

**SOUTH JERSEY TRANSPORTATION AUTHORITY  
BOARD OF COMMISSIONERS MEETING  
APRIL 21, 2021**

This Board of Commissioners Monthly Meeting of the South Jersey Transportation Authority was held on April 21, 2021, via teleconference commencing at 9:00 a.m.

After calling the meeting to order Chair Gutierrez-Scaccetti stated due to her chairing the meeting via teleconference, Vice Chair Milam would be signing the approved resolutions on her behalf.

**Present**

Chair Diane Gutierrez-Scaccetti  
 Commissioner Jeffery A. April, Esq.  
 Commissioner Bryan J. Bush  
 Commissioner James J. McCullough  
 Vice Chairman Christopher M. Milam  
 Commissioner C. Robert McDevitt  
 Commissioner Joseph Ripa  
 Rudy Rodas, Governor’s Authorities Unit  
 Stephen F. Dougherty, Executive Director  
 Robert Damminger, Deputy Executive Director  
 Karen Davis, Director of Finance  
 Nicholas Sullivan, Esq. General Counsel  
 Cynthia Blasberg, Board Secretary  
 Debra Murphy, Alternate Board Secretary

**Absent**

Commissioner Christina Fuentes, EDA  
 Commissioner Maurice B. Hill, Jr., DMD

**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, the Newark Star Ledger and with the Secretary of the State of New Jersey as to the time and date of convening. Notice has also been posted at the Farley Service Plaza, the Atlantic City International Airport, the Atlantic City and Blackwood Offices as prescribed by law.

Chair Gutierrez-Scaccetti called for a moment of silence for all those who have been impacted by the coronavirus pandemic, those we have lost and families who grieve and ask for peace in our nation.

**Roll Call**

Commissioner	Present	Absent
Chair Diane Gutierrez-Scaccetti	X	
Commissioner 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	
Vice Chairman Christopher M. Milam	X	
Commissioner Joseph Ripa	X	
Commissioner Christina Fuentes		X

*One member of the public called into this meeting.*

**Approval of the Agenda**

Chair Gutierrez-Scaccetti called for a motion to approve the April 21, 2021 agenda. Whereupon a motion was made by Commissioner McDevitt and seconded by Commissioner April 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 March 17, 2021 meeting minutes. Whereupon a motion was made by Commissioner McCullough and seconded by Commissioner Bush approving said minutes. No questions were asked. All Commissioners in attendance voted, approving and adopting the minutes.

**Executive Session**

Chair Gutierrez-Scaccetti asked General Counsel if an Executive Session was needed, to which General Counsel responded affirmatively.

Mr. Dougherty presented Resolution 2021- 42 to the Chair and Commissioners for the exclusion of the public to discuss a contractual matter regarding Atlantic City Expressway Farley Service Plaza Natural Gas Conversion Phase II Project and a litigation matter specific to the “Atlantic City International Airport Aircraft Rescue and Fire Fighting Facility (ARFF)”. Whereupon the motion was made by Commissioner Bush and seconded by Vice Chairman Milam approving Resolution 2021-42. A unanimous vote was taken approving the resolution, adjourning the open portion of the meeting at 9:04 a.m.

At the close of Executive Session, Chair Gutierrez-Scaccetti called for a motion to return to the open portion of the meeting. Whereupon a motion was made by Vice Chairman Milam and seconded by Commissioner Bush. The open portion of the meeting reconvened at 9:45 a.m.

Chair Gutierrez-Scaccetti then requested the Secretary call the roll.

**Roll Call**

<b>Commissioner</b>	<b>Present</b>	<b>Absent</b>
Chair Diane Gutierrez-Scaccetti	X	
Commissioner Jeffery A. April, Esq.	X	
Commissioner Bryan J. Bush	X	
Commissioner Maurice B. Hill		X
Commissioner James J. McCullough	X	
Commissioner C. Robert McDevitt	X	
Vice Chairman Christopher M. Milam	X	
Commissioner Joseph Ripa	X	
Commissioner Christina Fuentes		X

**Executive Report**

Chair Gutierrez-Scaccetti asked for the presentation of the Executive Report. Mr. Dougherty presented the April 21, 2021 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 April 7, 2021. During these meetings, Commissioners were briefed on the resolutions being presented this morning as well as updates on the March 24, 2021 Audit Committee Meeting, Spirit Airline flights and a demonstration at the Airport of new technology to help combat COVID 19. Commissioners were also provided the schedule of upcoming projects, 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.

