

LAKWOOD INDUSTRIAL COMMISSION

Annual Reorganization Meeting

Dated: January 11, 2023 via WebEx/Town Hall Streams

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

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 2023 OFFICERS:**
 - S. Reinman, Executive Director - Presiding
- 3 **MINUTES:**
 - December 14, 2022
- 4 **FINANCE:**
 - **STATEMENT OF ACCOUNTS:** January 11, 2023
 - **BILL LIST:** Scheduled for approval after Resolutions are approved
- 5 **EXECUTIVE DIRECTOR'S REPORT:**
 - Steven Reinman, Executive Director
- 6 **ATTORNEY'S REPORT:**
 - Sean T. Kean, Esq.
- 7 **CORRESPONDENCE:**
 -
- 8 **COMMITTEE REPORTS:**
 - 2023 Subcommittees to be appointed by Chairman
- 10 **OLD BUSINESS:**
 -
- 11 **NEW BUSINESS:**
 -
- 12 **CONSENT AGENDA RESOLUTIONS:**
 - Resolution #
 - 230101** Adopting LIC Remote Meeting Procedures
 - 230102** Resolution Designating Depositories of the Lakewood Industrial Commission for the year 2023
 - 230103** Resolution Designating Official Newspapers of the Lakewood Industrial Commission
 - 230104** Resolution Appointing Steven Reinman as Secretary's Designee for the calendar year 2023.
- NON-CONSENT RESOLUTIONS:**
 - Resolution #
 - 13 (Individual - Roll Call Vote) **230105** Resolution Authorizing 2023 LIC Budget
 - 220106** Resolution accepting 2023 appointment of LIC Attorney, Sean T. Kean, Esq.
 - 230107** Resolution accepting appointment of Lakewood Township's 2023 Auditing Services contract to Holman Frenia Allison PC
 - 230108** Resolution accepting appointment of Lakewood Township's 2023 LIC Engineer - Remington & Vernick Engineers
 - 230109** Resolution authorizing funding of Executive Director's Vehicle Expenses and Travel Allowance for the calendar year 2023.

- 230110** Resolution authorizing retaining Anita B. Doyle, Sole Proprietor, for Administrative Management Services.
- 230111** Resolution accepting Lakewood Township's Award of contract for 2023 Airport Engineering and Consulting Services to DY Consultants.
- 230112** Resolution authorizing the maintenance of Petty Cash in 2022.

14 BILL LIST:

15 COMMENTS FROM THE PUBLIC:

16 CLOSED SESSION

- Contract Negotiations / Litigation

17 COMMENTS FROM THE COMMISSIONERS:

18 ADJOURNMENT:

PUBLIC MEETING ACCESS Information:

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

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

Meeting number (access code): 2630 373 0877

Meeting password: MPpEeupW982

[LIC - WebEx Meeting of 1/11/23](#)

To join the virtual Webex meeting via phone call:

+1-408-418-9388,,26303730877## United States Toll

Public Comment (time-stamped/received at least 6 hours prior to the meeting and 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 can be found here:

[Remote Meeting Rules](#)

The next meeting of the Lakewood Industrial Commission is scheduled to take place February 8, 2023 at 11:30 AM

LAKEWOOD INDUSTRIAL COMMISSION
STATEMENT OF ACCOUNTS
JANUARY 11, 2023

		Total All LIC-Held Accounts	\$ 3,940,258.88
Checking Account (Operations) Lakeland Bank (Acct# XXXXXX04) APY 2.43%			
Opening Balance	\$ 1,477,141.71	12/31/2022	
Transfer of N12 Fuel Sales Revenue to Aprt 7/1/22-12/31/22	\$ (45,625.16)	1/10/2023	
Proposed Bill List of 1/11/23	\$ (7,009.08)	1/11/2023	
Total Lakeland Bank OPERATIONS ACCOUNT:			\$ 1,424,507.47
Money Market Account (Holding) Lakeland Bank (Acct# XXXXXX90) APY 2.43%			
Opening Balance:	\$ 2,209,852.64	12/31/2022	
Total Lakeland Bank MONEY MARKET ACCOUNT:			\$ 2,209,852.64
Checking Account (STRAND THEATER ASSET & Apartments) Lakeland Bank (Acct# XXXXXX02) APY 2.43%			
Opening Balance:	\$ 192,622.65	12/31/2022	
Proposed Bill List of 1/11/23	\$ (11,629.15)	1/11/2023	
Total Lakeland Bank STRAND THEATER ASSET & Apartments ACCOUNT:			\$ 180,993.50
Checking Account- LAKEWOOD AIRPORT (Acct# XXXXXX10) Lakeland Bank APY 2.43%			
Opening Balance	\$ 117,442.61	12/31/2022	
Transfer of Fuel Sales Revenue from Ops 7/1/22-12/31/22	\$ 45,625.16	1/10/2023	
Proposed Bill List of 1/11/23	\$ (38,162.50)	1/11/2023	
Total Lakeland Bank LAKEWOOD AIRPORT ACCOUNT:			\$ 124,905.27
REAL ESTATE - ATTORNEY TRUST Acct. - Held by Cleary Giacobbe Alfieri Jacobs LLC			\$ -
TOTAL Held: Attorney Real Estate Trust Acct:			\$ -
TOTAL OF ALL ACCOUNT BALANCES:			\$ 3,940,258.88
Anita B. Doyle, Administrative Manager		1/11/2023	

