

LAKWOOD INDUSTRIAL COMMISSION

Regular Business Meeting

November 15, 2017

Time and Place: 11:30AM Conference Room C (Second Floor)

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.

1. **FLAG SALUTE:**
 - Flag Salute / Moment of Silence
2. **ROLL CALL:**
 - Presiding: Robert Kirschner
3. **MINUTES:**
 - September 13, 2017
 - October 18, 2017
4. **FINANCE:**
 - STATEMENT OF ACCOUNTS:**
 - November 15, 2017
 - BILL LIST:**
 - November 15, 2017
 - BUDGET TO ACTUAL REPORT:**
 - November 15, 2017
7. **COMMENTS FROM THE PUBLIC:**
8. **EXECUTIVE DIRECTOR'S REPORT:**
 - **Steven Reinman, Executive Director**
 - **UPDATE:** Lakewood Airport T-Hangars
- Tenants for hangars space
 - **UPDATE** regarding **Industrial Park (M-1, PS, LP) Zoning** /
reclassification / permitted uses updates; SAFE Zone
 - **Sean T. Kean, Esq**
9. **ATTORNEY'S REPORT:**
10. **CORRESPONDENCE:**
11. **COMMITTEE REPORTS:**
 - COMMITTEES**
 - Site Review Committee,** Justin Flanbaum, Chairman
 - Finance Committee,** Shlomo Katz, Chairman
 - Client Review Committee,** Greg Stafford-Smith, Chairman
 - Park Control/Signs/Advertising/Promotion,** Neil Brooks, Chairman
 - Airport Mgmt/Development Committee,** Greg Stafford-Smith, Chairman
 - Contract Review Committee,** Justin Flanbaum, Chairman
12. **MARKETING AND PUBLIC RELATIONS:** Report by Frances A. Kirschner / Frantasy Enterprises
13. **OLD BUSINESS:**
14. **NEW BUSINESS:**
15. **CLOSED SESSION:**
 - Litigation & Contract Negotiations
16. **CONSENT AGENDA RESOLUTIONS:**
 - None anticipated
17. **RESOLUTIONS (Non Consent):**
 - None anticipated
18. **COMMENTS FROM THE COMMISSIONERS:**
19. **ADJOURNMENT:**

