

**SOUTH JERSEY TRANSPORTATION AUTHORITY
BOARD OF COMMISSIONERS MEETING
December 20, 2017**

This regularly scheduled Board of Commissioners Meeting of the South Jersey Transportation Authority was held on December 20, 2017, commencing at 9:03 a.m. at the South Jersey Transportation Authority Administration Building, Farley Service Plaza, Atlantic City Expressway, Milepost 21.3 in Elwood, New Jersey 08217.

Present

Chairman Richard T. Hammer
 Vice Chairman Jeffery A. April, Esq.
 Commissioner Bryan J. Bush
 Commissioner Maurice B. Hill, Jr., DMD
 Commissioner James J. McCullough (via teleconference)
 Commissioner C. M. Milam
 Commissioner Joseph Ripa
 Commissioner Donna T. Sullivan
 Tyler Yingling, Governor’s Authorities Unit
 Lauren R. Staiger, Esq., General Counsel
 Michael Watson, Esq., Special Counsel
 Eliyahu S. Scheiman, Esq., Special Counsel
 Adrienne C. Rogove, Esq., Special Counsel
 Stephen F. Dougherty, Executive Director
 Cynthia Blasberg, Authority Board Secretary

Absent

Commissioner C. Robert McDevitt

Statement of Public Notice

The meeting of the Board of Commissioners was opened advising the Commissioners and public that notice of the meeting was duly advertised in the Press of Atlantic City, Camden Courier Post, Newark Star Ledger and with the Secretary of the State of New Jersey as to the time, date and place of convening. Notice was also posted at the Farley Service Plaza, the Atlantic City International Airport, the Atlantic City Office and Blackwood Office as prescribed by law.

Roll Call

Commissioner	Present	Absent
Chairman Richard T. Hammer	X	
Vice Chairman Jeffery A. April, Esq.	X	
Commissioner Bryan J. Bush	X	
Commissioner Maurice B. Hill, Jr., DMD	X	
Commissioner James J. McCullough	X	
Commissioner C. Robert McDevitt		X
Commissioner Christopher M. Milam	X	
Commissioner Joseph Ripa	X	
Commissioner Donna T. Sullivan	X	

Four (4) members of the public attended this meeting.

Approval of the Agenda

Chairman Hammer called for a motion to approve the December 20, 2017 agenda. Whereupon, a motion was made by Commissioner Hill and seconded by Vice Chairman April approving said agenda. Chairman Hammer asked for questions on the motion. No questions were asked. A unanimous vote was taken adopting and approving the agenda. A copy of the agenda is attached hereto and made a permanent part of these official Authority minutes.

Approval of Meeting Minutes

Chairman Hammer called for a motion to approve the November 15, 2017 meeting minutes and the November 29, 2017 Special Board meeting minutes. Whereupon, a motion was made by Commissioner Hill and seconded by Commissioner Milam approving the November 15, 2017 meeting minutes and the November 29, 2017 Special Board meeting minutes. Chairman Hammer asked for questions on the motion. No questions were asked. All other Commissioners in attendance voted, approving and adopting the minutes.

Executive Session

Chairman Hammer asked General Counsel if an Executive Session was needed, to which General Counsel responded affirmatively.

Mr. Dougherty presented Resolution 2017-114 to the Chairman and Commissioners for the exclusion of the public to discuss litigation matters specific to SJTA v. Henebema and SJTA v. Segars and personnel matters pertaining to the Schedule "A," associated with Resolution 2017-107.

Whereupon, the motion was made by Commissioner Milam and seconded by Commissioner Hill approving Resolution 2017-114. A unanimous vote was taken approving the resolution, adjourning the open portion of the meeting at 9:04 a.m. The public was advised the minutes of this Executive Session would be disclosed to the public in accordance with State Law. At this time, the public and staff exited the Board room. A copy of Resolution 2017-114 is attached hereto and made a permanent part of these official Authority minutes.

At the close of Executive Session, Chairman Hammer called for a motion to return to the open portion of the meeting. Whereupon, a motion was made by Vice Chairman April and seconded by Commissioner Hill. The open portion of the meeting reconvened at 9:36 a.m. Once the public returned to the meeting room, Chairman Hammer then requested the Secretary call the roll.

