

LAKEWOOD INDUSTRIAL COMMISSION MINUTES

OPEN SESSION • MEETING OF: January 10, 2018

Adequate Notice of this meeting was provided in accordance with the provisions of the "Senator Byron M. Baer Open Public Meetings Act." L.1975, c.231, s.1; amended 2006, c.70, s.2.

1 Sean T. Kean, Esq. administered the Oath of Office to Justin Flancbaum who had been reappointed to
2 the Commission by the Lakewood Township Committee for a new five-year period.

3

4 The meeting was called to order at 11:40 AM by Executive Director Steven Reinman.

- 5 • Flag Salute
- 6 • Moment of Silence

7

8 Roll call for attendance:

<u>Commissioners</u>	Present	Absent
Brooks, Neil (NB)	x	
Calabro, Thomas (TC)	x	
Flancbaum, Justin (JF)	x	
Katz, Shlomo (SK)	Arrived at 11:46AM	
Schuster, Edwin (ES)		x
Stafford-Smith, Gregory (GSS)	x	
Kirschner, Robert-Chairman (RK)	x	
Quorum Count:		
<u>LIC Professionals and Staff</u>		
Reinman, Steven- Exec. Dir.	x	
Kean, Sean – Comm Atty	x	
Doyle, Anita–Scty-Designee	x	
William Schwartz, RVE – Comm. Engineer	x	

Also in attendance: Frances Kirschner, President, Frantasy Enterprises; Hon. Michael J. DELia, Liaison

9

10 **ELECTION OF OFFICERS:**

11 Mr. Reinman opened the floor for nominations for the office of Chairman:

12

13 JF / GSS Nominated **Robert Kirschner** for the office of **Chairman**.

14 No other nominations were received. The floor was closed to additional nominations.

15 Vote: All in favor

16

17 Following the election of the Chairman, Mr. Reinman turned over the gavel to Mr. Kirschner to
18 complete the election of officers.

19

20 NB / TC Nominated **Justin Flancbaum** for the office of **Vice Chairman**.

21 No other nominations were received. The floor was closed to additional nominations.

22 Vote: All in favor

23

24 TC / JF Nominated **Greg Stafford-Smith** for the office of **Secretary**.

25 No other nominations were received. The floor was closed to additional nominations.

26 Vote: All in favor

27

LAKESWOOD INDUSTRIAL COMMISSION
MINUTES

OPEN SESSION • MEETING OF: January 10, 2018

Adequate Notice of this meeting was provided in accordance with the provisions of the "Senator Byron M. Baer Open Public Meetings Act." L.1975, c.231, s.1; amended 2006, c.70, s.2.

28 **COMMENTS FROM THE LIAISON:**

29 Committeeman Michael D'Elia thanked, on behalf of the Township Committee, the Commissioners
30 for their participation in the repaving of roads and congratulated the newly appointed commissioners.

31
32 =====

33 Mr. Katz arrived at 11:36 AM

34 =====

35
36 **MINUTES:**

37 A request for the minutes of the December 13, 2017 meeting to be waived was approved by
38 consensus of the Commissioners.

39
40 **STATEMENT OF ACCOUNTS:**

41 Statement of Accounts was presented for Commissioners' review.

42
43 Mr. Reinman discussed the County's Schedule C invoicing for resurfacing of roadways in the
44 industrial campus area.

45
46 JF/TC Motion to accept the Statement of Accounts as presented. Carried.

47
48 **2018 INDUSTRIAL COMMISSION BUDGET:**

49 The proposed budget was presented for review and comment to the Commissioners. It was initially
50 presented at the December meeting for input by the commissioners. There has been some paring back
51 from initial project scopes / investments: (1) roads (2) signage.

52 Discussion took place on the appropriation for an "intern" and the duties that this team member
53 would undertake on behalf of the Commission. We have reached out to GCU to work with us in our
54 search for an intern. A resolution has been prepared for adoption reflecting this proposal.

55
56 **EXECUTIVE DIRECTOR'S REPORT:**

57 Mr. Reinman reported on ~

- 58
- 59 • T-Hangars
 - 60 ○ We've exhausted the waiting list of candidates for hangar space
 - 61 ○ We are preparing to advertise in industry regional publications
 - 62 ○ Commissioners and subcommittee to continue to fine-tune the lease terms and
 - 63 agreement for space.
 - 64 ■ Discussion continued on operations at neighboring airports in the Ocean /
 - 65 Monmouth county area.
 - 66 ○ Plans for a ribbon cutting ceremony in the spring
 - 67 ○ Marketing / new releases
 - 68 • Lakewood Airport Terminal design

**LAKWOOD INDUSTRIAL COMMISSION
MINUTES**

OPEN SESSION • MEETING OF: January 10, 2018

Adequate Notice of this meeting was provided in accordance with the provisions of the "Senator Byron M. Baer Open Public Meetings Act." L.1975, c.231, s.1; amended 2006, c.70, s.2.

