

LAKWOOD INDUSTRIAL COMMISSION

Annual Reorganization Meeting

Dated: January 9, 2019

Time and Place: 11:30 AM or as soon as possible thereafter;

Adequate notice of this meeting was provided in accordance with the Byron M Baer OPEN PUBLIC MEETINGS ACT

Flag Salute | Moment of Silence honoring Military and Law Enforcement

1. **ROLL CALL:**
 - For Attendance
2. **ELECTION OF 2019 OFFICERS:**
 - S. Reinman, Executive Director - Presiding
3. **COMMENTS FROM THE LIAISON / TOWNSHIP COMMITTEE:**
 -
4. **MINUTES:**
 - November 28, 2018
5. **FINANCE:**
 - **STATEMENT OF ACCOUNTS:** January 9, 2019
 - **PROPOSED LIC 2019 BUDGET:** Included in packet
 - **BILL LIST:** Will be scheduled for approval after Resolutions are approved
6. **EXECUTIVE DIRECTOR'S REPORT:**
 - Steven Reinman, Executive Director
7. **ATTORNEY'S REPORT:**
 - Sean T. Kean, Esq.
8. **CORRESPONDENCE:**
 -
9. **COMMITTEE REPORTS:**
 - Site Review - Justin Flancbaum, Chairman
 - Finance Committee - Shlomo Katz, Chairman
 - Client Review Committee - Greg Stafford-Smith, Chairman
 - Park Control and Signs - Neil Brooks, Chairman
 - Airport Management / Development - Greg Stafford-Smith
 - Contract Review - Justin Flancbaum, Chairman
 - Strand Theater - Tom Calabro, Chairman
10. **MARKETING AND PUBLIC RELATIONS:**
 - Report by Frances A. Kirschner / Frantasy Enterprises
11. **OLD BUSINESS:**
 -
12. **NEW BUSINESS:**
 -
13. **CLOSED SESSION:**
 - Client Negotiations, Litigation
14. **CONSENT AGENDA RESOLUTIONS:**
 - Resolution #
 - 190101** Resolution Designating Depositories of the Lakewood Industrial Commission for the year 2019
 - 190102** Official Newspapers of the Lakewood Industrial Commission- 2019
 - 190103** Resolution qualifying Professional Services / EUS Vendors for Public Relations Services and Appraisal Services for 2019.
 - 190104** Resolution releasing 2018 Closed Session Minutes deemed to have become suitable for release as being resolved.
 - 190105** Resolution Appointing Steven Reinman as Secretary's Designee for the calendar year 2019.

15. NON-CONSENT RESOLUTIONS:

(Individual - Roll Call Vote)

Resolution #

- 190106** Resolution adopting the Lakewood Industrial Commission's 2019 Permanent Budget
- 190107** Resolution 2019 accepting appointment of LIC Attorney, Sean T. Kean, Esq.
- 190108** Resolution accepting appointment of 2019 Auditing Services to Holman Frenia Allison PC
- 190109** Resolution accepting appointment of 2019 LIC Engineer as Remington & Vernick Engineers
- 190110** Resolution authorizing the maintenance of Petty Cash in 2019
- 190111** Resolution authorizing funding of Executive Director's Expenses and Travel Allowance for the calendar year 2019.
- 190112** Resolution authorizing retaining Anita B. Doyle, Sole Proprietor, for Administrative Management Services.
- 190113** Award - Marketing and Public Relations Services 2019
- 190114** Resolution accepting Award of contract for 2019 Airport Engineering and Consulting Services to DY Consultants.

16. BILL LIST:

- Dated: January 9, 2019.

17. COMMENTS FROM THE PUBLIC:

18. COMMENTS FROM THE COMMISSIONERS:

19. ADJOURNMENT:

NEXT MEETING OF THE LAKEWOOD INDUSTRIAL COMMISSION: February 20, 2019

LAKEWOOD INDUSTRIAL COMMISSION
STATEMENT OF ACCOUNTS
JANUARY 9, 2019

Total All LIC-Held Accounts		\$ 1,483,821.26
Checking Account (Investors # 729905880) Interest Rate 7/31/17 APYE		
1.26% Interest Bearing		
Balance Forward:		\$ 312,269.07
Bank Interest Earned 12/31/17		\$ 311.10
Cancel Check # 3317 MPT Ocean County Roads Department		\$ 48,855.69
Replacement Check# 3318 MPT Township of Lakewood		\$ (48,855.69)
Bank Interest Earned 1/31/18		\$ 381.44
Bank Interest Earned through 2/28/18		\$ 306.94
Replacement Check # 3319 Bill List portion drawn from Investors Bank 3/14/18		\$ (289,865.27)
- Schedule C 4th Quarter 2017 Invoice & Payment Pending		
Bank Interest earned March 2018		\$ 104.35
Bank Interest earned April 2018 (statement pending)		\$ 24.16
Bank Interest Earned May 2018		\$ 25.00
Bank Interest Earned June 2018		\$ 24.21
Bank Interest earned through 7/31/18		\$ 25.05
Bank Interest earned through 8/31/18		\$ 25.07
Bank Interest earned through 9/30/18		\$ 24.29
Bank interest Earned 10/31/18		\$ 25.13
Bank Interest Earned 11/30/18		\$ 24.34
Bank Interest Earned 12/31/18		12/31/2018
Total InvestorsBank Checking Account:		\$ 23,704.88
Checking Account (Operations) Lakeland Bank (Acct# 680401404) APY		
1.97%		
Opening Balance		\$ 86,807.03
Deposit Airport T-Hangars Lease Payments		\$ 2,250.00
Deposit Blue Claws + AT&T cell Tower		\$ 45,533.72
Approved Bill List (January 10, 2018)		\$ (6,359.24)
Bank Interest Earned January 2018		\$ 208.93
Deposit Airport T-Hangars Lease Payments		\$ 5,250.00
Deposit Land Lease A T & T Feb 2018		\$ 529.00
Bill List for 2/14/18 - includes adjustment for void check # 3525 to Iorio and replacement w check# 3562 for final payment #19 (providing a credit on the bill list total and adjusts bank total)		\$ 12,289.97
Bank Interest Earned February 2018		\$ 178.24
Bill list 3/14/18 drawn from Lakeland (estimated)		\$ (5,907.41)
Deposit CGRS lease 1606-9 + AT&T Lease		\$ 10,529.00
Deposit T-Hangars Lease Payments		\$ 11,850.00
Bank Interest Earned March 2018		\$ 142.00
Final Bill List for 4/11/18		\$ (16,424.26)
Bank interest Earned April 2018		\$ 187.22
Final Bill List for 5/9/18		\$ (9,539.94)
T Hangars Lease Payments		\$ 10,350.00
AT&T Cell Tower Lease payments Block 1609 PO Lot 21 (April + May)		\$ 1,058.00
Lakewood Blue Claws Lease Payment 4thQ due 4/2018		\$ 45,004.72
Bank Interest Earned May 2018		\$ 205.29
T Hangars Lease Payments		\$ 5,850.00
AT&T Cell Tower Lease payments Block 1609 PO Lot 21 June 2018)		\$ 608.35
Approved Bill List for 6/13/18 Final		\$ (20,999.55)
Bank Interest Earned through 6/30/18		\$ 218.11
Lease Payments Lakewood Airport T Hangars		\$ 5,850.00
A T & T cell Tower Lease paymentsBlock 1609 po Lot 21 july		\$ 608.35
Approved Bill List for 7/11/18		\$ (11,027.85)
Bank Interest earned through 7/31/18		\$ 259.88
T-Hangars Lease Payments		\$ 7,350.00
(1) Bill Payments released 8/8/18		\$ (8,311.60)
Bank Interest through 8/31/18		\$ 266.28
Lease Payment Lakewood Blue Claws for 7/1/18		\$ 45,004.72
Land Lease 1606 po L 9 Yeshiva Toras Menachem 080118-073119		\$ 25,000.00
Land Lease Payment AT&T - for August 1, 2018		\$ 608.35
Land Lease Payment AT&T - for September 1, 2018		\$ 608.35
(2) Bill List for 9/5/18		\$ (8,698.53)
Reimbursement of settlement (Twp vs Church & Dwight (RWE acquisition)		\$ 53,000.00
T-Hangars Payment received		\$ 2,100.00
T Hangars Lease Payments		\$ 9,000.00
T-Hangars Payment received (new Tenant #2)		\$ 900.00
Bank Interest Earned 9/28/18		\$ 316.18

