



SOUTH JERSEY PORT CORPORATION
OFFICIAL BOARD OF DIRECTORS MEETING MINUTES
TELECONFERENCE
CAMDEN, NEW JERSEY
August 25, 2020
12:30 p.m.

Directors Present:	Richard Alaimo	Chairman 📞
	Chad Bruner	Director 📞
	Christopher Chianese	State Treasurer Designee 📞
	Robert DeAngelo	Director 📞
	Joseph Maressa	Director 📞
	Sheila Roberts	Director 📞
	Carl Styles	Director 📞
	William Higgins	Director 📞
	Jonathan Gershen	Director 📞
	Eric Martins	Director 📞

Directors Absent:

In Attendance:	Craig Ambrose	Governor's Authorities Unit 📞
	Raymond Zane, Esq.	General Counsel– Zane & Assoc. 📞
	Andrew Saporito	Executive Director & CEO
	Bruno Cellucci	AssistantED/CFO/ActingBoardSec
	Brendan Dugan	AssistantED/Business Development
	Jonathan Atwood	Chief of Staff & External Affairs
	Neil Grossman	GB Associates – FA 📞
	Chuck O'Leary	Security Manager/FSO 📞
	George Englehardt	Facilities Engineer 📞
	Dennis Culnan, Jr.	Phoenix Strategies 📞
	Stephen Galati	Mattioni, Ltd. 📞
	Dan Bontempo	Stantec 📞
	George Strachan	GCIA 📞

The Acting Board Secretary 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 January 10, 2020, 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 2020, indicating the time and place to the County Clerks within the seven counties of the Port District and the Secretary of State. A legal notice was sent 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 2020. 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 – July 28, 2020

The minutes for the South Jersey Port Corporation Board of Directors regular session meeting held on July 28, 2020 were presented for approval.

A motion was made to approve the July 28, 2020 Board of Directors Regular Open Session Meeting Minutes as presented.

Moved by:	J. Maressa
Seconded by:	S. Roberts
Voting for motion:	All
Voting against motion:	None
Abstaining:	C. Chianese

PRESENTATION OF CLOSED MEETING MINUTES – July 28, 2020

The minutes for the South Jersey Port Corporation Board of Directors closed session meeting held on July 28, 2020 were presented for approval.

A motion was made to approve the July 28, 2020 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:	J. Maressa
Seconded by:	S. Roberts
Voting for motion:	All
Voting against motion:	None
Abstaining:	C. Chianese

OPERATING BILLS

The Operating Unpaid Bill list for the period 7/16/2020 – 8/12/2020 was presented for approval.

A motion was made to adopt Resolution 2020-08-0069 for the approval of the Operating Unpaid Bill list for the period 7/16/2020 – 8/12/2020.

Moved by: C. Bruner
Seconded by: J. Maressa

Voting for motion: All
Voting against motion: None

ADVANCE PAYMENT LIST

The Advance Payment Bill List for the period 7/16/2020 – 8/12 /2020 was presented for approval.

A motion was made to adopt Resolution 2020-08-0070 for the approval of the Advance Payment Bills for the period 7/16/2020 – 8/12/2020.

Moved by: C. Bruner
Seconded by: R. DeAngelo

Voting for motion: All
Voting against motion: None

CREDIT LIST

There is no Credit List for the month of July

CHANGE ORDERS

There are no Change Orders for the month of June.

CONSTRUCTION FUND REQUISITIONS

Staff presented (3) advance construction fund requests in the amount of \$181,073.13 and (2) unpaid construction fund requisitions in the amount of \$147,788.12.

A motion was made to adopt Resolution 2020-08-0071 for the approval of Construction Fund Requisitions for the period ending August 25, 2020 as presented.

Moved by: C. Bruner
Seconded by: J. Maressa

Voting for motion: All
Voting against motion: None

TREASURER'S REPORT

The Assistant Executive Director / CFO presented the Treasurer's Report for the period ending July 31, 2020. Net loss from operations before interest, depreciation and amortization for the month of July 2020 is \$59,884, versus the budget for the same period of \$176,466.62. Year to date net income from operations before interest, depreciation and amortization compared to the actual budget is higher by \$24,029 compared to our YTD budget figure of \$1,235,266.34. Income on investments for the month of July 2020 is \$47,831.99 and the YTD total is \$555,640.97. The accounts receivable aging reports, which include tenant and trade customers, were attached for review. It was reported that the SJPC is managing costs and revenue very carefully and closely during this pandemic. We have also deferred hiring new positions and replacements until business returns to normal. All in all, the SJPC is carefully navigating the path forward.

