



**SOUTH JERSEY TRANSPORTATION AUTHORITY
BOARD OF COMMISSIONERS MEETING
JANUARY 15, 2025**

This Board of Commissioners Monthly Meeting of the South Jersey Transportation Authority was held on January 15, 2025, with Chair Francis K. O’Connor calling the meeting to order at 9:01 a.m.

Present

- Chair Francis K. O’Connor (in person)
- Vice Chair Zoe Baldwin (in person)
- Commissioner John F. Amodeo (teleconference)
- Commissioner Robert Healey (in person)
- Commissioner Barbara Holcomb (in person)
- Commissioner C. Robert McDevitt (teleconference)
- Commissioner Christopher M. Milam (in person)
- Commissioner Joseph Ripa (teleconference)
- Jessica O’Connor Esq., Associate Counsel, GAU (in person)
- Susan Angulo, Chief of Staff (in person)
- David Zappariello, Communications Director (in person)
- Kevin Steet, Chief Financial Officer/Treasurer (in person)
- Stephen F. Dougherty, SJTA Executive Director (in person)
- Paul Heck, Chief Administrative Officer (in person)
- James G. Sullivan, Chief of Field Operations (in person)
- Cynthia Blasberg, Board Secretary (in person)
- Caroline Roseboro, Alternate Board Secretary (in person)
- Nicholas Sullivan, General Counsel (in person)

Absent

- Commissioner Christina Fuentes, EDA Representative

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, the Camden Courier Post, and with the Secretary of the State of New Jersey as to the time and date of convening. Notice had also been posted at the Farley Service Plaza, the Atlantic City International Airport, and Blackwood Offices as prescribed by law.

Chair O’Connor congratulated Commissioner Robert Healey Jr. on his appointment to the Authority’s Board of Commissioners. Chair O’Connor conducted Commissioner Healey’s oath of office.

The following members were in attendance.

Roll Call

Commissioner	Present	Absent
Chairman Francis K. O’Connor	X	
Commissioner John F. Amodeo	X	
Vice Chair S. Zoe Baldwin	X	
Commissioner Robert T. Healey	X	
Commissioner Barbara Holcomb	X	
Commissioner C. Robert McDevitt	X	
Commissioner Christopher M. Milam	X	
Commissioner Joseph Ripa	X	
Commissioner Christina Fuentes		X

One member of the public attended the meeting.

Approval of the Agenda

Chair O'Connor called for a motion to approve the January 15, 2025, agenda. Whereupon a motion was made by Commissioner Milam and seconded by Vice Chair Baldwin approving said agenda. Chair O'Connor asked for questions on the motion. No questions were asked. A unanimous vote was taken approving and adopting the agenda. A copy of the agenda is attached hereto and made a permanent part of these official Authority minutes.

Approval of Meeting Minutes

Chair O'Connor called for a motion to approve the December 18, 2024, meeting minutes. Whereupon a motion was made by Vice Chair Baldwin and seconded by Commissioner Holcomb approving said minutes. No questions were asked. All Commissioners in attendance voted affirmatively, approving, and adopting said minutes.

Employee Recognition Award

Chairman O'Connor asked Mr. Dougherty if there was an Employee Award this month. Mr. Dougherty responded affirmatively, presenting Steven Hackett with the Quarterly Employee Recognition Award.

Executive Session

Chair O'Connor asked General Counsel if an Executive Session was needed, to which General Counsel responded an Executive Session was not needed.

Executive Report

Chair O'Connor asked for the presentation of the Executive Report. Mr. Dougherty presented the January 15, 2025, Executive Report. A copy of the Executive Report is attached hereto and made a permanent part of these official Authority minutes.

Committee Reports

Chair O'Connor asked Mr. Dougherty to present the Committee Reports. Mr. Dougherty reported all Committees met on January 2, 2025. During these meetings, briefings were provided on the resolutions being presented this morning as well as a briefing on the December 4, 2024, Audit Committee Meeting and the status of the Bond Refunding. Commissioners were also provided with the schedule of upcoming projects, the voucher list, the EO-8 Report and Airport statistics.

