



**SOUTH JERSEY TRANSPORTATION AUTHORITY  
BOARD OF COMMISSIONERS MEETING  
JANUARY 17, 2024**

This Board of Commissioners Monthly Meeting of the South Jersey Transportation Authority was held on January 17, 2024, with Vice Chairman Christopher M. Milam calling the meeting to order at 9:02 a.m.

**Present**

- Vice Chairman Christopher M. Milam (in person)
- Commissioner John F. Amodeo (teleconference)
- Commissioner Zoe Baldwin (teleconference)
- Deputy Commissioner Joseph Bertoni (teleconference)
- Commissioner Bryan J. Bush (teleconference \*dialed in at 9:12 a.m.)
- Commissioner Barbara Holcomb (teleconference)
- Commissioner C. Robert McDevitt (teleconference)
- Commissioner Joseph Ripa (teleconference)
- Thomas Holl, Governor’s Authorities Unit (teleconference)
- Stephen F. Dougherty, Executive Director (in person)
- Karen Davis, Chief Financial Officer/Treasurer (in person)
- David Zappariello, Chief of Staff (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 (teleconference)

**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.

The following members were in attendance.

**Roll Call**

Commissioner	Present	Absent
Commissioner John F. Amodeo	X	
Commissioner S. Zoe Baldwin	X	
Deputy Commissioner Joseph Bertoni	X	
Commissioner Bryan J. Bush (*dialed in at 9:12 a.m.)		*X
Commissioner Barbara Holcomb	X	
Commissioner C. Robert McDevitt	X	
Vice Chairman Christopher M. Milam	X	
Commissioner Joseph Ripa	X	
Commissioner Christina Fuentes		X

\*\* One (1) member of the public called into the meeting.

### **Approval of the Agenda**

Vice Chairman Milam called for a motion to approve the January 17, 2024 agenda. Whereupon a motion was made by Commissioner Holcomb and seconded by Commissioner McDevitt approving said agenda. Vice Chairman Milam 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**

Vice Chairman Milam called for a motion to approve the December 20, 2023 meeting minutes. Whereupon a motion was made by Commissioner McDevitt 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**

Vice Chairman Milam asked Mr. Dougherty if there was an Employee Award this month. Mr. Dougherty responded affirmatively, presenting Joseph Widzins with the Quarterly Employee Recognition Award.

### **Executive Session**

Vice Chairman Milam asked if an Executive Session was needed, Counsel responded, affirmatively. Mr. Dougherty presented Resolution 2024-05 to the Vice Chairman and Commissioners for the exclusion of the public from discussions related to personnel actions related to the Schedule "A" associated with Resolution 2024-01 and a contractual matter specific to Outstanding Hospitality Management, LLC. Whereupon, the motion was made by Commissioner Ripa and seconded by Commissioner McDevitt approving Resolution 2024-05. A unanimous vote was taken approving the resolution, adjourning the open portion of the meeting at 9:08 a.m. Vice Chairman Milam asked the call operator to place the public audience on hold while the Board conducted the Executive Session.

At the close of the Executive Session, Vice Chairman Milam asked for a motion to return to the open portion of the meeting. Whereupon, a motion was made by Commissioner Holcomb and seconded by Commissioner McDevitt. The open portion of the meeting reconvened at 9:22 a.m.

The call operator opened the meeting back up to the public portion of the meeting. Vice Chairman Milam then requested the Secretary call the roll.

### **Roll Call**

<b>Commissioner</b>	<b>Present</b>	<b>Absent</b>
Commissioner John F. Amodeo	X	
Commissioner S. Zoe Baldwin	X	
Deputy Commissioner Joseph Bertoni	X	
Commissioner Bryan J. Bush (*dialed in at 9:12 a.m.)	X	
Commissioner Barbara Holcomb	X	
Commissioner C. Robert McDevitt	X	
Vice Chairman Christopher M. Milam	X	
Commissioner Joseph Ripa	X	
Commissioner Christina Fuentes		X

### **Executive Report**

Vice Chairman Milam asked for the presentation of the Executive Report. Mr. Dougherty presented the January 17, 2024 Executive Report. A copy of the Executive Report is attached hereto and made a permanent part of these official Authority minutes.

### **Committee Reports**

Vice Chairman Milam asked Mr. Dougherty to present the Committee Reports. Mr. Dougherty reported all Committees met on January 3, 2024. During these meetings, briefings were provided on the resolutions being presented this morning as well as updates on the Authority's Fitch Bond Rating and the Authority's new website. Commissioners were also provided with the schedule of upcoming projects, the EO-8 Report and Airport statistics.

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

Vice Chairman Milam asked the public for comments on any of the agenda items. No comments were made.

### **Approval of Bills**

Vice Chairman Milam asked Mr. Dougherty for the presentation of bills. Mr. Dougherty stated the bills had been sent to the Commissioners previously for their review and are being recommended for approval. Vice Chairman Milam called for a motion to approve the bill list. Whereupon the motion was made by Commissioner McDevitt and seconded by Commissioner Bush approving said bill list. Vice Chairman Milam asked the Commissioners for questions on the motion. Being none, Vice Chairman Milam 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>
Commissioner John F. Amodeo			X				
Commissioner Zoe Baldwin			X				
Deputy Commissioner Joseph Bertoni			X				
Commissioner Bryan J. Bush		X	X				
Commissioner Barbara Holcomb			X				
Commissioner C. Robert McDevitt	X		X				
Vice Chairman Christopher M. Milam			X				
Commissioner Joseph Ripa			X				

