SOUTH JERSEY PORT CORPORATION

OFFICIAL BOARD OF DIRECTORS MEETING MINUTES
BROADWAY TERMINAL
CAMDEN, NEW JERSEY
January 30, 2018
12:30 p.m.

Directors Present:	Richard Alaimo	Chairman
	Chad Bruner	Director ☎
	Christopher Chianese	State Treas. Designee ☎
	Robert DeAngelo	Director
	Jonathan Gershen	Director
	Joseph Maressa	Director
	Eric Martins	Director ☎
	Sheila Roberts	Director
	Carl Styles	Director
Directors Absent:	None	
In Attendance:	Craig Ambrose	Governor's Authorities Unit
	Raymond Zane, Esq.	Gen. Counsel – Zane & Lafferty
	Joseph Antinori, Esq.	Labor Counsel – Brown & Connery
	Kevin Castagnola	Executive Director & CEO
	Jay Jones	Dep. Exec. Dir. / Board Secretary
	Bruno Cellucci	Treasurer
	George Englehardt	Facilities Engineer
	Neil Grossman	Financial Advisor – GBA
	Dennis Culnan, Sr.	Marketing Consultant – PS&AC
	Dennis Culnan, Jr.	Marketing Consultant – PS&AC
	Linda Artlip	Marketing Consultant – PS&AC
	John Linden	Conner Strong & Buckelew
	Michael Helfrich	Conner Strong & Buckelew
	Assem. John Burzichelli	Gloucester County I.A.
	Mario Christina	Gloucester County I.A.

The Chairman opened the meeting at 12:30 p.m. with the following statement:
Pursuant to the provisions of the Open Public Meetings Act, Chapter 231, Public laws of 1975, adequate notice of this meeting has been provided. On December 21, 2017, the Secretary of the Corporation sent a legal notice with a schedule of Regular Meetings to be held by the South Jersey Port Corporation's Board of Directors, during the calendar year 2018, indicating the time and place to the following newspapers: Courier-Post, South Jersey Times and the Burlington County Times.

In addition, the meeting schedule was posted at the Port Corporation's designated Bulletin Board at the main entrance to the Broadway Terminal, its official place for posting and maintaining a schedule of the monthly Board of Director's Meetings for 2018. The meeting schedule was also placed on the Port Corporation's website at www.southjerseyport.com.

Roll call was taken and recorded. PLEDGE OF ALLEGIANCE RECITED.

PRESENTATION OF REGULAR MEETING MINUTES - December 12, 2017 and December 27, 2017

The minutes for the South Jersey Port Corporation Board of Directors meeting held December 12, 2017 and the minutes for the special teleconference meeting held December 27, 2017 were presented for approval.

A motion was made to approve the December 12, 2017 and the December 27, 2017 Board of Directors Regular Meeting Minutes as presented.

Moved by:	**R. DeAngelo**
Seconded by:	**J. Gershen**
Voting for motion:	**All**
Voting against motion:	**None**
Abstaining:	**E. Martins**
	C. Styles

PRESENTATION OF CLOSED MEETING MINUTES – December 12, 2017 and December 27, 2017

The minutes for the South Jersey Port Corporation Board of Directors closed meeting session held on December 12, 2017 and December 27, 2017, were presented for approval.

A motion was made to approve the December 12, 2017 and the December 27, 2017 Board of Directors Closed meeting minutes, as presented, with the condition that any matters contained in the closed session minutes may be withheld and not disclosed to the public until the need for the closed session has passed.

Moved by:	**R. DeAngelo**
Seconded by:	**J. Gershen**
Voting for motion:	**All**
Voting against motion:	**None**
Abstaining:	**E. Martins**

OPERATING BILLS

The Operating Unpaid Bill list for the period 11/30/17 – 1/16/18 was presented for approval.

A motion was made to adopt Resolution 2018-1-0001 for the approval of the Operating Unpaid Bill list for the period 11/30/2017 – 1/16/2018.

Moved by:	**J. Gershen**
Seconded by:	**J. Maressa, Jr.**
Voting for motion:	**All**
Voting against motion:	**None**

ADVANCE PAYMENT LIST

The Advance Payment Bill List for the period 11/30/17 – 1/16/18 was presented for approval. The Board Audit Committee reviewed an Expense Report in the amount of $190.30 for the Executive Director and the AMEX statements.

