as part of the Safe Water Drinking Act compliance. It will now be deployed to the Operators to access our SCADA System.
- 13. CrowdStrike paperwork is completed with the NJCCIC and we will be working to deploy that on all Authority machines.

Senator Singer asked Mayor Coles to check on the purchase of land on Shorrock Street. We have been trying to get approximately 6 acres from the town to build a solar field to service the Shorrock St. treatment plant.

XI. Commissioners' Report

XII. MEETING OPEN TO THE PUBLIC

XIII. MEETING CLOSED TO THE PUBLIC

XIV. ADJOURNMENT

Motion was made by Mayor Coles and seconded by Mr. S. Flancbaum. The meeting was adjourned at 11:15 AM.

Respectfully submitted,

Robyn Gray,

Secretary, LTMUA