Public Response to Agenda Items

Chair O'Connor asked the public for comments on any of the agenda items. No comments were made by the public.

Resolutions and Motions:

Chair O'Connor asked Mr. Dougherty to present the resolutions. Mr. Dougherty advised the Commissioners he would be presenting a total of five (5) resolutions for their consideration. Mr. Dougherty presented Resolutions 2025-02 through 2025-06. Chair O'Connor called for a motion to approve said resolutions. The motion as presented was moved by Commissioner Holcomb and seconded by Commissioner Milam approving said resolutions. Chair O'Connor asked for questions or discussions on the motion. Chair O'Connor asked the Secretary to call the roll.

Roll Call

Commissioner	Motion	2nd	Yea	Nay	Abstain	Recused	Absent
Chairman Francis K. O'Connor			X				
Commissioner John F. Amodeo			X				
Vice Chair Zoe Baldwin			X				
Commissioner Robert T. Healey					X		
Commissioner Barbara Holcomb	X		X				
Commissioner C. Robert McDevitt			X				
Commissioner Christopher M. Milam		X	X				
Commissioner Joseph Ripa			X				

Copies of Resolutions 2025-02 through 2025-06 are attached hereto and made a permanent part of these official Authority minutes. 2025-01 is a voided number.

RESOLUTION 2025-02 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE ADOPTION OF REVISIONS TO THE PERSONNEL POLICIES MANUAL

Pursuant to Resolution 1993-02, the Authority adopted a Personnel Policy Manual establishing employee policies and procedures. 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.

RESOLUTION 2025-03 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE ADOPTION OF REVISIONS TO THE SAFETY MANUAL

Pursuant to Resolution 2005-93, the Authority adopted a Safety Manual which sets forth and provides the best-known accident prevention information available. The Authority has determined the need for revisions to the Safety Manual to ensure compliance with current statutes and standards, including NJ Public Employees Occupational Safety and Health (“PEOSH”) regulatory requirements as well as Manual Uniform Traffic Control Devices (“MUTCD”) standards.

RESOLUTION 2025-04 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE AWARD OF A CONTRACT TO LEVY CONSTRUCTION CO., INC. OF OAKLYN, NEW JERSEY FOR THE ATLANTIC CITY EXPRESSWAY (ACE) 2023 FACILITIES IMPROVEMENT PROJECT (REBID)

On July 17, 2024, and July 18, 2024, the Authority publicly advertised for bids for the Atlantic City Expressway (ACE) 2023 Facilities Improvement Project. The project consists of furnishing all labor, equipment, and materials and performing all work required to construct the proposed single story Emergency Service Building at Farley Plaza and the proposed building addition at the West Maintenance Yard. On August 13, 2024, one (1) bid was received, however, due to the bid exceeding the projected budget, the Authority was forced to rebid the project. On October 23, 2024, and October 24, 2024, the Authority publicly re-advertised for bids for the Atlantic City Expressway (ACE) 2023 Facilities Improvement Project-Rebid. On November 21, 2024, two (2) bids were received, opened, and tabulated to ensure all met the requirements of the Bid Specifications. Levy Construction Co., Inc of Oaklyn, New Jersey was deemed to have submitted the lowest responsive, responsible bid for the Atlantic City Expressway (ACE) 2023 Facilities Improvement Project REBID for a total amount not to exceed \$2,346,600.00. The Director of Engineering/Chief Engineer believes it to be in the best interest of the Authority and recommends entering into a contract with Levy Construction Co., Inc. for the Atlantic City Expressway (ACE) 2023 Facilities Improvement Project REBID, in an amount not to exceed \$2,346,600.00.