A motion was made to adopt Resolution 2018-1-0002 for the approval of the Advance Payment Bills for the period 11/30/2017 – 1/16/2018 and the Expense Report in the amount of $190.30.

Moved by:	**C. Styles**
Seconded by:	**R. DeAngelo**
Voting for motion:	**All**
Voting against motion:	**None**

CREDIT LIST

The Credit List for the period ended January 30, 2018, containing one (1) credit for a total amount of $48.09 was presented for approval.

A motion was made to adopt Resolution 2018-1-0003 for the approval of the Credit List for the period ended January 30, 2018 in the amount of $48.09.

Moved by:	**J. Gershen**
Seconded by:	**J. Maressa, Jr.**
Voting for motion:	**All**
Voting against motion:	**None**

At this time, Director Roberts arrived to the meeting.

CONSTRUCTION FUND REQUISITIONS

Staff presented seven (7) advance construction fund requisitions in the amount of $18,014,604.67 and twelve (12) unpaid construction fund requisitions in the amount of $862,463.74.

A motion was made to adopt Resolution 2018-1-0004 for the approval of the nineteen (19) Advance and Unpaid Construction Fund Requisitions totaling $18,877,068.30; as presented.

Moved by:	**C. Styles**
Seconded by:	**J. Gershen**
Voting for motion:	**All**
Voting against motion:	**None**

TREASURER'S REPORT

The Treasurer presented the Treasurer's Report for the period ending December 31, 2017. For December 2017, the net income before interest, depreciation and amortization is $247,190 versus the budgeted amount of $703,380 for the month. This is a deviation of $456,190 below budget. For the year-to-date period through December 31, 2017, the net income before interest, depreciation and amortization is $3,260,510 versus the budgeted amount of $2,940,559 for the period. This is a deviation of $319,950 better than budget. The interest on investments and the accounts receivables reports were also presented. The Board and staff discussed if there is an opportunity to improve the investments portfolio.

A motion was made to accept the Treasurer's Report as presented.

Moved by:	**S. Roberts**
Seconded by:	**C. Styles**
Voting for motion:	**All**
Voting against motion:	**None**

COUNSEL'S REPORT

The Counsel's Report will be discussed in closed session.

EXECUTIVE DIRECTOR'S REPORT

The Executive Director & CEO for the South Jersey Port Corporation reports cargo tonnage for December 2017 was 417,673 s/tons; an 82% change compared to December 2016. For the year-to-year (YOY) period for 2017, total tonnage reached 4,320,184 s/tons; an 88% change compared to 2016. 2017 port activity has set a new total tonnage record, breaking the 2006 mark of 3.88 million tons. Although a large share of the increase in cargo tonnage can be attributed to the opening of the Paulsboro Marine Terminal in March 2017; most other cargoes at the Balzano, Broadway and Salem terminals have recorded increases over 2016 activity.

Breakbulk tonnage activity for December 2017 totaled 178,587 s/tons; a change of 29% compared to December 2016. For 2017, breakbulk tonnage totaled 2,332,996 s/tons; a change of 160%. Import steel slabs at the Paulsboro terminal accounted for 120,928 s/tons of the total breakbulk tons for the month. On the year, PMT has handled 1,429,959 s/tons of import steel.

Import steel products at the Balzano and Broadway Terminals finished the year handling 676,037 s/tons. Import cocoa beans tonnage finished the year with 92,626 s/tons; an improvement of 105% compared to 2016. Import wood products came in with 132,727 s/tons; which is an increase of 49% compared to 2016.

Bulk activity for December 2017 reached 239,085 s/tons; a change of 29% compared to December 2016. On the year, we collectively handled 1,987,188 s/tons of bulk cargoes; a 42% change compared to the same period in 2016. Lehigh Cement moved 222,593 s/tons of export Grancem® and 555,868 s/tons of import cement; improving 28% and 23% on the year compared to 2016. EMR/CIM exported 72,626 s/tons of recycled metals during the month of December and a total of 760,925 s/tons on the year; an improvement of 221% and 12% respectively. U.S. Concrete handled 308,829 s/tons of export sand through the Salem terminal in 2017; significantly eclipsing the 26,681 s/tons handled in 2016. We also handled 29,854 s/tons of salt in 2017. There was no salt activity in 2016.

