



SOUTH JERSEY PORT CORPORATION
OFFICIAL BOARD OF DIRECTORS MEETING MINUTES
BROADWAY TERMINAL
CAMDEN, NEW JERSEY
February 3, 2015
12:30 p.m.

Directors Present:	Richard Alaimo	Chairman
	Chad Bruner	Director
	Christopher Chianese	State Treas. Designee
	Robert DeAngelo	Director ☎
	Joseph Maressa, Jr.	Director
	Craig Remington	Director
	Sheila Roberts	Director
Directors Absent:	Jonathan Gershen	Director
	Eric Martins	Director
	Carl Styles	Director
In Attendance:	Tyler Yingling	Governor's Authorities Unit
	Fabian Ruiz	Governor's Authorities Unit
	Raymond Zane, Esq.	Gen. Counsel – Zane & Lozuke
	Kevin Castagnola	Executive Director & CEO
	Jay Jones	Dep. Exec. Dir. / Board Secretary
	Bruno Cellucci	Treasurer
	Hank D'Andrea	Facilities Engineer
	Dennis Culnan, Jr.	Marketing Consultant – PS&AC
	Linda Artlip	Marketing Consultant – PS&AC
	Neil Grossman	Financial Advisor
	Darryl Eng	AECOM
	Phil Girandola	AECOM
	Tom Nolan	Conner, Strong & Buckelew
	Missy Williamson	Conner, Strong & Buckelew

☎- indicates teleconference
*An attached sign-in list may
contain other attendees.*

The Chairman 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 26, 2015 the Secretary of the Corporation sent a legal notice of the rescheduled date for the January 27, 2015 regular session meeting to be held on February 3, 2015 by the South Jersey Port Corporation's Board of Directors, indicating the time and place to the following newspapers:

- ❑ **Courier-Post**
- ❑ **Gloucester County Times**
- ❑ **Burlington County Times**

In addition, the meeting notice was posted at the Port Corporation's designated the Bulletin Board at its main entrance of the Broadway Terminal, its official place for posting and maintaining a schedule of the monthly Board of Director's Meetings for 2015. The meeting date change notice was also placed of the Port Corporation's website at www.southjerseyport.com.

Roll call was taken and recorded. [**PLEDGE OF ALLEGIANCE RECITED.**](#)

[PRESENTATION OF SPECIAL MEETING MINUTES - December 2, 2014](#)

The minutes for the South Jersey Port Corporation Board of Directors held on December 2, 2014 were presented for approval.

A motion was made to approve the December 2, 2014 Board of Directors Regular Special Meeting Minutes as presented.

Moved by:	C. Bruner
Seconded by:	C. Chianese
Voting for motion:	All
Voting against motion:	None
Abstaining:	C. Remington

[PRESENTATION OF CLOSED MEETING MINUTES – December 2, 2014](#)

The minutes for the South Jersey Port Corporation Board of Directors closed meeting session held on December 2, 2014 were presented for approval.

A motion was made to approve the December 2, 2014 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:	C. Bruner
Seconded by:	C. Chianese
Voting for motion:	All
Voting against motion:	None
Abstaining:	C. Remington

OPERATING BILLS

The Operating Unpaid Bill list for the period 11/20/14 to 1/14/15 was presented for approval.

A motion was made to adopt Resolution 2015-1-0001 for the approval of the Operating Unpaid Bill list for the period 11/20/14 to 1/14/15.

Moved by: J. Maressa, Jr.
Seconded by: C. Remington

Voting for motion: All
Voting against motion: None

ADVANCE PAYMENT LIST

The Advance Payment Bill List for the period 11/20/14 to 1/14/15 was presented for approval.

A motion was made to adopt Resolution 2015-1-0002 for the approval of the Advance Payment Bills for the period 11/20/14 to 1/14/15.

Moved by: C. Remington
Seconded by: J. Maressa, Jr.

Voting for motion: All
Voting against motion: None

CREDIT LIST

The Credit List for the period ending January 26, 2015, containing five (5) credits in a total amount of \$4,825.93 was presented for approval.

A motion was made to adopt Resolution 2015-1-0003 for the approval of the Credit List for the period ending December 2, 2014 in the amount of \$48,969.60.

