

LAKEWOOD INDUSTRIAL COMMISSION

AGENDA - Regular Business Meeting

December 9, 2020

Time and Place: 11:30 AM Remote via WebEx and Town Hall Streams
Lakewood Municipal Building, 231 Third Street, Lakewood, NJ 08701

*Adequate notice of this meeting was 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.*

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.

Announcement -This Open Public Meeting meeting is scheduled to take place in compliance with directives issued by the NJ Division of Local Government Services in response to Executive order 103. Rules of order and conduct will be announced and are provided.

1. **FLAG SALUTE:**
 - Flag Salute / Moment of Silence
2. **ROLL CALL:**
 - Presiding:
3. **MINUTES:**
 - November 18, 2020
4. **FINANCE:**
 - STATEMENT OF ACCOUNTS:**
 - December 9, 2020
 - BILL LIST:**
 - December 9, 2020
 - BUDGET TO ACTUAL REPORT:**
 - December 9, 2020
5. **EXECUTIVE DIRECTOR'S REPORT:** **Steven Reinman, Executive Director**
6. **ATTORNEY'S REPORT:**
 - **Sean T. Kean, Esq**
7. **CORRESPONDENCE:**
8. **OLD BUSINESS:**
9. **NEW BUSINESS:**
10. **COMMITTEE REPORTS:**
11. **MARKETING AND PUBLIC RELATIONS:**
 - Report by Frances A. Kirschner / Frantasy Enterprises
12. **COMMENTS FROM THE PUBLIC:**
13. **CONSENT AGENDA RESOLUTIONS:**
14. **RESOLUTIONS:**
(Individual - Roll Call Vote)
15. **CLOSED SESSION:**
 - Litigation & Contract Negotiations
16. **COMMENTS FROM THE CHAIRMAN:**
17. **COMMENTS FROM THE COMMISSIONERS:**
18. **ADJOURNMENT:**

(Remote meeting details on next page)

PUBLIC MEETING ACCESS Information:

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

https://www.townhallstreams.com/towns/lakewood_twp_nj

To JOIN the WebEx meeting as a member of the Public (password N62iX3vfHxh):

[LIC Webex Meeting 12/9/20](#)

To join the virtual Webex meeting via phone call:

(408) 418-9388 | Meeting # 132 479 8602 Password N62iX3vfHxh

Public Comment (during the meeting) emailed to:

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 are attached.

An audible comment during the public portion of the meeting may be scheduled by "raising your hand" (by dialing *3 on the keypad or keying in *3 on the keyboard) or clicking the "hand" icon if by internet. Please wait patiently to be called upon during the that public comment segment of the meeting. Comments may also be emailed 8 hours prior to the meeting to: LICComments@lakewoodnj.gov

The next meeting of the Lakewood Industrial Commission is scheduled to take place January 13, 2021 (Reorganization)

1. The following procedures and requirements will be enforced for Lakewood Industrial Commission (LIC) remote public meetings:
 - (a) Members of the Public wishing to comment during the public portion of meetings or during a public hearing may press *3 on their keyboard or keypad to raise their hand. The Executive Director 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 "Webex" platform.
 - (b) 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 Steven Reinman, Executive Director, Lakewood Industrial Commission, 231 Third Street, Lakewood, NJ 08701. Emailed comments, emailed to LICComments@lakewoodnj.gov, must be received at least 8 hours prior to the meeting. Mailed comments must be received by 12:00 p.m. the day before the meeting. Submission of public comments prior to the meeting must identify the name and address of the submitter. No anonymous comments will be accepted.
 - (c) Public comments submitted prior to the meeting shall be read aloud by an authorized representative of the Industrial 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 live/audible comment have had the opportunity to do so. The same time limit of three (3) 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 by email or in writing prior to the meeting are read, no other public comment will be permitted.
 - (d) The LIC will not accept comments made through the "chat" feature available on the WebEx remote meetings platform, by text messaging, or other platforms.
 - (e) The agenda for the meeting will be available on the Township of Lakewood's website and the Lakewood Industrial Commission's webpage.
 - (f) Immediately after calling the meeting to order, the designated Chairman shall ensure 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 within a reasonable period of time, the meeting shall be adjourned by the chair of the meeting to another time.
 - (g) The LIC Attorney or such other person so designated by the LIC from time to time, shall announce at the beginning of the remote public meeting the procedures and requirements for making public comment.
 - (h) In the event the meeting is being recorded, the public will be advised.
 - (i) If any member of the Public is attending remotely, he/she will be provided an opportunity to provide public comment of no greater than three (3) 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 Chairman / Chairman's designee 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 Chairman / Chairman's designee 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. The LIC Attorney shall inform the commenter when he or she has one (1) minute of time remaining to comment. 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 comments have been heard and all written comments have been read, any Lakewood Industrial Commission member may address any comments made.
 - (j) If any member of the Public is attending remotely, and a closed session is called by the LIC as permitted by the Open Public Meetings Act, a separate call-in number or other electronic means of limiting remote participation shall be available so only the members of the LIC and other persons needed for the closed session may participate. It shall be clearly stated 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 LIC shall return to the public meeting following closed session to adjourn the meeting or take other action as necessary.

- (k) 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 LIC reserves the right to exclude those members of the Public who display disruptive 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 shall 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 three (3) minutes of time originally allotted to him or her. Should the commenter remain disruptive, he or she shall be placed on mute or at the discretion of the LIC, removed from video and/or removed from the meeting.
- (l) Members of the Public may also be immediately, and without warning, muted, removed from video and/or removed 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).
- (m) The Lakewood Industrial Commission, at its discretion, may change the technology for conducting remote public meetings from WebEx/Town Hall Streams to an alternate acceptable form of audio/videoconferencing technology.

2. Any prior ordinance or resolution controlling the decorum of the LIC meetings continue to be in effect unless directly contradictory to the provisions in LIC Resolution 201101.
3. A copy of the LIC Resolution 201101 (enabling resolution) shall be prominently posted under the "Useful Links" section of the Township of Lakewood's Department of Economic Development web page.