LAKEWOOD INDUSTRIAL COMMISSION
STATEMENT OF ACCOUNTS
JANUARY 9, 2019

Final Bill List for 10/10/18	\$ (5,877.42)	10/10/2018	
Blue Claws Lease Payment	\$ 45,004.72	10/26/2018	
A T & T Land Lease (Cell Tower) for October 2018	\$ 608.35	10/26/2018	
T-Hangars Lease Payments	\$ 7,050.00	10/26/2018	
Bank Interest Earned through 10/31/18	\$ 527.21	10/31/2018	
Adopted Bill List for 11/28/18	\$ (19,972.92)	11/28/2018	
Interest Earned 11/30/18	\$ 554.59	11/30/2018	
Bills Paid (No meeting in December - contractual/statutory bills)	\$ (33,050.22)	12/19/2018	
Deposit First Energy AT&T Cell Tower	\$ 608.35	12/26/2018	
T-Hangars Lease Payments	\$ 7,200.00	12/26/2018	
Bank Interest Earned through 12/31/18	\$ 545.84	12/31/2018	
Total Lakeland Bank OPERATIONS ACCOUNT:	\$ 305,851.81		
Money Market Account (Holding) Lakeland Bank (Acct# 680401390) APY 1.97%			
Opening Balance:	\$ 1,136,153.25	1/1/2018	
Bank Interest Earned January 2018	\$ 1,217.08	1/31/2018	
Bank interest Earned February 2018	\$ 1,047.00	2/28/2018	
Bank Interest Earned March 2018	\$ 1,122.82	3/30/2018	
Bank Interest Earned April 2018	\$ 1,395.55	4/30/2018	
Bank Interest Earned May 2018	\$ 1,405.07	5/31/2018	
Bank Interest Earned June 2018	\$ 1,316.04	6/30/2018	
Bank Interest earned through 7/31/18	\$ 1,696.69	7/31/2018	
Bank Interest earned through 8/31/18	\$ 1,653.70	8/31/2018	
Bank interest Earned 9/28/18	\$ 1,495.82	9/28/2018	
Bank Interest Earned 10/31/18	\$ 2,009.09	10/31/2018	
Bank Interest Earned 11/30/18	\$ 1,843.97	11/30/2018	
Bank Interest Earned 12/31/18	\$ 1,908.49	12/31/2018	
Total Lakeland Bank MONEY MARKET ACCOUNT:	\$ 1,154,264.57		
REAL ESTATE - ATTORNEY TRUST Acct. -			
Held by Cleary Giacobbe Alfieri Jacobs LLC			
LIC to Shvarzblat / Cedarbridge Properties (Construction Escrow Held)	\$ 65,000.00	12/15/2016	\$ 65,000.00
TOTAL Held: Attorney Real Estate Trust Acct:	\$ 65,000.00		
TOTAL OF ALL ACCOUNT BALANCES:			1,548,821.26
Anita B. Doyle, Administrative Manager		1/9/2019	

Lakewood Industrial Commission 2019 LIC Proposed Budget

LAKEWOOD INDUSTRIAL COMMISSION PROPOSED 2019 BUDGET

OPS - OPERATIONS

3.1 - Professional Services / EUS		
6353 - Engineering Services		
Eng00 - General ENGINEERING SERVICES	\$	10,000.00
Survey- Owens Little (carrover balance from 2018 contract)	\$	12,000.00
6354 - Auditor / Accounting	\$	3,000.00
6350 - Marketing & Pub Rel Adm		
3.1.3.1 - MARKETING (EUS)		
63501 - Marketing & PR Contractor	\$	24,000.00
63502 - Website Management Contractor	\$	10,000.00
6352 - Appraisal Services	\$	10,000.00
6351 - Legal Services	\$	40,000.00
Total 3.1 - Professional Services / EUS	\$	<u>165,000.00</u>
4. - ADMINISTRATIVE EXPENSES		
6355 - Automobile Allowance	\$	6,000.00
6251 - Petty Cash	\$	900.00
7601 - Cell Phone	\$	1,800.00
6012 - Special Events & Awards	\$	2,000.00
6013 - Association Memberships		
60131 - Lkwd Chamber of Commerce	\$	400.00
60132 - Monmouth/Ocean Development Cncl	\$	260.00
7101 - Legal Ads	\$	1,000.00
7103 - Meeting Registrations	\$	500.00
7104 - Marketing-ConstantContact	\$	750.00
7105 - LIC Exclusive Web Page	\$	5,000.00
7110 - Office Equipment	\$	3,500.00
7111 - Office Fixtures	\$	500.00
7112 - Software		
711201 - Quickbooks Online	\$	600.00
7650 - Travel & Expenses	\$	3,000.00
7602 - Exec Dir Business Developmt	\$	1,000.00
7125 - Unclassified Admin Expenses		
7120 - Reorganization Meeting Exp	\$	500.00
71012 - Admin Expenses - Other	\$	4,000.00
Total 4. - ADMINISTRATIVE EXPENSES	\$	<u>32,370.00</u>
Total OPS - OPERATIONS	\$	<u>197,370.00</u>
7760 - Independent Contractor 1099		
77601 - Administration Management	\$	16,800.00
77602 - Data Update Project	\$	2,000.00
Total 7760 - Independent Contractor 1099	\$	<u>18,800.00</u>

Lakewood Industrial Commission 2019 LIC Proposed Budget

LAKWOOD INDUSTRIAL COMMISSION PROPOSED 2019 BUDGET

LAKWOOD AIRPORT

LAKWOOD AIRPORT OPERATIONS

PROFESSIONAL SERVICES - Airport	\$	10,000.00
Airport Association Expenses	\$	500.00
Total LAKEWOOD AIRPORT OPERATIONS	\$	10,500.00

8000 - LAKEWOOD AIRPORT T-Hangars

Equipment- T Hangars	\$	500.00
Utilities		
Fire Alarm System Monitoring	\$	3,000.00
Electricity	\$	5,000.00
Total Utilities	\$	8,000.00
Operations - Other Unspecified Services to T-Hangars	\$	500.00
Total 8000 - LAKEWOOD AIRPORT T-Hangars	\$	17,000.00

LIC PROJECTS

5. - LIC PROJECTS

SIGNAGE - Ind Pk Signage Project	\$	50,000.00
ROADWAY REPAVING - Schedule C	\$	150,000.00
Total 5. - LIC Projects	\$	200,000.00

PROPOSED 2019 BUDGET	\$	443,670.00
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RESOLUTION

WHEREAS, Section 7 b. of the Senator Byron M. Baer Open Public Meetings Act." L.1975, c.231, s.1; amended 2006, c.70, s.2., permits the exclusion of the public from a meeting under circumstances; and

WHEREAS, this Industrial Commission of the Township of Lakewood is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED by the Industrial Commission of the Township of Lakewood in the County of Ocean as follows:

1. The public shall be excluded from discussion of private and confidential matters involving any of the nine (9) exclusions as set forth in Section 7(b) of said law and as hereinafter specified.
2. The general nature of the subject matter to be discussed is as follows:

CONTRACT NEGOTIATIONS	<input checked="" type="checkbox"/>
PERSONNEL	<input type="checkbox"/>
LITIGATION	<input checked="" type="checkbox"/>
OTHER	<input type="checkbox"/>
3. It is anticipated at this time that the above stated subject matter will be made public only when the reasons for discussing and acting on them in closed session no longer exists; said determination to be made by further resolution adopted by the Industrial Commission.
4. This resolution shall take effect immediately.

