

SOUTH JERSEY PORT CORPORATION



BOARD OF DIRECTORS MEETING April 29, 2014

THE CHAIRMAN COMMENCES MEETING WITH PLEDGE OF ALLEGIANCE AND ROLL CALL:

- 1. APPROVAL OF MINUTES**
Regular Meeting March 25, 2014
Closed Meeting March 25, 2014
- 2. APPROVAL OF OPERATING BILLS**
RESOLUTION 2014-4-0032
- 3. APPROVAL OF ADVANCE PAYMENT BILL LIST**
RESOLUTION 2014-4-0033
- 4. APPROVAL OF CREDITS**
RESOLUTION 2014-4-0034
- 5. APPROVAL OF CHANGE ORDERS**
- 6. APPROVAL OF CONSTRUCTION FUND REQUISITIONS**
RESOLUTION 2014-4-0035
- 7. RECEIPT OF TREASURER'S REPORT**
- 8. RECEIPT OF COUNSEL'S REPORT**
- 9. RECEIPT OF EXECUTIVE DIRECTOR'S REPORT**



10. ADDITIONAL AGENDA ITEMS REQUIRING BOARD ACTION

- A. RESOLUTION 2014-4-0036: 2013 AUDIT PRESENTATION AND CERTIFICATION**
- B. RESOLUTION 2014-4-0037: APPROVAL TO RENEW THE PARKING AGREEMENT WITH THE HOME PORT ALLIANCE**
- C. RESOLUTION 2014-4-0038: SELECTION OF BID FOR ROOF REPLACEMENT / REPAIR FOR 1535 BROADWAY BUILDING**
- D. RESOLUTION 2014-4-0039: SELECTION OF BID FOR ROOF REPAIR FOR BUILDING "B" BROADWAY TERMINAL**
- E. RESOLUTION 2014-4-0040: AUTHORIZATION TO READVERTISE REQUEST FOR PROPOSALS FOR EQUIPMENT REPOWER PROJECT**
- F. RESOLUTION 2014-4-0041: RENEWAL OF SUPPORT FOR THE DELAWARE RIVER NATIONAL OCEANIC ATMOSPHERIC PHYSICAL OCEANOGRAPHIC REAL TIME SYSTEM (PORTS®)**

11. SUPPLEMENTAL BOARD INFORMATION

- G. MARKETING COMMITTEE REPORT & PHOENIX/ARTLIP COMMUNICATIONS REPORT**
- H. PORT SECURITY UPDATE**
- I. PAULSBORO MARINE TERMINAL PROJECT UPDATES**
- J. ETHICS – FINANCIAL DISCLOSURE STATEMENTS**
- K. BOARD MEMBERSHIP**

PUBLIC SESSION FOR QUESTIONS / COMMENTS

12. CLOSED SESSION AND/OR ADJOURNMENT



ACTION ITEM:

A. RESOLUTION 2014-4-0036: 2013 AUDIT PRESENTATION AND CERTIFICATION

Brent W. Lee & Company, LLC, will present the completed 2013 Financial Audit Report. As required under Executive Order #122, our Board's Audit Committee has received and reviewed the draft 2013 Financial Audit Report.

The auditors have issued what is equivalent to an unqualified opinion for the 2013 Audit Report for fiscal year ending December 31, 2013.

The Board Audit Committee and Staff recommends acceptance of the 2013 Financial Audit and approval of the resolution certifying that each member of the SJPC Board of Directors has reviewed the audit report and specifically the sections entitled "General Comments" and Recommendations" resulting from such audit.

RECOMMENDATION:

The Board Audit Committee will be presenting their recommendation regarding the 2013 Financial Audit.



ACTION ITEM:

B. RESOLUTION 2014-4-0037: APPROVAL TO RENEW PARKING AGREEMENT WITH THE HOME PORT ALLIANCE

The Home Port Alliance for the USS New Jersey, Inc. has requested to renew the parking agreement for the area at the north end of the Balzano Marine Terminal along the Clinton Street Easement, near the location of the USS New Jersey, for approximately 40 parking spaces to be used for patrons. The area is also within the portion of the terminal that has been used seasonally by the Susquehanna Center for patron parking. The area is striped for parking.