COUNSEL'S REPORT

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

EXECUTIVE DIRECTOR'S REPORT

Executive Director and CEO for the South Jersey Port Corporation reported total tonnage for July 2020 was 149,953 short tons, which represents a 52.3% decrease compared to July 2019. Year to date tonnage through July totaled 1,876,360 short tons, a 27.6% decrease compared to the same period in 2019. Camden steels cargoes increased by 24.1% compared to July of 2019. Overall breakbulk cargo is down 76.2%. Cocoa beans and wood products both continue to be positive, with plywood seeing a 75% YTD increase over 2019. Recycled metals are 5% ahead of 2019 YTD. Imported cement YTD decreased 27.8% compared to 2019.

All SJPC terminals handled 14 ships in July 2020, down from 20 ships in July 2019. On a YTD basis, the Port handled 121 ships, compared to 152 YTD 2019.

The Executive Director also updated the Board on the below topics as well:

Chemours Site Update

On Tuesday August 18th we were advised by Chemours that they were not going to moving forward on any discussions after a discussion with their senior corporate staff. Remediation of the site appears to be an issue.

Tropical Storms

So far this year the Port has not experienced any significant damage from either Tropical Storm Fay or Tropical Storm Isaias. Port Staff were able to test the Hurricane Plan to plan for the storms.

Paulsboro

Discussions continue for the siting a Monopile Manufacturing Facility at the Paulsboro Marine Terminal. Additionally, Orsted has indicated that they would pay for any required Berth strengthening or modifications to support the operation. We are working with the GCIA on this request.

NJ Wind Port

Staff continues to discuss the planning for the new Wind Port in Salem County with representatives from NJDEA. We will continue to keep the Board updated

NJDEP Clean Air Council Virtual Hearing July 30, 2020

On July 30th I made a presentation to the NJDEP Clean Air Council focused on SJPC's operations highlighting past and present environmental initiatives that the Port has undertaken. I also discussed some potential future projects which included the migration of our equipment to electric power and the placement of solar panels on our buildings.

COVID 19 Update

On August 3rd a truck driver had a medical incident at the Balzano Terminal. The port was subsequently notified that the driver had tested positive for COVID – 19. One staff member who had contact with the driver was instructed to quarantine and get tested, the results came back negative. There have been no other new reported cases.

We are in process of completing the installation of new break room furniture which provides our employees with protection when taking breaks during the day.

RESOLUTION 2020-08-0072 APPROVAL TO SOLICIT AN RFP FOR THE PURCHASE AND INSTALLATION OF NEW OVERHEAD DOORS IN SHED 3, C BUILDING AND A BUILDING

Staff is requested Board authorization to solicit an RFP for the purchase and installation of new overhead and repaired garage doors in Shed 3, C building, and A building.

Shed 3 needs a new 22' x 28' door curtain and safety spring assembly. The south end door of C building needs a new 29' x 20' curtain and operator. A building has a small door that needs to be completely replaced.

The budget for this project would not exceed \$70,000. Funding for this project is available in 2017A Capital Projects Fund.

A motion was made to approve Resolution 2020-08-0072 to approve solicit an RFP for the purchase and installation of new and repaired overhead garage doors in Shed 3, C building, and A building.