I hereby certify that the above is a true copy of a resolution duly adopted by the Industrial Commission of the Township of Lakewood in the County of Ocean, State of New Jersey, at its meeting held on the 10th day of October, 2018.

GREGORY B. STAFFORD-SMITH, Secretary

Or Steven Reinman, Secretary's Designee

RESOLUTION

#190101

*Resolution of the Industrial Commission of the Township of Lakewood
Designating Depositories of the Lakewood Industrial Commission for the year 2019.*

WHEREAS, The Township of Lakewood in the County of Ocean and State of New Jersey, pursuant to N. J. S. A. 40A5-14, adopted Resolution No. R2019-14 designating depositories for the Township of Lakewood and the Lakewood Development Corporation for the year 2019; and

WHEREAS, the Lakewood Industrial Commission wishes to adopt and memorialize said list of designated depositories to be used for corporate investment purposes, daily operations and financial assistance program facilitation.

BE IT RESOLVED, by the Lakewood Industrial Commission that designation of the banks listed on the referenced Lakewood Township Resolution No. R2019-14 shall be memorialized as official depositories by passage of this resolution.

I hereby certify the above to be a true copy of a resolution duly adopted by the Lakewood Industrial Commission of the Township of Lakewood, County of Ocean and State of New Jersey at its meeting held on the 9th day of January, 2019.

, Secretary

Or Steven Reinman as Secretary's Designee in the absence of the Secretary

RESOLUTION

190102

Resolution of the Lakewood Industrial Commission adopting the official newspaper(s) of the Commission for the year 2019.

BE IT RESOLVED, by the Industrial Commission of the Township of Lakewood, Ocean County and State of New Jersey that the following are designated as its official Newspapers for the year 2019:

NEWSPAPER MEDIA GROUP / TRI-TOWN NEWS - weekly

GANNETT (Asbury Park Press) – daily

ADVANCE PUBLICATIONS, INC. / The Star Ledger

I hereby certify the above to be a true copy of a resolution duly adopted by the Industrial Commission of the Township of Lakewood, County of Ocean and State of New Jersey at its meeting held on the 9th day of January, 2019.

, SECRETARY

Or Steven Reinman as Secretary's Designee

Ref: Lakewood Township Resolution #R2019-5

RESOLUTION

190103

Resolution Qualifying Professional Services Vendors to provide services to the Lakewood Industrial Commission for the year 2019 in conformity with the Fair and Open Act, N.J.S.A. 19:44A-20.5 et seq.

WHEREAS, the Mayor and Committee of the Township of Lakewood have directed the entering into Professional Services contracts and for performance of certain unusual and extraordinary services for the Township and Lakewood Industrial Commission over the upcoming year; and

WHEREAS, the Lakewood Industrial Commission, incorporated on May 12, 1960, and by virtue of the passage of N.J.S.A. 40:55-B-1 et seq., is statutorily charged with, among other duties, fostering industrial and economic development and employment opportunities within the Township of Lakewood as well as promoting the economic well-being of the businesses of the Township; and

WHEREAS, based upon availability of funds, the Industrial Commission of the Township of Lakewood has the authority and may, by appropriate resolution, provide appropriations in the amounts prescribed by specific contracts issued to perform certain services as deemed necessary; and

WHEREAS, in accordance with N.J.S.A. 19:44A-20.5 et seq., which provides for the procedure for soliciting proposals through a “fair and open process”, which process the Lakewood Industrial Commission formally adopted on December 7, 2005, the Lakewood Industrial Commission solicited proposals by posting a Request for Qualifications (RFQ) for such proposals for the provision of Professional and Unspecifiable/Unusual Services as follows:

1. Commission Public Relations/Marketing Consultant;
2. Professional Real Estate Appraisal Services;
3. Professional Planning Services
4. Airport Consulting and Engineering Services

WHEREAS, Proposals and Qualifications were publicly opened by the Executive Director of the Lakewood Industrial Commission in the Office of the Lakewood Industrial Commission on January 7, 2019 and reviewed for completeness;

WHEREAS, following review of the qualifications and proposals received, it was determined that the following, received from~

Marketing and Public Relations

Frantasy Enterprises
1400 West Cross Street
Lakewood, NJ 08701

Real Estate Appraisal Services

Albert M. Cerone, IFAS, DELLOW, CTA
AMERIVAL
1358 Hooper Avenue, Suite 170
Toms River, NJ 08753

James L. Meehan, MAI, AI-GRS
Meehan Valuation, LLC
101 Crawfords Corner Road
Suite 4 – 101R
Holmdel, NJ 07733

Samuel Levi MAI
Starmark Appraisals LLC
930 E. County Line Road, Suite 4
Lakewood, NJ 08701

Tony F. Kamand, Jr., MAI
Tony Kamand Realty, LLC
200 Main Street, Suite 100
Toms River, NJ 08753

Gary M. Wade, MAI
Wade Appraisal, LLC
460 Main Street
Metuchen, NJ 08840

Professional Planning Services

Professional Design Services, LLC
1245 Airport Road, Suite 1
Lakewood, NJ 08701

Remington & Vernick Engineers
9 Allen Street
Toms River, NJ 08753

Airport Consultant

Maser Consulting, PA
331 Newman Springs Road, Suite 203
Red Bank, NJ 07701

...for their respective identified services which were deemed to be in order; and

WHEREAS, adequate funds will be confirmed as available in the Lakewood Industrial Commission's 2019 budget in the event of each awarded contract prior to issuance of any contract for professional and / or extraordinary and unusual services for anticipated, but -as -yet -unknown projects of the Lakewood Industrial Commission.

NOW THEREFORE, BE IT RESOLVED, that the Commissioners of the Lakewood Industrial Commission hereby authorize and qualify the above vendors of Professional Services and Unusual/Unspecifiable Services to become official vendors for the year 2019 for the Lakewood Industrial Commission.

BE IT FURTHER RESOLVED that

1. The purposes of any of the above mentioned contracts will enhance and promote economic development in the Township and is within the statutory meaning of N.J.S.A.40:55B-1 et seq., and
2. The Lakewood Industrial Commission hereby authorizes and directs an appropriation for the purposes of direct payment of the contractual obligation when encumbered; and
3. The Lakewood Township Department of Industrial Development Director is directed to execute such documents as may be necessary to formalize provisions of said contract on behalf of the Industrial Commission and for the benefit of the Township of Lakewood.
4. An authenticated copy of this Resolution, signed by the Chairman and Secretary be forwarded to the Mayor, Township Committee, and Township Manager for their information and records.

I hereby certify the above to be a true copy of a resolution duly adopted by the Industrial Commission of the Township of Lakewood, in the County of Ocean, and State of New Jersey at its meeting held on the 9th of January, 2019.