- 69 ○ We need to focus on what we want to do with the terminal and consider how changes
- 70 may affect length of usable runway.
- 71 • LIC to County of Ocean
- 72 ○ Easement for installation of traffic signalization at the intersection of Avenue of the
- 73 States with Cedar Bridge Avenue.
- 74 ○ Documents are being drafted to memorialize the easement to the County.
- 75 ○ A plan for upgrade of traffic signalization is in the works. Notice was received that the
- 76 intersection upgrade of Oberlin and Cedar Bridge Avenues is planned for late 2018.
- 77 ○ Comment was made that a review of the County improvement schedule reflects that
- 78 there is only one (1) road project slated for Lakewood. Suggestion to meet with
- 79 Freeholders to discuss the Lakewood improvements schedule.
- 80 ▪ It was suggested that we could impress upon the Mayor that we need support
- 81 in getting action for Lakewood (traffic and intersections)
- 82

ATTORNEY’S REPORT:

84 Mr. Kean advised that his report will be made in Closed Session.

CORRESPONDENCE:

- 87 • Notice was received from Nexgen Land Development (as an owner of property within 200 ft
- 88 of a project) regarding Planning Board application for improvements on the lands known as
- 89 150 Airport Road. Provided for Commissioners’ information and requesting guidance
- 90 regarding any comment that the Industrial Commission may want to make to the Planning
- 91 Board.
- 92 ○ The Master Plan includes ABCD Zone designation into its adopted Plan.
- 93

MARKETING AND PUBLIC RELATIONS REPORT:

95 Frances A. Kirschner – Frantasy Enterprises

- 96 • 2/8/18 Multi-chamber event at Blue Claws stadium
- 97 • R. Kirschner / S. Reinman / F. Kirshner are scheduled to attend the monthly Economic
- 98 Meetings at the MODC
- 99 • Every article that goes out from the LIC and Lakewood Township also includes a post to
- 100 Social Media (Linked In).
- 101

OLD BUSINESS:

103 None

NEW BUSINESS:

106 Commissioner Calabro presented the concept of gearing some of our marketing to draw businesses

107 that we’d like to see locate in Lakewood’s industrial parks (i.e. indoor sky diving facility)

108

109

**LAKESWOOD INDUSTRIAL COMMISSION
MINUTES**

OPEN SESSION • MEETING OF: January 10, 2018

Adequate Notice of this meeting was provided in accordance with the provisions of the "Senator Byron M. Baer Open Public Meetings Act." L.1975, c.231, s.1; amended 2006, c.70, s.2.

110 The following resolution was offered by GSS / TC and carried to move the meeting into Closed
111 Session.

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

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

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

119 1. The public shall be excluded from discussion of private and confidential matters
120 involving any of the nine (9) exclusions as set forth in Section 7(b) of said law and as
121 hereinafter specified.

122 2. The general nature of the subject matter to be discussed is as follows:

- | | | |
|-----|------------------------------|-------------------------------------|
| 123 | CONTRACT NEGOTIATIONS | <input checked="" type="checkbox"/> |
| 124 | PERSONNEL | <input type="checkbox"/> |
| 125 | LITIGATION | <input checked="" type="checkbox"/> |
| 126 | OTHER | <input type="checkbox"/> |

127 3. It is anticipated at this time that the above stated subject matter will be made public only
128 when the reasons for discussing and acting on them in closed session no longer exists;
129 said determination to be made by further resolution adopted by the Industrial
130 Commission.

131 4. This resolution shall take effect immediately.

132
133
134
135 =====

137 The meeting moved into Closed Session at 12:14 PM

138
139 =====

140 The meeting returned to Open Session at 12:34 PM on a Motion by GSS/TC and carried.

141
142 =====
143

**LAKWOOD INDUSTRIAL COMMISSION
MINUTES**

OPEN SESSION • MEETING OF: January 10, 2018

Adequate Notice of this meeting was provided in accordance with the provisions of the "Senator Byron M. Baer Open Public Meetings Act." L.1975, c.231, s.1; amended 2006, c.70, s.2.