Moved by:

C. Chianese

Seconded by:

R. DeAngelo

Voting for Motion:

All

Voting Against Motion:

None

RESOLUTION 2020-08-0073: APPROVAL OF DELAWARE RIVER STEVEDORES (DRS) LEASE RENEWAL

Staff is requesting Board approval to renew the lease with Delaware River Stevedores (DRS)

DRS leases approximately 36,900 square feet of combined open space and garage repair building from SJPC at Balzano Terminal, in order to support their stevedoring operations in Camden. The current lease has a one year term expiring on September 30, 2020, with total annual rent paid at \$70,560

Requested Lease Renewal Key Terms

- 3-year term, from October 1, 2020 through September 30, 2023
- Fixed annual rental increases as follow:
 - Lease Year 1: \$72,252.00
 - Lease Year 2: \$73,986.00
 - Lease Year 3: \$75,761.64
- No change to the amount of square feet under lease, but Landlord retains the right to reconfigure the open space portion as may be needed

A motion was made to approve Resolution 2020-08-0073 to approve to renew the lease with DRS for a 3-year term

Moved by:	W. Higgins
Seconded by:	R. DeAngelo
Voting for Motion:	All
Voting Against Motion:	None

RESOLUTION 2020-08-0074: APPROVAL OF AWARD OF FORENSIC REVIEW, EVALUATION, AND CAUSE OF EXCESSIVE PILE DEVIATION AT PAULSBORO MARINE TERMINAL RFP

Staff is presenting the results of the Request for Proposals for Forensic Review, Evaluation, and Cause of Excessive Pile Deviation at Paulsboro Marine Terminal. The RFP went out to the Prequalified Marine Engineering Call-In List. The successful firm will provide SJPC with a forensic review and evaluation of installed piles to determine the root cause for excessive pile deviations at the Paulsboro Marine Terminal. The firm will also perform an evaluation of the contractor's proposed solution to continue construction and party liability associated with this pile work.

Proposals were due on Thursday, August 13, 2020 by 3:00 p.m. The following proposals were received:

Firm	Proposed Cost
McLaren Engineering Group 530 Chestnut Ridge Woodcliff Lake, NJ 07677	- \$39,660: Tasks 1, 2, & 3 - \$46,290: Tasks 1, 1A, 2, & 3 - Task 4: see breakdown of hours rates in summary Underwater Inspection Team: \$4,500 daily rate

The proposals were evaluated based on the criteria of staff qualifications, experience, approach/methodology and cost. The recommendation is to select McLaren Engineering Group.

A motion was made to approve Resolution 2020-08-0074 to approve the award of Forensic Review, Evaluation, and Cause of Excessive Pile Deviation at Paulsboro Marine Terminal RFP to McLaren Engineering Group.

Moved by: J. Maressa
Seconded by: C. Bruner

Voting for Motion: All
Voting Against Motion: None

RESOLUTION 2020-08-0075: APPROVAL TO AWARD A DESIGN FIRM FOR THE BALZANO MARINE TERMINAL REPLACEMENT OF SECURITY PERIMETER PROTECTION

Pursuant to the Board's Authorization: RESOLUTION 2020-04-0039 - APPROVAL TO ISSUE AN RFP FOR DESIGN SERVICES TO REPLACE THE BALZANO SECURITY PERIMETER PROTECTION, an RFP was issued soliciting the design services to replace the security perimeter protection.

An RFP was prepared and distributed to our prequalified civil consultant firm list. The following four proposals were received on July 9, 2020.

- | | |
|----------------------------------|--------------|
| 1. Dewberry* | \$ 74,500.00 |
| 2. Remington & Vernick Engineers | \$ 99,187.59 |
| 3. Hudson | \$129,785.00 |
| 4. Van Note-Harvey | \$233,740.00 |

* Proposal deemed non-responsive - cost was not a lump sum not to exceed

Proposals were reviewed by SJPC staff and it was determined that Remington & Vernick Engineers' proposal for the not to exceed amount of \$99,187.59 was the best value and met all requirements of the RFP.

Capital Plan / Budget Impact

Estimated costs to complete construction of this project are approximately \$900,000.00. SJPC was awarded \$647,172.00 through a Department of Homeland Security 2019 Port Security Grant. The remaining costs will be funded through the 2017A Capital Projects account.

A motion was made to approve Resolution 2020-08-0075 to approve to award the design services to complete the replacement of the security perimeter protection to Remington & Vernick Engineers for the not to exceed amount of \$99,187.59.

