

# **LAKEWOOD INDUSTRIAL COMMISSION**

Annual Reorganization Meeting

Dated: January 13, 2021 via WebEx/Town Hall Streams  
Time and Place: 11:30 AM or as soon as possible thereafter

**DRAFT**

*Due to constraints imposed by the State of New Jersey and the Township of Lakewood in their efforts to contain the COVID-19 pandemic, the determination has been made that the Lakewood Industrial Commission shall comply and that any meetings of the Lakewood Industrial Commission shall be conducted remotely and shall provide access to the public via electronic means until further notice.*

*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 2021 OFFICERS:**
  - S. Reinman, Executive Director - Presiding
- 3 **MINUTES:**
  - December 9, 2020
- 4 **FINANCE:**
  - **STATEMENT OF ACCOUNTS:** January 13, 2021
  - **BILL LIST:** Scheduled for approval after Resolutions are approved
- 5 **EXECUTIVE DIRECTOR'S REPORT:**
  - Steven Reinman, Executive Director
    - Projects: Planning for 2021
    - Park & Ride
- 6 **ATTORNEY'S REPORT:**
  - Sean T. Kean, Esq.
- 7 **CORRESPONDENCE:**
  -
- 8 **COMMITTEE REPORTS:**
  - 2021 Subcommittees to be appointed by Chairman
- 10 **OLD BUSINESS:**
  -
- 11 **NEW BUSINESS:**
  -
- 12 **CONSENT AGENDA RESOLUTIONS:**
  - Resolution #
  - 210101** NJ State of Emergency - LIC Meeting Procedures
  - 210102** Schedule of LIC Meetings for 2021
  - 210103** Resolution Designating Depositories of the Lakewood Industrial Commission for the year 2021
  - 210104** Resolution Designating Official Newspapers of the Lakewood Industrial Commission
  - 210105** Resolution releasing 2020 Closed Session Minutes deemed to have become suitable for release as being resolved.
  - 210106** Resolution Appointing Steven Reinman as Secretary's Designee for the calendar year 2021.

**13 NON-CONSENT RESOLUTIONS:**

(Individual - Roll Call Vote)

Resolution #

- 210107** Resolution authorizing the Industrial Commission's Temporary Budget of \$146,102.00.
- 210108** Resolution qualifying Professional Services / EUS Vendors for 2021.
- 210109** Resolution 2021 accepting appointment of LIC Attorney, Sean T. Kean, Esq.
- 210110** Resolution accepting appointment of Lakewood Township's 2021 Auditing Services contract to Holman Frenia Allison PC
- 210111** Resolution accepting appointment of Lakewood Township's 2021 LIC Engineer - Remington & Vernick Engineers
- 210112** Resolution authorizing retaining Anita B. Doyle, Sole Proprietor, for Administrative Management Services.
- 210113** Resolution authorizing funding of Executive Director's Expenses and Travel Allowance for the calendar year 2020.
- 210114** Resolution authorizing the maintenance of Petty Cash in 2021
- 210115** Award of Contract - Marketing and Public Relations Services 2/1/2021-1/31/2022
- 210116** Resolution accepting Lakewood Township's Award of contract for 2021 Airport Engineering and Consulting Services to DY Consultants.

**14 BILL LIST:**

- Dated: January 13, 2021

**15 COMMENTS FROM THE PUBLIC:**

**16 COMMENTS FROM THE COMMISSIONERS:**

**17 ADJOURNMENT:**

**PUBLIC MEETING ACCESS Information:**

Online access / Live streaming (link) to the meeting:

[https://www.townhallstreams.com/towns/lakewood\\_twp\\_nj](https://www.townhallstreams.com/towns/lakewood_twp_nj)

To JOIN the WebEx meeting as a member of the Public (password gXD2HW9G5RD):

[LIC - WebEx Meeting of 1/13/21](#)

To join the virtual Webex meeting via phone call:

+1-408-418-9388,,1324990080## United States Toll

Public Comment (during the meeting) emailed to:

[LICComments@lakewoodnj.gov](mailto:LICComments@lakewoodnj.gov)

Comments by mail may be sent to:

Lakewood Industrial Commission, 231 3rd Street, Lakewood, NJ 08701. Mailed written comments must be received by 12 Noon the day before the meeting.