RESOLUTION

230101

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

WHEREAS, on March 9, 2020, Governor Murphy issued Executive Order 103 (with subsequent amendments cited in A5820 and EO 244) 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") had established the process 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 had 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 had 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 Lakewood Industrial Commission of the Township of Lakewood, 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 Steven Reinman, Executive Director, Lakewood Industrial Commission at 231 Third Street, Lakewood, New Jersey 08701 via regular mail. 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, submitted via LICComments@lakewoodnj.gov. Also, emailed comments may be submitted during the meeting via LICComments@lakewoodnj.gov to be addressed during the public portion. Submission of public comments prior to the meeting must identify the name and bona fide 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).
- (e) Immediately after calling the meeting to order, the designated host 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) This meeting is set to be recorded and available for review through <https://townhallstreams.com/> .
- (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 Commission 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 11, 2023.

_____, Secretary

Or Steven Reinman as Secretary's Designee

RESOLUTION

#230102

*Resolution of the Industrial Commission of the Township of Lakewood
Designating Depositories of the Lakewood Industrial Commission for the year 2023.*

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. 2023-013 designating depositories for the Township of Lakewood for the year 2023; 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. 2023-013 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 11th day of January 2023.

, Secretary

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

RESOLUTION

230103

Resolution of the Lakewood Industrial Commission adopting the official newspaper(s) of the Commission for the year 2023.

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 2023:

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 11th day of January 2023.

, SECRETARY

Or Steven Reinman as Secretary's Designee

Ref: Lakewood Township Resolution #2023-0006

RESOLUTION

230104

Resolution of the Lakewood Industrial Commission appointing Secretary's Designee for the calendar year 2023.

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 2023, 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 11th day of January 2023.

, SECRETARY

RESOLUTION

230105

Resolution of the Lakewood Industrial Commission Adopting the Commission's Permanent Budget for the year 2019 in the amount of \$1,984,850.00

WHEREAS, the fiscal year-end of Lakewood Industrial Commission's accounting occurred on December 31, 2022; and

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

LIC OPERATIONS

3.1 - PROFESSIONAL SERVICES

6353 · Engineering Services		
General Engineering Services	\$	15,000.00
6354 · Auditor / Accounting	\$	4,000.00
6350 · Marketing & Pub Rel Adm		
63501 · Marketing & PR Contractor	\$	25,000.00
63502 · Website Management Contractor	\$	5,000.00
6352 · Appraisal Services	\$	20,000.00
6351 · Legal Services	\$	40,000.00

4. - ADMINISTRATIVE EXPENSES

6355 · Automobile Allowance	\$	6,000.00
6251 · Petty Cash	\$	900.00
7601 · Cell Phone	\$	2,000.00
6012 · Special Events & Awards	\$	2,000.00
6013 · Association Memberships		
60131 · Lkwd Chamber of Commerce	\$	400.00
60132 · Monmouth/Ocean Development Cncl	\$	400.00
7101 · Legal Ads	\$	2,000.00
7103 · Meeting Registrations	\$	500.00
7104 · Marketing-Constant Contact	\$	750.00
7105 · LIC Exclusive Web Page	\$	5,000.00
7110 · Office Equipment	\$	3,500.00
7111 · Office Fixtures	\$	500.00
7112 · Software	\$	500.00
7650 · Travel & Expenses	\$	3,000.00
7602 · Exec Dir Business Developmt	\$	1,000.00
7125 · Unclassified Admin Expenses		
7120 · Reorganization Meeting Exp	\$	500.00
71012 · Admin Expenses - Other	\$	6,500.00
Administration Manager	\$	28,000.00
Data Update Project	\$	2,000.00