TERM:	One (1) year - May 1, 2014 – April 30, 2015
AREA:	Open Space - 18,750 square feet (Balzano Terminal)
FEE:	\$2.00 per vehicle paid to SJPC on a monthly basis
INSURANCE:	Limits of not less than Two Million Dollars (\$2,000,000) for each occurrence and One Million Dollars (\$1,000,000) for injury to property. HPA to provide SJPC with Certificate of Insurance and owner named on COI. The HPA shall also purchase and maintain on behalf of the Owner and Its Agent(s) all risk insurance with respect to the parking area in a limit of not less than Five Hundred Thousand Dollars (\$500,000) to cover the value of fixtures, improvements and equipment located on the parking areas. The HPA shall also maintain vandalism, malicious mischief and special extended coverage insurance in an amount adequate to reasonably cover the cost of replacement of damaged property and equipment and shall further maintain automobile liability, workers' compensation and contractually assumed liability Insurance policies respecting its operations in the parking areas.
OPERATIONS:	HPA will provide SJPC with a detailed parking operation plan. HPA is responsible for all aspects of operating and securing the parking facility.

General Counsel has reviewed the original agreement and no changes have been made to the terms from the expiring agreement.

RECOMMENDATION:

Staff recommends Board approval to renew the parking agreement with the Home Port Alliance as presented.



ACTION ITEM:

C. RESOLUTION 2014-4-0038: AWARD OF BID FOR ROOF REPLACEMENT/REPAIR FOR 1535 BROADWAY BUILDING

Pursuant to the Board's previous action, staff advertised and received the following quotes to re-roof, remove and or replace the roof at 1535 Broadway (known as the Leidtka property). The removal and replacement is approximately 2530 square feet of 18 gauge galvanized metal decking and total re-roofing of 21, 000 square feet. Three contractors attended the pre-bid conference. The following two bids were received.

<u>Company</u>	<u>Total</u>	<u>Days to complete</u>
McMullen Roofing	\$145,849.00	20
Tortorice Construction	\$387,282.00	30

Staff recommends awarding this contract to McMullen Roofing in the amount of \$145,849.00. Funds are available through an insurance settlement. This firm has successfully completed several roofing projects at the port. The staff has a cost estimate of \$170,000.00 for this project.

RECOMMENDATION:

Staff recommends Board awarding the contract to McMullen Roofing in the amount of \$145,849.00.



ACTION ITEM:

D. RESOLUTION 2014-4-0039: SELECTION OF BID FOR ROOF REPAIR FOR BUILDING “B” BROADWAY TERMINAL

Pursuant to the Board’s previous action, staff advertised and received the following quotes to re-roof, remove and or replace a section of the roof on Building “B” at the Broadway Terminal. The project involves the removal and replacement of approximately 1,920 square feet of new wood decking, the removal of six roof vents and the installation of approximately (216 square feet) of new wood decking and re-roofing of approximately 18,690 square feet.

Three contractors attended the re-bid conference and submitted the following bids.

<u>Company</u>	<u>Total</u>	<u>Days</u>
McMullen Roofing	\$174,102.00	30
Tortorice Construction	\$362,893.00	60
Roof Management	\$466,980.00	45

Staff recommends awarding this contract to McMullen Roofing in the amount of \$174,102.00. This firm has successfully completed several roofing projects for SJPC in the past.

RECOMMENDATION:

Staff recommends the Board to award the project to McMullen Roofing in the amount of \$174,102.00.



ACTION ITEM:

**E. RESOLUTION 2014-4-0040: AUTHORIZATION TO
READVERTISE REQUEST FOR PROPOSALS FOR
EQUIPMENT REPOWER PROGRAM**

Pursuant to the Board's action, staff advertised for proposals for an equipment repower program for certain cargo moving equipment, supported through an EPA grant. A mandatory pre-proposal conference will be held on Wednesday, March 12, 2014 and four potential bidders attended the meeting.

Bids were due on Thursday, April 10, 2014. Only one bidder submitted quotes for nine of the ten forklifts appearing in the bid document. The one bidder, Melton Sales & Service did not have a complete bid package (missing bonds and "Q" items). Regardless, the requirement was for tier 4 engines, which require modifications to be able to fit in the forklifts. These modifications would be very costly and possibly invalidate the engines warranty. Under EPA, the continuation of the project required tier 4 engines. Recently, they reduced the requirements and agreed that tier 3 engines would be acceptable. During that delay, our contractors report that the availability of tier 3 engine diminished. Mr. Eric Skelton with NESCAUM has provided guidance to staff on this matter. It now appears that tier 3 and even tier 2 engines are now acceptable. We will revise the specifications to reflect the change in the EPA requirement.