Proper decorum by the public will be strictly enforced. A complete review of rules and guidelines for public participation in remote public meetings can be found here:

[Remote Meeting Rules](#)

**The next meeting of the Lakewood Industrial Commission is scheduled to take place February 10, 2021 at 11:30 AM**

# RESOLUTION

210101

*RESOLUTION OF THE INDUSTRIAL COMMISSION OF THE TOWNSHIP OF LAKEWOOD,  
COUNTY OF OCEAN, STATE OF NEW JERSEY, ESTABLISHING REMOTE MEETING  
PROCEDURES AND REQUIREMENTS DURING DECLARED STATES OF EMERGENCY*

**WHEREAS**, on March 9, 2020, Governor Murphy issued Executive Order 103 declaring a state of emergency as a result of the COVID-19 pandemic; and

**WHEREAS**, on March 16, 2020, Governor Murphy issued Executive Order 104, which announced aggressive social distancing measures as a result of the COVID-19 pandemic, which included encouraging employees to tele-work if feasible and limiting large social gatherings and in-person meetings such as those conducted by local government entities; and

**WHEREAS**, local government entities such as the Lakewood Township Committee (the "Committee") have continued to conduct public meetings and hearings during the COVID-19 pandemic remotely so as to continue the effective administration of government and to enable the general public to continue to participate in government decision making without unduly compromising public health, safety, and welfare; and

**WHEREAS**, the Division of Local Government Services ("DLGS") issued remote meeting guidance in March 2020 to provide a list of possible solutions available for local government entities to host remote meetings in compliance with the Open Public Meetings Act, N.J.S.A. 10:4-6, et ("OPMA"); and

**WHEREAS**, the Director of the DLGS has promulgated emergency regulations, codified at N.J.A.C. 5:39-1.1 to -1.7, which establish standard protocols for remote public meetings held by local government entities during a Governor-declared emergency, including minimum procedures to be followed to provide reasonable notice and to allow public input; and

**WHEREAS**, On September 24, 2020, the DLGS issued Local Finance Notice 2020-21, expounding upon the emergency regulations; and

**WHEREAS**, to allow the Committee to continue to conduct public business, and to allow the public to attend public meetings remotely, consistent with and in compliance with Executive Order 104, OPMA, and N.J.A.C. 5:39-1.1 to -1.7, the Commission establishes standard protocols for remote public meetings as set forth in this Resolution;

**WHEREAS**, the Commission has determined to adopt the following standard protocols and procedures for conducting remote public meetings, including minimum procedures to be followed to provide reasonable notice and to allow public input:

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

1. The aforesaid recitals are incorporated herein as though fully set forth at length.
2. The following procedures and requirements are hereby adopted for the Commission's remote public meetings:

- (a) The public notice of each meeting conducted remotely shall contain the dial-in conference number and/or web that will be necessary for members of the public to participate in and access the meeting remotely. Meeting ID and access passwords will be posted on the Township website with the agenda. The Commission presently uses " Web-Ex" audio/video to conduct its remote public meetings. Members of the public wishing to comment during the public portion of meetings or during a public hearing may dial in \*3 on their phone or click the appropriate "Web-Ex" video button to be recognized during the public portions of the meeting. The moderator/host or such other person so designated from time to time will keep members of the public muted, except when they are selected to speak during the public portion of the meeting. Members of the public may also mute themselves or discontinue their video through the " Web- Ex" platform.

Members of the public may submit written comments in advance of a meeting, which will be read during the public portion of the meeting. Written comments shall contain the person's name and address and may be submitted to the Steven Reinman, Executive Director, Lakewood Industrial Commission at 231 Third Street, Lakewood, New Jersey 08701 via regular mail. Please note that the municipal building is closed at this time. Mailed comments must be received by 12:00 p.m. the day before the meeting. Emailed comments must be received at least 6 hours prior to the meeting via LIC@lakewoodnj.gov. Submission of public comments prior to the meeting must identify the name and address of the submitter. No anonymous comments will be accepted.