There being none, Chair Gutierrez-Scaccetti welcomed Mr. Jarred Corn from the firm Bowman & Company, LLC. Addressing the Board, Mr. Corn thanked the Commissioners and Governing Body to the Authority for having the confidence in appointing his firm to conduct the audit. He further thanked Ms. Davis, Ms. Dierolf and their staff with their assistance in conducting their first-year audit and looks forward to additional years down the road. Chair Gutierrez-Scaccetti thanked Mr. Corn for his comments and noted her appreciation of his work.

### **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 Vice Chairman 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				
Commissioner 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				
Vice Chairman Christopher M. Milam			X				
Commissioner Joseph Ripa			X				

### **Resolutions and Motions:**

Chair Gutierrez-Scaccetti asked Mr. Dougherty to present the resolutions. Mr. Dougherty advised the Commissioners he would be presenting a total of ten (10) resolutions for their consideration. Mr. Dougherty presented Resolutions 2021-31 and 2021-33 through 2021-41. Chair Gutierrez-Scaccetti called for a motion to approve said resolutions. The motion as presented, was moved by Commissioner McCullough and seconded by Commissioner Ripa approving said resolutions. Chair Gutierrez-Scaccetti asked for questions on the motion. There being no further 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				
Commissioner 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				
Vice Chairman Christopher M. Milam			X				
Commissioner Joseph Ripa			X				

*Copies of Resolutions 2021-31 and 2021-33 through 2021-41 are attached hereto and made a permanent part of these official Authority minutes.*

### **RESOLUTION 2021-31 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY ACCEPTING CONDITIONAL APPROVAL OF THE 2020 FINANCIAL AUDIT**

The Audit Committee met on March 24, 2021, via teleconference, in accordance with Executive Order No. 122 and have reviewed the 2020 Financial Audit Report with the independent auditor. The 2020

Financial Audit Report is in draft format pending GASB 68 information from the Division of Pension and Benefits. The Audit Committee recommends that the Board of Commissioners conditionally accept the 2020 Financial Audit and hereby directs the Executive Director to file a copy of the audit with the Treasurer of the State of New Jersey.

**RESOLUTION 2021-33 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING AN OUT-OF-HOME ADVERTISING MANAGEMENT LEASE AGREEMENT WITH CAMDEN OUTDOOR, L.L.C. OF ATLANTIC CITY, NEW JERSEY FOR CERTAIN BILLBOARDS ALONG THE ATLANTIC CITY EXPRESSWAY**

Pursuant to *N.J.S.A.* 52:31-1.1a, the Authority is required to publicly advertise for bids for the lease of real property owned by the Authority for the purpose of displaying any advertisement. On February 25, 2021 and February 26, 2021, the Authority publicly advertised a Request for Proposals (“RFP”), for Out-of-Home Advertising Management. The Authority sought responses from qualified Out-of-Home advertising organizations to manage two existing 14’ x 48’ static billboards located along the Expressway Right of Way at Milepost 4.82 (NJDOT Permit #70323) and Milepost 4.96 (NJDOT Permit #69714). In response to said advertising on February 25, 2021 and February 26, 2021, on March 18, 2021 Camden Outdoor, L.L.C. of Atlantic City, New Jersey submitted the sole responsive proposal. The Authority’s Consultant Selection Committee met on March 24, 2021 and concluded that Camden Outdoor, L.L.C., met the requirements of the RFP and recommended awarding a contract to Camden Outdoor, L.L.C. The Authority and Camden Outdoor, L.L.C. shall agree to enter into a Lease Agreement to defined the terms required for Camden Outdoor, L.L.C., to manage the two billboards located at Milepost 4.82 and Milepost 4.96.