TOTAL LIC MAIN OFFICE OPERATIONS **\$ 174,450.00**

LAKEWOOD AIRPORT T-HANGARS

Operations

Equipment- T Hangars	\$	500.00
Utilities		
Fire Alarm System Monitoring	\$	3,000.00
Electricity	\$	2,500.00
Other Unspecifiable Services	\$	500.00

TOTAL LAKEWOOD AIRPORT T-HANGARS **\$ 6,500.00**

TOTAL LIC OPERATIONS **\$ 180,950.00**

STRAND - Strand Theater Bldg Operations

CAPITAL Projects	
Loan Repayment- Boiler	\$ 16,000.00
BLDG Mgmt/Maint-Contractor	\$ 24,000.00
Alarm Systems	\$ 500.00
Electric Service	\$ 1,100.00
Natural Gas	\$ 28,000.00
Water and Sewer	\$ 11,000.00
Permits & Inspections	\$ 2,000.00
Other Bldg Services	\$ 3,000.00
OTHER Building Mntnc Svc- Sub	\$ 5,000.00
Total STRAND - Strand Theater Bldg Operations	\$ 90,600.00

LAKEWOOD AIRPORT OPERATIONS**Administration N12**

Airport Management Services	\$ 103,000.00
Facility & Equip Maintenance & Repair	\$ 30,000.00
Equipment Leases	\$ 1,000.00
Operations Supplies - Office Equipment	\$ 5,000.00
Airport Association Expenses	\$ 250.00
License Registrations Renewal	\$ 1,500.00
AIRPORT Utilities	
Telephone Service	\$ 1,500.00
Fuel Oil / Heating fuel	\$ 750.00
Fire Suppression Eqpt & Inspect	\$ 300.00
Electricity	\$ 9,500.00
Water / Sewer / Septic Services	\$ 10,000.00
Total LAKEWOOD AIRPORT OPERATIONS	\$ 162,800.00

PROJECTS**LAKEWOOD AIRPORT**

P3 TERMINAL BUILDING	\$ 20,000.00
Airport Hangars 2023 NEW (Engineering)	\$ 35,000.00
Airport Runway Cracks Repair	\$ 44,000.00

PARK & RIDE

ROADWAY REPAVING - (Engineering)	\$ 20,000.00
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PAVING PROJECTS (Construction)	\$ 1,200,000.00
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SIGNAGE - Ind Pk Signage Project	\$ 50,000.00
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Total PROJECTS	\$ 1,550,500.00
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2023 PROPOSED BUDGET **\$ 1,984,850.00**

; and

WHEREAS, current funding balances available for use by the Lakewood Industrial Commission total \$3,997,059.61 (Three Million, Nine Hundred Ninety Seven Thousand, Fifty Nine and 61/100 dollars).

NOW THEREFORE, BE IT RESOLVED, that the Lakewood Industrial Commission hereby adopts its **2023 Permanent Budget** in the amount of **\$1,984,850.00 (One Million, Nine Hundred Eighty Four Thousand, Eight Hundred Fifty and 00/100)**.

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 11th of January 2023.

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

RESOLUTION

230106

Resolution of the Lakewood Industrial Commission Appointing Provision of Legal Services to the Commission for the year 2023.

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 #2023-030, 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 2023 on January 2, 2023 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 2023; compensation for such services to be made available in the 2023 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 11th day of January 2023.

, SECRETARY

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

RESOLUTION

230107

*Resolution of the Lakewood Industrial Commission
Adopting the 2023 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, 2022; 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 #2023-007 awarded a Professional Services contract to **Holman Frenia Allison, P.C.** 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, 2022 LIC records shall be provided to the Auditor for the Township of Lakewood, **Holman Frenia Allison, P.C.**

BE IT FURTHER RESOLVED that the Lakewood Industrial Commission shall include, in its 2023 budget, funding not to exceed \$4,000.00 to be applied toward Auditing expenses as deemed necessary.

I hereby certify that the above is a true copy of a Resolution duly adopted by the Lakewood Industrial Commission in the Township of Lakewood, County of Ocean, and State of New Jersey at its meeting held on the 11th of January 2023.

, SECRETARY

Or Steven Reinman as Secretary’s Designee

RESOLUTION

230108

*Resolution of the Lakewood Industrial Commission
Appointing Professional General Engineering Services for the calendar year 2023.*

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 #2023-039 awarded a Professional Services contract to the firm of Remington & Vernick Engineers as ***Township Engineer*** on January 2, 2023 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 #2023-039.

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 11th day of January 2023.

, SECRETARY

Or Steven Reinman as Secretary’s Designee

RESOLUTION

#230109

Resolution of the Lakewood Industrial Commission Authorizing an Allowance for Executive Director's Expenses for personal automobile use on behalf of the Lakewood Industrial Commission for the year 2023.