- (b) Public comments submitted prior to the meeting shall be read aloud by an authorized representative of the Commission during the public meeting in a manner audible to all meeting participants. Written comments received prior to the meeting will be read after all those members of the public attending the meeting wishing to provide comment have had the opportunity to do so. The same time limit of four (4) minutes shall apply to each of the public comments received prior to the meeting. Each written comment shall be read from the beginning, until the time limit is reached. If duplicative written comments are received, the name of each commenter will be noted for the record, and the contents may be summarized. After the comments received in writing prior to the meeting are read, no other public comment will be permitted.
- (c) The Commission will not accept comments made through the "chat" feature available on Web-Ex remote meetings or by text messaging or other platforms.

- (d) The agenda for the meeting will be available on the Lakewood Industrial Commission's page of the Lakewood Township website ([www.lakewoodnj.gov](http://www.lakewoodnj.gov)).
- (e) Immediately after calling the meeting to order, the designated Chairman shall confirm that the dial-in number or other means of conducting the meeting remotely is working. If the dial-in number or other means of conducting the meeting remotely is not working and cannot be returned to working order in a reasonable period of time, the meeting shall be adjourned by the chair of the meeting to another time.
- (f) The Chairman or such other person so designated by the Chairman from time to time, shall announce at the beginning of the remote public meeting the procedures and requirements for making public comment, along with an explanation of the audio muting function of the electronic communications platform being used.
- (g) In the event the meeting is being recorded, the public will be advised.
- (h) If any member of the public is attending remotely, he/she will be provided an opportunity to provide public comment of no greater than four (4) minutes in duration during the public comment portion of the meeting during the time in the meeting set forth on the agenda (this applies equally to written public comments submitted via email or through the mail). The designated Chairman will ask whether any member of the public has a comment. If a member of the public provides an indication as set forth above that they wish to speak, then the moderator shall enable the person to speak. Such person shall set forth their name and address for the record. A member of the public wishing to speak during the public comment portion of the meeting will be identified by the last 4 digits of his or her phone number or by the name he or she has signed in with, at which time such member of the public will be unmuted. At the conclusion of the commenter's comments, he or she will again be muted. There will be no cross dialogue during the public comment portion of the meeting. Once all members of the public who wish to make comment have been heard and all written comments have been read, any Commission member, may address any comments made without cross dialogue.
- (i) If any member of the public is attending remotely, and a closed session is called by the Commission as permitted by the Open Public Meetings Act (N.J.S.A. 10:4-6 et. seq.), a separate call-in number or other electronic means of limiting remote participation shall be available so only the members of the Commission and other persons needed for the closed session may participate. The Attorney, Chairman or Chairman's designee shall clearly state at what point in the agenda the closed session will occur, the reasons for the closed session, the projected length of the closed session, whether formal action will be taken on any matter after the closed session, and that the public will not be able to hear the Members or provide comment during the closed session. The Committee shall return to the

public meeting following closed session to adjourn the meeting or take other action as necessary.

- (j) Any member of the public who is attending remotely must participate in the meeting with appropriate decorum and act in a civil manner. Disruptive behavior will not be tolerated. The Commission reserves the right to exclude those members of the public who display conduct or make comments that are disruptive, which includes but is not limited to sustained inappropriate behaviors such as, shouting, interruption, or the use of profanity. Members of the public engaged in such conduct will receive a warning, and if the conduct continues, the person will be muted and his or her comments deemed concluded. If time permits, and after all other members have been given the opportunity to make comment and all comments submitted in writing before the meeting have been read, the disruptive speaker shall be given the opportunity to continue to comment and be permitted to utilize the unused four (4) minutes of time originally allotted to him or her. Should the commenter remain disruptive, he or she shall be placed on mute or, in the discretion of the Commission, removed from video and/or removed altogether from the meeting.
  - (k) Members of the public may also be immediately, and without warning, muted, removed from video and/or removed altogether from the meeting for conduct or comments that are harassing, demeaning, threatening, and/or offensive to any person's race, gender, color, age, national origin, religion, sexual orientation , gender identity or expression, and disability (list is representative , not exclusive).
  - (l) The Industrial Commission, in its discretion, may change the technology for conducting remote public meetings from Web-ex to an alternate acceptable form of audio/videoconferencing technology.
3. Any prior resolution controlling the decorum of the Lakewood Industrial Commission meetings continue to be in effect unless directly contradictory to the provisions in this Resolution.
  4. A copy of this Resolution shall be prominently posted on the Industrial Commission's page of the Township's website.

