

LAKWOOD INDUSTRIAL COMMISSION

AGENDA - Regular Business Meeting

September 9, 2020

Time and Place: 11:30 AM Remote via 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.

1. **FLAG SALUTE:**
 - Flag Salute / Moment of Silence
2. **ROLL CALL:**
 - Presiding:
3. **MINUTES:**
 - August 12th and August 21, 2020
4. **FINANCE:**
 - STATEMENT OF ACCOUNTS:**
 - September 9, 2020
 - BILL LIST:**
 - September 9, 2020
 - BUDGET TO ACTUAL REPORT:**
 - September 9, 2020
5. **EXECUTIVE DIRECTOR'S REPORT:**
 - **Steven Reinman, Executive Director**
6. **ATTORNEY'S REPORT:**
 - **Sean T. Kean, Esq**
7. **OLD BUSINESS:**
 -
8. **NEW BUSINESS:**
 -
9. **COMMENTS FROM THE PUBLIC:**
 -
10. **CONSENT AGENDA RESOLUTIONS:**
 - None Scheduled
11. **RESOLUTIONS (Non Consent):** **200901**
 - RESOLUTION AWARDDING Professional Services Contract to Tokarski Millemann Architects LLC in an amount not to exceed \$15,000.00
12. **CLOSED SESSION:**
 - Litigation & Contract Negotiations
13. **COMMENTS FROM THE CHAIRMAN:**
14. **COMMENTS FROM THE COMMISSIONERS:**
15. **ADJOURNMENT:**

PUBLIC MEETING ACCESS Information:

Online access (link) to the meeting is as follows: https://www.townhallstreams.com/towns/lakewood_twp_nj