, Secretary
or Steven Reinman as Secretary's Designee

RESOLUTION

190104

Resolution of the Lakewood Industrial Commission authorizing the release of certain 2019 Closed/Executive Session minutes.

WHEREAS, pursuant to N.J.S.A. 10:4-6, "Senator Byron M. Baer Open Public Meetings Act" states that "Each public body shall keep reasonably comprehensible minutes of all its meetings showing the time and place, the members present, the subjects considered, the actions taken, the vote of each member, and any other information required to be shown in the minutes by law, which shall be promptly available to the public to the extent that making such matters public shall not be inconsistent with Section 7 of this act"...; and

WHEREAS, the Lakewood Industrial Commission, being such a public body and being required to comply fully with the Open Public Meetings Act shall, as a policy, complete transcription of and be prepared to make public, open session minutes of meetings of the Lakewood Industrial Commission as required; and

WHEREAS, closed session matters, those subject matters that fall into the nine exclusions identified within N.J.S.A 10:4-12, are considered confidential until the matters are concluded by action of the Lakewood Industrial Commission, and consequently, the minutes of these matters are kept confidential until such time as the matter is resolved or acted on; and

WHEREAS, those subject matters, concluded, are at that time deemed matters of public record.

NOW THEREFORE, BE IT RESOLVED, that the Lakewood Industrial Commission shall hereby state that closed session minutes that have been reviewed and deemed public by virtue of having been formally acted upon and concluded by the Commission for the calendar year 2018, be made available for public review and dissemination. Any matters still active under their qualifications for public exception will remain an exception from those noted above and released at a later date.

I hereby certify this to be a true copy of a resolution duly adopted by the Industrial Commission of the Township of Lakewood, County of Ocean and State of New Jersey at its meeting of the 9th day of January, 2019.

, SECRETARY

Or Steven Reinman as Secretary-Designee to the Commission in the absence of the Secretary.

RESOLUTION

190105

Resolution of the Lakewood Industrial Commission appointing Secretary's Designee for the calendar year 2019.

WHEREAS, the Lakewood Industrial Commission, created by passage of N.J.S.A. Chapter 55B entitled "Industrial Commission", established criteria for creation and operation of an industrial commission for the purposes of fostering economic stability within the community; and

WHEREAS, subsequent to the creation of an Industrial Commission by the State, the Township of Lakewood adopted ordinances further creating and governing the Lakewood Industrial Commission; and

WHEREAS, this Industrial Commission of the Township of Lakewood, upon its formation, adopted bylaws for governance of the Commission and its activities performed as an agency of the Township of Lakewood; and

WHEREAS, Article III, of the bylaws duly adopted by the Lakewood Industrial Commission on June 27, 2001 and amended on January 26, 2005, reference the appointment of Secretary's Designee to perform certain duties on behalf of the Secretary to the Lakewood Industrial Commission as designated.

NOW THEREFORE BE IT RESOLVED that the Lakewood Industrial Commission shall appoint **Steven Reinman** to act in the capacity of *Secretary's Designee* for the year 2019, to perform duties on behalf of the Secretary as deemed necessary, at no additional compensation.

I hereby certify this to be a true copy of a resolution duly adopted by the Industrial Commission of the Township of Lakewood, County of Ocean and State of New Jersey at its meeting held on the 9th of January, 2019.

, SECRETARY

RESOLUTION

190106

*Resolution of the Lakewood Industrial Commission Adopting the Commission's Permanent Budget for the year 2019
in the amount of \$443,670.00.*

WHEREAS, the fiscal year-end of Lakewood Industrial Commission's accounting occurred on December 31, 2018; and

WHEREAS, pending and proposed projects and operational needs of the Lakewood Industrial Commission have been examined and evaluated for the upcoming year which list has been compiled as a budgetary component list as follows:

OPS - OPERATIONS

3.1 - Professional Services / EUS

6353 - Engineering Services		
Eng00 - General ENGINEERING SERVICES	\$	10,000.00
Survey- Owens Little (carryover balance from 2018 contract)	\$	12,000.00
6354 - Auditor / Accounting	\$	3,000.00
6350 - Marketing & Pub Rel Adm		
3.1.3.1 - MARKETING (EUS)		
63501 - Marketing & PR Contractor	\$	24,000.00
63502 - Website Management Contractor	\$	10,000.00
6352 - Appraisal Services	\$	10,000.00
6351 - Legal Services	\$	40,000.00
Total 3.1 - Professional Services / EUS	\$	165,000.00

4 - ADMINISTRATIVE EXPENSES

6355 - Automobile Allowance	\$	6,000.00
6251 - Petty Cash	\$	900.00
7601 - Cell Phone	\$	1,800.00
6012 - Special Events & Awards	\$	2,000.00
6013 - Association Memberships		
60131 - Lkwd Chamber of Commerce	\$	400.00
60132 - Monmouth/Ocean Development Council	\$	260.00
7101 - Legal Ads	\$	1,000.00
7103 - Meeting Registrations	\$	500.00
7104 - Marketing-Constant Contact	\$	750.00
7105 - LIC Exclusive Web Page	\$	5,000.00
7110 - Office Equipment	\$	3,500.00
7111 - Office Fixtures	\$	500.00
7112 - Software		
711201 - Quickbooks Online	\$	600.00
7650 - Travel & Expenses	\$	3,000.00
7602 - Exec Dir Business Development	\$	1,000.00
7125 - Unclassified Admin Expenses		
7120 - Reorganization Meeting Expenses	\$	500.00
71012 - Admin Expenses - Other	\$	4,000.00
Total 4 - ADMINISTRATIVE EXPENSES	\$	32,370.00

Total OPS - OPERATIONS \$ 197,370.00

7760 - Independent Contractor 1099

77601 - Administration Management	\$	16,800.00
77602 - Data Update Project	\$	2,000.00
Total 7760 - Independent Contractor 1099	\$	18,800.00

LAKWOOD AIRPORT

LAKWOOD AIRPORT OPERATIONS

PROFESSIONAL SERVICES - Airport	\$	10,000.00
Airport Association Expenses	\$	500.00
Total LAKEWOOD AIRPORT OPERATIONS	\$	10,500.00
8000 - LAKEWOOD AIRPORT T-Hangars		
Equipment- T Hangars	\$	500.00
Utilities		
Fire Alarm System Monitoring	\$	3,000.00
Electricity	\$	5,000.00
Total Utilities	\$	8,000.00
Operations - Other Unspecified Services to T-Hangars	\$	500.00
Total 8000 - LAKEWOOD AIRPORT T-Hangars	\$	17,000.00

LIC PROJECTS

5. - LIC PROJECTS

SIGNAGE - Ind Pk Signage Project	\$	50,000.00
ROADWAY REPAVING - Schedule C	\$	150,000.00
Total 5. - LIC Projects	\$	200,000.00

PROPOSED 2019 BUDGET	\$	443,670.00
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; and

WHEREAS, current funding balances available for use by the Lakewood Industrial Commission total \$1,483,821.26 (One Million, Four Hundred Eighty Three Thousand, Eight Hundred Twenty one and 26/100 dollars).

NOW THEREFORE, BE IT RESOLVED, that the Lakewood Industrial Commission hereby adopts its **2019 Permanent Budget** in the amount of **\$443,670 (Four Hundred Forty Three Thousand, Six Hundred Seventy and 00/100 dollars)**.

I hereby certify the above to be a true copy of a resolution duly adopted by the Industrial Commission of the Township of Lakewood, County of Ocean, State of New Jersey at its meeting held the 9th of January, 2019.