**BE IT FURTHER RESOLVED** by the Industrial Commission of the Township of Lakewood, County of Ocean, State of New Jersey, as follows: that the Commission hereby adopts the foregoing procedures and requirements for public comment during a remote public meeting; and that the procedures and requirements for making public comment, along with an explanation of the audio muting function of the Web-Ex technology, shall be announced at the beginning of each remote public meeting and will be placed on the Township' s website.

I hereby certify the above to be a true 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 of January 13, 2021.

---

\_\_\_\_\_, Secretary  
Or Steven Reinman as Secretary's Designee

# RESOLUTION

## 210102

*Resolution of the Lakewood Industrial Commission establishing its schedule of Open Public Meetings for the calendar year 2021*

**BE IT RESOLVED** by the Industrial Commission of the Township of Lakewood that the following is the planned schedule of regular meetings for the calendar year 2021.

Regular meetings of the Lakewood Industrial Commission (LIC) are traditionally held on the second Wednesday of each month excepting conflicts with established holidays (religious and legal) and that all meetings may be held virtually in accordance with Executive Order 103 (regarding the Coronavirus disease [“COVID-19”] invoking a State of Emergency) or in the Municipal Building, 231 Third Street, Lakewood, New Jersey; the location will be announced in accordance with the Open Public Meetings Act. During the declared event of the COVID-19 pandemic, in compliance with Executive Order 103, Meetings will be scheduled to take place virtually via the WebEx web platform (or any other platform as approved) and live-streamed via Town Hall Streams until further notice. Details will be posted prior to each meeting along with associated Public access information.

Regular meetings of the Lakewood Industrial Commission shall commence at 11:30AM, or as soon thereafter as possible. If there is a need to retire into Executive/Closed Session for the purpose of discussing qualified exemptions as cited in the Open Public Meetings Act, the Commission shall adopt a resolution to memorialize such action. The Commission may re-enter Regular Session after the conclusion of the possible Executive/Closed Session to either conduct regular business or for the purpose of adjournment. A Public participation portion at the Meetings shall be set forth in the Agenda of the Meetings and in such manner as is established by the presiding officer.

Wednesday	January	13	2021
Wednesday	February	10	2021
Wednesday	March	10	2021
Wednesday	April	14	2021
Wednesday	May	12	2021
Wednesday	June	9	2021
Wednesday	July	14	2021
Wednesday	August	11	2021
Wednesday	September	1	2021
Wednesday	October	13	2021
Wednesday	November	10	2021
Wednesday	December	8	2021

Meetings of the Lakewood Industrial Commission are open to the public and formal action may be taken. This Notice is being provided in accordance with the Senator Byron M. Baer Open Public Meetings Act.” L.1975, c.231, s.1; amended 2006, c.70, s.2.

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 13<sup>th</sup> of January 2021.

---

, Secretary

Or Steven Reinman as Secretary’s Designee



# RESOLUTION

**#210103**

*Resolution of the Industrial Commission of the Township of Lakewood  
Designating Depositories of the Lakewood Industrial Commission for the year 2021.*

**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. 2021-013 designating depositories for the Township of Lakewood for the year 2021; and

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

**BE IT RESOLVED**, by the Lakewood Industrial Commission that designation of the banks listed on the referenced Lakewood Township Resolution No. 2021-013 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 13th day of January 2021.

---

, Secretary

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

# RESOLUTION

**# 210104**

*Resolution of the Lakewood Industrial Commission adopting the official newspaper(s) of the Commission for the year 2021.*

**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 2020:

**GANNETT (Asbury Park Press) – daily**

**ADVANCE PUBLICATIONS, INC. / The Star Ledger - daily**

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 13th day of January 2021.

---

, SECRETARY

Or Steven Reinman as Secretary's Designee

Ref: Lakewood Township Resolution #2021-0006

# RESOLUTION

## # 210105

*Resolution of the Lakewood Industrial Commission authorizing the release of certain 2020 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 2020, 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 13th day of January 2021.