SJPC's marine terminals handled 19 ships in December 2017 compared to 15 in December 2016. For 2017, the ship total is 276; an increase of 94 compared to 2016. The number of ship days (i.e. the number of days a ship is loading or unloading at its terminals) for the month was 60 and 723 for the year; -12% and 59% change compared to 2016 respectively.

On January 11th, SJPC hosted a meeting with representatives from Namibia, including Mr. Martin Andjaba, the Ambassador of the Republic of Namibia to the United States, to explore a Sister Port Agreement, similar to the sister port agreement being developed with Ghana. The sister port agreement would be designed to create an ongoing dialogue to enhance trade and economic development; as well as share best practices in all facets of port operations.

The report was received and filed.

RESOLUTION 2018-1-0005: APPROVAL OF QUALIFIED ENGINEERING FIRMS FOR MARINE, CIVIL, CONSTRUCTION MANAGEMENT, GEO TECH, AND CERTIFIED DIVERS

The Board Review Committee, comprised of Chairman Alaimo, Director Maressa and Director DeAngelo, presented the recommendation to add engineering firms to the existing 59 qualified firms for the remaining term through March 31, 2020.

Staff released a Request for Qualifications (RFQ) for Engineering Services for each of the categories of *Civil Engineer; Certified Diver; Construction Management; Geo-technical Services; and Marine Engineer.* The RFQ seeks qualification proposals from qualified engineering firms, in accordance with the terms, conditions, and specifications contained in the RFQ, to be considered pre-qualified for the opportunity to submit cost proposals for future projects. The qualification carries a term of two (2) years, commencing on March 1, 2018 and expiring on February 28, 2020.

The Board Review Committee evaluated the qualification proposals and recommended to the Board the following firms:

MARINE ENGINEERS
CH2Mhill, Philadelphia, PA
CME Associates, Camden, NJ
MidAtlantic Engineering Partners, Hamilton, NJ
McLaren Engineering Group, West Nyack, NY
Urban Engineers, Philadelphia, PA

CIVIL ENGINEERS
Greeman-Pedersen, Inc., Lebanon, NJ
MidAtlantic Engineering Partners, Hamilton, NJ
Urban Engineers, Philadelphia, PA
WSP USA Inc., Lawrenceville, NJ

CONSTRUCTION MANAGEMENT
Greeman-Pedersen, Inc., Lebanon, NJ
Urban Engineers, Philadelphia, PA

GEO-TECH
CME Associates, Camden, NJ
GZA Geo Environmental, Inc., Philadelphia, PA
S.T. Hudson Engineers, Inc., Cherry Hill, NJ

CERTIFIED DIVERS
Marine Solutions, Newark, NJ
MidAtlantic Engineering Partners, Hamilton, NJ

A motion was made to adopt Resolution 2018-1-0005 to approve the Board Review Committee's recommendation to add sixteen engineering firms existing pre-qualified list of Marine Engineers, Civil Engineers, Construction Management, Geo-tech and Certified Divers for a term of two (2) years; April 1, 2018 through March 31, 2020.

Moved by: **J. Maressa, Jr.**
Seconded by: **J. Gershen**

Voting for motion: **All**
Voting against motion: **None**

RESOLUTION 2018-1-0007: APPROVAL OF LEASE RENEWAL WITH CAMDEN PLANT HOLDING LLC

Camden Plant Holdings, LLC has requested to renew their existing Lease. The term of this lease will duplicate their existing lease for a period of one (1) year beginning on March 1st, 2018 and expiring on February 28th, 2019. The leasehold comprises 5,000 square feet of warehousing at $2.74/ sq., generating an annual revenue income of $13,680.00. A 2% CPI increase was applied.

A motion was made to adopt Resolution 2018-1-0007 to approve the lease renewal with Camden Plant Holding LLC as presented.