, Secretary

Or Steven Reinman as Secretary's – Designee in the absence of the Secretary

RESOLUTION

190107

Resolution of the Lakewood Industrial Commission Appointing Provision of Legal Services to the Commission for the year 2019.

WHEREAS, the Lakewood Industrial Commission, created by passage of N.J.S.A. Chapter 55B entitled “Industrial Commission”, established criteria for creation and operation of an industrial commission for the purposes of fostering economic stability within the Community; and

WHEREAS, subsequent to the creation of an Industrial Commission by the State, the Township of Lakewood adopted ordinances further creating and governing Lakewood Industrial Commission; and

WHEREAS, the Township of Lakewood has, by adoption of Resolution # R2019-33, awarded a Professional Services contract to **SEAN T. KEAN** of the law firm of **Cleary Giacobbe Alfieri Jacobs, LLC, 955 State Route 34, Suite 200, Matawan, NJ 07747** to serve as Lakewood Industrial Commission counsel for the year 2019 on January 1, 2019 in conformity with the dictates of NJSA 19:44A-20.4 et seq., the “New Jersey Local Unit Pay to Play” Law (in the “fair and open process”); and

NOW THEREFORE, BE IT RESOLVED that the Lakewood Industrial Commission hereby authorizes the acceptance of the appointment of **SEAN T. KEAN, ESQ.**, as legal counsel to the Lakewood Industrial Commission for the calendar year 2019; compensation for such services to be made available in the 2019 Industrial Commission Permanent Budget.

I HEREBY CERTIFY that the above is a true copy of a Resolution duly adopted by the Lakewood Industrial Commission in the Township of Lakewood, County of Ocean, and State of New Jersey at its meeting held on the 9th day of January, 2019.

, SECRETARY

Or Steven Reinman as Secretary’s-Designee, in the absence of the Secretary

RESOLUTION OF THE TOWNSHIP OF LAKEWOOD, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A PROFESSIONAL SERVICES CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF SEAN T. KEAN, ESQ., OF CLEARY, GIACOBBE, ALFIERI & JACOBS, LLC, AS ATTORNEY FOR THE LAKEWOOD INDUSTRIAL COMMISSION PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 19:40A-11-5 ET SEQ.

WHEREAS, the Township of Lakewood has solicited and received proposals for professional services in accordance with N.J.S.A. 19:40A-11-5 et. seq.; and

WHEREAS, the Act provides the procedure for soliciting proposals through a "fair and open process;" and

WHEREAS, the Township Committee of the Township of Lakewood has elected to select and appoint its professionals through the "fair and open process;" and

WHEREAS, the Township Committee desires to appoint Sean T. Kean, Esq., of Cleary, Giacobbe, Alfieri & Jacobs, LLC, as Attorney for the Lakewood Industrial Commission; and

WHEREAS, the maximum amount of the contract to be awarded under this resolution is as set forth in the year 2019 Municipal Budget for legal services; and

WHEREAS, the Act requires that the resolution authorizing the award of a contract for "Professional Services" and the contract itself must be made available for public inspection; and

WHEREAS, Sean T. Kean, Esq., of Cleary, Giacobbe, Alfieri & Jacobs, LLC, has been deemed qualified Attorneys capable of performing the requirements of the position

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lakewood, County of Ocean, State of New Jersey, as follows:

1. That Sean T. Kean, Esq., of Cleary, Giacobbe, Alfieri & Jacobs, LLC, is hereby appointed as Attorney for the Lakewood Industrial Commission.
2. This Resolution shall take effect on January 1, 2019 and hereby authorizes the execution of a contract for Professional Services, in form and substance acceptable to the Township Committee that shall expire on December 31, 2019.
3. That the Mayor and/or Deputy Mayor are hereby authorized to execute and the Township Clerk to attest to a contract for Professional Services with Sean T. Kean, Esq., of Cleary, Giacobbe, Alfieri & Jacobs, LLC.

4. That the contract for Professional Services to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with the Act.
5. This appointment of Sean T. Kean, Esq., of Cleary, Giacobbe, Alfieri & Jacobs, LLC, is a professional appointment and therefore exempt from the bidding requirements as set forth in the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11- et seq.
6. That a notice of this action shall be printed once in the official newspaper of the Township of Lakewood.
7. That this Resolution shall take effect January 1, 2019.
8. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Municipal Manager;
 - B. Township Treasurer;
 - C. Sean T. Kean, Esq.

CERTIFICATION

I, Kathryn Hutchinson, Township Clerk of the Township of Lakewood, do hereby certify that the above is a true copy of a Resolution duly adopted by the Township Committee of the Township of Lakewood in the County of Ocean, at its meeting held on **January 1, 2019.**


Kathryn Hutchinson, RMC, CMC, CMR
Township Clerk

RESOLUTION

190108

*Resolution of the Lakewood Industrial Commission
Adopting the 2019 Professional Services Appointment of the Township of Lakewood for the
Auditing of Industrial Commission records.*

WHEREAS, the Lakewood Industrial Commission, created by passage of N.J.S.A. Chapter 55B entitled "Industrial Commission", established criteria for creation and operation of an industrial commission for the purposes of fostering economic stability within the Community; and

WHEREAS, subsequent to the creation of an Industrial Commission by the State, the Township of Lakewood adopted ordinances further creating and governing the Lakewood Industrial Commission ("LIC"); and

WHEREAS, records of the Lakewood Industrial Commission are audited in conformity with existing dictates as provided by law; and

WHEREAS, the Lakewood Industrial Commission perceives that there may be a need for a Professional Services firm for the auditing and accounting needs of the Industrial Commission for records for the year ending December 31, 2018; and

WHEREAS, the Lakewood Department of Economic Development is a department operating under the jurisdiction of the Township of Lakewood, under which the Lakewood Industrial Commission also operates; and

WHEREAS, the Township of Lakewood has, by adoption of Resolution #R2019-7 awarded a Professional Services contract to **Holman Frenia Allison, P.C., 680 Hooper Avenue, Building B, Suite 201, Toms River, NJ 08753** in conformity within the dictates of N.J.S.A. 19:44A-20.4 et seq., the "New Jersey Local Unit Pay to Play" Law.

NOW, THEREFORE, BE IT RESOLVED by the Lakewood Industrial Commission that it confirms that Auditing Services for the FYE December 31, 2018 shall be provided by the Auditor for the Township of Lakewood, **Holman Frenia Allison, P.C., 680 Hooper Avenue, Building B, Suite 201, Toms River, NJ 08753**.

BE IT FURTHER RESOLVED that the Lakewood Industrial Commission shall include, in its 2019 budget, funding not to exceed \$3,000.00 to be applied toward Auditing expenses as deemed necessary.

I hereby certify that the above is a true copy of a Resolution duly adopted by the Lakewood Industrial Commission in the Township of Lakewood, County of Ocean, and State of New Jersey at its meeting held on the 9th of January, 2019.