---

, SECRETARY

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

# RESOLUTION

# 210106

*Resolution of the Lakewood Industrial Commission appointing Secretary's Designee for the calendar year 2021.*

**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 2021, 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 13<sup>th</sup> day of January 2021.

---

, SECRETARY

# RESOLUTION

## #210107

*Resolution of the Lakewood Industrial Commission Adopting the Commission's Temporary Budget for the first quarter beginning January 1, 2021 in the amount of \$146,102.00*

**WHEREAS**, the fiscal year-end of Lakewood Industrial Commission's accounting occurred on December 31, 2020; and

**WHEREAS**, the Lakewood Industrial Commission had formally adopted its 2020 Budget in an amount of **\$584,410.00** in January 2020; and

**WHEREAS**, the Lakewood Industrial Commission will be in operation daily doing business transactions subsequently incurring expenses and requires funding to be appropriated for use as payment until such time that its Permanent Budget is formally adopted; and

**WHEREAS**, it is provided by the Division of Local Government Services, that a temporary budget equaling 25% of the previous year's budget may be appropriated as a Temporary Budget to allow for continuity of operations.

**NOW, THEREFORE BE IT RESOLVED**, that the Lakewood Industrial Commission hereby authorizes the appropriation of **\$146,102.00** for use as a Temporary Budget prior to formal adoption and encumbrance of their 2021 Budget.

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 13<sup>th</sup> day of January 2021.

---

, Secretary

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

# RESOLUTION

# 210108

*Resolution Qualifying Professional Services Vendors to provide services to the Lakewood Industrial Commission for the year 2021 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 Attorney;
2. Commission/Township Public Relations/Marketing Consultant;
3. Professional Real Estate Appraisal Services;
4. Outside Engineering Services;
5. Professional Planning Services;
6. Airport Consulting and Engineering Services

**WHEREAS**, Proposals and Qualifications were virtually opened by the Executive Director of the Lakewood Industrial Commission in the Office of the Lakewood Industrial Commission on January 4, 2021 and reviewed for qualification and completeness; and

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

## **Commission Attorney**

Cleary | Giacobbe | Alfieri | Jacobs LLC  
Sean T. Kean, Esq.  
955 Route 34, Suite 200  
Matawan, NJ 07747

## **Marketing and Public Relations**

**Frantasy Enterprises**  
1400 West Cross Street  
Lakewood, NJ 08701

## **Real Estate Appraisal Services**

Robert Gagliano, MAI, CRE  
**Gagliano & Company**  
287 Rumson Road  
Little Silver, NJ. 07739

Anthony S. Graziano, MAI, CRE  
**Integra Realty Resources / Coastal, NJ**  
1415 Hooper Avenue  
Suite 306  
Toms River, NJ 08753

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

Samuel Levi  
**Starmark Appraisals, LLC**  
35 Carlton Avenue  
Lakewood, NJ 08701

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

## **Outside Engineering Services**

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

**Owen, Little & Associates, Inc.**  
443 Atlantic City Boulevard  
Beachwood, NJ 08722

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

**Professional Planning Services**

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

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

**Remington & Vernick Engineers, Inc.**  
232 Kings Highway East  
Haddonfield, NJ 08033

**Airport Consultant and Engineer**

**DY Consultants**  
40 Wall Street  
Suite 500  
New York, NY 10005

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

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

...for their respective identified services which were deemed to be in order and for which it was further deemed they possessed qualifications to perform as required; and

**WHEREAS**, adequate funds will be confirmed as available in the Lakewood Industrial Commission's 2021 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 2021 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 13<sup>th</sup> day of January 2021.

---

\_\_\_\_\_  
\_\_\_\_\_, Secretary  
or Steven Reinman as Secretary's Designee

# RESOLUTION

## # 210109

*Resolution of the Lakewood Industrial Commission Appointing Provision of Legal Services to the Commission for the year 2021.*

**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 #2021-030, awarded a Professional Services contract to **SEAN T. KEAN, ESQ.** 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 2021 on January 1, 2021 in conformity with the directives of NJS 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 2021; compensation for such services to be made available in the 2021 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 13<sup>th</sup> day of January 2021.

