



**SOUTH JERSEY TRANSPORTATION AUTHORITY  
BOARD OF COMMISSIONERS MEETING  
MARCH 19, 2025**

This Board of Commissioners Monthly Meeting of the South Jersey Transportation Authority was held on March 19, 2025, with Chair Francis K. O'Connor calling the meeting to order at 9:00 a.m.

**Present**

- Chair Francis K. O'Connor (in person)
- Vice Chair Zoe Baldwin (*in person-stepped in at 9:05 a.m.*)
- Commissioner John F. Amodeo (teleconference)
- Deputy Commissioner Joseph Bertoni (teleconference)
- Commissioner Robert Healey (in person)
- Commissioner Barbara Holcomb (in person)
- Commissioner C. Robert McDevitt (in person)
- Commissioner Christopher M. Milam (teleconference)
- 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 A. 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)
- Shawn Costello (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
Chairman Francis K. O'Connor	X	
Commissioner John F. Amodeo	X	
Vice Chair S. Zoe Baldwin		X stepped in at 9:05 a.m.
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 March 19, 2025, agenda. Whereupon a motion was made by Commissioner Healey and seconded by Commissioner Holcomb 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 February 19, 2025, meeting minutes. Whereupon a motion was made by Commissioner Holcomb and seconded by Commissioner Healey approving said minutes. No questions were asked. All Commissioners in attendance voted affirmatively, approving, and adopting said minutes.

### **Executive Session**

Chair O'Connor asked General Counsel if an Executive Session was needed, to which General Counsel responded affirmatively. Mr. Dougherty presented Resolution 2025-19 to the Chair and Commissioners for the exclusion of the public from discussions related to personnel matters related to the Schedule "A" associated with Resolution 2025-14. Whereupon, the motion was made by Commissioner Healey and seconded by Commissioner McDevitt approving Resolution 2025-19. A unanimous vote was taken approving the resolution, adjourning the open portion of the meeting at 9:03 a.m. Chair O'Connor 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, Chair O'Connor asked for a motion to return to the open portion of the meeting. Whereupon, a motion was made by Commissioner McDevitt and seconded by Commissioner Healey. The open portion of the meeting reconvened at 9:10 a.m.

The call operator opened the meeting back up to the public portion of the meeting. Chair O'Connor then requested the Secretary call the roll.

### **Executive Report**

Chair O'Connor asked for the presentation of the Executive Report. Mr. Dougherty presented the March 19, 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 March 5, 2025. During these meetings, briefings were provided on the resolutions being presented this morning as well as an update on FAA coordination. Commissioners were also provided with the schedule of upcoming projects, the voucher list, January 2025 Financial Reports, 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 2025-14 through 2025-18. Chair O'Connor 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. 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	2 <sup>nd</sup>	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	X				
Commissioner Christopher M. Milam			X				
Commissioner Joseph Ripa			X				

*Copies of Resolutions 2025-14 through 2025-18 are attached hereto and made a permanent part of these official Authority minutes.*

### **RESOLUTION 2025-14 RESOLUTION 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 2025-15 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE APPOINTMENT OF SHAWN COSTELLO TO THE POSITION OF BOARD SECRETARY AND CAROLINE ROSEBORO TO CONTINUE IN THE POSITION OF ALTERNATE BOARD SECRETARY OF THE AUTHORITY**

Pursuant to Article II, Section 4(b) of the Authority By-Laws, the Commissioners of the Authority are required to name a Secretary at the Annual Reorganization Meeting. The Board Secretary shall keep the official records of the Authority minutes of the actions taken at the meetings and the seal of the Authority. The Board Secretary shall verify when required, copies of records and from time to time perform other duties as shall be assigned to him/her by the Board of Commissioners, the Executive Director or the Executive Director's designee. At the Annual Reorganization Meeting, pursuant to Resolution No. 2024-72, the Board named Cynthia Blasberg as Board Secretary and Caroline Roseboro as Alternate Board Secretary. Cynthia Blasberg has been assigned to a new role with the Authority and the Board seeks to name a new Board Secretary. The Authority desires to appoint Shawn Costello to the position of Board Secretary of the Authority, effective April 16, 2025, and expiring on the date of the 2025 Annual Reorganization Meeting or until such time as a successor is appointed.