Roll Call

Commissioner	Present	Absent
Chairman Richard T. Hammer	X	
Vice Chairman Jeffery A. April, Esq.	X	
Commissioner Bryan J. Bush	X	
Commissioner Maurice B. Hill	X	
Commissioner James J. McCullough	X	
Commissioner C. Robert McDevitt		X
Commissioner Christopher M. Milam	X	
Commissioner Joseph Ripa	X	
Commissioner Donna T. Sullivan	X	

Executive Report

Chairman Hammer asked for the presentation of the Executive Report. Mr. Dougherty presented the December 20, 2017 Executive Report; a copy of which is attached hereto and made a permanent part of these official Authority minutes.

Committee Reports

Chairman Hammer asked Mr. Dougherty to present the Committee Reports. Mr. Dougherty reported all Committees met on December 6, 2017. During these meetings, Commissioners were briefed on the resolutions being presented this morning as well as construction permits and applications. Commissioners received the schedule of upcoming projects, the EO-8 Report, and Airport statistics.

Public Response to Agenda Items

Chairman Hammer asked the public for comments on any of the agenda items. No comments were made by the public.

Approval of Bills

Chairman Hammer asked Mr. Dougherty for the presentation of bills. Mr. Dougherty stated the bills have been sent to the Commissioners previously for their review and are being recommended for approval. Chairman Hammer called for a motion to approve the bill list. Whereupon the motion was made by Commissioner Milam and seconded by Commissioner Hill, approving said bill list. Chairman Hammer asked the Commissioners for questions on the motion. Being none, Chairman Hammer requested the Secretary call the roll.

Roll Call

Commissioner	Motion	2 nd	Yea	Nay	Abstain	Recused	Absent
Chairman Richard T. Hammer			X				
Vice Chairman Jeffery A. April, Esq.			X				
Commissioner Maurice B. Hill, Jr., DMD		X	X				
Commissioner Bryan J. Bush			X				
Commissioner James J. McCullough			X				
Commissioner C. Robert McDevitt							X
Commissioner Christopher M. Milam	X		X				
Commissioner Joseph Ripa			X				

*Vice Chairman April approved all bills; however, abstained from voting on the bills from the firm Cooper Levenson.

Resolutions and Motions:

Chairman Hammer asked Mr. Dougherty to present the resolutions. Mr. Dougherty advised the Chairman and Commissioners he would be presenting a total of seven (7) resolutions for their consideration. Mr. Dougherty presented Resolutions 2017-107 through 2017-113. Chairman Hammer called for a motion to approve said resolutions. The motion as presented, was moved by Commissioner Milam and seconded by Commissioner Hill approving said resolutions. Chairman Hammer asked for questions on the motion. There being no comments or discussion, Chairman Hammer asked the Secretary to call the roll.

Roll Call

Commissioner	Motion	2 nd	Yea	Nay	Abstain	Recused	Absent
Chairman Hammer			X				
Vice Chairman Jeffery A. April, Esq.			X				
Commissioner Bryan J. Bush			X				
Commissioner Maurice B. Hill, Jr., DMD		X	X				
Commissioner James J. McCullough			X				
Commissioner Christopher M. Milam	X		X				
Commissioner C. Robert McDevitt							X
Commissioner Joseph Ripa			X				

Copies of Resolutions 2017-107 through 2017-113 are attached hereto and made a permanent part of these official Authority minutes.

RESOLUTION 2017-107 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING CERTAIN PERSONNEL ACTIONS

Pursuant to the Authority By-Laws, the Personnel Committee shall advise the Board on issues related to organization structure, equal employment opportunity, labor negotiations, employment practices and personnel actions affecting an individual's employment status or compensation. This resolution seeks Board approval for personnel actions as specified in the "Schedule A" attached to this resolution.