Moved by:	J. Maressa
Seconded by:	R. DeAngelo

Voting for Motion:	All
Voting Against Motion:	None

RESOLUTION 2020-08-76: APPROVAL OF AWARD OF RFP FOR ROOFING CONTRACTOR TO SPRAY A RUBBERIZED MEMBRANE COATING ON THE ROOFS OF BROADWAY TERMINAL "C" AND "P" BUILDINGS AND BALZANO TERMINAL MAINTENANCE GARAGE

Staff presented the results of the Request for Proposals for a roofing contractor to spray a rubberized membrane coating on the roofs of "C" and "P" buildings at the Broadway Terminal and the Maintenance Garage at the Balzano Terminal.

The roofs of these buildings have exceeded their anticipated life cycle. The rubberized spray is intended to mitigate the roofing material degradation and stop the water leaks while protecting the stored plywood cargo in "C" Building from potential damage at a considerably lower cost than a new roof, which we hope to be part of the solar lease program proposals. Staff is negotiating with Joseph Oat Corporation to cover the costs of spraying the membrane on "P" building. This could result in Joseph Oat joining SJPC in hiring the roofing contractor, or SJPC covering the cost upfront to be reimbursed by Joseph Oat.

Proposals were due on Tuesday, August 11, 2020 by 2:00 p.m. The following acceptable proposals were received:

Firm	Proposed Cost
Brave Industrial Paint LLC 177 Elmwood Ave. Long Branch, NJ 07740	\$497,254.00
D. A. Nolt, Inc 53 Cross Keys Rd. Berlin, NJ 08009	\$389,829.00
Roof Management, Inc.* 1627 Wyckoff Rd. Wall, NJ 07727	\$740,000.00
Jottan Inc. PO Box 166 Florence, NJ 08518	\$138,997.00
Winchester Roofing Corp.* 8 Democrat Way Gibbstown, NJ 08026	\$184,990.00
AWOC 8421 Hegerman St. Philadelphia, PA 19136	\$169,700.00

*These proposals were incomplete.

The proposals were evaluated by Staff and General Counsel based on the criteria of staff qualifications, experience, approach/methodology and cost. The recommendation is to select Jottan Inc. of Florence, NJ.

A motion was made to approve Resolution 2020-08-00 to approve awarding the Roofing Contractor RFP to Jottan Inc, of Florence, NJ.

Moved by: S. Roberts
Seconded by: C. Bruner

Voting for Motion: All
Voting Against Motion: None

RESOLUTION 2020-08-0077: APPROVAL TO AWARD TRASH REMOVAL CONTRCAT RFP

Staff presented the results of the Request for Proposals for the Trash Removal Contract at the Balzano and Broadway Marine Terminals.

Proposals were due on Thursday, August 13, 2020 by 2:00 p.m. The following acceptable proposals were received:

Firm	Proposed Cost
Waste Management 107 Silvia Street Ewing, NJ 08628	<u>Year 1</u> 30 yd. Roll Off: \$834.00 40 yd. Roll Off: \$875.45 4 yd. Front Load Can: \$20.56 (per lift per container)
	<u>Opt. Year 1</u> 30 yd. Roll Off: \$863.20 40 yd. Roll Off: \$906.10 4 yd. Front Load Can: \$21.28 (per lift per container)

	<u>Opt. Year 2</u> 30 yd. Roll Off: \$893.40 40 yd. Roll Off: \$906.10 4 yd. Front Load Can: \$22.02 (per lift per container)
Green Guys Recycling Solutions LLC 1014 Tanyard Rd. Deptford, NJ 08096	30 cubic yd. container (per pull): \$525.00 (3) 4 yd. picked up 2x/week: \$861.36/monthly Extra pick up request charge: \$32.00 per 4 yd. container *No change in cost schedule for optional years

The proposals were evaluated by Staff and General Counsel based on the criteria of staff qualifications, experience, approach/methodology and cost. The recommendation is to select Waste Management of Ewing, NJ.

Estimated volumes are twenty-five or forty 30 or 40 cubic yard containers per month and up to three cubic yard containers to be emptied twice per week. The contract is for one year starting October 1, 2020, with two additional one-year options.

A motion was made to approve Resolution 2020-08-0077 to approve to award the Trash Removal Contract RFP to Waste Management.