RECOMMENDATION:

Staff recommends the Board to authorize readvertisement of the Requests for Proposals for the Repower Project with the revisions to the specifications as presented.



ACTION ITEM:

F. RESOLUTION 2014-3-0041: RENEWAL OF SUPPORT FOR THE DELAWARE RIVER NATIONAL OCEANIC ATMOPHERIC PHYSICAL OCEANOGRAPHIC REAL TIME SYSTEM (PORTS®)

Last year, the Pilots Association for the Bay and River Delaware, the Mariners Advisory Committee for the Bay and River Delaware, the Maritime Exchange for the Delaware River and Bay and the U.S. Coast Guard requested assistance in the operations and maintenance of the regional National Oceanic Atmospheric Administration (NOAA) Physical Oceanographic Real Time System (PORTS®). There are currently 18 PORTS® systems in operation throughout the U.S. This tool is essential in the safety and efficiency of maritime commerce and coastal resource management through the integration of real-time environmental observations, forecasts and other geospatial information.

The PORTS® System in the Delaware River was established in 2005 through direct financial support solely from Pennsylvania. Following the expiration of that funded maintenance program in 2013, the SJPC in June of 2013, along with the Philadelphia Regional Port Authority and the Port of Wilmington, Delaware, each contributed \$100,000 each to provide gap funding for the proceeding year until a federal grant or funding source is acquired for the long term. We (SJPC) approved the funding at our board meeting in June last year.

The \$300,000 was critical to sustain one of the most important components of the Delaware River maritime infrastructure for the coming year. To address the long term support of this system, a federal funding is being pursued in the amount of \$5 million.

In March 2014, the Executive Director & CEO attended a meeting with Captain Kathleen Moore, the U.S. Coast Guard Sector Delaware Bay Captain of the Port, NOAA, the Maritime Exchange for the Delaware River and Bay, the Port of Wilmington Delaware, the Philadelphia Regional Port Authority to discuss the status of the PORTS® and the funding need for 2014. A cooperative effort is being made to secure full federal funding of the PORTS® operating and maintenance costs (\$300,000) in FY2015. However, gap funding is required for the FY2014 operating and maintenance costs. The Port of Wilmington Delaware has already gained approval and has extended their \$100,000 contribution and the Philadelphia Regional Port Authority is in process to seek approval.

RECOMMENDATION:

Staff recommends the Board to approve the New Jersey contribution to support the Delaware River National Oceanic Atmospheric Administration (NOAA) Physical Oceanographic Real Time System (PORTS®) in the amount of \$100,000. Funding source for this expenditure will be the operating account. We will earmark unallocated maintenance and repair funds for this expenditure.



INFORMATION ITEM:

G. MARKETING COMMITTEE REPORT & PHOENIX/ARTLIP COMMUNICATIONS REPORT

PHOENIX STRATEGIES/ARTLIP COMMUNICATIONS REPORT ATTACHED.



INFORMATION ITEM:

H. SECURITY UPDATE

The security update is prepared by Mr. Jay Jones, Deputy Executive Director / Facility Security Officer.

FEMA PREPAREDNESS & PROGRAM MANAGEMENT TECHNICAL ASSISTANCE PROGRAM: SJPC submitted three applications through the NJ Office of Homeland Security & Preparedness (OHSP) for a FEMA Technical Assistance Grant. The U.S. Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA), National Preparedness Directorate (NPD) and Grant Programs Directorate (GPD), Technical Assistance (TA) Program seeks to build and sustain capabilities through specific services and analytical capacities across two primary functional areas: 1) Preparedness TA activities in support of the four homeland security mission areas (prevention, protection, response, and recovery) and 2) Homeland security program management. SJPC submitted technical assistance requestes to enhance our planning and documentation for the following three areas: 1) Emergency Operations Plan, 2) Continuity of Operations Plan and 3) Evacuation Plan. The NJOHSP approved the applications at the state level and forwarded the applications to FEMA.

The first program approved by FEMA has been the Continuity of Operations Planning. Next steps include a follow up session with SJPC staff who were unable to attend with support from the NJOHSP, completion of the worksheets, setting the COOP draft and scheduling one on one session(s) with the FEMA's vendor IEM to review the draft. The program has been extended from the original deadline of March 27, 2014 to June 27, 2014.