Public Comment (during the meeting) email to: LICComments@lakewoodnj.gov

Next scheduled meeting of the LIC: October 14, 2020 - via Town Hall Streams

LAKEWOOD INDUSTRIAL COMMISSION
STATEMENT OF ACCOUNTS
September 9, 2020

		Total All LIC-Held Accounts	\$ 1,996,936.59
Checking Account (Investors # XXXXX5880) Interest Rate 12-31-19 APYE 0%			
Interest Bearing			
Balance Forward:	\$ 0.01	1/1/2020	
No Interest Generated . Pending Closeout			
Total InvestorsBank Checking Account:		\$ 0.01	
Checking Account (Operations) Lakeland Bank (Acct# XXXXX1404) APY .3%			
Opening Balance	\$ 569,068.04	1/1/2020	
Bill List 1/8/20	\$ (9,474.33)	1/8/2020	
Deposit: Land Lease First Energy/AT&T	\$ 608.35	1/14/2020	
Deposit: T-Hangars Leases	\$ 3,600.00	1/14/2020	
Interest Earned 1/31/20	\$ 696.02	1/31/2020	
Deposit: AT&T / First energy Land Lease Block 1609 P/O Lot 21	608.35	2/18/2020	
Deposit: I-Hangars Leases	\$ 9,050.00	2/18/2020	
Deposit: BlueClaws Lease (1/1/20-3/31/20)	\$ 46,465.06	2/18/2020	
Bill List 2/19/20	\$ (16,386.04)	2/19/2020	
Interest Earned 2/28/20	\$ 645.29	2/28/2020	
Deposit First Energy /AT&T Cell Tower Land Lease	\$ 608.35	3/9/2020	
Deposit T-Hangar Leases	\$ 3,150.00	3/9/2020	
Interest Earned 3/31/20	\$ 767.93	3/31/2020	
Bills Released / Paid BL: 3/18/20 - Meeting Canceled	\$ (10,759.48)	3/18/2020	
Bill List of 4/22/20	\$ (46,646.34)	4/22/2020	
Interest Earned 4/30/20	\$ 141.44	4/30/2020	
Deposit: T-Hangars Leases	\$ 7,200.00	5/4/2020	
Deposit- First Energy-AT&T Land Lease Payment Cell Tower	\$ 608.35	5/4/2020	
Deposit: T-Hangars Leases	\$ 3,150.00	5/12/2020	
Deposit AT&T Land Lease - Cell tower	\$ 608.35	5/12/2020	
Bill List of 5/13/20	\$ (30,753.77)	5/13/2020	
Interest Earned through 5/29/20	\$ 130.56	5/29/2020	
Bill List for 6/10/20	\$ (64,933.53)	6/10/2020	
Deposit AT&T Land Lease - Cell tower	\$ 608.35	6/23/2020	
Deposit T-Hangar Leases	\$ 14,800.00	6/23/2020	
Interest earned 6/30/20	\$ 133.66	6/30/2020	
Approved Bill list of 7/8/20 (LIC Operations)	\$ (36,677.37)	7/8/2020	
Deposit T-Hangars Rent	\$ 16,050.00	8/11/2020	
Deposit AT&T Toras Menachem All Chem Land Lease Paments	\$ 50,883.36	8/11/2020	
T-Hangars Rent	\$ 769.00	8/11/2020	
Interest earned 7/31/20	\$ 117.34	7/31/2020	
Bill List of 8/12/20	\$ (68,136.87)	8/12/2020	
Interest Earned 8/31/20	\$ 117.70	8/31/2020	
Deposit Reimbursement AT&T Land Lease	\$ 1,730.35	9/8/2020	
Deposit T-Hangar Leases	\$ 6,750.00	9/8/2020	
Proposed Bill List of 9/9/20	\$ (51,784.56)	9/9/2020	
Total Lakeland Bank OPERATIONS ACCOUNT:		\$ 403,513.56	
Money Market Account (Holding) Lakeland Bank (Acct# XXXXX1390) APY .3%			
Opening Balance:	\$ 1,177,449.51	1/1/2020	
Interest Earned 1/31/20	\$ 1,450.04	1/31/2020	
Interest Earned 2/28/20	\$ 1,311.32	2/28/2020	
Interest Earned 3/31/20	\$ 1,500.32	3/31/2020	
Interest Earned 4/30/20	\$ 291.38	4/30/2020	
Interest Earned 5/29/20	\$ 281.74	5/29/2020	
Interest Earned 6/30/20	\$ 310.96	6/30/2020	
Interest earned through 7/31/20	301.32	7/31/2020	
Jersey Aero Club - Security Deposit	\$ 1,300.00	8/11/2020	
Interest Earned 8/31/20	\$ 301.61	8/31/2020	
Total Lakeland Bank MONEY MARKET ACCOUNT:		\$ 1,184,498.20	