**RESOLUTION 2021-34 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXTENSION OF A CONTRACT TO JULIANO’S ATM SERVICES, OF LINWOOD, NEW JERSEY FOR AUTOMATIC TELLER MACHINES (ATMS) FOR THE ATLANTIC CITY INTERNATIONAL AIRPORT AND THE TRAVEL PLAZA AT THE FARLEY SERVICE AREA**

On February 14 and February 15, 2019, the Authority advertised a Request for Proposals for Automatic Teller Machines (ATMs) at the Atlantic City International Airport and the Travel Plaza at the Farley Service Area. On March 7, 2019, the Authority received one (1) proposal in response to said advertisement. On March 12, 2019, the Authority’s Consultant Selection Committee met to review the proposal and determined that Juliano’s ATM Services of Linwood, New Jersey to have met the criteria as outlined in the request for proposal. The Authority, via Resolution 2019-24, entered into an agreement with Juliano’s ATM Services of Linwood, New Jersey for a term of one (1) year with two (2) mutually agreeable one (1) year options to renew. On April 15, 2020, the Authority, via Resolution 2020-32 authorized the first one (1) year renewal option which term is set to expire on or about May 31, 2021. The Authority now desires to exercise the second and final one (1) year renewal option commencing on or about June 1, 2021.

**RESOLUTION 2021-35 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICE AGREEMENT BETWEEN THE AUTHORITY AND PFM GROUP CONSULTING LLC OF PHILADELPHIA, PENNSYLVANIA TO CONDUCT THE MANAGEMENT AUDIT OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY**

Pursuant to *N.J.S.A.* 27:25A-36(b) not less than once every five (5) years the Authority shall cause a Management Audit of its operational effectiveness and efficiency. On March 4, 2021 and March 5, 2021, the Authority advertised a Request for Proposals to procure a firm for the purposes of conducting a Management Audit of the South Jersey Transportation Authority. In response to said advertising, one (1) proposal was received by the Authority on March 25, 2021. In accordance with the Authority’s Policy and Procedures, the Consultant Selection Committee (CSC) met on April 30, 2021 and has determined PFM Group Consulting LLC of Philadelphia, Pennsylvania to have met the criteria as outlined in the request for proposal. The Authority’s Director of Business Administration recommends the Authority award a contract to PFM Group Consulting LLC of Philadelphia, Pennsylvania in an

amount not to exceed \$104,500.00 for the purposes of conducting a Management Audit of the South Jersey Transportation Authority.

**RESOLUTION 2021-36 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE AWARD OF A CONTRACT TO J. FLETCHER CREAMER, INC. OF FOLSOM, NEW JERSEY FOR EMERGENCY REPAIRS TO THE SANITARY SEWER FORCE MAIN, ATLANTIC CITY EXPRESSWAY AT MILEPOST 20.0 EASTBOUND (CONFIRMING)**

On December 19, 2020 a leak was discovered at a sanitary sewer force main manhole at milepost 20.0 eastbound on the Expressway. Rehabilitation work on the force main had been completed by J. Fletcher Creamer & Son, Inc. in 2019. The Engineering Department dispatched J. Fletcher Creamer & Son, Inc. to the site with the expectation by all parties that the leak was a maintenance bond issue under the prior contract; however, upon further investigation by J. Fletcher Creamer & Son, Inc., Authority Staff, and the Authority's engineering consultant Maser Consulting (now Colliers Engineering & Design), it was jointly determined that the leak was not a maintenance bond claim. It was the opinion of all parties including the Chief Engineer that immediate contractor response was required to temporarily repair the force main leak and to expedite the permanent repairs to the force main to ensure normal operation of the Farley Service Plaza and the safety of both the public and the environment. On December 21, 2020, pursuant to the deficiencies and N.J.A.C. 19:2-7.7, which states "when an emergency declared by the Executive Director or his designee exists of a nature requiring immediate services, the Authority shall, by such solicitation as it considers advisable, obtain whatever is necessary to meet the emergency on the most advantageous terms possible under the circumstances," thus the Executive Director has declared the sanitary sewer force main leak emergent, and as such authorized an emergency procurement for the priority repairs. In the interest of safety to the traveling public and the environment, and in accordance with N.J.A.C. 19:2-7, the Executive Director authorized J. Fletcher Creamer & Son, Inc. of Hackensack, New Jersey conducted the emergency repair to the sanitary sewer force main, Atlantic City Expressway at milepost 20.0 eastbound at a cost of \$61,462.41.

