

**SOUTH JERSEY TRANSPORTATION AUTHORITY  
BOARD OF COMMISSIONERS MEETING  
DECEMBER 19, 2018**

This regularly scheduled Board of Commissioners Meeting of the South Jersey Transportation Authority was held on December 19, 2018, commencing at 9:14 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**

Chair Diane Gutierrez-Scaccetti  
 Vice Chair Jeffery A. April, Esq.  
 Commissioner Bryan J. Bush  
 Commissioner Maurice B. Hill, Jr., DMD  
 Commissioner C. Robert McDevitt  
 Commissioner Christopher M. Milam  
 Commissioner Joseph Ripa  
 Daniel Kelly, Esq., GAU  
 Stephen F. Dougherty, Executive Director  
 Lauren R. Staiger, Esq., General Counsel  
 Cynthia Blasberg, Board Secretary  
 Debra Murphy, Alternate Board Secretary

**Absent**

Commissioner James J. McCullough  
 Commissioner Christina Fuentes, EDA

**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**

<b>Commissioner</b>	<b>Present</b>	<b>Absent</b>
Chair Diane Gutierrez-Scaccetti	X	
Vice Chair 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 Christina Fuentes		X

No members of the public attended this meeting.

**Approval of the Agenda**

Chair Gutierrez-Scaccetti called for a motion to approve the December 19, 2018 agenda. Whereupon, a motion was made by Commissioner Bush and seconded by Commissioner Hill approving said agenda. Chair Gutierrez-Scaccetti 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**

Chair Gutierrez-Scaccetti called for a motion to approve the November 21, 2018 meeting minutes. Whereupon, a motion was made by Commissioner Milam and seconded by Commissioner McDevitt approving the October 16, 2018 meeting minutes. Chair Gutierrez-Scaccetti asked for questions on the motion. All Commissioners in attendance voted approving and adopting the minutes with the exception of Vice Chair April who abstained from the vote.

### **Executive Session**

Chair Gutierrez-Scaccetti asked General Counsel if an Executive Session was needed, to which General Counsel responded that one was not needed.

### **Executive Report**

Chair Gutierrez-Scaccetti asked for the presentation of the Executive Report. Mr. Dougherty presented the December 19, 2018 Executive Report, a copy of which is attached hereto and made a permanent part of these official Authority minutes.

### **Committee Reports**

Chair Gutierrez-Scaccetti asked Mr. Dougherty to present the Committee Reports. Mr. Dougherty reported all Committees met on December 6, 2018. During these meetings, Commissioners were briefed on the resolutions being presented this morning and received the EO-8 Report, and Airport statistics.

### **Public Response to Agenda Items**

Chair Gutierrez-Scaccetti asked the public for comments on any of the agenda items. No comments were made.

### **Approval of Bills**

Chair Gutierrez-Scaccetti 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. Chair Gutierrez-Scaccetti called for a motion to approve the bill list. Whereupon the motion was made by Commissioner Milam and seconded by Commissioner Bush, approving said bill list. Chair Gutierrez-Scaccetti asked the Commissioners for questions on the motion. Being none, Chair Gutierrez-Scaccetti requested the Secretary call the roll.

### **Roll Call**

<b>Commissioner</b>	<b>Motion</b>	<b>2<sup>nd</sup></b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>	<b>Recused</b>	<b>Absent</b>
Chair Diane Gutierrez-Scaccetti			X				
Vice Chair Jeffery A. April, Esq.			X				
Commissioner Bryan J. Bush		X	X				
Commissioner Maurice B. Hill, Jr., DMD			X				
Commissioner James J. McCullough							X
Commissioner C. Robert McDevitt			X				
Commissioner Christopher M. Milam	X		X				
Commissioner Joseph Ripa			X				

### **Resolutions and Motions:**

Chair Gutierrez-Scaccetti asked Mr. Dougherty to present the resolutions. Mr. Dougherty advised the Chair and Commissioners he would be presenting a total of twelve (12) resolutions for their consideration. Mr. Dougherty presented Resolutions 2018-107 through 2018-118. Chair Gutierrez-Scaccetti called for a motion to approve said resolutions. The motion as presented, was moved by Commissioner McDevitt and seconded by Commissioner Milam, approving said resolutions.