Moved by: C. Remington
Seconded by: C. Chianese

Voting for motion: All
Voting against motion: None

CONSTRUCTION FUND REQUISITIONS

Staff presented five (5) construction fund requisitions for the period ending January 26, 2015 in the amount of \$6,143,590.21.

A motion was made to adopt Resolution 2015-1-0004 for the approval of the Construction Fund Requisitions totaling \$6,143,590.21 as presented.

Moved by: C. Bruner
Seconded by: C. Remington

Voting for motion: All
Voting against motion: None

TREASURER'S REPORT

The Treasurer, Mr. Bruno Cellucci, presented the Treasurer's Report. He presented reports for the period ending November 30, 2014 and December 31, 2014. He reported that the pre-audit, unofficial results for December 2014 include net income before interest, depreciation and amortization totaling \$259,246 versus the budgeted amount of \$189,664. For the year-to-date, the net income before interest, depreciation and amortization totaled \$4,013,944. This is a deviation of \$1,273,982 better than budget. The interest on investments and the accounts receivables reports were also presented.

A motion was made to accept the Treasurer's Report as presented.

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

Voting for motion: All
Voting against motion: None

COUNSEL'S REPORT

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

EXECUTIVE DIRECTOR'S REPORT

The Executive Director reported on the port activity through December 2014 which resulted in total cargo tonnage for 2014 to reach 2,264,746 s/tons; a 24% improvement over 2013. Among the various commodities that performed well, import steel tonnage set a new record with 900,097 tons handled in 2014. The previous record was 752,542 tons set back in 1997. From December through March, we handle a growing amount of winter steel as a result of the St. Lawrence Seaway that closes during this period that would otherwise handle steel cargo to the Midwest. We have been successful in growing the steel products market share due to a number of reason including the barcode tracking system we implemented in the fall of 2013, our efficiencies in managing the logistics and cargo inventories for those steel customers and our high level of experience in handling breakbulk steel cargoes.

Looking ahead, January activity was equal to last year and we are projecting to be at the same level or better for the 2015 overall cargo tonnage results.

A motion was made to accept the Executive Director's Report as presented.

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

Voting for motion: All
Voting against motion: None

ACTION ITEMS

The following action items were considered:

RESOLUTION 2015-1-0005: 2015 RATE STUDY

As required by our Bond Covenants dated June 5, 1985 and on an annual basis the South Jersey Port Corporation is required 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 requested authorization to request quotations from the pre-qualified engineers for a three year term to perform this annual evaluation for 2015, 2016 and 2017.

A motion was made to approve Resolution 2015-1-0005 to authorize staff to request proposals from the pre-qualified engineers to perform the rate study as required by the bond covenants for the years 2015, 2016 and 2017.

Moved by: J. Maressa, Jr.
Seconded by: C. Chianese

Voting for motion: All
Voting against motion: None

RESOLUTION 2015-1-0006: 2015 STATE PENSION LIABILITY

Staff presents the Employer’s Liability Annual Pension Contribution Invoice for the Public Employee’s Retirement System (PERS) for calendar year 2015. The total amount of \$574,169 is due on April 1, 2015. The total amount due includes the Employer’s Contribution for 2015 and early retirement costs.

A motion was made to approve Resolution 2015-1-0006 to approve the 2015 Employer’s Liability Annual Pension Contribution invoice in the amount of \$574,169.

Moved by: C. Chianese
Seconded by: J. Maressa, Jr.

Voting for motion: All
Voting against motion: None

RESOLUTION 2015-1-0007: SELECTION OF PRE-QUALIFIED ENGINEERING FIRMS

Staff advertised the Request for Qualifications for Engineering Services in five different categories, including Marine Engine, Civil Engineer, Construction Management, Geo-Technical, and Certified Diver to add any interested, qualified firms to the current roster. The current select of pre-qualified engineering firms carry a three-year term through February 28, 2017. This offering will add any interested, qualified firms for a period of two years through February 28, 2017.

Qualification packages were due on Tuesday, January 13, 2015. The Board Review Committee evaluated the qualifications and presented a recommendation to the Board approve the additional firms to the pre-qualified roster in each of the five disciplines.