On April 14, 2014, we DHS/FEMA and IEM have confirmed that the South Jersey Port Corporation (SJPC) will receive Emergency Operations Plan (EOP) and Evacuation planning support from April 2014 through June 2014.

USCG SECTOR DELAWARE BAY TOUR & MEETING: The Captain of the Port invited the Executive Director to have SJPC attend a USCG Sector Delaware Bay morning officers meeting and to tour the base. On Friday, April 18, 2014, Mr. Jay Jones represented SJPC at the meeting and tour. It was an outstanding opportunity to see and learn the operational components of the sector and to have one-on-one discussions with the Captain of the Port about SJPC's needs and the priorities of the sector, as well as reinforce SJPC's commitment to and partnership with the mission of the USCG. The Captain extended to SJPC to schedule a similar tour if any SJPC Board members are interested.

15th BIENNIAL HARBOR SAFETY AND AREA MARITIME COMMITTEE CONFERENCE: Mr. Jay Jones will be participating in the 15th Biennial Harbor Safety Committee and Area Maritime Security Committee Conference: *Partnering for Safe, Secure, and Resilient Port Operations* which will be conveniently held in Philadelphia this year on August 25-27, 2014. The conference will focus on best practices of Harbor Safety Committees (HSCs) and Area Maritime Security Committees (AMSCs) as well as new ideas and technology to address critical safety and security issues.



INFORMATION ITEM:

I. PAULSBORO MARINE TERMINAL PROJECT UPDATES

The Paulsboro Marine Terminal Project updates will be provided by Mr. Marlin Peterson, Gloucester County Improvement Authority.

CHANGE ORDERS

CH2MHILL: CO-11 NTX \$28,000 for Resident Design Liaison (8 - 16 hrs/wk) thru July '14. This timeframe coincides with the recently approved Construction Management Team extension.

Remediation Well Relocation (PMT-007): Two existing BP wells must be relocated to avoid conflict with rail loop track; \$7,000

Test Pile (PMT-008TP): One test pile (4th) removed from scope due to revised configuration of Phase I Wharf construction and environmental restrictions; (\$52,000) credit.

T&M Associates – Modify location survey, property description & subdivision mapping: NTX \$9,000.00. Conrail property acquisition by SJPC on behalf of Borough of Paulsboro is to be slightly increased by an additional 0.5 acres to include a new switch. The new switch, which is located south of Universal Road is required to achieve loop track capability within the terminal footprint.

CONSTRUCTION UPDATE

PMT-003: Substantial completion of the bridge portion of the contract was achieved December 20, 2013. Substantial completion of the roadway is pending completion of the guardrail and stripping components, which were completed during the month of April 2014. Removing false work (e.g. overhand brackets), completing fender bolt-up, restoration of retaining wall, service road, shoreline and other miscellaneous punch list items continue. See the Project Monthly Report for further details.

PMT-005: The project is substantially complete. Two remaining monitoring wells will be lowered to final design height once the existing surcharge stockpile has been relocated as part of the PMT-009 project. This work is scheduled for July 2014 timeframe.

PMT-006: Final surveys and project close-out continue.

PMT-008TP: Final reports have been received and approved. The project is substantially complete.

PMT-009: Select demolition, storm water pipe, sanitary sewer connections and electrical ductbank installation continue. Monitoring of surcharge indicates that primary settlement has abated. Fill material hauling is approximately 96% complete. Relocation of surcharge fill material hauling and placement is scheduled to resume in May 2014 and is scheduled to complete in fall 2014.

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PMT-S01: Perimeter landscaping and lawn maintenance for the Paulsboro Marine terminal has completed for 2013. This contract will complete in early May 2014.

PMT-S02: Expanded perimeter landscaping and lawn maintenance, which includes the new linear esplanade areas and along the access road alignment is scheduled to commence in late May 2014 and continue through years 2014 and 2015.

PROCUREMENT UPDATE

Traffic Signal Warrant Study

The Paulsboro Marine Terminal Access Road alignment includes one new traffic signal to facilitate truck mergers for the existing NuStar Asphalt Refining facility. Prior to utilizing the new signal, a traffic warrant analysis must be completed and submitted to the NJDOT. The signal study warrants the traffic volume whereby signalized operations are necessary. The RFP was advertised in late March 2014 and proposals were received April 23, 2014. Three proposals were received.