Chair Gutierrez-Scaccetti asked for questions on the motion. There being no comments or discussion, Chair Gutierrez-Scaccetti asked the Secretary to call the roll.

**Roll Call**

<b>Commissioner</b>	<b>Motion</b>	<b>2<sup>nd</sup></b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>	<b>Recused</b>	<b>Absent</b>
Chair Diane Gutierrez-Scaccetti			X				
Vice Chair 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		X				
Commissioner Christopher M. Milam		X	X				
Commissioner Joseph Ripa			X				

**RESOLUTION 2018-107 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY ADOPTING THE 2019 OPERATING BUDGET FOR THE AUTHORITY**

This Resolution authorizes the adoption of the 2019 Operating Budget. The budget will cover all operating expenses, debt service, all other required payments and meet all bond ratio coverage tests.

**RESOLUTION 2018-108 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY ADOPTING THE 2019 CAPITAL BUDGET AND THE TEN-YEAR CAPITAL PLAN FOR THE AUTHORITY**

The adoption of the 2019 Capital Budget and Ten-Year Capital Plan is necessary for planning and implementing future projects. The Chief Financial Officer has presented to the Board of Commissioners both the Capital Budget for the fiscal year 2019 and the Ten-Year Capital Plan. All 2018 open commitments payable and encumbered resources will be carried forward to the 2019 Capital Budget.

**RESOLUTION 2018-109 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY APPROVING THE TERMS OF THE COLLECTIVE BARGAINING AGREEMENT WITH LOCAL 196, CHAPTER 2, I.F.P.T.E., AFL-CIO**

Certain Authority employees are covered under the terms of a Collective Bargaining Agreement (the "Collective Bargaining Agreement"). The Authority has previously negotiated a Collective Bargaining Agreement with Local 196, Chapter 2, I.F.P.T.E., AFL-CIO ("Local 196, Chapter 2") that expired on July 31, 2011. The Authority and Local 196, Chapter 2 have engaged in negotiations for a successor Collective Bargaining Agreement that would cover the period of August 1, 2011 through July 31, 2019. The Personnel Committee has been advised of the terms tentatively agreed to through such negotiations, outlined in the attached Fact Sheet entitled Exhibit "A;". The Director of Business Administration recommends approving the terms of the Collective Bargaining Agreement with Local 196, Chapter 2 for the period of August 1, 2011 through July 31, 2019.

**RESOLUTION 2018-110 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY APPROVING THE TERMS OF THE COLLECTIVE BARGAINING AGREEMENT WITH LOCAL 193, CHAPTER A, I.F.P.T.E., AFL-CIO**

Certain Authority employees are covered under the terms of a Collective Bargaining Agreement (the "Collective Bargaining Agreement"). The Authority has previously negotiated a Collective Bargaining Agreement with Local 193, Chapter A, I.F.P.T.E., AFL-CIO ("Local 193, Chapter A") that expired on August 31, 2011. The Authority and Local 193, Chapter A have engaged in negotiations for a successor Collective Bargaining Agreement that would cover the period of September 1, 2011 through August 31, 2019. The Personnel Committee has been advised of the terms tentatively agreed to through such negotiations, outlined in the attached Fact Sheet entitled Exhibit "A;". The Director of Business Administration recommends approving the terms of the Collective Bargaining Agreement with Local 193, Chapter A for the period of September 1, 2011 through August 31, 2019.

**RESOLUTION 2018-111 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. 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. The Authority desires to adopt the revised policies within the Personnel Policy Manual as outlined in the attached Fact Sheet entitled Exhibit "A." The Director of Business Administration recommends adopting the revisions, of which copies of the revised policies in their entirety are attached to the resolution entitled Exhibit "B."