, SECRETARY

Or Steven Reinman as Secretary's Designee

**RESOLUTION OF THE TOWNSHIP OF LAKEWOOD, COUNTY OF OCEAN,
STATE OF NEW JERSEY, AWARDING A PROFESSIONAL SERVICES
CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF HOLMAN
FRENIA ALLISON, P.C. AS TOWNSHIP AUDITOR PURSUANT TO AND IN
ACCORDANCE WITH N.J.S.A. 19:40A:11-5**

WHEREAS, the Township of Lakewood has solicited and received proposals for professional services in accordance with N.J.S.A. 19:40A:11-5

WHEREAS, the Act provides for the procedure for soliciting proposals through a "fair and open process"; and

WHEREAS, the Township Committee of the Township of Lakewood has elected to select and appoint its professionals through the "fair and open process"; and

WHEREAS, the Township Committee desires to appoint Holman Frenia Allison, P.C. to the position of Township Auditor; and

WHEREAS, the maximum amount of the contract to be awarded under this resolution is as set forth in the year 2019 Municipal Budget for auditing services; and

WHEREAS, the Act requires that the resolution authorizing the award of a contract for "Professional Services" and the contract itself must be made available for public inspection; and

WHEREAS, the Township Treasurer has certified that funds are available in the year 2019 temporary budget and will be available in the final budget when adopted under:

Line Item #9-01-20-135-135-226/Auditor – Finance Department; and

WHEREAS, Holman Frenia Allison, P.C. has submitted a proposal in accordance with the Act.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lakewood, County of Ocean, State of New Jersey, as follows:

1. That Holman Frenia Allison, P.C., is hereby appointed Township Auditor to perform all necessary auditing work during the year 2019:
 - (a) Make an audit for fiscal 2019;
 - (b) Prepare the annual Financial Statements as of December 31, 2019;

- (c) Prepare any debt statements or supplemental debt statements required during 2019;
 - (d) Assist in the preparation of the 2019 budget;
 - (e) Assist in the sale of bonds, if issued, during 2019 as an extra service to be performed for an additional compensation at mutually agreed upon rates;
 - (f) Advise the Township Committee, Township Treasurer, Tax Collector and Municipal Manager on appropriate improvements in the Township fiscal procedures.
2. This Resolution shall take effect on January 1, 2019 and hereby authorizes the execution of a contract for Professional Services, in form and substance acceptable to the Township Committee that shall expire on December 31, 2019.
 3. That the Mayor and/or Deputy Mayor are hereby authorized to execute and the Township Clerk to attest to a contract for Professional Services with Holman Frenia Allison, P.C.
 4. That the contract for Professional Services to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with the Act.
 5. This appointment of Holman Frenia Allison, P.C. is a professional appointment and therefore exempt from the bidding requirements as set forth in the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.
 6. That a notice of this action shall be printed once in the official newspaper of the Township of Lakewood.
 7. That this Resolution shall take effect on January 1, 2019.
 8. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Municipal Manager;
 - B. Township Treasurer;
 - C. Township Auditor.

CERTIFICATION

I, Kathryn Hutchinson, Township Clerk of the Township of Lakewood, do hereby certify the above to be a true copy of a resolution duly adopted by the Township Committee of the Township of Lakewood in the County of Ocean at its meeting held on **January 1, 2019**.



Kathryn Hutchinson, RMC, CMC, CMR
Township Clerk

I, William C. Rieker, Chief Financial Officer of the Township of Lakewood, hereby certify that there are sufficient legally appropriated funds for the above purpose in the year 2019 Official Temporary Budget of the Township of Lakewood. Line item to be charged is #9-01-20-135-135-226/Auditor – Finance Department. The above funds have not been certified as available for another pending contract.

William C. Rieker
Chief Financial Officer

RESOLUTION

190109

*Resolution of the Lakewood Industrial Commission
Appointing Professional General Engineering Services for the calendar year 2019.*

WHEREAS, the Lakewood Industrial Commission, created by passage of N.J.S.A. Chapter 55B entitled “Industrial Commission”, established criteria for creation and operation of an industrial commission for the purposes of fostering economic stability within the Community; and

WHEREAS, subsequent to the creation of an Industrial Commission by the State, the Township of Lakewood adopted ordinances further creating and governing Lakewood Industrial Commission; and

WHEREAS, pursuant to the Township of Lakewood Revised General Ordinances, 2-38.8, wherein...*The Township Engineer shall be engineer of the Commission...*; and

WHEREAS, the Township of Lakewood has, by adoption of Resolution #2019-42 awarded a Professional Services contract to the firm of **Remington Vernick & Vena Engineers** as **Township Engineer** on January 1, 2019 in conformity with the dictates of NJSA 19:44A-20.4 et seq., the “New Jersey Local Unit Pay to Play” Law (in an “open and fair process”).

NOW, THEREFORE, BE IT RESOLVED, that the Lakewood Industrial Commission hereby authorizes the acceptance of the assignment of **Remington Vernick & Vena Engineers** for performance of general engineering services provided to the Lakewood Industrial Commission for a period to coordinate with the time frame identified in Lakewood Township Resolution #R2019-42.

I HEREBY CERTIFY that the above is a true copy of a Resolution duly adopted by the Lakewood Industrial Commission in the Township of Lakewood, County of Ocean, and State of New Jersey at its meeting held on the 9th day of January, 2019.

, SECRETARY

Or Steven Reinman as Secretary’s Designee

**RESOLUTION OF THE TOWNSHIP OF LAKEWOOD,
OF OCEAN, STATE OF NEW JERSEY, APPOINTING
REMINGTON & VERNICK ENGINEERS TO THE
POSITION OF TOWNSHIP ENGINEER**

WHEREAS, it is necessary to appoint a Township Engineer; and

WHEREAS, the Township Committee desires to have Remington & Vernick Engineers as Township Engineer

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lakewood, County of Ocean, State of New Jersey, as follows:

1. That Remington & Vernick Engineers is hereby appointed Township Engineer
2. That this Resolution shall take effect January 1, 2019.
3. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Municipal Manager.
 - B. Township Treasurer.
 - C. Township Attorney.
 - D. Township Engineer.

CERTIFICATION

I, Kathryn Hutchinson, Township Clerk of the Township of Lakewood, do hereby certify the above to be a true copy of a resolution duly adopted by the Township Committee of the Township of Lakewood in the County of Ocean at its meeting held on **January 1, 2019**.


Kathryn Hutchinson, RMC, CMC, CMR
Township Clerk

I hereby certify there are sufficient legally appropriated funds for the above purpose in the year 2019 Official Temporary Budget of the Township of Lakewood. Line item to be charged is Township Engineer under Engineering Department. The above funds have not been certified as available for another pending contract.

William C. Rieker,
Chief Financial Officer

RESOLUTION

#190110

*Resolution of the Lakewood Industrial Commission
Authorizing the maintenance of a petty cash fund for the year 2019.*

WHEREAS, the Lakewood Industrial Commission office operates daily; and

WHEREAS, the Lakewood Industrial Commission has adopted its 2019 Budget on January 9, 2019; and

WHEREAS, in accordance with NJ State Statues, a petty cash fund may be created and maintained as deemed necessary; and

WHEREAS, it is necessary to provide the office with a petty cash fund to be made available for reimbursement of unanticipated small expenditures with the stipulation of proper documentation for the reimbursement of cash layout.

WHEREAS, a petty cash fund was established in the year 2000, and petty cash on-hand is maintained at a maximum of \$200.00 (as established and supported with receipt backup) at any one time; and

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Lakewood Industrial Commission, that it does hereby authorize and direct the continuation of \$200.00 on-hand petty cash, encumbering a sum of \$ 900.00 under 'Administration' as the Petty Cash funding source in 2019 for said purposes from the Industrial Commission's Permanent budget when adopted.

I hereby certify the above to be a true copy of a resolution duly adopted by the Lakewood Industrial Commission in the Township of Lakewood, County of Ocean and State of New Jersey, at its meeting held on the 9th day of January, 2019.

, SECRETARY

Or Steven Reinman as Secretary's Designee in the absence of the Secretary

RESOLUTION

#190111

Resolution of the Lakewood Industrial Commission Authorizing an Allowance for Executive Director's Expenses for Travel for the year 2019.