No.	Bidder	Total Bid Amount	Variance From Low Bid	Percentage From Low Bid
1.	Shopshire Associates	\$ 8,980.00	n/a	n/a
2.	T&M Associates	\$ 9,498.00	+518.00	+.05 %
3.	French & Parrello Associates	\$ 22,645.00	+\$13,665.00	+1.52 %
	Order of Magnitude Estimate	\$ 10,000.00	+\$1,020.00	+.11 %

Proposal evaluations continue. Staff will provide an update during the April Board meeting.

PMT-015: Woodland Habitat Mitigation. The Woodland Habitat Mitigation (i.e. tree planting) contract was re-advertised on March 12, 2014 and bids were received April 9, 2014. This work entails the planting of roughly 525 trees and shrubs, which is a permit requirement to offset impacts to a previously existing 7-acre forested upland.

No.	Bidder	Total Bid Amount	Variance From Low Bid	Percentage From Low Bid
1.	Turf Construction	\$ 334,931.50	n/a	n/a
2.	Land Tech Enterprises	\$ 457,224.00	+\$122,292.50	+ 36%
3.	AP Construction	\$ 867,135.00	+\$532,204.00	+ 159%
	Engineer's Estimate	\$ 771,543.53	+\$436,612.03	+ 130%

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As indicated in the above bid tabulation, the low bid of the three companies is Turf Construction of Vineland, New Jersey. Upon review of the two lowest bids the \$122,292 variance is attributable to two key items: \$90,000 associated with the combination of Mobilization / Demobilization, Site Clearing & the 12-month Watering, Maintenance & Warranty Period. In other words, the key part of the scope - tree planting line items - are virtually the same. Furthermore, a comparison of the low bid versus the Engineer's Estimate indicates that the significant cost variance is attributable to the following issues: (1) the unit bid price cost of trees and understory are approximately 50% less than the estimate – resulting in a reduced cost of approximately \$160,000; (2) the watering and maintenance period during the 12 month warranty period is nearly zero (\$4,000) compared to an estimate of \$100,000 – generating a cost reduction of roughly \$95,000; (3) the unit price cost for a subsequent or second 12 month warranty period is only \$15,000 compared to an estimate of \$100,000 resulting in a cost reduction of \$85,000 and lastly (4) lump sum costs for mobilization, survey and staging area preparation result in a savings of \$35,000. The significant cost savings between the low bid and the engineers estimate is likely attributable to the contractor's ability to purchase trees and shrubs in quantity or owning its own nursery therefore achieving significant purchasing power. In addition, the landscaping oriented firm is likely to base their warranty pricing on their expectation of significant quality control thereby minimizing future costs associated with the one year maintenance period and the subsequent 12 month warranty period.

In addition, Turf Construction provided several previous project references including Richard Stockton College of NJ and Atlantic City Electric. The referenced projects were similar to the scope of work required for this Woodland Habitat Mitigation project. Based on the above assessment combined with the fact that the scope of work is clearly defined in the Technical Specifications for the Woodland Habitat Mitigation project and that the scope of work is to be conducted in quantifiable, distinct units, Turf Construction provided the lowest responsible bid. No reasons were identified to prevent award of the Paulsboro Marine Terminal Woodland Habitat Mitigation Project (PMT-015) contract to Turf Construction Company.

PMT-008M: Modified Phase I Wharf Construction. On March 25, 2013, all bids received as part of the previously configured Wharf Construction project were rejected. Bid documents for PMT-008M Modified Phase I Wharf Construction project have been prepared and found acceptable to SJPC counsel and in compliance by the Office of State Comptroller. Predicated on advancing tenant discussions bid documents are scheduled for advertisement on Tuesday, May 6, 2014. The pre-bid meeting is planned for May 22, 2014 and bids are due June 19, 2014. Based on current plan, bid results will be presented to SJPC Board of Directors at the June 24, 2014 meeting. Pending results, contract award could follow in early July 2014 with original contract completion date in early 2016.

PMT-010: Terminal Civil Works. Based on available funding and the construction schedule, the balance of phase I civil works has been rescheduled such that public advertisement is targeted for late 2nd quarter of 2014. This contract is expected to follow after the completion of the PMT-009 fill material hauling activities.