Moved by: C. Bruner
Seconded by: S. Roberts

Voting for Motion: All
Voting Against Motion: None

INFORMATION ITEMS

G. SECURITY CAMERAS, ACCESS CONTROL SYSTEM, FIBER OPTIC LINK

Staff is investigating the acquisition of an integrated video surveillance and access control system. Staff has identified a NJ State cooperative purchasing vendor for this undertaking. We will obtain a proposal for the Board's consideration at the September Board meeting.

The current camera system at the Balzano Terminal is well beyond its useful life, not well supported and some cameras are off-line. A new system will be completely IP based and will better and more easily integrate with our current infrastructure. The expansion will provide video to virtually 100% of the outdoor terminal area. The system is expandable which allows for additional cameras, both inside of buildings or outside. All monitoring can be available from any secure network enabled location.

The Broadway Terminal has been without video surveillance since the reconfiguration of the terminal because of the Holtec Project. Video surveillance is critical and overdue. The new system will be available at all desired areas providing much needed safety and security.

The current access control system is cumbersome, poorly supported and very expensive to maintain. Our goal is to streamline and better integrate access control with other security resources. This vendor solution will render a more user friendly product that will effectively and efficiently manage our security protocol.

This project will also improve communications within and between the Camden Terminals. The wireless bridge that connects the Balzano and Broadway Terminals is due for replacement. The plan for the wireless bridge linking the two terminals is to relocate it and replace it with a faster and higher bandwidth licensed link. This will increase the communication between the two terminals by increasing the speed and with the license link, prevent interference from other wireless communications in the area. This link will also extend network and data access to the pier area if needed.

A fiber link between D building and Warehouse Department at the Balzano Terminal will also enable network redundancy between B building and the Warehouse department office. This will ensure that a fiber break involving our current (and only) connection to the Warehouse Department will not cause loss of network connectivity for a prolonged period of time. A loss of network connection in the Warehouse Department would paralyze critical port operations.

H. 2020 – 2022 RATE STUDY PROGRAM

As required by our Bond Covenants dated June 5, 1985, South Jersey Port Corporation is required, on an annual basis, to “An Evaluation of Rates, Rents, Fees and Charges currently in effect at our Marine Terminals and compare them to our competitors in the region.”

Staff will submit an RFQ to our prequalified marine engineer list to obtain quotes to perform this evaluation for a three-year period.

I. BOND COUNSEL RFP

Staff will be preparing an RFP to solicit the services of bond counsel. The current incumbent, McManimon, Scotland & Baumann, has been providing services to the SJPC on a month-to-month basis since the contract expired on February 28, 2020. Staff intends to align the appointment of bond counsel via this RFP to coincide with this fall's appointment of professionals as previously discussed under Resolution 2020-06-0052: APPROVAL OF PROFESSIONAL SERVICES INCUMBENTS TO END OF CALENDAR YEAR 2020.

MARKETING COMMITTEE REPORT & PHOENIX/ARTLIP COMMUNICATIONS REPORT

The report was received and filed.

PORT SECURITY UPDATE

The report was received and filed.

PAULSBORO MARINE TERMINAL PROJECT UPDATE

The report was received and filed.

PUBLIC COMMENTS

The Chairman asked if there were any public comments.

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

A motion was made to adjourn the Regular Open Meeting.

Moved by:	R. DeAngelo
Seconded by:	S. Roberts

Voting for motion:	All
Voting against motion:	None

At 1:11 p.m. the regular open session was adjourned.

Following closed session, the Regular Session was reopened at 1:36 p.m.

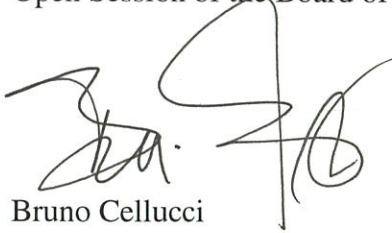
A motion was made to adjourn the Regular Open Meeting at 1:37 p.m.

Moved by:	J. Maressa
Seconded by:	R. DeAngelo

Voting for motion:	All
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Voting against motion: None

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, August 25, 2020.

A handwritten signature in black ink, appearing to be 'Bruno Cellucci', written over a large, stylized 'S' or 'J' shape.

Bruno Cellucci
Acting Board Secretary