WHEREAS, the Lakewood Industrial Commission has adopted its 2019 Permanent Budget on January 9, 2019 by the Commission's formal action; and

WHEREAS, the Lakewood Industrial Commission has determined that its Executive Director should be reimbursed for normal travel expenses incurred while serving in his capacity as Director of the Lakewood Department of Economic Development and, concurrently, as Executive Director of the Lakewood Industrial Commission; and

WHEREAS, it has been determined that funds in the amount of **\$6,000 per annum**, shall be appropriated for such a purpose within the Lakewood Industrial Commission's Year-2019 budget.

NOW, THEREFORE, BE IT RESOLVED, that the Lakewood Industrial Commission does hereby authorize the award of an allowance for auto travel expenses in the amount of **\$6,000.00** (\$500.00 per monthly disbursement) for calendar year 2019 to **Steven Reinman, Executive Director**, to be paid from Industrial Commission budgeted funds from the appropriate operations expense category.

I hereby certify this to be a true copy of a resolution duly adopted by the Industrial Commission of the Township of Lakewood, County of Ocean and State of New Jersey at its meeting held on the 9th of January, 2019.

, SECRETARY

Or Steven Reinman as Secretary's Designee in the absence of the Secretary

RESOLUTION

190112

Resolution Authorizing and Awarding Industrial Commission Contract for Administrative Management Services provided to the Lakewood Industrial Commission beginning January 1, 2019.

WHEREAS, the Lakewood Industrial Commission finds it important to maintain its regular office functions, provide continued service to the public through contact with its office, and maintain updates of company files and databases of businesses located in the Lakewood Industrial Parks (M-1, PS, LP and M-2 Zones); and

WHEREAS, it is found that the Lakewood Industrial Commission finds that continuity of its daily functions is dependent on the assignment of a contact person to receive and manage requests, maintain physical and electronic files and provide the Industrial Commissioners with services as needed; and

WHEREAS, Anita B. Doyle, a Sole Proprietorship, proposes to provide administrative management services to the Lakewood Industrial Commission, which services include continued maintenance of LIC records, accounts, databases, meeting preparation, attendance, recording and transcription of LIC meetings and post-meeting activity; and

WHEREAS, the Lakewood Industrial Commission deems it prudent to accept the proposal submitted by Anita B. Doyle for provision of administration management services at compensation of \$40.00 per hour not to exceed an average of 35 hours per month.

NOW, THEREFORE BE IT RESOLVED, by the Industrial Commission of the Township of Lakewood that **Anita B. Doyle, Sole Proprietor**, be retained to provide administration management services to the Lakewood Industrial Commission to maintain the Commission's general office business matters for a six-month period effective January 1, 2019 or until such time as personnel may be assigned and trained to provide such services. This assignment may be extended for an additional 6-month period as deemed necessary without initiation of formal action. Further, this assignment may also be terminated by provision of a 30-day written notification of such intent by either party at any time during the term of the agreement.

I hereby certify this to be a true copy of a resolution duly adopted by the Industrial Commission of the Township of Lakewood, County of Ocean and State of New Jersey at its meeting held on the 9th day of January, 2019.

, SECRETARY

Or Steven Reinman as Secretary's Designee

RESOLUTION

190113

Resolution Authorizing and Awarding Industrial Commission Contract for Extraordinary and Unspecifiable Services for Lakewood Township Marketing and Public Relations Services for the period of February 1, 2019 through and including January 31, 2020.

WHEREAS, the Mayor and Committee of the Township of Lakewood have directed the entering into a Professional Services contract for the performance of extraordinary services which include preparation and administration of public relations services provided to the Township of Lakewood; and

WHEREAS, it has been determined by the Mayor and Committee that the performance of these contracted services is necessary and would enhance Lakewood Township's economic development efforts by providing professional advertising and public relations services for the purposes of promoting the benefits of living and working in Lakewood, thereby enhancing the economic base of the town; and

WHEREAS, the Lakewood Industrial Commission, by virtue of N.J.S.A. 40:55-B-1 et seq., is statutorily charged with, among other duties, promoting the economic well-being, and industrial and economic development of the Township; and

WHEREAS, in an effort to integrate and coordinate the economic development policies of the Township of Lakewood, the Township Committee is desirous of noting the economic development benefit to the Township and having the aforementioned contract be fulfilled expeditiously; and

WHEREAS, based upon the availability of funds, the Industrial Commission of the Township of Lakewood has the authority and may, by appropriate resolution, provide appropriations in the amount prescribed by the aforementioned contract; and

WHEREAS, in accordance with N.J.S.A. 19:44A-20.5 et seq., which provides for the procedure for soliciting proposals through a "fair and open process", which process the Lakewood Industrial Commission adopted on December 7, 2005, the Lakewood Industrial Commission solicited proposals by posting a RFP on the Township of Lakewood's website for such services; and

WHEREAS, Proposals and Qualifications were publicly opened in the Office of the Lakewood Industrial Commission on January 7, 2019 which were reviewed for completeness; and

WHEREAS, following review of the Qualifications and Proposals, it was determined that the responsive submission received from **FRANTASY ENTERPRISES, LLC.** for provision of Marketing and Public Relations Management services to be provided was deemed to be in order; and

WHEREAS, adequate funds for Marketing and Public Relations Administration were appropriated to the Lakewood Industrial Commission's 2019 budget.

NOW THEREFORE, BE IT RESOLVED, that the Lakewood Industrial Commission hereby awards a contract for Extraordinary and Unspecifiable Services for Management of Lakewood Township's Marketing and Public Relations Program for the period from **February 1, 2019 through and including January 31, 2020 to:**

**FRANTASY ENTERPRISES, LLC
1400 West Cross Street
Lakewood, New Jersey 08701**

in an amount *not to exceed* **\$ 24,000.00** (~Twenty Four Thousand and 00/100 Dollars~)

BE IT FURTHER RESOLVED that

1. The purposes of the above mentioned contract does enhance and promote economic development in the Township and is within the statutory meaning of N.J.S.A.40:55B-1 et seq., and
2. The Lakewood Industrial Commission hereby authorizes and directs an appropriation for the purposes of direct payment of the contractual obligation, and
3. The Township Department of Industrial Development Executive Director is authorized and directed to execute such documents as may be necessary to formalize provisions of said contract on behalf of the Industrial Commission and for the benefit of the Township of Lakewood.
4. An authenticated copy of this Resolution, signed by the Chairman and Secretary be forwarded to the Mayor, Township Committee, and Township Manager for their information and records.

I hereby certify the above to be a true copy of a resolution duly adopted by the Industrial Commission of the Township of Lakewood, in the County of Ocean, and State of New Jersey at its meeting held on the 9th of January, 2019.

, Secretary

or

Steven Reinman as Secretary-Designee in the absence of the Secretary

RESOLUTION

190114

Resolution of the Lakewood Industrial Commission Appointing Provision of Airport Consulting Services to the Commission for the year 2019.