Moved by:	**J. Gershen**
Seconded by:	**C. Styles**
Voting for motion:	**All**
Voting against motion:	**None**

RESOLUTION 2018-1-0008: 2018 STATE PENSION LIABILITY

Staff presented the Employer's Liability Annual Pension Contribution Invoice for the Public Employee's Retirement System (PERS) for calendar year 2018. The total amount of $898,870.16 is due on April 1, 2018. The total amount due includes the Employer's Contribution for 2017 and early retirement costs.

A motion was made to adopt Resolution 2018-1-0008 to approve the 2018 Employer's Liability Annual Pension Contribution Invoice for the Public Employee's Retirement System in the amount of $898,870.16.

Moved by:	**J. Gershen**
Seconded by:	**J. Maressa, Jr.**
Voting for motion:	**All**
Voting against motion:	**None**

RESOLUTION 2018-1-0009: AUTHORIZATION TO RELEASE REQUEST FOR PROPOSALS FOR EQUIPMENT LEASE PURCHASE AGREEMENT FOR CARGO HANDLING EQUIPMENT

Staff requested authorization to release a Request for Proposals to enter into a lease purchase agreement for lift trucks and fork and coil ram lift attachments which are vital to the operation of the Port. The RFP will be for two (2) – High Capacity Forklift – 55,000 lb. load capacity, max speed 16 mph, max lift speed 67 ft./min. with 8 ft. forks and heavy coil rams; and four (4) – High Capacity Forklift – 36,000 lb. load capacity, max speed 27.8 km/h and max lift speed 98.4 with 8 ft. forks. The results of the RFP will be presented to the Board for consideration.

A motion was made to adopt Resolution 2018-1-0009 to authorization staff to release a Request for Proposals to enter into a lease purchase agreement for lift trucks and fork and coil ram lift attachments.

Moved by:	**J. Gershen**
Seconded by:	**J. Maressa, Jr.**
Voting for motion:	**All**
Voting against motion:	**None**

RESOLUTION 2018-1-0010: DESIGNATION OF PUBLIC AGENCY COMPLIANCE OFFICER FOR EEO CONTRACT COMPLIANCE

In accordance with N.J.A.C. 17:27-3.3, each Public Agency shall designate an individual to serve as its Public Agency Compliance Officer or P.A.C.O. The P.A.C.O. is the liaison between the Division and the Public Agency and is the Public Agency point of contact for all matters concerning implementation and administration of the statute and regulations. Staff recommended re-designating Bruno Cellucci, Treasurer, to serve as the agency's P.A.C.O. for 2018.

A motion was made to adopt Resolution 2018-1-0010 to re-designate Bruno Cellucci to serve as the 2018 Public Agency Compliance Officer for EEO Compliance.

Moved by:	**C. Styles**
Seconded by:	**J. Maressa, Jr.**
Voting for motion:	**All**
Voting against motion:	**None**

RESOLUTION 2018-1-0011: AUTHORIZATION TO REQUEST QUOTATIONS FROM PRE-QUALIFIED ENGINEERS FOR DESIGN/CM SERVICES FOR THE NEWTON CREEK BRIDGE REAPIR PROJECT

Staff requested authorization to request quotations from the pre-qualified engineers to provide design and construction management services for the repair of the Newton Creek Bridge at the south end of the Broadway Terminal. The results of the request will be presented to the Board for consideration. Funding is available in the 2017 bond issue.

A motion was made to adopt Resolution 2018-1-0011 to authorize staff the request quotations from pre-qualified engineers for design and construction management services for the Newton Creek Bridge repair project.

Moved by:	**R. DeAngelo**
Seconded by:	**J. Maressa, Jr.**
Voting for motion:	**All**
Voting against motion:	**None**

RESOLUTION 2018-1-0012: INSURANCE RENEWALS – GENERAL LIABILITY, COMMERCIAL AUTO, HULL & MACHINERY, POLLUTION LIABILITY – BARGE, AND PUBLIC OFFICIALS LIABILITY / EMPLOYMENT PRACTICES LIABILITY

Mr. John Linden with Conner Strong and Buckelew, SJPC's insurance broker, presented recommendations to renew South Jersey Port Corporation's Marine Terminal Operators General Liability / Bumbershoot Liability, Commercial Automobile, Hull & Machinery/Protection and Indemnity (P&I) - 1959 Spud Barge, Pollution Liability - 1959 Spud Barge and Public Officials and Employment Practices Liability policies for March 1, 2018.