The Board Review Committee's recommendations are to add the following firms to the existing list of pre-qualified firms:

CIVIL ENGINEERING

Hatch Mott MacDonald
Urban Engineers
KS Engineers, PC
Dewberry Engineers, Inc.
CME Associates

MARINE ENGINEERING

Urban Engineers
Ocean & Coastal Consultants
CME Associates

CONSTRUCTION MANAGEMENT

Urban Engineers
KS Engineer, PC
Jingoli

GEO-TECHNICAL

Dewberry Engineers, Inc.
Tectonic Engineering
GZA GeoEnvironmental, Inc.
TSC Engineers, Inc.
Advantage Engineers

A motion was made to approve Resolution 2015-1-0007 to approve the Board Review Committee's recommendation to add firms to the existing pre-qualified engineering firms for a period of two years through February 28, 2017.

Moved by:

C. Remington

Seconded by:

J. Maressa, Jr.

Voting for motion:

All

Voting against motion:

None

RESOLUTION 2015-1-0008: PROFESSIONAL SERVICES APPOINTMENTS

Proposals for the Request for Qualifications and Cost Proposals for Professional Services including General Legal Counsel, Labor Counsel, Maritime Counsel, Bond Counsel, Marketing Consultant, General Health and Insurance Broker and Financial Advisor were received on December 9, 2014 at 3:00 p.m. The Board Review Committee evaluated and scored the proposals.

The Board Review Committee presented recommendations for the appointments. The professional services agreements will be for a term of one year beginning March 1, 2015 with a one year option exercised at the prerogative of the Board.

The appointment recommendations are:

GENERAL LEGAL COUNSEL

Zane & Lozuke - Primary
DeCotiis, Fitzpatrick & Cole (conflict)

MARITIME COUNSEL

Mattioni – Attorneys At Law

LABOR COUNSEL

Brown & Connery – Primary
Genova, Burns, Giantomasi, Webster (conflict)

MARKETING CONSULTANT

**Phoenix Strategies & Artlip
Communications**

BOND COUNSEL

Capehart & Scatchard - Primary
McManimon, Scotland & Baumann (conflict)

FINANCIAL ADVISOR

Goldman Beal Associates - Primary
The PFM Group (conflict)

GENERAL HEALTH & INSURANCE BROKER

Conner Strong & Buckelew

A motion was made to approve Resolution 2015-1-0008 to appoint Zane & Louzuke to serve as General Counsel, Mattioni Ltd. to serve as Maritime Counsel, Brown & Connery to serve as Labor Counsel, Capehart & Scatchard to serve as Bond Counsel, Goldman Beale Associates to serve as Financial Advisor, Phoenix Strategies and Artlip Communication to serve as Marketing Consultant and Conner Strong & Buckelew to serve as General Health and Insurance Broker for a term of one from March 1, 2015 to February 28, 2016 and a one year option exercised at the prerogative of the SJPC Board. Conflict of Interest firms are DeCotiis, Fitzpatrick & Cole for General Counsel, Genova, Burns, Giantomasi, Webster for Labor Counsel, McManimon, Scotland & Baumann for Bond Counsel, and the PFM Group for Financial Advisor.

Moved by:

J. Maressa, Jr.

Seconded by:

C. Remington

Voting for motion:

All

Voting against motion:

None

RESOLUTION 2015-1-0009: RAIL REPLACEMENT PROJECT BID RESULTS

Pursuant to the Board's authorization, staff released the Request for Bids for the Rail Replacement and Repair Project. The Balzano Terminal project is for the removal of approximately 300 linear feet of straight rail at along with all the corresponding ties and hardware.

The following bids were received on Tuesday, January 6, 2015:

Company	Base Bid – REM	Base Bid – INST	Total	Add'l.
Railroad Construction Paterson, NJ	\$51,125.00	\$95,800.00	\$146,952.00	\$350 per additional foot
Rhinehart Rail Fallston, MD	Incomplete Bid			
Fox Railroad Fort Worth, PA	Incomplete Bid			
Railroad Construction Paulsboro, NJ	Incomplete Bid			

Staff and General Counsel recommend rebidding the project.