144 **CONSENT AGENDA RESOLUTIONS:**

145

146 The following resolutions were offered by TC/JF for adoption:

- 180101** Resolution Designating Depositories of the Lakewood Industrial Commission for the year 2018.
- 180102** Official Newspapers of the Lakewood Industrial Commission- 2018
- 180103** Resolution qualifying Professional Services / EUS Vendors for Public Relations Services and Appraisal Services for 2018.
- 180104** Resolution releasing 2017 Closed Session Minutes deemed to have become suitable for release as being resolved.
- 180105** Resolution Appointing Steven Reinman as Secretary's Designee for the calendar year 2018.

147 On Roll Call:

Commissioner	Yea	Nay	Abstain
Brooks, Neil	x		
Calabro, Thomas	x		
Flancbaum, Justin	x		
Katz, Shlomo	x		
Schuster, Edwin	absent		
Stafford-Smith, Greg	x		
Kirschner, Robert	x		

148 The above resolutions hereby being duly adopted by the Lakewood Industrial Commission

149

150

151 **NON-CONSENT RESOLUTIONS:**

152

- 180106** Resolution adopting the Lakewood Industrial Commission's 2018 Permanent Budget in the amount of \$378,260.00

153 Motion / Second: GSS/TC

154 On Roll Call:

Commissioner	Yea	Nay	Abstain
Brooks, Neil	x		
Calabro, Thomas	x		
Flancbaum, Justin	x		
Katz, Shlomo	x		
Schuster, Edwin	absent		
Stafford-Smith, Greg	x		
Kirschner, Robert	x		

155 The above resolution hereby being duly adopted by the Lakewood Industrial Commission

156

157

**LAKWOOD INDUSTRIAL COMMISSION
MINUTES**

OPEN SESSION • MEETING OF: January 10, 2018

Adequate Notice of this meeting was provided in accordance with the provisions of the "Senator Byron M. Baer Open Public Meetings Act." L.1975, c.231, s.1; amended 2006, c.70, s.2.

180107 2018 Appointment of LIC Attorney – Sean T. Kean, Esq.

158 Motion / Second: GSS / JF

159 On Roll Call:

Commissioner	Yea	Nay	Abstain
Brooks, Neil	x		
Calabro, Thomas	x		
Flancbaum, Justin	x		
Katz, Shlomo	x		
Schuster, Edwin	absent		
Stafford-Smith, Greg	x		
Kirschner, Robert	x		

160 The above resolution hereby being duly adopted by the Lakewood Industrial Commission

161

180108 Resolution appointing 2018 Auditing Services to Holman Frenia Allison, PC

162 Motion / Second: GSS / JF

163 On Roll Call:

Commissioner	Yea	Nay	Abstain
Brooks, Neil	x		
Calabro, Thomas	x		
Flancbaum, Justin	x		
Katz, Shlomo	x		
Schuster, Edwin	absent		
Stafford-Smith, Greg	x		
Kirschner, Robert	x		

164 The above resolution hereby being duly adopted by the Lakewood Industrial Commission

165

180109 Appointment of 2018 LIC Engineer – Remington Vernick Vena Engineers.

Motion / Second: JF/TC

On Roll Call:

Commissioner	Yea	Nay	Abstain
Brooks, Neil	x		
Calabro, Thomas	x		
Flancbaum, Justin	x		
Katz, Shlomo	x		
Schuster, Edwin	absent		
Stafford-Smith, Greg	x		
Kirschner, Robert	x		

166 The above resolution hereby being duly adopted by the Lakewood Industrial Commission

167

168

**LAKWOOD INDUSTRIAL COMMISSION
MINUTES**

OPEN SESSION • MEETING OF: January 10, 2018

Adequate Notice of this meeting was provided in accordance with the provisions of the "Senator Byron M. Baer Open Public Meetings Act." L.1975, c.231, s.1; amended 2006, c.70, s.2.

180110 Resolution authorizing the maintenance of Petty Cash in 2018

169 Motion / Second: JF/TC

170 On Roll Call:

Commissioner	Yea	Nay	Abstain
Brooks, Neil	x		
Calabro, Thomas	x		
Flancbaum, Justin	x		
Katz, Shlomo	x		
Schuster, Edwin	absent		
Stafford-Smith, Greg	x		
Kirschner, Robert	x		

171 The above resolution hereby being duly adopted by the Lakewood Industrial Commission

172

180111 Resolution authorizing funding of Executive Director's Expenses and Travel Allowance for the calendar year 2018.

173 Motion/ Second: GSS / JF

174 On roll Call:

Commissioner	Yea	Nay	Abstain
Brooks, Neil	x		
Calabro, Thomas	x		
Flancbaum, Justin	x		
Katz, Shlomo	x		
Schuster, Edwin	absent		
Stafford-Smith, Greg	x		
Kirschner, Robert	x		