Marine Terminal Operators General Liability / Bumbershoot Liability: Your current (3/1/2017 – 3/1/2018) Marine Terminal Operators General Liability / Bumbershoot Liability program provides a $21,000,000 Occurrence / $21,000,000 General Aggregate Limit through

National Union Fire Insurance Company of Pittsburgh, PA ($1,000,000 Per Occurrence / $2,000,000 Aggregate Limit), Travelers Property Casualty Company of America ($10,000,000 part of $20,000,000 Limit excess of $1,000,000 Underlying), and XL Specialty Insurance Company ($10,000,000 part of $20,000,000 Limit excess of $1,000,000 Underlying). The total expiring premium is $194,251 (including TRIA and New Jersey surcharges) based on Gross Receipts of $21,616,139.

For the 3/1/2018 – 3/1/2019 policy term, the South Jersey Port Corporation provided a Gross Receipts estimate of $22,048,461, an increase of 2%. Conner Strong & Buckelew negotiated a renewal cost of $191,490, which represents a premium decrease of approximately 1% (rate decrease of 3%). Conner Strong & Buckelew pursued other insurance carriers on your behalf, and the results of our marketing effort are discussed further in our proposal. Based on the options provided, and after consultation with staff, Conner Strong & Buckelew recommends that South Jersey Port Corporation renew their Marine Terminal Operators General Liability insurance coverage with National Union Fire Insurance Company of Pittsburgh, PA. For the $20,000,000 excess of $1,000,000 Bumbershoot Liability program, XL Specialty is unable to follow Travelers Property & Casualty Company of America's lead in offering a renewal premium less than the expiring cost. After consultation with staff, Conner Strong & Buckelew recommends renewing this coverage with Travelers Property & Casualty Company of America and replacing XL Specialty Insurance Company with Liberty Mutual Insurance Company. The coverages, terms, and conditions of both the incumbent program and the proposed alternative will remain as expiring except for a few coverage enhancements, as detailed in our proposal, under the Marine Terminal Operators General Liability Insurance coverage through National Union Fire Insurance Company of Pittsburgh, PA.

Commercial Automobile: Your current program with Chubb Insurance Company of New Jersey provides a $1,000,000 Combined Single Limit. Chubb's renewal quote for the 3/1/2018 – 3/1/2019 policy term is $84,553 (including NJ surcharges) through their Great Northern Insurance Company. We approached other insurance companies including National Fire Insurance Company of Pittsburgh, PA (AIG) and Travelers; however, Chubb continues to provide the most competitive program. Conner Strong & Buckelew recommends that South Jersey Port Corporation renew with Great Northern Insurance Company (Chubb).

Hull & Machinery/Protection and Indemnity (P&I) - 1959 Spud Barge: Your current program with National Union Fire Insurance Company of Pittsburgh, PA (AIG) provides a $1,000,000 P&I limit and a Hull value of $200,000. AIG has offered a renewal quote for the 3/1/2018 – 3/1/2019 policy term with the same terms and conditions as expiring for a premium of $5,845 (including NJ surcharges), reflecting a flat premium. Please note that this coverage is specifically for your 1959 Spud Barge. At present, Conner Strong & Buckelew recommends that South Jersey Port Corporation renew the coverage with AIG.

Pollution Liability - 1959 Spud Barge: Your current program with Water Quality Insurance Syndicate (WQIS) provides a $5,000,000 Limit for a discharge of oil or hazardous substances. WQIS' renewal quote for the 3/1/2018 – 3/1/2019 policy term is $2,395 (including NJ surcharges), reflecting a flat premium. Please note that this coverage is specifically for your 1959 Spud Barge. Conner Strong & Buckelew recommends that South Jersey Port Corporation renew with the Water Quality Insurance Syndicate (WQIS).