**RESOLUTION 2021-37 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE AWARD OF A CONTRACT TO LEVY CONSTRUCTION COMPANY, INC. OF AUDUBON, NEW JERSEY FOR THE ATLANTIC CITY INTERNATIONAL AIRPORT PARKING GARAGE BALLISTIC WINDOW AND DOOR UPGRADES PROJECT**

On March 3<sup>rd</sup> and March 4<sup>th</sup>, 2021, consistent with Section 8(a) of the Act, the Authority publicly advertised for bids for the Atlantic City International Airport Parking Garage Ballistic Window and Door Upgrades Project, which includes, but is not limited to, the purchase, delivery and installation of ballistic rated materials (windows and doors) and the installation of an opaque film on an existing storefront window system at a portion of the Airport Parking Garage office area located on Ground Floor. On March 24, 2021, three (3) bids were received, opened, and tabulated with Levy Construction Company, Inc. of Audubon, New Jersey being deemed the lowest responsive, responsible bidder in an amount not to exceed \$202,600.14. 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 Company, Inc. of Audubon, New Jersey for the Atlantic City International Airport Parking Garage Ballistic Window and Door Upgrades Project in an amount not to exceed \$202,600.14.

**RESOLUTION 2021-38 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING A SOLE SOURCE CONTRACT TO KAPSCH TRAFFICOM USA, INC. OF MCLEAN, VIRGINIA FOR UPGRADES TO THE DYNAC SOFTWARE AS PART OF THE ATLANTIC CITY CONNECTOR TUNNEL COMMUNICATIONS SYSTEM PROJECT**

Pursuant to Section 8(b)(3) of the Act, the Authority is authorized to make, negotiate, and award an agreement or contract without public advertisement when only one source of supply is available. The Authority, pursuant to Resolution No. 2020-116, awarded a contract for the Atlantic City Expressway (ACE) Connector Tunnel Communication Systems Project, which consists of complete replacement of the existing Programmable Logic Controller (PLC) with a new upgraded system and the integration of tunnel control systems with the existing DYNAC system to make improvements to communication

between SCADA and the generator, uninterruptible power supply (UPS, HVAC automation panel, and switchgear. in the Atlantic City Expressway Connector Tunnel within the jurisdiction of the Authority in Atlantic City (“Project”). The Authority seeks to obtain proprietary services for the Project from Kapsch TrafficCom USA, Inc. (“Kapsch”) related to the existing DYNAC System, specifically, to establish communication between the DYNAC System and the new PLC cabinet; configure and program DYNAC with an updated registered objects and database for the new PLC registers; and to modify existing DYNAC graphics and configuration as necessary to accommodate new subsystems for the Project (“Software and Services”). Kapsch submitted a proposal for the Software and Services for the Project in the amount of \$166,500.00. DYNAC is sole source, proprietary software created by Kapsch to monitor and control traffic, life safety, and facilities management assets and processes. The Authority believes it is in its best interest and recommends entering into an agreement with Kapsch for the Software and Services in an amount not to exceed One Hundred and Sixty-Six Thousand Five Hundred Dollars \$166,500.00 in furtherance of the Project.

**RESOLUTION 2021-39 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE MODIFICATION OF PARKING RATES AT THE ATLANTIC CITY INTERNATIONAL AIRPORT**