A motion was made to approve Resolution 2015-1-0009 authorizing staff to readvertise the Request for Bids for the Rail Replacement Project.

Moved by: C. Remington
Seconded by: J. Maressa, Jr.

Voting for motion: All
Voting against motion: None

RESOLUTION 2015-1-0010: AUTHORIZATION TO REQUEST PROPOSALS FROM THE FEDERAL QUALIFIED TECHNOLOGY LIST VENDORS FOR HANDHELD TWIC CARD READERS

Mr. Jay Jones presented a request for Board authorization to request proposals from the federal Qualified Technology List of vendors for Transportation Worker Identification Credential (TWIC) card handheld readers. Staff has identified the need to deploy handheld, mobile readers to significantly enhance our program in compliance with the federal Maritime Transportation Security Act regulations. SJPC must track the ingress of all individuals into the SJPC restricted/secures areas and must verify each TWIC card is valid and matches the individual. Currently, we are forced to do a visual inspection of TWIC cards and document visitors on paper logs.

The TWIC card reader solution will:

- Improve the velocity of traffic and individuals arriving through our gates.
- Create an electronic list of each TWIC holder including the time and date they entered.
- Authenticate the TWIC card.
- Check the expiration of the TWIC card.
- Match the fingerprints of the holder to the fingerprints encrypted on the TWIC card.
- Match the TWIC card against the federal Canceled Card List.

The Transportation Security Administration (TSA) launched a program to qualify card reader conformance to the TWIC Reader Hardware and Card Application Specification. Readers determined to be conformant to TSA TWIC Reader requirements are placed on a Qualified Technology List (QTL) made available to the public by TSA. QTL qualification requirements vary by reader type and claimed features of the vendor. All functional reader testing for the new QTL program will be performed by a National Voluntary Laboratory Accreditation Program (NVLAP) accredited laboratory. Reader conformance with TWIC environmental specifications, such a temperature range, humidity, shock and vibration, will require the vendor to supply to TSA certificates of conformance for all mandatory environmental requirements and any additional environmental qualifications.

The results from the request will be presented to the Board for consideration.

A motion was made to approve Resolution 2015-1-0010 to authorize staff to request proposals from firms on the federal TWIC Qualified Technology List for a handheld TWIC Card Reader Solution for the Balzano and Broadway Terminals.

Moved by: J. Maressa, Jr.
Seconded by: C. Chianese

Voting for motion: All
Voting against motion: None

RESOLUTION 2015-1-0011: AUTHORIZATION TO WRITE OFF ACCOUNTS

Mr. Bruno Cellucci presented a request to write off certain uncollectible accounts receivable. The list includes 13 accounts for a total amount of \$61,897.50. No negative effect on income would result. All efforts have been made to collect.

In review of the accounts, the Board inquired about the Sunoco account. The \$30,000 was due for their Foreign Trade Zone sub-zone agreement for a period of two years. They did request to deactivate the sub-zone, but not to retire the agreement with SJPC. General Counsel commented that Sunoco has shutdown all operations related to the sub-zone. The Board advised that deactivating the sub-zone does not preclude them from their obligation to the agreement and directed General Counsel to pursue the collection.

A motion was made to approve Resolution 2015-2-0012 to approve the request to write off the accounts in the amount of \$31,897.50 with the exception of the Sunoco account in the amount of \$30,000 and for General Counsel and staff to pursue the collection.

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

Voting for motion: All
Voting against motion: None

RESOLUTION 2015-1-0012: MID-ATLANTIC SALT LEASE RENEWAL

Mid-Atlantic Salt requests a renewal of their current lease but on a month-to-month basis due to the Holtec development. Currently, the tenant leases approximately three acres on the east side of Broadway at a monthly rate of \$7,002.00. This will increase to \$7,128.00. A long term lease may be workable once a suitable new site is mutually agreed upon.

A motion was made to approve Resolution 2015-1-0012 to approve the lease renewal with Mid-Atlantic Salt as presented.

Moved by: C. Chianese
Seconded by: J. Maressa, Jr.