### **RESOLUTION 2025-16 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE NEGOTIATION AND EXECUTION OF NEW AGREEMENTS FOR AUTOMOBILE RENTAL CONCESSIONS AT THE ATLANTIC CITY INTERNATIONAL AIRPORT**

The Authority is responsible for the operation, maintenance, improvement, and promotion of the Airport. Pursuant to Section 7(l) of the Act, the Authority has the right to lease and license the use of land, property and facilities at the Airport and has full power and authority to enter into agreements with respect thereof. The Authority has determined it is in its best interest to seek proposals for the management and operation of Automobile Rental Concessions at the Airport to establish a strong, mutually beneficial owner-operator relationship with a quality-oriented concessionaire. On January 14, 2025, and January 15, 2025, the Authority publicly advertised for responses to the Authority's Request for Proposals (RFP) for all interested and qualified parties for Automobile Rental Concessions at the Airport. On February 11, 2025, in response to said advertising, three (3) proposals were received by the Authority. and were subsequently reviewed by the Consultant Selection Committee to ensure they met all the requirements of the RFP. The Consultant Selection Committee has determined that all three (3) entities that submitted proposals would be beneficial to further the automobile rental concessions at the Airport. The Airport Director believes it is in the best interest of the Authority and recommends the award of a contract to all three (3) entities for Automobile Rental Concessions, in return for which the Authority shall receive compensation based on gross receipts of sales. Said contracts will be for a term of five (5) years commencing on or about May 1, 2025, and ending April 30, 2030.

**RESOLUTION 2024-17 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXTENSION OF A CONTRACT TO VOLAIRE AVIATION INC. OF FISHERS, INDIANA, FOR AIR SERVICE DEVELOPMENT CONSULTING SERVICES**

On January 10<sup>th</sup> and January 11<sup>th</sup>, 2024, the Authority advertised a Request for Proposals (“RFP”) for Air Service Development Consulting Services for the purpose of obtaining proposals from firms to provide air service consulting services on a retainer basis and/or on a project basis. In response to said advertisement, three (3) proposals were received by the Authority on January 31<sup>st</sup>, 2024. On February 6<sup>th</sup>, 2024, the Authority’s Consultant Selection Committee (“CSC”) reviewed and ranked the Proposals and determined that Volaire Aviation, Inc of Fishers, Indiana was deemed to have submitted the highest ranked proposal which best serve the interests of the Authority. Based on the CSC’s evaluation and recommendation, the Authority, via Resolution 2024-20, entered into an agreement with Volaire Aviation, Inc of Fishers, Indiana for the provision of Air Service Development Consulting Services for a term of one (1) year with two (2) one-year renewal options that can be executed by agreement only. As the initial contract term is set to expire on or about April 30, 2025, the Authority and Volaire Aviation, Inc. desire to exercise the first one (1) year extension option. The Airport Director believes it is in the best interest of the Authority and desires to exercise the first one (1) year renewal option with Volaire Aviation, Inc. commencing on or about May 1, 2025.

**RESOLUTION 2025-18 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING A SPECIALIZED AVIATION SERVICES OPERATOR PERMIT AGREEMENT WITH AVIATION SERVICE PARTNERS, INC. AT THE ATLANTIC CITY INTERNATIONAL AIRPORT**

Pursuant to Section 7(x) of the Act, the Authority has the power to enter into any and all agreements or contracts, execute any and all instruments, and do and perform any and all acts or things necessary, convenient, or desirable for the purposes of the Authority or to carry out any powers expressly given in the Act. It is necessary for airlines occupying the Airport to secure certain services such as: aircraft line maintenance services. Aviation Service Partners, Inc., wishes to provide such Specialized Aviation Services to Spirit Airlines and therefore requires a permit to provide same. The Authority wishes to grant Aviation Service Partners, Inc. a permit to provide aircraft line maintenance services Spirit Airlines at the Airport. In exchange for the service permit, the Authority shall receive thirteen (13%) percent of the monthly gross receipts of Aviation Service Partners, Inc. The Director of the Airport believes it to be in the best interest of the Authority and recommends that Aviation Service Partners, Inc. receive a permit to provide aircraft line maintenance services to Spirit Airlines by the Authority similar to the permit agreement attached hereto as Schedule “A” for a term of three (3) years commencing on March 1, 2025.

**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.

**General Comment**

Chair O’Connor invited general comments from the public. 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, April 16, 2025, at 9:00 a.m.

Chair O’Connor called for a motion to adjourn the meeting. Whereupon the motion was made by Vice Chair Baldwin and seconded Commissioner McDevitt to adjourn the meeting. A unanimous voice vote was taken adjourning the meeting at 9:18 a.m.

Submitted by: Cynthia Blasberg  
Cynthia Blasberg, Board Secretary

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