Next meeting of the LIC: December 13, 2017 at 11:30 AM

LAKEWOOD INDUSTRIAL COMMISSION
STATEMENT OF ACCOUNTS

November 15, 2017

Total All LIC-Held Accounts \$ 1,222,531.82		
Checking Account (Investors # 729905880) Interest Rate 7/31/17 APYE		
	1.02%	Interest Bearing
	Balance Forward: \$ 3,346,439.75	1/1/2017
Land Lease Block 1609, Lot 21 (Land Lease AT&T cell tower)	\$ 529.00	1/4/2017
Lease payment - ABC / BlueClaws Stadium January 1, 2017	\$ 44,198.56	1/10/2017
Approved Bill List of 1/11/17 (adjustment check# 3243)	\$ (223,315.85)	1/11/2017
Bank Interest Earned through 1/31/17	\$ 1,332.99	1/31/2017
Lease payment - AT&T Land Lease - cell tower February 2017	\$ 529.00	2/6/2017
Approved Bill List of 2/8/17 (adjusted check#3251)	\$ (62,080.21)	2/8/2017
Bank Interest Earned through 2/28/17	\$ 1,227.94	2/28/2017
Lease payment - AT&T Land Lease - cell tower March 2017	\$ 529.00	3/7/2017
Approved Bill List of 3/8/17 final	\$ (60,511.10)	3/8/2017
Bank Interest Earned through 3/31/17	\$ 1,355.32	3/31/2017
Block 1609 PO Lot 21(Land Lease AT&T cell tower) - April 2017	\$ 529.00	4/1/2017
American Baseball Company - Lease Payment 4/1/17	\$ 44,198.56	4/1/2017
Approved Bill List for 4/5/17	\$ (4,160.10)	4/5/2017
Bank Interest Earned April 2017	\$ 1,939.90	4/30/2017
May Meeting was Canceled		
Block 1609 PO Lot 21(Land Lease AT&T cell tower) - May, 2017	\$ 529.00	5/24/2017
Land Lease Block 1606, p/o Lot 9	\$ 10,000.00	5/24/2017
Refund - Arrow Locksmith (keying systems) Office Reconfigure	\$ 907.55	5/24/2017
Bank Interest Earned May 2017	\$ 1,972.61	5/31/2017
May Bills (released 5/10/17)	\$ (92,315.84)	5/10/2017
Approved Bill List for June 14, 2017	\$ (680,064.01)	6/14/2017
Bank Interest Earned June 2017	\$ 1,675.58	6/30/2017
Block 1609, Lot 21 AT&T Cell Tower - June 2017	\$ 529.00	7/6/2017
Block 1609, Lot 21 AT&T Cell Tower - July 2017	\$ 529.00	7/6/2017
American Baseball Company - Lease Payment 7/1/17	\$ 44,198.56	7/6/2017
Adopted Bill List for 7/12/17	\$ (472,054.66)	7/12/2017
Bank Interest earned 7/31/17	\$ 1,251.31	7/31/2017
Transfer of Funds to Lakeland Bank Operations Account #680401404	\$ (100,000.00)	7/17/2017
Transfer of Funds to Lakeland Bank Money Market Account #680401390	\$ (1,800,000.00)	7/17/2017
August 2017 Meeting was canceled. No Bill List		
Bank Interest earned 8/31/17	\$ 313.22	8/31/2017
Bank Interest Earned 9/30/17	\$ 300.30	9/30/2017
Bank Interest Earned 10/31/17	\$ 310.57	10/31/2017
Total InvestorsBank Checking Account:	\$ 10,823.95	
Checking Account (Operations) Lakeland Bank (Acct# 680401404) APY		
	.95%	
Opening Balance	\$ 100,000.00	7/17/2017
Bank Interest Earned 7/31/17	\$ 39.04	7/31/2017
Bank interest Earned 8/31/17	\$ 80.72	8/31/2017
A T & T Land Lease Block 1609, Lot 21 - August 2017	\$ 529.00	9/5/2017
A T & T Land Lease Block 1609, Lot 22 - September 2017	\$ 529.00	9/5/2017
Adopted Bill List for 9/13/17	\$ (621,185.66)	9/13/2017
Transfer (Deposit) from Holding Account	\$ 550,000.00	9/13/2017
Bank Interest Earned through 9/29/17	\$ 128.44	9/29/2017
Transfer from Holding Acct	\$ 120,000.00	10/18/2017
Adopted Bill List for 10/18/17	\$ (118,617.74)	10/18/2017
Payment- A T & T Land Lease Block 1609 PO Lot 21- October 1	\$ 529.00	10/20/2017
Payment - American Baseball Co Lease payment due 10/1/17	\$ 44,198.56	10/20/2017
T-Hangars Payments Received	\$ 4,950.00	10/23/2017
Bank Interest Earned 10/31/17	\$ 33.70	10/31/2017
T-Hangars Payments Received	\$ 3,800.00	11/8/2017
Payment- A T & T Land Lease Block 1609 PO Lot 21- 11/1/17	\$ 529.00	11/8/2017
Anticipated Bill List for 11/15/17	\$ (8,180.21)	11/15/2017
Total Lakeland Bank OPERATIONS ACCOUNT:	\$ 77,362.85	

LAKEWOOD INDUSTRIAL COMMISSION
STATEMENT OF ACCOUNTS

November 15, 2017

Money Market Account (Holding) Lakeland Bank (Acct# 680401390) APY			
	.95 %		
Opening Balance:	\$ 1,800,000.00	7/17/2017	
Bank Interest Earned 7/31/17	\$ 702.74	7/31/2017	
Bank interest Earned 8/31/17	\$ 1,452.90	8/31/2017	
Transfer to Operations Account	\$ (550,000.00)	9/13/2017	
Bank interest earned 9/29/17	\$ 1,145.53	9/29/2017	
Transfer to Operations Account	\$ (120,000.00)	10/18/2017	
Bank Interest earned 10/31/17	\$ 1,043.85	10/31/2017	
Total Lakeland Bank MONEY MARKET ACCOUNT:	<u>\$ 1,134,345.02</u>		
REAL ESTATE - ATTORNEY TRUST Acct. -			
Held by Cleary Giacobbe Alfieri Jacobs LLC			
LIC to Shwarzblat / Cedarbridge Properties (Construction Escrow Held)	\$ 65,000.00	12/15/2016	\$ 65,000.00
TOTAL Held: Attorney Real Estate Trust Acct:	<u>\$ 65,000.00</u>		
TOTAL OF ALL ACCOUNT BALANCES:			1,287,531.82
Anita B. Doyle, Administrative Manager		11/15/2017	