Public Officials Liability and Employment Practices Liability Insurance: Your current program with Hiscox Insurance Company provides a $5,000,000 Limit for Public Officials and Employment Practices Liability claims. The expiring premium is $51,495 (including NJ surcharges). At present, Hiscox has not yet released their renewal quote for the 3/1/2018 – 3/1/2019 policy term. In order to allow South Jersey Port Corporation to receive the best terms and conditions from the marketplace, Conner Strong & Buckelew recommends extending the current policy through Hiscox by three months to expire 6/1/2018. The additional premium to extend the policy from 3/1/2018 to 6/1/2018 is $12,982. After consultation with staff, Conner Strong & Buckelew recommends that South Jersey Port Corporation extend their Public Officials Liability and Employment Practices Liability program with Hiscox Insurance Company from 3/1/2018 to 6/1/2018.

A motion was made to adopt Resolution 2018-1-0012 to approve the Insurance Broker's recommendations to renew the policies for Marine Terminal Operators General Liability / Bumbershoot Liability, Commercial Automobile, Hull & Machinery/Protection and Indemnity (P&I) - 1959 Spud Barge, Pollution Liability - 1959 Spud Barge and Public Officials for one year beginning March 1, 2018 and to extend the Employment Practices Liability policy to June 1, 2018.

Moved by:	**J. Gershen**
Seconded by:	**J. Maressa, Jr.**
Voting for motion:	**All**
Voting against motion:	**None**

INFORMATION ITEMS:

MARKETING REPORT - PHOENIX STRATEGIES / ARTLIP COMMUNICATIONS

Mr. Dennis Culnan, Jr. presented the Marketing Report. He advised that they are working on the 2017 Annual Report and updating the marketing kit materials.

The report was received and filed.

PORT SECURITY UPDATE

Mr. Jay Jones, Deputy Executive Director / Facility Security Officer, presented the Security Update.

USCG ALERT NOTIFICATION SYSTEM EXERCISE: On December 28, 2017, SJPC's FSO participated in an exercise of the Sector Delaware Bay Alert Warning System. The COTP Delaware Bay runs Semi Annual Alert Warning System drills. The automated system required acknowledgement, listed in the alert, by facility and vessel security officers.

USCG DELAWARE BAY ICE EVENT INFORMATION REQUEST: Due to the frigid cold temperatures that we experienced in early January, ice conditions in the Delaware River and Bay was affecting the safe navigation of vessels and possibly facility operations. On January 8, 2018, SJPC participated in the Sector Delaware Bay request to monitor and report ice conditions in the vicinity of the SJPC facilities.

USCG DELAWARE RIVER DEEPENING WORKING GROUP: Sector Delaware Bay has formed a Delaware River Deepening Working Group to gather opinions and suggestion from the local maritime community to make the process of managing the 45' foot channel operations when it comes on line later this year. The first meeting has held on Wednesday, January 24, 2018. Mr. Jones described the draft plan discussed to begin opening up the channel to deeper draft vessels, beginning with 42' draft vessels in the Red/Return lane, sometime after March 15th, and then ramp up sequentially to 43', 44' and ultimately to 45' after the October 2018 completion of the deepening project.

The report was received and filed.

PAULSBORO MARINE TERMINAL PROJECT UPDATE

The Executive Director reported that CH2Mhill is developing the specifications for the construction of the two additional wharfs and the barge berth at the Paulsboro Marine Terminal. It is anticipated the Gloucester County Improvement Authority (GCIA) will release a Request for Proposals for the wharf construction in mid-February. Additionally, the GCIA will also release a Request for Proposals for Construction Management in the near term.

He reported that they are working on a proposal for an Owner Controlled Insurance Program (OCIP) for the Phase II construction program. The OCIP was very successful for the Phase 1 program. In fact, another = refund has been received from Liberty Mutual Insurance Company related to the OCIP Phase I. This is the third such receipt due to our favorable loss experience. The check was in the amount of $386,326.95. It will be deposited into the P-3 Bond Series Account as this account was the original source of the premium payments.

To date, the Port has received a total of $1,571,342.87 in return OCIP premiums. The record of receipts are August 2016 in the amount of $750,000.00; August 2017 in the amount of $435,015.92; and January 2018 in the amount of $386,326.95.