The South Jersey Transportation Authority seeks to modify the rates for the use of Short-Term Parking, Garage Parking and Economy/Surface Parking Lots at the Atlantic City International Airport. The Authority is authorized to fix and revise from time to time, charge and collect tolls, fares, passenger facility charges or other charges to establish fees for all of its projects, including transportation projects such as the Airport and the parking facilities at the Airport. The Authority has direct control of parking operation at the Airport and desires to revise the fees applicable to the use of the parking facilities at the Airport in order to provide a more uniform rate structure across all of the parking facilities at the Airport. The proposed parking rates for parking facilities at the Airport are as indicated below and shall become effective on June 1, 2021, and shall remain in effect thereafter until changed by action of the Authority: The rate for the parking garage at the Airport shall be Two Dollars (\$2.00) for the first hour and One (\$1.00) for each additional hour up to Four (4) hours. After Four (4) hours the daily maximum garage rate would apply at Thirteen Dollars (\$13) per day. The rate for the economy parking lots at the Airport shall be Two Dollars (\$2.00) for the first hour and One (\$1.00) for each additional hour up to Four (4) hours. After Four (4) hours the daily maximum economy lot rate would apply at Ten Dollars (\$10) per day. The fifteen (15) minute grace period for all parking facilities at the Airport is eliminated.

**RESOLUTION 2021-40 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE AWARD OF A CONTRACT TO HOFFMAN SERVICES, INC. OF NEWARK, NEW JERSEY FOR THE PURCHASE AND DELIVERY OF STERTIL-KONI ST1085-3FWA E BRIGHT MOBILE COLUMN LIFTS OR EQUAL**

On March 9, 2021 and March 10, 2021, the Authority publicly advertised for bids for the Purchase and Delivery of Stertil-Koni ST1085-3FWA E Bright Mobile Column Lifts or Equal. On March 26, 2021, one (1) bid was received, opened and tabulated. Hoffman Services, Inc. of Newark, New Jersey was deemed the sole, responsive, responsible bidder in an amount not to exceed \$94,091.75 for eight (8) units. The Authority desires to enter into a contract with Hoffman Services, Inc. of Newark, New Jersey for the Purchase and Delivery of eight (8) Stertil-Koni ST1085-3FWA E Bright Mobile Column Lifts or Equal in an amount not to exceed \$94,091.75.

**RESOLUTION 2020-41 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE ACCEPTANCE AND EXECUTION OF AN AGREEMENT AND RELATED DOCUMENTS WITH THE FEDERAL AVIATION ADMINISTRATION**

Pursuant to Section 7(r) of the Act, the Authority has the power to apply for, receive and accept from any federal agency, any bi-State agency or the State or subdivision thereof, grants for or in aid of the planning or acquisition of any project and to receive and accept aid or contributions from any other public or private source, of either money, property, labor or other things of value, to be held, used and applied only for the purposes for which those grants and contributions may be made. The Federal Aviation Administration (“FAA”) has been delegated authority by the Federal government to award

Federal financial assistance for aviation projects at the Airport. The Authority has received notification from the FAA of a grant offering for the following grant program: Airport Coronavirus Response Grant Program Grant Offer Grant Number 3-34-0002-106-2021 (the "Grant"). The FAA requires Board approval to accept the Grant on behalf of the Authority. It is the desire of the Board of Commissioners to authorize the Executive Director, or his designee, to accept the Grant and execute any project proposals, modifications, amendments, certifications and assurances, cooperative agreements and related documents in connection with the Grant on behalf of the Authority.

**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. We have no new business to discuss this morning; however, under unfinished business the Authority recommends the public release of Executive Session Minutes that have been reviewed by the Authority staff and general counsel and are deemed appropriate for release with certain redactions where the need for confidentiality still exists. The Executive Session Meeting Minutes being presented for release this morning are from the January 20, 2021, February 17, 2021 and March 17, 2021, meetings.

Chair Gutierrez-Scaccetti called for a motion to approve the release of the Executive Session Minutes. Whereupon, the motion was moved by Vice Chairman Milam and seconded by Commissioner McCullough, approving the release of minutes. Chair Gutierrez-Scaccetti 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 Gutierrez-Scaccetti 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 were made.

**Adjournment**

There being no further business, Chair Gutierrez-Scaccetti announced the next meeting will be held on May19, 2021 via teleconference at 9:00 a.m.

Chair Gutierrez-Scaccetti called for a motion to adjourn the meeting. Whereupon the motion was made by Commissioner Bush and seconded by Vice Chairman Milam to adjourn the meeting. A unanimous voice vote was taken adjourning the meeting at 9:59 a.m.

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

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