**RESOLUTION 2018-112 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, 2019 through December 31, 2019. The Executive Director's execution of any documents required in connection therewith is conclusive evidence of such authorization and approval.

**RESOLUTION 2018-113 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 Jersey 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, 2019 through December 31, 2019, to complete and submit permit applications, project applications, grant applications and the like with named agencies. 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 2018-114 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH ATLANTIC COUNTY FOR THE MAINTENANCE OF TRAFFIC SIGNALS AT AMELIA EARHART BOULEVARD**

The Authority owns a traffic signal and related equipment at the intersection of Amelia Earhart Boulevard and Airport Road in Egg Harbor Township. The County of Atlantic has the capability of performing routine maintenance upon traffic signals and equipment on behalf of the Authority. It is the desire of the Authority to authorize the execution of an agreement with the County of Atlantic for routine maintenance of the traffic signals and equipment owned by the Authority at Amelia Earhart Boulevard and Airport Road, in a form similar to that which is attached as Schedule "A" for a term of seven (7) years.

**RESOLUTION 2018-115 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING A LICENSE TO CROSS TO THE NEW JERSEY DEPARTMENT OF TRANSPORTATION TO COMPLETE THE INSTALLATION AND MAINTENANCE OF A FIBER OPTIC COMMUNICATIONS NETWORK FROM ROUTE US 40/322 TO THE ATLANTIC CITY EXPRESSWAY EXIT 12 TOLL PLAZA IN HAMILTON TOWNSHIP**

The License to Cross grants the New Jersey Department of Transportation permission to install and conduct maintenance of junction boxes, fiber optic conduit, and fiber optic cable along Wrangleboro Road (Access Road) from Route 40/322 to the Atlantic City Expressway Exit 12 Toll Plaza in Hamilton Township across the Atlantic City Expressway's right-of-way. New Jersey Department of Transportation will be required to pay a \$900.00 application fee for each license which is non-refundable.

**RESOLUTION 2018-116 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXTENSION OF A CONTRACT TO ALLRISK PROPERTY DAMAGE EXPERTS, OF SOMERDALE, NEW JERSEY FOR THE MANAGEMENT OF EMERGENCY MAINTENANCE AND EMERGENCY STANDBY SERVICES**

On October 13<sup>th</sup> and 14<sup>th</sup>, 2016, the Authority issued a Request for Proposals (RFP) seeking pre-need, pre-event proposals from qualified firms for the Management of Emergency Maintenance and Emergency Standby Services to support the Authority's efforts in the event of future emergencies which could potentially affect the safety and operations of the Atlantic City Expressway, Atlantic City International Airport or any other Authority facility. On November 10<sup>th</sup>, 2016, in response to said advertising, the Authority received one proposal. On November 16<sup>th</sup>, 2016, the Authority's Consultant Selection Committee met to review and ensure the received proposal met all of the requirements of the RFP. Based on the review, it was determined that the sole proposal, submitted by AllRisk Property Damage Experts, of Somerdale, New Jersey met all of the requirements of RFP. The Authority, via Resolution 2016-132, entered into a contract with AllRisk Property Damage Experts of Somerdale, New Jersey for a term of two (2) years with a one (1) year extension option to renew. As the initial term of this contract is set to expire on or about April 30, 2019, the Authority and AllRisk Property Damage Experts desire to exercise the sole one (1) year renewal period commencing on or about March 1, 2019. Work for this contract is on an as needed and task order basis with no minimum guarantee.

**RESOLUTION 2018-117 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING ENTRANCE INTO A SHARED SERVICES AGREEMENT WITH THE COUNTY OF ATLANTIC AND AN AGREEMENT WITH CROSS COUNTY CONNECTION FOR THE OPERATION OF SHUTTLE SERVICES FOR THE ROUTE 40 AND ROUTE 54 COMMUNITY SHUTTLE AND FEEDER SERVICE TO THE TO THE EXISTING NEW JERSEY TRANSIT BUS AND RAIL SERVICE**