LAKEWOOD INDUSTRIAL COMMISSION
STATEMENT OF ACCOUNTS
September 9, 2020

Checking Account (STRAND THEATER ASSET - Apartments Revenue)			
Lakeland Bank (Acct# XXXX4802) APY .3%			
Opening Balance:	\$ 338,484.79	1/1/2020	
Bill List 1/8/20	\$ (6,545.32)	1/8/2020	
Interest Earned 1/31/20	\$ 412.27	1/31/2020	
Deposit: Apartment Tenant Rent for January 2020	\$ 6,580.00	2/18/2020	
Bill List 2/19/20	\$ (36,646.81)	2/19/2020	
Interest Earned 2/28/20	\$ 366.41	2/28/2020	
Deposit February Rent - Apartments	\$ 7,240.00	3/9/2020	
Bills: payment released 3/18/20 - meeting Canceled	\$ (2,691.52)	3/18/2020	
Interest Earned 3/31/20	\$ 389.19	3/31/2020	
Bill List of 4/22/20	\$ (4,207.77)	4/22/2020	
Interest Earned 4/30/20	\$ 75.65	4/30/2020	
Deposit Strand Apartment Rents	\$ 6,450.00	5/12/2020	
Bill List of 5/13/20	\$ (3,035.11)	5/13/2020	
Deposit Apartments Rent- March	\$ 7,240.00	5/5/2020	
Interest Earned 5/29/20	\$ 74.35	5/29/2020	
Bill List 6/10/20	\$ (4,233.32)	6/10/2020	
Deposit April Rents Collected	\$ 7,986.00	6/23/2020	
Deposit May Rents Collected	\$ 7,260.00	6/23/2020	
Interest earned 6/30/20	\$ 83.00	6/30/2020	
Proposed Bill List - Strand Theater Expenses 7/8/20	\$ (11,315.73)	7/8/2020	
Interest Earned 7/31/20		pending	
Deposit June Rents Collected	\$ 7,180.00	8/11/2020	
Proposed Bill List of 8/12/20	\$ (4,877.23)	8/12/2020	
Bank Interst Earned		Pending	
Deposit-10 Apartments Rent (July)	\$ 6,960.00	9/8/2020	
Proposed Bill List 9/9/20	\$ (8,566.88)	9/9/2020	
	\$ 314,661.97		
Checking Account- LAKEWOOD AIRPORT REVENUE (Acct# XXXXX4810)			
Lakeland Bank APY .3%			
Opening Balance	\$ 7,026.30	1/1/2020	
FBO Rent	\$ 1,000.00	1/14/2020	
Interest Earned	\$ 9.33	1/31/2020	
FBO Rent	\$ 1,000.00	2/18/2020	
Interest Earned 2/28/20	\$ 9.34	2/28/2020	
Interest Earned 3/31/20	\$ 11.50	3/31/2020	
Interest Earned 4/30/20	\$ 2.23	4/30/2020	
Interest Earned 5/29/20	\$ 2.16	5/29/2020	
Deposit Club Fuel Prepayment and Club Lease	\$ 20,575.00	6/23/2020	
Interest earned 6/30/20	\$ 3.74	6/30/2020	
Interest Earned 7/31/20	\$ 8.63	7/31/2020	
Deposit Tie Down Fees	\$ 740.00	8/11/2020	
Deposit Fuel Pre-purchases and Tie Down Fees	\$ 36,510.00	8/11/2020	
Deposit Tie Down Rent Fuel Purchases	\$ 695.24	8/11/2020	
Deposit Cash Fuel Sales	\$ 1,064.38	9/8/2020	
Deposit TieDown Club Rent Prepay Fuel	\$ 25,605.00	9/8/2020	
	\$ 94,262.85		
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:			2,061,936.59
Anita B. Doyle, Administrative Manager			9/9/2020

Lakewood Industrial Commission

Bill List

SEPTEMBER 9, 2020

Num	Name	Memo	Amount
Lakeland - LAKEWOOD INDUSTRIAL COMMISSION OPERATIONS			
3897	Township of Lakewood	Bill# 8869 Block 961 Lot 1 B01 ID 37629 Balance - Custom Reception Desk with	\$ 1,122.00
3918	Kitchen Makeover	Showcase	\$ 2,500.00
3919	Duvy's Media LLC	Inv 27445	\$ 1,052.25
3920	Cleary Giacobbe Alfieri & Jacobs	Inv 85323 Legal services through 8/31/20	\$ 574.00
3921	Frantasy Enterprises, LLC	Inv 09012020 September 2020	\$ 2,000.00
3922	Ascent Aviation Group	Inv 692503 696534 M240718	\$ 25,797.64
3923	Integra Realty Resources	Inv 15585 Block 1160.01 Lot 228	\$ 6,170.00
3924	BP Graphics	INV#363394	\$ 245.95
3925	Israel Reinman	Res 200111 Auto Allow September 2020 Service August 2020 + reimbursement of	\$ 500.00
3926	Anita B. Doyle	outof pocket expenses (receipted)	\$ 2,054.69
3927	Eastern Janitorial Supply	inv 4091 Supplies - Airport	\$ 2,307.49
3928	Eastern Janitorial Supply	Inv#4091A Supplies - Airport	\$ 322.01
3929	Champion Contracting Services	Inv 81400 Inv 81528 Reimbursement of out of pocket expenses -	\$ 500.00
3930	Gregory B. Stafford-Smith	Airport Terminal Fit-out	\$ 687.98
3931	Asbury Park Press	ASB-0000002162 - Order#0004317521	\$ 63.80
3932	JCP&L Airport	100 140 126 242 Cedarbridge Avenue	\$ 16.45
3933	McKenzie Diversified Services	Airport FBO Management - August 2020	\$ 5,870.30
TOTAL LIC OPERATIONS BILL LIST			\$ 51,784.56