PMT CHANGE ORDERS:

Wyndham Construction LLC Change Order #2 (PMT-017): In accordance with the Gloucester County Improvement Authority Board of Commissioners pending action at the2/15/18 meeting a Change Order No. 2 will be presented for approval. This Change Order pertains to the PMT-017 contract. It has been determined that Change Order #2 to the regular contract with Wyndham Construction LLC is needed as proposed to the Gloucester County Improvement Authority dated January 11, 2018.

Description of Work: Perform the work in accordance with the following:

1) Install foundation insulation around the outside of the Shop Building in accordance with the Contractor's Change Order Request, which is attached.

2) Delete the air compressor from the contract scope of work in accordance with the Engineer's response to the Contractor's COR for the revised air compressor, both attached.

3) Install the framing and supports for the HVAC equipment (fans/louvers/heaters) at the wall and roof openings in accordance with the Contractor's COR, which is attached.

Justification (Reason for Change):

1) Foundation Insulation Proposal - Agreed Upon Compensation: $12,977.15. Any time extensions associated with this added work will be addressed by a separate COR and change order.

2) Deletion of the Air Compressor - Agreed Upon Compensation: -$5,577.64.

3) HVAC Equipment Framing and Supports Proposal - Agreed Upon Compensation: $62,147.18. Any time extensions associated with this added work will be addressed by a separate COR and change order.

Original Contract Sum	$1,094,850.04
Net change by previously authorized Change Orders	$112,761.34
Contract Sum prior to this Change Order was	$1,207,611.38
Contract Sum will be increased/decreased by this Change Order in the amount of	$69,546.69
New Contract Sum including this Change Order will be	**1,277,158.07**
Original Contract Completion Date	April 11, 2018
Net Contract Time adjustments by prior Change Orders	0 Days
Contract Time adjustment as provided by this Change Order	TBD
Current Adjusted Contract Completion Date	April 11, 2018
Lump Sum this Change Order	**$69,546.69**

The report was received and filed.

PUBLIC COMMENTS
The Chairman asked if there were any public comments.

Hearing none, he asked for a motion to adjourn the regular session meeting and enter closed session.

A motion was made to adjourn the Regular Open Meeting.

Moved by: **S. Roberts**
Seconded by: **J. Maressa, Jr.**

Voting for motion: **All**
Voting against motion: **None**

At 1:00 p.m. the regular open session was adjourned.

I certify that this is a true copy of the Minutes of the South Jersey Port Corporation's Regular Open Session of the Board of Director's Meeting held Tuesday, January 30, 2018.

Jay Jones,
Board Secretary

At 2:00 p.m., the regular, open session was resumed.

RESOLUTION 2018-1-0013: APPROVAL OF THE RESOLUTION OF AN EMPLOYMENT MATTER

On January 30, 2018, the Board of Directors of the South Jersey Port Corporation voted to accept the terms of the recommendation of Labor Counsel to resolve the personnel matter before the Board of Directors, within the limits of the retention amount of the Hiscox policy.

A motion was made to adopt Resolution 2018-1-0013 to approve the resolution of an employment matter for the balance of the retention of the Hiscox insurance policy, subject to the review and approval of the SJPC labor attorney.

Moved by:	**S. Roberts**
Seconded by:	**C. Styles**
Voting for motion:	**R. Alaimo**
	C. Bruner
	C. Chianese
	R. DeAngelo
	J. Gershen
	J. Maressa, Jr.
	E. Martins
	S. Roberts
	C. Styles
Voting against motion:	**None**

The Chairman asked if there were any additional business matters. Hearing none, he asked for a motion to adjourn the regular session meeting.

A motion was made to adjourn the Regular Open Meeting.

Moved by:	**R. DeAngelo**
Seconded by:	**C. Styles**
Voting for motion:	**All**
Voting against motion:	**None**

At 2:04 p.m. the regular open session was adjourned.

I certify that this is a true copy of the Minutes of the South Jersey Port Corporation's Regular Open Session of the Board of Director's Meeting held Tuesday, January 30, 2018.

Jay Jones,
Board Secretary