WHEREAS, the Lakewood Industrial Commission has authorized its 2023 Temporary Budget on January 11, 2023 to facilitate continuity of its regular operations and commitments and anticipates adopting its Permanent Budget prior to April 1, 2023 by formal action; and

WHEREAS, the Lakewood Industrial Commission has determined that its Executive Director should be compensated 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-2023 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 2023 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 11th of January 2023.

, SECRETARY

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

RESOLUTION

230110

Resolution Authorizing and Awarding Industrial Commission Contract for Administrative Management Services provided to the Lakewood Industrial Commission beginning January 1, 2023 under the Non-Fair and Open Process (N.J.S.A. 19:44A-20.5)

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, meeting 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.

WHEREAS, Doyle, Anita B., Sole Proprietor has completed and submitted a Business Entity Disclosure Certification which certifies that **Doyle, Anita B., Sole Proprietor** has not made any reportable contributions to a political or candidate committee in the Township of Lakewood in the previous one year, and that the contract will prohibit the **Doyle, Anita B., Sole Proprietor** from making any reportable contributions through the term of the contract, and

NOW, THEREFORE BE IT RESOLVED, by the Industrial Commission of the Township of Lakewood that **Doyle, Anita B., Sole Proprietor**, be retained under the Non-Fair and Open process 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, 2023 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 11th day of January 2023.

, SECRETARY

Or Steven Reinman as Secretary's Designee

RESOLUTION

230111

Resolution of the Lakewood Industrial Commission acknowledging and accepting Lakewood Township's Appointment for Airport Consulting Services for the year 2023.

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 #2023-042, 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 2023 on January 2, 2023 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 2023.

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 11th day of January 2023.

, SECRETARY

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

RESOLUTION

#230112

Resolution of the Lakewood Industrial Commission Authorizing the maintenance of a petty cash fund for the year 2023.

WHEREAS, the Lakewood Industrial Commission office operates daily; and

WHEREAS, the Lakewood Industrial Commission has authorized its 2023 Temporary Budget on January 11, 2023; 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 2023 budget for said purposes from the Industrial Commission’s 2023 Permanent budget.

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 11th day of January 2023.

, SECRETARY

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

Lakewood Industrial Commission

Bill List

January 11, 2023

Num	Name	Memo	Amount
LIC OPERATIONS...			
4218	Duvy's Media LLC	Inv# 34044 -Webmaster	\$ 416.00
4219	Frantasy Enterprises, LLC	01012023 Marketing & Public Relations Services January 2023	\$ 2,000.00
4220	Israel Reinman	Executive Director's Car Allowance January 2023 Reimb OOP	\$ 560.95
4221	Gregory B. Stafford-Smith	Reimbursement Travel Expenses 12/1-12/2 P3 Conference	\$ 26.41
4222	Anita B. Doyle	Admin Management Services - 12/1/22-12/31/22	\$ 2,440.00
4223	Star Ledger 2020	1000926245 Legal Advertisement- Schedule Meetings	\$ 106.48
4224	Verizon Wireless	Cell Phone Service Inv# 9924294437	\$ 289.24
4225	Cleary Giacobbe Alfieri & Jacobs	Legal Services through 12/31/22	\$ 1,170.00
		Total LIC OPERATIONS...	\$ 7,009.08
Strand Theater and Apartments			
428	Ozane	Pest Control Inv# 295262 Acct# 1453	\$ 115.00
429	NJ American Water Company	1018-210023100311 Water Sewer	\$ 54.59
430	NJ American Water Company	1018-210023140616 AptsTheater	\$ 672.72
431	NJ American Water Company	1018-210023140661 FireService	\$ 221.34
432	Aggressive Property Maintenance	42662/42663/42678/42686/42687/42691/42746/4 2747/42755	\$ 4,784.60
433	NJ Natural Gas Co.- Strand	22-0020-0822-69 11/21/22-12/27/22	\$ 5,780.90
		Total Strand Theater and Apartments	\$ 11,629.15
Lakewood Airport			
2174	Champion Contracting Services	Inv# 84278 Septic Service	\$ 377.00
2175	Ascent Aviation Group	Inv# 894783 /# 903846 100LLAvgas	\$ 29,154.89
2176	Telebroad	14591 Telephone Freedom system N12	\$ 124.78
2177	McKenzie Diversified Resources	Airport Management Services	\$ 8,505.83
		Total Lakewood Airport	\$ 38,162.50
		TOTAL BILL LIST 1/11/23:	\$ 56,800.73

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 11th day of January 2023.

_____, **Secretary**

Or Steven Reinman, Secretary's Designee