RESOLUTION 2017-108 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE AND EXECUTE DOCUMENTS ON BEHALF OF THE AUTHORITY WITH RESPECT TO THE SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION (SJTPO)

As host agency to the SJTPO, the Authority regularly enters into agreements to accept funding on their behalf. This resolution designates the Executive Director to approve, on behalf of the Authority, each Federal Aid Agreement issued, to request reimbursement of eligible costs under each Federal Aid Agreement, to accept reimbursement thereof and execute sub-contracts with sub-regions, consultants or other parties as may be provided for in an approved Federal Aid Agreement for the period of January 1, 2018 through December 31, 2018. The Executive Director's execution of any documents required in connection therewith is conclusive evidence of such authorization and approval.

RESOLUTION 2017-109 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXTENSION OF A LEASE AGREEMENT FOR THE LEASING OF OFFICE SPACE BETWEEN FANEUIL, INC., OF HAMPTON, VIRGINIA, AND THE AUTHORITY

The Authority solicited proposals for the commercial office space located at South New York Avenue, in the New York Avenue Parking Garage building, which consists of approximately 1,156 square feet, and is known as Suite 2 located at 21 South New York Avenue. The Authority, via Resolution 2012-16, entered into a lease agreement with Faneuil, Inc., of Hampton, Virginia, for a term of two (2) years with three (3) one-year extension

options at the tenant's discretion. The Authority, via Resolutions 2014-05 and 2015-17 authorized two (2) one-year extension options. The Authority, via Resolution 2016-24, authorized the final one (1) year extension option, which expired on April 30, 2017. The Authority, via Resolution 2017-12 authorized the extension of the agreement, which is set to expire on December 31, 2017. Faneuil, Inc., of Hampton, Virginia was awarded a contract to provide Toll Services on behalf of the Authority via resolution 2017-89 for a term of two (2) years. Faneuil, Inc. has expressed an interest in continuing its lease of said office space for the period of two years commencing on January 1, 2018 through December 31, 2019. The Authority desires to extend the office lease, commencing on or about January 1, 2018 and terminating on December 31, 2019 for a rental amount of One Thousand, Five Hundred Sixty-Three Dollars and Ninety-Two Cents (\$1,563.92) per month plus any Philadelphia area Consumer Price Index (CPI) increase in effect beginning January 1, 2019. All other terms and conditions of the lease agreement dated March 29, 2012, together with any amendments thereto, remain in full force and effect.

RESOLUTION 2017-110 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE ADOPTION OF REVISIONS TO THE PERSONNEL POLICIES MANUAL

The Authority has established by-laws, policies and procedures governing its employment actions. Article II, Section 13(e) of the by-laws require changes to employment practices and personnel actions be approved by the Board of Commissioners in order to take effect. In accordance with such by-laws and personnel policies, the Authority has determined the need to revise certain policies within the Personnel Policy Manual so to comply with federal and state laws. The Authority desires to adopt the revised policies within the Personnel Policy Manual as outlined in the attached Fact Sheet entitled Exhibit "A."

RESOLUTION 2017-111 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE CHIEF ENGINEER TO EXECUTE PROJECT APPLICATIONS, PERMITS AND GRANTS WITH AGENCIES SUCH AS THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION AND THE PINELANDS COMMISSION ON BEHALF OF THE AUTHORITY

The Authority is authorized to enter into any and all agreements or contracts convenient or desirable for the purposes of the Authority. The Authority identifies necessary projects to carry out its purposes under the Act. Many of these projects are led by or overseen by the Chief Engineer of the Authority. In order to pursue these projects, the Authority must complete various permit applications, project applications, grant applications and the like with agencies such as, but not limited to, the New Jersey Department of Environmental Protection, the Pinelands Commission, the New Jersey Department of Transportation, the New Department of Community Affairs, and the Federal Aviation Administration. The Chief Engineer is responsible for completing these various applications. It is the desire of the Authority to grant the Chief Engineer the authority to execute such applications on behalf of the Authority, provided these applications are part of approved projects (i.e., are identified within an adopted budget or capital project plan) or are at no cost to the Authority or will require future approvals from the Board of Commissioners. The Commissioners of the Authority do hereby authorize the Chief Engineer, during the period of January 1, 2018 through December 31, 2018, to complete and submit permit applications, project applications, grant applications and the like with agencies such as, but not limited to, the New Jersey Department of Environmental Protection, the Pinelands Commission, the New Jersey Department of Transportation, the New Department of Community Affairs, and the Federal Aviation Administration in connection with the purposes outlined herein and consistent with the Authority's enabling legislation, N.J.S.A. 27:25A-1 et seq.