The Authority and the County of Atlantic (the "County") will continue to meet the needs of a Community Shuttle project in the western part of the County along the Route 40 and Route 54 corridors, and to provide a "feeder" service to the existing NJ Transit bus and rail service in the region. This route fills the gaps currently not covered by public transportation and improves accessibility to work locations and other destinations for people traveling within Atlantic County. The Authority and the County entered into a one-year term Shared Services Agreement defined as "Pilot" for the provision of these services, which commenced on January 1, 2016 and expired on December 31, 2016. The Authority and the County entered into a new Agreement, via Resolution 2016-124, for a term on two (2) years, commencing on January 1, 2016 through December 31, 2018. As ridership on this route continues to grow, both parties now desire to enter into a new Shared Services Agreement for continued operations. The term of said agreement shall be three (3) years, commencing on January 1, 2019 through December 31, 2021, contingent upon the approval of grant funds. The Pascale Sykes Foundation (the "Foundation"), a nonprofit organization devoted to providing programs and supporting families of low-income, has offered to continue to provide additional funding as required to support the community shuttle project. By funding this project, the Pascale Sykes Foundation will be furthering its South Jersey Strengthening Families initiative. Due to self-imposed restrictions on the Pascale Sykes Foundation's ability to conduct business with governmental entities, the Authority's Transportation

Management Association, Cross County Connection (“Cross County”), a nonprofit organization, will enter into an Agreement with Pascale Sykes, as well as one with the Authority, to transfer the money donated by the foundation to the Authority. Cross County will enter into an Agreement detailing this arrangement similar to that attached to the resolution as an Exhibit. Cross County will be the Lead Agency for the Atlantic County community shuttles and responsible for marketing the project in the service region and for all the operating expenses that are in excess of the Section 5311 Innovative Grant funding.

**RESOLUTION 2018-118 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING ENTERING INTO AN AGREEMENT WITH UNITED PARCEL SERVICE FOR THE PROVISION OF CERTAIN TRANSPORTATION SERVICES**

The Authority and UPS entered into an Agreement, via Resolution 2015-115, for a term of two (2) years, beginning January 1, 2016 through December 31, 2017, with one (1) mutually agreeable one-year renewal option expiring December 31, 2018. Both the Authority and UPS now desire to enter into a new Agreement. The new agreement would be for a term of three (3) years for the provision of transportation service for UPS employees from the Camden Transportation Center in Camden, New Jersey to the UPS facilities located in Philadelphia, Pennsylvania and the surrounding area as well as additional compensable shuttle services as requested by UPS. The term of the new Agreement shall begin on or January 1, 2019 and continue through December 31, 2021. In exchange for the Authority providing transportation services to UPS, UPS shall pay the Authority \$7,000.00 per month and \$50.00 per hour for additional shuttle services as requested by UPS. The Director of Transportation Services believes it to be in the best interest of the Authority and recommends entering into this contract as the Authority has the necessary vehicles and personnel to provide the requested service.

**Petitions or Communications, Unfinished Business and New Business**

Chair Gutierrez-Scaccetti 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 or are at the Commissioners’ place. Further, he stated he has no new business to discuss.

**General Comment**

Chair Gutierrez-Scaccetti asked the public for any general comments. No comments were made by the public. Chair Gutierrez-Scaccetti commended the Authority on the work they do and working with the communities we serve. She was impressed with the Meals on Wheels and Shuttle Services we provide. Chair Gutierrez-Scaccetti then wished the Authority’s staff a very happy holiday season and a healthy New Year.

Vice Chair April commended Commissioner McCullough on retiring from his position as Mayor with Egg Harbor Township. He has served his community well and was a pleasure to work with.

**Adjournment**

There being no further business, Chair Gutierrez-Scaccetti called for a motion to adjourn the meeting. Whereupon, the motion was made by Commissioner Hill and seconded by Commissioner Milam to adjourn the meeting. A unanimous voice vote was taken adjourning the meeting at 9:26 a.m.

Submitted by:

---

Cynthia A. Blasberg, Board Secretary

**Note: No Executive Session was held during this meeting.**