RESOLUTION 2025-05 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING AN INCENTIVE PROGRAM FOR AIR SERVICE DEVELOPMENT AT THE ATLANTIC CITY INTERNATIONAL AIRPORT

As part of its ongoing effort to improve the marketability of the Airport, the Authority desires to increase the availability of airline service for the patrons of Atlantic City International Airport and to increase the number of destinations/carriers currently serving the Airport. Under the Policy and Procedures Concerning the Use of Airport Revenue issued by the Federal Aviation Administration (FAA), the Airport can offer economic incentives on a nondiscriminatory basis for a promotion period to attract new air service. The Airport, via Resolution 2023-04, last continued its former Incentive Program to offer Airlines certain incentives to attract such new air service. The Authority now desires to continue the offer as outlined in the Air Service Incentive Program in the form attached hereto entitled Exhibit “A” for a period of one (1) year beginning January 1, 2024, through December 31, 2024. Once an airline is enrolled, the incentives themselves as outlined in Exhibit “A,” will be provided to the airline for a period of two (2) years.

**RESOLUTION 2025-06 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY
AUTHORIZING AN AGREEMENT WITH OCS, INCORPORATED D/B/A UNCLAIMED
BAGGAGE CENTER OF ATLANTA, GEORGIA FOR THE PROVISION OF UNCLAIMED
PROPERTY SERVICES AT THE ATLANTIC CITY INTERNATIONAL AIRPORT**

OCS, Incorporated d/b/a Unclaimed Baggage Center of Atlanta, Georgia (“OCS”) has submitted a proposal to provide for Unclaimed Property Services at the Atlantic City International Airport. Unclaimed Property includes all abandoned, mislaid and/or lost and found items that is unclaimed (as determined in good faith by Customer, in compliance with all applicable laws), and any item removed from another loose lost and found item; excluding cash and cash equivalents, freely negotiable securities, and items of an illegal or inherently dangerous nature (e.g., weapons, fireworks, etc.). OCS, at no charge to the Authority, shall establish and pay for a shipping service provider to pick up Property held by the Authority for OCS at the Authority’s designated primary facility and transport the Property to OCS’s facility. For each item of Property, OCS shall pay to the Authority, or the Authority’s designee, twenty percent (20%) of the resale price between Ten Dollars one cent (\$10.01) to One-Hundred and Fifty Dollars (\$150), thirty percent (30%) for any item priced between One-Hundred Fifty Dollars and One Cent (\$150.01) to five-hundred dollars (\$500), and forty percent (40%) for any item over Five-Hundred dollars and One cent (\$500.01) as such resale price is reasonably determined by OCS. The initial term of the Unclaimed Property agreement with OCS shall be three (3) years commencing on the Effective Date and ending on the third anniversary of the Effective Date (the “Term”) unless the Agreement is otherwise terminated in accordance with its terms. The Airport Director believes it is in the best interest of the Authority to enter into an agreement with OCS to provide Unclaimed Property Services at the Atlantic City International Airport for a term of three (3) years,

Petitions or Communications, Unfinished Business and New Business

Chair O’Connor asked if there were any petitions or communications, unfinished or new business. Mr. Dougherty responded, all petitions and communications were mailed prior to the meeting. There was no new business to discuss; however, under unfinished business the Authority recommended the public release of Executive Session Minutes that have been approved by the Commissioners, reviewed by the Authority and general counsel, and are deemed appropriate for release with certain redactions where the need for confidentiality still exists. The Executive Session Meeting Minutes presented for approval to release were as follows: October 16, 2024, November 20, 2024, and December 18, 2024. These minutes are recommended for approval to publicly release.

Chair O’Connor called for a motion to approve the release of the Executive Session Minutes. Whereupon, the motion was moved by Vice Chair Baldwin and seconded by Commissioner Milam, approving the release of minutes. Chair O’Connor asked the Commissioners for questions on the motion, no questions were asked. A unanimous vote was taken approving the release of the minutes.

General Comment

Chair O’Connor asked the public for any general comments. No comments by the public were made.

Adjournment

There being no further business, Chair O’Connor announced the next meeting will be held on Wednesday, February 19, 2025, at 9:00 a.m.

Chair O’Connor called for a motion to adjourn the meeting. Whereupon the motion was made by Commissioner Healey and seconded Commissioner Milam to adjourn the meeting. A unanimous voice vote was taken adjourning the meeting at 9:17 a.m.

Submitted by: Cynthia A. Blasberg
Cynthia A. Blasberg, Board Secretary

Note: No Executive Session was held during this meeting.