Voting for motion: All
Voting against motion: None

RESOLUTION 2015-1-0013: CAMDEN PLANT HOLDINGS LEASE RENEWAL

Camden Plant Holdings has requested a one year lease renewal for the 5,000 square foot section located in A-1 Building (Room A-3) they lease. Their current renewal rate of \$1,080.00 per month would increase to \$1,099.00.

A motion was made to approve Resolution 2015-1-0013 to approve the lease renewal with Camden Plant Holdings as presented.

Moved by: C. Chianese
Seconded by: J. Maressa, Jr.

Voting for motion: All
Voting against motion: None

RESOLUTION 2015-1-0014: WILSON & SONS WELDING LEASE RENEWAL

Wilson & Sons Welding has requested a one year lease renewal for the small storage shed located at the Broadway Terminal. The current rental rate of \$43.00 per month would increase to \$44.00.

A motion was made to approve Resolution 2015-1-0014 to approve the lease renewal with Wilson & Sons Welding as presented.

Moved by: J. Maressa, Jr.
Seconded by: C. Chianese

Voting for motion: All
Voting against motion: None

RESOLUTION 2015-1-0015: CONRAIL LEASE

Staff requests Board approval of a lease with Conrail for a small parcel that is contiguous with the SJPC's Gallagher property. The 9,460 sq. feet parcel at northeast side Ferry Road and Jackson Street has been within the overall SJPC property fence line since SJPC acquired the former Gallagher warehouse facility many years ago. The \$1 rental is waived. General Counsel has reviewed the lease agreement.

A motion was made to approve Resolution 2015-1-0015 to approve the lease agreement with Conrail for a parcel of 9,460 square feet adjacent to the Gallagher property.

Moved by: J. Maressa, Jr.
Seconded by: C. Remington

Voting for motion: All
Voting against motion: None

RESOLUTION 2015-1-0016: INSURANCE POLICY RENEWALS

Ms. Missy Williamson, with Conner Strong & Buckelew - SJPC's insurance broker, presented recommendations for insurance policy renewals for Marine Terminal Operators General Liability / Bumbershoot Liability, Commercial Automobile, Hull & Machinery/Protection and Indemnity (P&I) - 1959 Spud Barge, Pollution Liability - 1959 Spud Barge and Public Officials and Employment Practices Liability, effective March 1, 2015. The total amount of the renewals in \$467,025 and represents a reduction of 1% compared to the cost of the expiring policies.

Marine Terminal Operators General Liability / Bumbershoot Liability: Your current (3/1/2014 –3/1/2015) Marine Terminal Operators General Liability / Bumbershoot Liability

program provides a \$21,000,000 Occurrence / \$21,000,000 General Aggregate Limit through National Union Fire Insurance Company of Pittsburgh, PA (\$1,000,000 Per Occurrence / \$2,000,000 Aggregate Limit), Aspen American Insurance Company (\$4,000,000 Occurrence / \$4,000,000 General Aggregate Limit excess of \$1,000,000 / \$2,000,000 Underlying), Navigators Insurance Company (\$9,600,000 part of \$16,000,000 Limit excess of \$5,000,000 Underlying), and XL Specialty Insurance Company (\$6,400,000 part of \$16,000,000 Limit excess of \$5,000,000 Underlying). The total expiring premium is \$305,933 (including TRIA and New Jersey surcharges) based on Gross Receipts of \$20,703,723.

For the 3/1/2015 – 3/1/2016 policy term, the South Jersey Port Corporation provided a Gross Receipts estimate of \$21,192,293. The premium using last year's rates, but adjusted for the increase in Gross Receipts would be \$313,152. Conner Strong & Buckelew negotiated a renewal cost of \$308,811, which represents a rate decrease of approximately 1%. The coverages, terms, and conditions are the same as expiring except as described in our proposal. Conner Strong & Buckelew pursued other insurance carriers on your behalf, and the results of our marketing effort are discussed further in our proposal. At present, Conner Strong & Buckelew recommends that South Jersey Port Corporation renew their Marine Terminal Operators General Liability / Bumpershoot Liability program with National Union Fire Insurance Company of Pittsburgh, PA, Aspen American Insurance Company, Navigators Insurance Company, and XL Specialty Insurance Company.