Lakewood Industrial Commission

Bill List

November 15, 2017

Num	Name	Memo	Original Amount
3526	Cleary Giacobbe Alfieri & Jacobs	Inv# 55047 Legal Services Provided through 10/31/17	\$ 3,611.20
3527	MODC	Registration - S Reinman 11/15/17	\$ 20.00
3528	Anita Doyle as Agent of LIC	Replenishment of Petty Cash On Hand	\$ 122.21
3529	Anita B. Doyle	Administrative Management Services to the LIC 10/1/17-10/31/17	\$ 1,032.50
3530	Israel Reinman	Car Allowance Executive Director - 11/1/17-11/30/17	\$ 400.00
3531	Duvy's Media LLC	Inv# 20076 Lakewood Website Management / Maintenance through 8/31/17	\$ 143.75
3532	Frantasy Enterprises, LLC	Inv#0110117 Marketing and Public Relations Services for November 2017	\$ 2,000.00
3533	Yussi's	Meeting supplies (estimated)	\$ 200.00
3534	Jersey Central Power and Light	Estimated Reading - T-Hangar electrical service at 1900 Cedar Bridge Avenue 10/06/17-11/07/17	\$ 650.55

Bill List Total (Estimated) \$ 8,180.21

Lakewood Industrial Commission
Budget vs. Actual
January through December 2017

	Approved Budget	Jan - Dec 17	Balance Remaining
Expense			
OPS - OPERATIONS			
3.1 - Professional Services			
6353 - Engineering Services	10,000.00	62.50	9,937.50
6354 - Auditor / Accounting	3,000.00	0.00	3,000.00
6350 - Marketing & Pub Rel Adm			
3.1.3.1 - M&PR Management Contract			
63501 - Program Management M&PR	24,000.00	22,000.00	2,000.00
63502 - Website Mntnc LkwdTwp+LIC	10,000.00	2,531.18	7,468.82
Total 3.1.3.1 - M&PR Management Contract	34,000.00	24,531.18	9,468.82
Total 6350 - Marketing & Pub Rel Adm	34,000.00	24,531.18	9,468.82
6352 - Appraisal Services	5,000.00	0.00	5,000.00
6351 - Legal Services	20,000.00	11,837.40	8,162.60
Total 3.1 - Professional Services	72,000.00	36,431.08	35,568.92
4. - ADMINISTRATIVE EXPENSES			
6355 - Automobile Allowance	4,800.00	4,400.00	400.00
7601 - Cell Phone	1,200.00	0.00	1,200.00
6251 - Petty Cash	900.00	597.80	302.20
71011 - Legal Ads	750.00	317.95	432.05
71014 - Marketing-ConstantContact	750.00	405.00	345.00
71015 - LIC Exclusive Web Page	2,000.00	0.00	2,000.00
6012 - Special Events & Awards	1,500.00	605.00	895.00
7110 - Office Equipment	2,000.00	0.00	2,000.00
6013 - Association Memberships			
60132 - Monmouth/Ocean Development Cncl	260.00	260.00	0.00
60131 - Lkwd Chamber of Commerce	400.00	0.00	400.00
Total 6013 - Association Memberships	660.00	260.00	400.00
71013 - Meeting Registrations	250.00	170.00	80.00
7650 - Travel & Expenses	3,000.00	0.00	3,000.00
7602 - Exec Dir Business Developmt	1,000.00	0.00	1,000.00
7125 - Unclassified Admin Expenses			
7120 - Reorganization Meeting Exp	600.00	231.88	368.12
71012 - Admin Expenses - Other	3,600.00	2,225.37	1,374.63
Total 7125 - Unclassified Admin Expenses	4,200.00	2,457.25	1,742.75
7111 - 2017 OFFICE RECONFIGURATION		13,377.93	-13,377.93
Total 4. - ADMINISTRATIVE EXPENSES	23,010.00	22,590.93	419.07
Total OPS - OPERATIONS	95,010.00	59,022.01	35,987.99
7760 - Independent Contractor 1099			
77601 - Administration Management	14,700.00	10,657.50	4,042.50
77602 - Data Update Project	2,000.00	0.00	2,000.00
Total 7760 - Independent Contractor 1099	16,700.00	10,657.50	6,042.50