RESOLUTION 2017-112 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE AND EXECUTE PROJECT PROPOSALS, AWARDS, GRANTS, COOPERATIVE AGREEMENTS AND RELATED DOCUMENTS FOR NJ TRANSIT ON BEHALF OF THE AUTHORITY WITH RESPECT TO THE AUTHORITY'S TRANSPORTATION SERVICES DEPARTMENT

The Federal Transit Administration (FTA) and the State of New Jersey have been delegated authority to award Federal Financial Assistance and State Assistance for Transportation Projects. NJ Transit serves as the administrator of FTA and State of New Jersey funding programs such as the Job Access and Reverse Commute or "JARC". The Grants or Cooperative Agreements for Federal Financial Assistance will impose certain obligations upon the NJ Transit, which will in turn, be imposed upon all subrecipients. SJTA, as a subrecipient, will provide all annual certifications and assurances for the awarded projects to NJ Transit, as required by the FTA and the State of New Jersey's policies governing pass through agreements. This resolution authorizes the Executive Director to approve and execute grant proposals, awards, certifications and assurances, cooperative agreements and other related documents with respect to the Transportation Services Department during the period of January 1, 2018 through December 31, 2018.

RESOLUTION 2017-113 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE NEGOTIATION AND EXECUTION OF A GROUND LEASE AGREEMENT WITH JBA AIR, LLC AT THE ATLANTIC CITY INTERNATIONAL AIRPORT FOR THE DEVELOPMENT OF TEMPORARY AND LONG-TERM HANGAR AND AIRCRAFT FUELING FACILITIES AND ASSOCIATED SUPPORT STRUCTURES

Pursuant to Section 7(n) of the Act, the Authority has the power to grant by franchise, lease or otherwise, the use of any project, facility or property owned and controlled by the Authority to any person for the consideration and for the period or periods of time and upon terms and conditions as are agreed upon, including but not limited to, the condition that the lessee may construct or provide any buildings or structures for the project facility or property or portions thereof. The Airport includes real property owned by the Authority that is identified as developable property in the Federal Aviation Administration ("FAA") Approved Master Plan. JBA Air, LLC ("JBA"), a limited liability company of the State of New Jersey proposes to enter into a two-phase project for the development of temporary and long term hangar and aircraft fueling facilities and associated support facilities on property owned by the Authority at the Airport that is developable property (the "Project"). Phase one of the Project would include the development of a temporary facility on an approximately 55,000 square foot parcel that is located between Hanger #1 and Hanger #2 and would include modular buildings, ramp space and vehicle parking. Phase two of the Project would include the construction of a new hangar building, fuel farm, vehicle parking lot and ramp on an approximately four-acre parcel that is currently used as the overflow parking lot. Under the proposal, for both phase one and two JBA would pay no less than fair market ground rent for the leased property, construct with its own funds the necessary facilities and associated support structures and would pay for any related services or infrastructure improvements on the Airport property as needed for the Project. In addition to the above JBA would also be responsible for all applicable fees and costs for the use of Airport facilities. Additional terms and conditions for the Project are set forth on Exhibit A that is attached to this resolution. The Director of the Airport believes that the proposed Project would foster economic development in the area, would generate additional revenue for the Airport and would be in the best interests of the Authority and the public that it serves.

Petitions or Communications, Unfinished Business and New Business

Chairman Hammer asked if there were any petitions, communications, unfinished or new business. Mr. Dougherty responded all petitions and communications were mailed prior to the meeting or are at the Commissioners' place. Further, he stated he has no new business to discuss.

General Comment

Chairman Hammer asked the public for any general comments. No comments were made.

Adjournment

There being no further business, Chairman Hammer called for a motion to adjourn the meeting. Whereupon, the motion was made by Commissioner Milam and seconded by Vice Chairman April to adjourn the meeting. A unanimous voice vote was taken adjourning the meeting at 9:44 a.m.

Submitted by:

Cynthia Blasberg, Board Secretary

Note: An Executive Session was held during this meeting.