---

, SECRETARY

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

# RESOLUTION

## # 210110

*Resolution of the Lakewood Industrial Commission  
Adopting the 2021 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, 2020; 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 #2021-007 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 directives of NJSA 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 FYE December 31, 2020 records 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 2021 budget, funding not to exceed \$ \_\_\_\_\_ 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 13<sup>th</sup> of January 2021.

---

, SECRETARY

Or Steven Reinman as Secretary's Designee

# RESOLUTION

## # 210111

*Resolution of the Lakewood Industrial Commission  
Appointing Professional General Engineering Services for the calendar year 2021.*

**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 #2021-039 awarded a Professional Services contract to the firm of **Remington & Vernick Engineers** as **Township Engineer** on January 1, 2021 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 Engineers** for performance of general engineering services provided to the Lakewood Industrial Commission for the time frame identified in Lakewood Township Resolution #2021-039.

**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 13<sup>th</sup> day of January 2021.

---

, SECRETARY

Or Steven Reinman as Secretary’s Designee

# RESOLUTION

# 210112

*Resolution Authorizing and Awarding Industrial Commission Contract for Administrative Management Services provided to the Lakewood Industrial Commission beginning January 1, 2021.*

**WHEREAS**, the Lakewood Industrial Commission finds it important to maintain its regular office functions and 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 ABC 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 but are not limited to continued maintenance of LIC records, accounts, databases, meeting preparation, attendance, recording and transcription of LIC meetings, post-meeting activity and management assistance to its holdings; and

**WHEREAS**, the Lakewood Industrial Commission deems it prudent to accept the proposal submitted by Anita B. Doyle, Sole Proprietor for provision of administration management services at an hourly compensation rate of \$40.00 per hour.

**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, 2021 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 13<sup>th</sup> day of January 2021.

---

, SECRETARY

Or Steven Reinman as Secretary's Designee

# RESOLUTION

## #210113

*Resolution of the Lakewood Industrial Commission Authorizing an Allowance for Executive Director's Expenses for Auto Travel for the year 2021.*

**WHEREAS**, the Lakewood Industrial Commission has authorized its 2021 Temporary Budget on January 13, 2021 to facilitate continuity of its regular operations and commitments and anticipates adopting its Permanent Budget prior to April 1, 2021 by 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-2021 permanent 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 2021 to **Steven Reinman, Executive Director**, to be paid from Industrial Commission funds.

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 13<sup>th</sup> of January 2021.

---

, SECRETARY

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

# RESOLUTION

**#210114**

*Resolution of the Lakewood Industrial Commission Authorizing the maintenance of a petty cash fund for the year 2021.*

**WHEREAS**, the Lakewood Industrial Commission office operates daily; and

**WHEREAS**, the Lakewood Industrial Commission has authorized its 2021 Temporary Budget on January 13, 2021; 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 provision 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 its 2021 budget for said purposes from the Industrial Commission's 2021 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 13<sup>th</sup> day of January, 2021.

---

, SECRETARY

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

# RESOLUTION

# 210115

*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, 2021 through and including January 31, 2022.*

**WHEREAS**, the Mayor and Committee of the Township of Lakewood have directed the award of 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**, 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 received by the Lakewood Industrial Commission on January 4, 2021 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, 1200 West Cross Street, Lakewood, NJ for provision of Marketing and Public Relations Management services to be provided was deemed to be in order; and

**WHEREAS**, the fee quoted for Marketing and Public Relations services was accepted as quoted and will be set at a rate of \$24,000.00 annually to be disbursed evenly over a period of twelve months; and



**WHEREAS**, adequate funds for the first quarter payments for Marketing and Public Relations Services have been authorized in the Industrial Commission's 2021 Temporary Budget, to be fully appropriated to the appropriate line item in Lakewood Industrial Commission's 2021 Permanent 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, 2021 through and including January 31, 2022 to:**

**Frantasy Enterprises, LLC  
1400 West Cross Street  
Lakewood, NJ 08701**

**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 13<sup>th</sup> of January 2021.

---

, Secretary

or

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

# RESOLUTION

## # 210116

*Resolution of the Lakewood Industrial Commission acknowledging and accepting Lakewood Township's Appointment for Airport Consulting Services for the year 2021.*

**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 #2021-042, 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 2021 on January 1, 2021 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 2021.

**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 13<sup>th</sup> day of January 2021.

---

, SECRETARY

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