Lakewood Industrial Commission
Budget vs. Actual
 January through December 2017

	Approved Budget	Jan - Dec 17	Balance Remaining
8000 - LAKEWOOD AIRPORT T-Hangars			
Operations			
Utilities			
Fire Alarm System Monitoring		495.00	-495.00
Electricity		1,227.27	-1,227.27
Total Utilities		<u>1,722.27</u>	<u>-1,722.27</u>
Total Operations		<u>1,722.27</u>	<u>-1,722.27</u>
Total 8000 - LAKEWOOD AIRPORT T-Hangars		<u>1,722.27</u>	<u>-1,722.27</u>
Schedule C - ROADWAY REPAVING		350,000.00	-350,000.00
ARPRT - AIRPORT			
RWE6ACQ - UNANTICIPATED EXPENSE		53,000.00	-53,000.00
ARPRT1 - Lkwd Airport T-Hangars			
ENGINEER - Airport Hngrs design/build/bid	15,000.00	0.00	15,000.00
CONTR - Iorio Contract 01/25/ 16	1,802,094.34	1,843,965.43	-41,871.09
UTIL - UTILITIES - NEW Install	200,000.00	23,010.62	176,989.38
Total ARPRT1 - Lkwd Airport T-Hangars	<u>2,017,094.34</u>	<u>1,866,976.05</u>	<u>150,118.29</u>
Total ARPRT - AIRPORT	<u>2,017,094.34</u>	<u>1,919,976.05</u>	<u>97,118.29</u>
SIGNAGE - Ind Pk Signage Project	25,000.00	0.00	25,000.00
Total 5. - LIC Projects	<u>2,042,094.34</u>	<u>2,269,976.05</u>	<u>-227,881.71</u>
Total Expense	<u>2,153,804.34</u>	<u>2,341,377.83</u>	<u>-187,573.49</u>

Anita Doyle

From: Peter Guerrasio <peterg@iorioco.com>
Sent: Thursday, November 09, 2017 11:07 AM
To: Steven Reinman; Kenneth Ressler; Anita Doyle; Lakewood Airport
Cc: Victor Iorio; Peter Guerrasio
Subject: Lakewood Airport Hanger
Attachments: Letter to SCI, Fulfab, F-corp,Elite, Pemco 11-9-17.doc

Steve
Please be advised we have completed the punch list work at the Lakewood Hanger project
Respectfully
Peter Guerrasio
Iorio Co.



2231 Landmark Place, Manasquan, NJ 08736 732-364-4588 FAX: 732-905-6993
www.iorioconstructioncompany.com

DATE: November 9, 2017

TO: SCI, Fulfab, T-Corp, Elite, Pemco

FROM: Peter Guerrasio, Project Manager

RE: Lakewood Airport Hangars
 1900 Cedarbridge Avenue
 Lakewood, New Jersey

PUNCH LIST					
Date	Company	Issue	Date Scheduled	Comment	Date Completed
8/16/17	Fulfab	Hangar #3: replace six (6) wall panels at north end wall. Start five (5) panels from west side wall.		Backcharge to Iorio	9/25/17
8/16/17	Fulfab	Hangar #3: replace one (1) lower cap, Door #2			9/25/17
8/16/17	Fulfab	Hangar #3: adjust one door			9/25/17
8/16/17	Fulfab	Hangar #2: adjust 2-doors			9/25/17
8/16/17	Fulfab	Hangar #3: Missing three (3) entrance locksets			9/25/17
8/16/17	Elite	Hangars #1, #2, #3: Clean edge of asphalt at all hangar doors.			9/25/17
8/14/17	Elite	Flatten edge of pavement around drain basins D-1, D-2, D-3, D-5, D-6, D-8			10/9/17

8/14/17	Fulfab	Roof leak Unit 7, Hangar 3			9/26/17
8/14/17	Iorio	Repair existing fence			11/7/17
8/14/17	Elite	Clean pavement edge adjacent to hangars			9/25/17
8/14/17	Elite	Redo scour holes at FES			9/20/17
8/14/17	Fulfab	Are master keys available? Why?			10/12/17
8/14/17	Pemco	Main circuit breaker missing – Hangar 2			Closed

Very truly yours,

Peter Guerrasio

Peter Guerrasio
IORIO CONSTRUCTION COMPANY

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 15th day of November, 2017.

GREGORY B. STAFFORD-SMITH, Secretary
or Steven Reinman as Secretary's-Designee