Lakeland - Strand APARTMENTS

221	HUTCHINSON	Add on Labor for Saturday Work	\$ 5,000.00
223	Ozane	Inv 224847 Pest Control 1Lak002 Inv 2313 Annual NFPA 25	\$ 115.00
224	Monmouth Controls	Inspection of a wet system 1018-210023140616 Strand Theater and	\$ 300.00
225	NJ American Water Company	Apartments 1018-210023140661 Strand Theater Fire	\$ 579.44
226	NJ American Water Company	Service 1018-210023100311 Strand Theater Gallery	\$ 179.64
227	NJ American Water Company	410 Clifton Avenue	\$ 57.57
228	Aggressive Property Maintenance	Maintenance Strand Theater Asset	\$ 2,335.23
TOTAL STRAND APARTMENTS / THEATER BILLS			\$ 8,566.88

TOTAL BILL LIST FOR 9/9/20**\$60,351.44**

Lakewood Industrial Commission

Budget vs. Actual

January through December 2020

	Jan - Dec 20	Budget	\$ Over Budget
LIC OPERATIONS			
3.1 · PROFESSIONAL SERVICES			
6353 · Engineering Services			
Eng00 · General Engineering Services	0.00	15,000.00	-15,000.00
Total 6353 · Engineering Services	0.00	15,000.00	-15,000.00
6354 · Auditor / Accounting	2,020.00	3,000.00	-980.00
6350 · Marketing & Pub Rel Adm			
3.1.3.1 · MARKETING			
63501 · Marketing & PR Contractor	18,000.00	24,000.00	-6,000.00
63502 · Website Management Contractor	2,553.00	10,000.00	-7,447.00
Total 3.1.3.1 · MARKETING	20,553.00	34,000.00	-13,447.00
Total 6350 · Marketing & Pub Rel Adm	20,553.00	34,000.00	-13,447.00
6352 · Appraisal Services	12,628.75	20,000.00	-7,371.25
6351 · Legal Services	33,907.20	40,000.00	-6,092.80
Total 3.1 · PROFESSIONAL SERVICES	69,108.95	112,000.00	-42,891.05
4 · ADMINISTRATIVE EXPENSES			
6355 · Automobile Allowance	4,500.00	6,000.00	-1,500.00
6251 · Petty Cash	179.51	900.00	-720.49
7601 · Cell Phone	0.00	1,800.00	-1,800.00
6012 · Special Events & Awards	0.00	2,000.00	-2,000.00
6013 · Association Memberships			
60131 · Lkwd Chamber of Commerce	0.00	400.00	-400.00
60132 · Monmouth/Ocean Development Cncl	270.00	260.00	10.00
Total 6013 · Association Memberships	270.00	660.00	-390.00
7101 · Legal Ads	376.50	1,000.00	-623.50
7103 · Meeting Registrations	1,523.00	500.00	1,023.00
7104 · Marketing-ConstantContact	405.00	750.00	-345.00
7105 · LIC Exclusive Web Page	0.00	5,000.00	-5,000.00
7110 · Office Equipment	1,903.43	3,500.00	-1,596.57
7111 · Office Fixtures	0.00	500.00	-500.00
7112 · Software	159.83	500.00	-340.17
7650 · Travel & Expenses			
76502 · Staff Travel & Tickets	23.60		
76501 · Accommodations & Meals	149.85		
7650 · Travel & Expenses - Other	2,755.98	3,000.00	-244.02
Total 7650 · Travel & Expenses	2,929.43	3,000.00	-70.57
7602 · Exec Dir Business Developmt	0.00	1,000.00	-1,000.00
7125 · Unclassified Admin Expenses			
7120 · Reorganization Meeting Exp	268.93	500.00	-231.07
71012 · Admin Expenses - Other	757.39	6,500.00	-5,742.61
Total 7125 · Unclassified Admin Expenses	1,026.32	7,000.00	-5,973.68
Total 4 · ADMINISTRATIVE EXPENSES	13,273.02	34,110.00	-20,836.98
Total LIC OPERATIONS	82,381.97	146,110.00	-63,728.03
4A · Misc 1099 Contractors			