Commercial Automobile: Your current program with Federal Insurance Company (Chubb) provides a \$1,000,000 Combined Single Limit. Chubb's renewal quote for the 3/1/2015 – 3/1/2016 policy term is \$94,401 (including NJ surcharges). We approached other insurance companies including National Union Fire Insurance Company of Pittsburgh, PA (AIG) and Travelers; however, Chubb continues to provide the most competitive program. Conner Strong & Buckelew recommends that South Jersey Port Corporation renew with Federal Insurance Company (Chubb).

Hull & Machinery/Protection and Indemnity (P&I) - 1959 Spud Barge: Your current program with National Union Fire Insurance Company of Pittsburgh, PA (AIG) provides a \$1,000,000 P&I limit and a Hull value of \$200,000. The expiring premium is \$6,300 (including NJ surcharges). AIG has offered a renewal quote for the 3/1/2015 – 3/1/2016 policy term with same terms and conditions as expiring for the same premium of \$6,300 (including NJ surcharges). Please note that this coverage is specifically for your 1959 Spud Barge. At present, Conner Strong & Buckelew recommends that South Jersey Port Corporation renew the coverage with AIG.

Pollution Liability - 1959 Spud Barge: Your current program with Water Quality Insurance Syndicate (WQIS) provides a \$5,000,000 Limit for a discharge of oil or hazardous substance. WQIS' renewal quote for the 3/1/2015 – 3/1/2016 policy term is \$2,395 (including NJ surcharges). Please note that this coverage is specifically for your 1959 Spud Barge. Conner Strong & Buckelew recommends that South Jersey Port Corporation renew with the Water Quality Insurance Syndicate (WQIS).

Public Officials Liability and Employment Practices Liability Insurance: Your current program with Hiscox Insurance Company provides a \$5,000,000 Limit for Public Officials and Employment Practices claims. The expiring premium is \$57,173 (including NJ surcharges). Hiscox's renewal quote for the 3/1/2015 – 3/1/2016 policy term is \$55,118 (including NJ

surcharges). We approached several other insurance companies including ACE American Insurance Company, National Union Fire Insurance Company of Pittsburgh, PA (AIG), Ironshore Specialty Insurance Company, Darwin National Assurance Company, and RSUI Indemnity Company; however, Hiscox continues to provide the best program. Conner Strong & Buckelew recommends that South Jersey Port Corporation renew with Hiscox.

A motion was made to approve Resolution 2015-1-0016 to approve the recommendations from SJPC's Insurance Broker, Conner Strong and Buckelew to renew the policies for Marine Terminal Operators General Liability / Bumbershoot Liability, Commercial Automobile, Hull & Machinery/Protection and Indemnity (P&I) - 1959 Spud Barge, Pollution Liability - 1959 Spud Barge and Public Officials and Employment Practices Liability in a total amount of \$467,025.

Moved by: J. Maressa, Jr.
Seconded by: C. Remington

Voting for motion: All
Voting against motion: None

INFORMATION ITEMS:

MARKETING REPORT - PHOENIX STRATEGIES / ARTLIP COMMUNICATIONS

Ms. Linda Artlip presented the Marketing Report. She discussed the development of the next Port-O-Call magazine targeted for first quarter 2015, print media advertisements, support of the web development project, updates to port marketing materials and the development of the 2014 Annual Report.

Mr. Jay Jones added that we are working with Trade and Development magazine on a feature story, partnered with the American Association of Port Authorities to distribute SJPC marketing brochures with the AAPA's magazine to their reader's and we have prepared a press release regarding the SJPC's 2014 cargo activity and the steel cargo tonnage record. He mentioned that within two weeks, Stokes Creative Group will provide the online development site for the new website in advance of a launch to be scheduled following testing and reviews.

The report was received and filed.

PORT SECURITY UPDATE

Mr. Jay Jones, Deputy Executive Director and Facility Security Officer presented the Port Security Update report.