WHEREAS, the Lakewood Industrial Commission, created by passage of N.J.S.A. Chapter 55B entitled “Industrial Commission”, established criteria for creation and operation of an industrial commission for the purposes of fostering economic stability within the Community; and

WHEREAS, subsequent to the creation of an Industrial Commission by the State, the Township of Lakewood adopted ordinances further creating and governing Lakewood Industrial Commission; and

WHEREAS, the Township of Lakewood has, by adoption of Resolution # R2019-46, awarded a Professional Services contract to **DY CONSULTANTS**, 40 Wall St, Suite 500, New York, NY 10005 to serve as Airport Consultant and Engineer for Lakewood Township via the Lakewood Industrial Commission for the year 2019 on January 1, 2019 in conformity with the dictates of NJSA 19:44A-20.4 et seq., the “New Jersey Local Unit Pay to Play” Law (in the “fair and open process”); and

NOW THEREFORE, BE IT RESOLVED that the Lakewood Industrial Commission hereby authorizes the acceptance of the appointment of **DY CONSULTANTS** as Airport Consultant and Engineer for Lakewood Township via the Lakewood Industrial Commission for the calendar year 2019; compensation for such services to be made available in the 2019 Industrial Commission Permanent Budget.

I HEREBY CERTIFY that the above is a true copy of a Resolution duly adopted by the Lakewood Industrial Commission in the Township of Lakewood, County of Ocean, and State of New Jersey at its meeting held on the 9th day of January, 2019.

, SECRETARY

Or Steven Reinman as Secretary’s-Designee, in the absence of the Secretary

**RESOLUTION OF THE TOWNSHIP OF LAKEWOOD,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AWARDING A PROFESSIONAL SERVICES CONTRACT
FOR ENGINEERING AND CONSULTING SERVICES AT
THE LAKEWOOD AIRPORT**

WHEREAS, DY Consultants of 401 Franklin Avenue, Suite 318, Garden City, New York, 11530, a firm that specializes in aviation engineering and maintenance of aviation-based grants have provided such specialized professional services to Lakewood Airport for its functions and improvements in the past and have proved to be a reputable and responsible consulting and engineering firm; and

WHEREAS, the Township of Lakewood seeks to retain DY Consultants to perform Engineering and Consulting Services at Lakewood Airport; and

WHEREAS, DY Consultants has completed and submitted a Business Entity Disclosure Certification which certifies that DY Consultants has not made any reportable contributions to a political or candidate committee in the Township of Lakewood in the previous one year, and that the contract will prohibit DY Consultants from making any reportable contributions through the term of the contract; and

WHEREAS, the Township of Lakewood is permitted to award this contract without public bidding pursuant to N.J.S.A. 19:44A-20.5 et seq., as a Professional Service; and

WHEREAS, it is required that the Resolution authorizing the award of a contract for "Professional Services:" and the contract itself must be made available for public inspection; and

WHEREAS, the Township Treasurer has certified that funds are available in the year 2019 temporary budget and will be available in the final budget when adopted under:

Line Item #9-01-30-417-417-211/Engineering/Consulting Services – Lakewood
Airport

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Lakewood, County of Ocean and State of New Jersey as follows:

1. That the Township of Lakewood hereby awards a contract to DY Consultants, 401 Franklin Avenue, Suite 318, Garden City, New York, 11530 for performance of Professional Services for Engineering and Consulting Services at Lakewood Airport.
2. This Resolution shall take effect on January 1, 2019 and hereby authorizes the execution of a contract for Professional Services, in form and substance acceptable to the Township Committee that shall expire on December 31, 2019.

3. That a notice of this action shall be printed once in the official newspaper of the Township of Lakewood and a copy of this Resolution and the contract be maintained on file in the Township Clerk's office.
4. That the Mayor and/or Deputy Mayor, and/or Director of the Lakewood Township Department of Economic Development, be and hereby are authorized to execute any and all documents required to effectuate this contract.
5. That the Township Clerk shall forward a certified copy of this Resolution to all parties of interest.

CERTIFICATION

I, Kathryn Hutchinson, Township Clerk of the Township of Lakewood, do hereby certify that the above is a true copy of a Resolution duly adopted by the Township Committee of the Township of Lakewood in the County of Ocean, at its meeting held on **January 1, 2019.**



Kathryn Hutchinson, RMC, CMC, CMR
Township Clerk

I, William C. Rieker, Chief Financial Officer of the Township of Lakewood, hereby certify that there are sufficient legally appropriated funds for the above purpose in the year 2019 Official Temporary Budget of the Township of Lakewood. Line item to be charged is #9-01-30-417-417-211/ Engineering/Consulting Services – Lakewood Airport. The above funds have not been certified as available for another pending contract.

William C. Rieker
Chief Financial Officer

LAKWOOD INDUSTRIAL COMMISSION

BILL LIST

JANUARY 9, 2019

Item Date	Item Num	Name	Memo	Amount		
12/11/2018	3674	Strand Ventures, Inc.	Registration - December 12, 2018	600.00	*	
12/19/2018	3675	Cleary Giacobbe Alfieri & Jacobs	LEGAL SERVICES THROUGH 11/30/18 INV# 64734	2,096.80	*	
12/19/2018	3676	Duvy's Media LLC	INV 23260 22960	156.25	*	
12/19/2018	3677	Anita B. Doyle	INV#2018-11 ADMIN MANAGEMENT SERVICES THROUGH 11/1/18-11/30/18	1,225.00	*	
12/19/2018	3678	Frantasy Enterprises, LLC	INV 120118 MARKETING AND PUBLIC RELATIONS SERVICES 12/1/18-12/31/18	2,000.00	*	
12/19/2018	3679	JCP&L (Power Usage)	100 117 221 182 T-HANGARS LAKEWOOD AIRPORT 110718-120518	285.20	*	
12/19/2018	3680	MODC	REGISTRATION MEETING OF 1/18/19 - S. REINMAN	40.00	*	
12/19/2018	3681	Tri Town	ACCT#37271 INV 300455313	194.70	*	
12/19/2018	3682	Israel Reinman	EXEC DIR CAR ALLOWANCE AND REIMBURSEMENT OOP	631.37	*	
12/19/2018	3683	Select Security	69626 INV#1737702 T-HANGAR ALARM MONITORING 1/1/19-3/31/19	495.00	*	
12/19/2018	3684	Watchung Spring Water Co., Inc.	ACCT#127214 INV#9111915	125.90	*	
12/19/2018	3685	Gagliano Appraisal	Inv# 2018-113 Summary Appraisal Report Tract Block 1160 Lots 220, 242 & 246	7,500.00	*	
12/19/2018	3686	Tony Kamand Realty LLC	Inv# 13907 Appraisal Services Block 1160 Lots 220 242 & 246- Lakewood, NJ	7,500.00	*	
12/19/2018	3687	Wade Appraisal LLC	Inv#593 Block 1160 Lots 220 242 246 Lakewood, NJ	10,000.00	*	
12/19/2018	3688	Asbury Park Press	Acct ASB0094546 Order# 3295547	200.00	*	
			December Payments	33,050.22	*	Paid 12/19/18 - no meeting
01/09/2019	3689	Cleary Giacobbe Alfieri & Jacobs	Inv#65793 Legal Services Through 12/31/18	1,386.00		
01/09/2019	3690	Anita B. Doyle	Inv#2019-01 _ Administration Management Services Provided 12/1/18-12/31/18	892.50		
01/09/2019	3691	Duvy's Media LLC	Inv# 23379 Services provided through 11/30/18	185.42		
01/09/2019	3692	Frantasy Enterprises, LLC	Inv# 010119 Marketing and Public Relations Services for the Month of January 2019	2,000.00		
01/09/2019	3693	Israel Reinman	Exec Dir Car Allowance Authorized Res# 190111 - January 2019	500.00		
01/09/2019	3694	MODC	Membership Dues 3/1/19-2/29/19 - MODC - Lakewood Industrial Commission / Steven Reinman	260.00		
01/09/2019	3695	Yussi's	Meeting - Reorganization (estimated)	300.00		
			January Bill List	5,523.92		
			TOTAL December and January	38,574.14		