Lakewood Industrial Commission

Budget vs. Actual

January through December 2020

	Jan - Dec 20	Budget	\$ Over Budget
Administration Manager	14,550.00	16,800.00	-2,250.00
Data Update Project	0.00	2,000.00	-2,000.00
Total 4A - Misc 1099 Contractors	14,550.00	18,800.00	-4,250.00
5. - LAKEWOOD AIRPORT OPERATIONS			
Equipment Leases	119.42		
Ops Supplies - Office Equipment	7,856.31		
Airport Management Services	20,017.41		
Airport Association Expenses	0.00	500.00	-500.00
Insurance	7,854.00		
License Registrations Renewal	150.00		
Professional Services - Airport	0.00	10,000.00	-10,000.00
AIRPORT Utilities			
Electricity	1,262.34		
Water / Sewer / Septic Services	715.00		
Total AIRPORT Utilities	1,977.34		
Total 5. - LAKEWOOD AIRPORT OPERATIONS	37,974.48	10,500.00	27,474.48
6. - LAKEWOOD AIRPORT T-HANGARS			
Operations			
Equipment- T Hangars	0.00	500.00	-500.00
Utilities			
Fire Alarm System Monitoring	990.00	3,000.00	-2,010.00
Electricity	2,185.72	5,000.00	-2,814.28
Total Utilities	3,175.72	8,000.00	-4,824.28
Other Unspecifiable Services	745.00	500.00	245.00
Total Operations	3,920.72	9,000.00	-5,079.28
Total 6. - LAKEWOOD AIRPORT T-HANGARS	3,920.72	9,000.00	-5,079.28
7. - PROJECTS			
LAKEWOOD AIRPORT			
Terminal Building			
Temporary Terminal	67,252.15	40,000.00	27,252.15
Total Terminal Building	67,252.15	40,000.00	27,252.15
Equipment	29,692.66	24,000.00	5,692.66
Unanticipated Expenses	0.00	0.00	0.00
LAKEWOOD AIRPORT - Other	0.00	100,000.00	-100,000.00
Total LAKEWOOD AIRPORT	96,944.81	164,000.00	-67,055.19
PARK & RIDE	0.00	100,000.00	-100,000.00
ROADWAY REPAVING - Schedule C	0.00	150,000.00	-150,000.00
SIGNAGE - Ind Pk Signage Project	0.00	50,000.00	-50,000.00
Total 7. - PROJECTS	96,944.81	464,000.00	-367,055.19
Total Expense	235,771.98	648,410.00	-412,638.02

RESOLUTION

200901

Resolution of the Lakewood Industrial Commission authorizing the award of a Professional Services Contract for Architectural Services to Tokarski Millemann Architects LLC under the NJ Non-Fair and Open Process.

WHEREAS, as part of continued efforts for productive development of currently undeveloped lands and of other redevelopment areas of the Township, it has been found that there remain lands located within the Lakewood Airport tract which possess the potential for development as business hub in conjunction with operations at Lakewood Airport; and

WHEREAS, the Commission, in assessment of buildings and structures located on the site, has determined that there exists opportunities to develop and improve the purposes of Lakewood Airport operations and develop a business hub with access to varied transportation modes to enhance business growth and employment opportunities; and

WHEREAS, the Lakewood Industrial Commission contracted an evaluation of authorized development options and, following review of options suitable and available for development of an aviation-centered business hub, it is deemed prudent to further formulate major developments at the airport including the construction of a terminal building and a brewery to develop such a destination center.

WHEREAS, adequate funds are available in Industrial Commission accounts to pay for these services.

NOW, THEREFORE BE IT RESOLVED, that the Lakewood Industrial Commission hereby awards a Non-Fair and Open contract for provision of Professional Architectural Services to **Tokarski Millemann Architects LLC, 1729 Highway 35, Wall, NJ 07719** to perform conceptual interior plan layouts of planned buildings to validate the size and shape of the building and adjacencies of the component parts; conceptual exterior elevations of planned buildings to determine initial material thoughts, fenestrations and overall look of the proposed buildings; and documents to support the approvals sought for development of such a project for a fee not to exceed \$15,000.00 (Fifteen Thousand 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, in the County of Ocean, and State of New Jersey at its meeting held on the 9th day of September 9, 2020.

GREGORY B. STAFFORD-SMITH

Secretary

or Steven Reinman as secretary-designee in the event that the Secretary is absent.

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 9th day of September 2020.

GREGORY B. STAFFORD-SMITH, Secretary

Or Steven Reinman, Secretary's Designee