### **Resolutions and Motions:**

Vice Chairman Milam asked Mr. Dougherty to present the resolutions. Mr. Dougherty advised the Commissioners he would be presenting a total of four (4) resolutions for their consideration. Mr. Dougherty presented Resolutions 2024-01 through 2024-04. Vice Chairman Milam called for a motion to approve said resolutions. The motion as presented was moved by Commissioner Holcomb and seconded by Commissioner McDevitt, approving said resolutions. Vice Chairman Milam asked for questions or discussions on the motion. Vice Chairman Milam 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>
Commissioner John F. Amodeo			X				
Commissioner Zoe Baldwin			X				
Deputy Commissioner Joseph Bertoni			X				
Commissioner Bryan J. Bush			X				
Commissioner Barbara Holcomb	X		X				
Commissioner C. Robert McDevitt		X	X				
Vice Chairman Christopher M. Milam ***			X		2024-02		
Commissioner Joseph Ripa			X				

\*\*\*Vice Chairman Milam abstained from voting on Resolution 2024-02 due to a conflict of interest.

*Copies of Resolutions 2024-01 through 2024-04 are attached hereto and made a permanent part of these official Authority minutes.*

### **RESOLUTION 2024-01 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 2024-02 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE AWARD OF A CONTRACT TO CONNER STRONG & BUCKELEW OF CAMDEN, NJ FOR EMPLOYEE BENEFITS BROKERAGE AND CONSULTING SERVICES AND BROWN & BROWN METRO, LLC OF LINWOOD, NJ FOR SPECIAL BROKER FOR HEALTH REIMBURSEMENT ARRANGEMENT FOR THE SOUTH JERSEY TRANSPORTATION AUTHORITY**

On November 2<sup>nd</sup> and November 3<sup>rd</sup>, 2023, the Authority advertised a Request for Proposals (“RFP”) for Employee Benefits Brokerage and Consulting Services for the South Jersey Transportation Authority. The Authority sought proposals from qualified firms to perform brokerage and consulting services with respect to the Authority’s employee benefit programs. The Authority’s goal is to offer quality, market-competitive and cost-effective benefit plans to our employees. The general scope of services is to advise on employee benefit plan issues and assist the Authority in obtaining and evaluating bids from various providers. In response to said RFP, two (2) proposals were received by the Authority on November 30<sup>th</sup>, 2023. On December 18<sup>th</sup>, 2023, the Authority’s Consultant Selection Committee reviewed and ranked the Proposals and to determine if same met all the requirements of the specifications and instructions to proposers. The Authority desires to award a contract to Conner Strong & Buckelew for the provision of Employee Benefits Brokerage and Consulting Services for the South Jersey Transportation Authority for a term of two (2) years, with two (2) one-year extension options that can be executed by agreement only. The Authority also desires to award a contract to Brown & Brown Metro, LLC for the provision of Health Reimbursement Arrangement Brokerage and Consulting Services for the South Jersey Transportation Authority for a term of two (2) years, with two (2) one-year extension options that can be executed by agreement only.

**RESOLUTION 2024-03 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 2024-04 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE FIRST AMENDMENT TO A SHARED SERVICES AGREEMENT WITH THE COUNTY OF GLOUCESTER FOR THE PROVISION OF CERTAIN TRANSPORTATION SERVICES**

The Authority, via Resolutions 2019-90 and 2022-63, entered into a shared services agreement with the County of Gloucester to operate shuttle services to meet the needs of its residents through the Department of Health and Human Services by providing transportation services for their rural shopping and dialysis program. The County of Gloucester has now requested that the Authority now provide more non-emergency medical transportation while continuing to provide transportation services for their rural shopping and dialysis program. The County of Gloucester has agreed to pay the Authority \$700,000 for the non-emergency medical transportation program, \$140,000 for the dialysis program and \$45,000 for the rural shopping program, for a total of \$885,000 for a term of five (5) years. The Authority reserves the right to increase the annual contract not to exceed five (5) percent (5%) pending the County’s approval of grant funds. The County of Gloucester will lease vehicles to the Authority at no cost. The lease agreement will include up to ten (10) vehicles at the County’s discretion providing more flexibility during maintenance and repairs. The Authority will be responsible for maintaining the vehicles not

assigned on the dialysis and shopping programs. The County has agreed to lease their hardware and software scheduling program to the Authority for a fee of \$14,400.00 per year. This agreement also provides a special event rate of \$50.00 per vehicle per hour for special events and temporary shuttle services for both parties. The County will continue to serve as the designated transit entity during the term of this agreement.

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

Vice Chairman Milam 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 18, 2023, November 15, 2023, and December 20, 2023. These minutes were recommended for approval to publicly release.

Vice Chairman Milam called for a motion to approve the release of the Executive Session Minutes. Whereupon, the motion was moved by Commissioner Ripa and seconded by Commissioner Baldwin, approving the release of minutes. Vice Chairman Milam 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**

Vice Chairman Milam asked the public for any general comments. Whereas the Operator instructed the public to enter the queue for any public for General Comments. No comments by the public were made.

### **Adjournment**

There being no further business, Vice Chairman Milam announced the next meeting will be held on Wednesday, February 21, 2024, at 9:00 a.m.

Vice Chairman Milam called for a motion to adjourn the meeting. Whereupon the motion was made by Commissioner Holcomb and seconded by Commissioner Bush to adjourn the meeting. A unanimous voice vote was taken adjourning the meeting at 9:33 a.m.

Submitted by: *Cynthia A. Blasberg*

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Cynthia A. Blasberg, Board Secretary

**Note: An Executive Session was held during this meeting.**