PMT-013: Stage I (TIGER III) Upland Rail Works. Following acceptance of Paulsboro's previously completed environmental compliance activities by the USDOT (Federal Railroad

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Administration) and completion of the PMT-009 fill material hauling activities, public advertisement is targeted for the 3rd quarter of 2014.

PMT-E01: Material Handling - Mobile Harbor / STS Crane. Based on available funding and construction schedule, the mobile harbor or STS crane procurement has been targeted for public advertisement in 3rd quarter 2014, to coincide with the completion of the wharf construction implementation schedule.

Refer to the enclosed Paulsboro Marine Terminal & Access Road and Bridge March 2014 Monthly Progress Reports, which include an Executive Summary, Critical Issues Identification, Construction Activities Update, OCIP, Project Budget Summary, Project Schedule, Construction Photographs and Submittal Logs for further details.

ACCOUNTING RECONCILIATION

A 4th Quarter 2013 accounting reconciliation meeting (with data date through February 2014) between representatives of the GCIA and SJPC occurred on March 13, 2014. Based on the results of this meeting, minor contract value discrepancies for two construction contracts were identified and corrected. No other outstanding or unresolved accounting issues have been identified. A 1st quarter 2014 reconciliation meeting will be scheduled for May 2014.



INFORMATION ITEM:

J. ETHICS – FINANCIAL DISCLOSURE STATEMENTS

Public disclosure of the personal financial interests of public officials and employees serves to maintain the public's faith and confidence in its governmental representatives and guards against conduct violative of the public trust. Accordingly, on April 27, 2010, Governor Christie issued Executive Order No. 24 requiring the annual filing of Financial Disclosure Statements ("FDS") by certain designated State employees.

On March 21, 2014, the Governor's Authorities Unit issued the guidance (attached) outlining the 2014 requirement and deadline. Pursuant to Executive Order No. 24, your FDS must be filed on or before **May 15, 2014**, or 120 days after you were appointed to your State position, whichever occurs later.

The FDS form is available in a fillable PDF format, with instructions, on the NJ State Ethics Commission's website, www.nj.gov/ethics. Board members and select SJPC staff must file their FDS electronically and filers must retrieve an authentication code from the Commission's website authentication code. If you are unable to file electronically, please contact the SEC or Mr. Jay Jones, SJPC's Ethics Liaison Officer as soon as possible. Please be aware that your FDS will be posted on the SEC website, as required by N.J.S.A. 52:13D-21(n).

Pursuant to N.J.S.A. 52:13D-21(i), a \$50 per day late filing fee will be assessed for late filing of the FDS, and may be collected in a summary proceeding pursuant to the Penalty Enforcement Law of 1999, P.L. 1999, c.274.



INFORMATION ITEM:

K. BOARD MEMBERSHIP

On April 28, 2014, SJPC Board of Directors member, Mr. Fran Smith, submitted a letter resigning from the SJPC Board effective immediately. He represented Cumberland County – 3rd sub-district.



MATTERS INVOLVING LITIGATION, PERSONNEL & SPECIAL MATTERS

The subject matter is covered by one or more of the following legal exemptions:

- Matters made confidential by state, federal law or rule by court.
- Disclosure would result in an unwarranted invasion of individual privacy, unless the person affected consents in writing.
- Disclosure would impair the body's right to receive federal or state funds.
- Collective bargaining.
- Lease or acquisition of property, setting of banking rates, investment of public funds if disclosure would harm the public interest.
- Investigations into violations of law.
- Strategies to protect public security.
- Pending, ongoing or anticipated litigation or contract negotiation, including attorney-client privilege. The threat of litigation must be more than theoretical for this exemption to apply.
- Personnel matters affecting employees of the public bodies, unless all parties request or consent to a public hearing. Prior to discussion of personnel, affected employees must be given notice, known as a Rice notice, which gives the employee the right to request a public hearing.
- Proceedings that could result in a suspension, civil penalty, or loss of a license or permit.

1. COUNSEL'S REPORT

2. PAULSBORO MARINE TERMINAL

- a. Paulsboro Marine Terminal - PMT-004: Differing Site Condition (DSC) Claim**
- b. Paulsboro Marine Terminal & Access Road and Bridge - PMT-003: GCIA v. GRD Condemnation Matter - Property Valuation**
- c. Modified Wharf Contract**

3. HOLTEC

4. BROADWAY TERMINAL – SPRINKLER SYSTEM ISSUE

5. PERSONNEL – TREASURER/CFO UPDATE