175 The above resolution hereby being duly adopted by the Lakewood Industrial Commission

176

180112 Resolution authorizing retaining Anita B. Doyle, Sole Proprietor, for Administrative Management Services.

177 Motion / Second: JF / GSS

178 On Roll Call:

Commissioner	Yea	Nay	Abstain
Brooks, Neil	x		
Calabro, Thomas	x		
Flancbaum, Justin	x		
Katz, Shlomo	x		
Schuster, Edwin	absent		
Stafford-Smith, Greg	x		
Kirschner, Robert	x		

179 The above resolution hereby being duly adopted by the Lakewood Industrial Commission

180

181

**LAKWOOD INDUSTRIAL COMMISSION
MINUTES**

OPEN SESSION • MEETING OF: January 10, 2018

Adequate Notice of this meeting was provided in accordance with the provisions of the "Senator Byron M. Baer Open Public Meetings Act." L.1975, c.231, s.1; amended 2006, c.70, s.2.

080113

Resolution awarding provision of Marketing and Public Relations Services to Frantasy Enterprises LLC for the period from 2/1/18-1/31/19.

182 Motion / Second: GSS / JF

183 On Roll Call:

Commissioner	Yea	Nay	Abstain
Brooks, Neil	x		
Calabro, Thomas	x		
Flancbaum, Justin	x		
Katz, Shlomo	x		
Schuster, Edwin	absent		
Stafford-Smith, Greg	x		
Kirschner, Robert			x

184 The above resolution hereby being duly adopted by the Lakewood Industrial Commission

185

BILL LIST:

186

187 The following bills were presented for payment approval to be drawn from Industrial Commission
188 budgeted funds:

189

Num	Name	Memo	Amount
3542	Duvy's Media LLC	Inv# 20582 + Inv 20370 Website Maintenance thru 11/30/17	\$ 193.75
3543	Cleary Giacobbe Alfieri & Jacobs	Inv# 56426 Legal Services Through 12/31/17	\$ 1,077.20
3544	Anita B. Doyle	Inv#18001 Administration management Services Through 12/31/17	\$ 1,093.75
3545	MODC	2018 Membership dues + January General Membership Meeting	\$ 300.00
3546	Frantasy Enterprises, LLC	Inv# 010118 Marketing and Public Relations Services - January 2018	\$ 2,000.00
3547	Israel Reinman	Executive Director Car Allowance - January 2018 res# 180111	\$ 400.00
3548	Asbury Park Press	Legal Ads - Contract awarded + Public Notice RFP/RFQ + Notice of 2018 Meeting Schedule Order# 2629557 2607681 2611121	\$ 295.85
3549	Tri Town	Notice 2018 Meeting Schedule Client# 84414 Ad# 300376251	\$ 50.80
3550	Garden State Fire & Security	Lakewood Airport T-Hangars Radio Monitoring 1/1/18-3/31/18 / Customer # 6398 - Inv # 217986 217987 217988	\$ 495.00
3551	Watchung Spring Water Co., Inc.	Acct 127214 (Meeting supplies)	\$ 145.89
3552	Yussi's	Meeting Expenses	\$ 307.00

Bill List of 1/10/18 \$ 6,359.24

190 Motion by GSS/JF to approve payment of items numbered 3542 – 3552.

191

**LAKWOOD INDUSTRIAL COMMISSION
MINUTES**

OPEN SESSION • MEETING OF: January 10, 2018

Adequate Notice of this meeting was provided in accordance with the provisions of the "Senator Byron M. Baer Open Public Meetings Act." L.1975, c.231, s.1; amended 2006, c.70, s.2.

192 On roll call:

Commissioner	Yea	Nay	Abstain
Brooks, Neil	x		
Calabro, Thomas	x		
Flancbaum, Justin	x		
Katz, Shlomo	x		
Schuster, Edwin	absent		
Stafford-Smith, Greg	x		
Kirschner, Robert	x		Abstained from voting on item 3546

193 The Bill List was passed and items scheduled for payment.

194

195

196 **COMMENTS FROM THE COMMISSIONERS:**

197 Mr. Flancbaum thanked the Commissioners' support in his reappointment to a new five-year term.

198

199 GSS/ JF: Motion to adjourn the meeting. Carried.

200

201 Meeting was adjourned at 12:48 PM

202

203

204

205

206

207 Dated: 2/12/18

by ANITA B. DOYLE, Administration Manager