U.S. DEPARTMENT OF HOMELAND SECURITY – REGIONAL RESILIENCY ASSESSMENT OF THE DELAWARE RIVER PORTS (RRAP): SJPC will be participating in a Regional Resiliency Assessment of the Delaware River Ports conducted by the U.S. Department of Homeland Security, National Protection and Programs Directorate, Office of Infrastructure Protection and in cooperation with the NJ Office of Homeland Security and Preparedness. The program has three phases – 1) data collection, 2) analysis and 3) implementation over a three year period. DHS will assess physical and

cyber security infrastructure. They will begin collecting data, site surveys and interviews with SJPC and selected tenants/port partners in March. During the program, DHS has extended to SJPC a number of tools including training, facility infrastructure assessment and cyber security assessment programs at no cost to SJPC. The report and assessments through the RRAP programs remain confidential and are not subjected to FOIA/OPRA.

U.S. COAST GUARD NOTICE OF RULEMAKING – SEAFARERS’ ACCESS TO MARIMTIME FACILITIES: The USCG proposes to require each owner or operator of a facility regulated by the USCG to implement a system that provides seafarers and other individuals with access between vessels moored at the facility and the facility gate, in a timely manner and at no cost to the seafarer or other individual. Generally, transiting through a facility is the only way that a seafarer or other individual can egress to shore beyond the facility to access basic shoreside businesses and services, and meet with family members and other personnel that do not hold a Transportation Worker Identification Credential.

This proposed rule would help to ensure that no facility owner or operator denies or makes it impractical for seafarers or other individuals to transit through the facility, and would require them to document their access procedures in their Facility Security Plans. The proposed rule would implement section 811 of the Coast Guard Authorization Act of 2010. Comments and related material must be submitted to on or before February 27, 2015. The CG will hold a public meeting in Washington, DC to solicit comments on the proposals in this notice on January 23, 2015 from 9:00 a.m. to 12:00 p.m. The deadline to reserve a seat is January 16, 2015.

This potential rule would require SJPC to setup a system to provide a TWIC Escort for any and all seafarer or visitor to and from the vessel and make such amendment to the SJPC facility Security Plan. We will continue to monitor this development.

U.S. COAST GUARD GUIDANCE ON MARITIME CYBERSECURITY STANDARDS:

The USCG is developing policy to help vessel and facility operators identify and address cyber-related vulnerabilities that could contribute to a Transportation Security Incident. Coast Guard regulations require certain vessel and facility operators to conduct security assessments, and to develop security plans that address vulnerabilities identified by the security assessment. The Coast Guard is seeking public input from the maritime industry and other interested parties on how to identify and mitigate potential vulnerabilities to cyber-dependent systems. The Coast Guard will consider these public comments in developing relevant guidance, which may include standards, guidelines, and best practices to protect maritime critical infrastructure.

U.S. COAST GUARD / CENTER FOR DISEASE CONTROL AND PREVENTION – INTERIM GUIDANCE FOR CARGO SHIPS – MONITORING EXPOSED CREW AND MANAGING SUSPECTED CASES OF EBOLA ONBOARD: The USCG disseminated the CDC’s Interim Guidance for Cargo Ships Monitoring Exposed Crew and Managing Suspected Cases for Ebola to the participants of the USCG Sector Delaware Bay, Ebola Tabletop Exercise, which SJPC attended. The guidance is a good reference for marine terminals if there becomes a reported or suspected case.

SJPC FACILITY SECURITY PLAN: Mr. Jones is preparing Facility Security Plan amendments to submit the USCG Captain of the Port Sector Delaware Bay to accommodate the changes to the Broadway Terminal as a result of the Holtec Development and the change to exclude the Camden Iron & Metal leasehold from the Balzano Terminal restricted/secure area.

SJPC FCC LICENSED RADIO SYSTEM: On Wednesday, January 28, 2015, SJPC converted the FCC licensed radio system for operations and security to a digital platform. After approximately two years of replacing equipment to digital ready equipment, the migration last week went as planned and has significantly improved communications. Digital radio communication is HD (high definition) compared to analog. The signal is more resistant to interference and eliminates many imperfections of analog radio transmission and reception.

TRANSPORTATION SECURITY ADMINISTRATION – TWIC: The Transportation Security Administration (TSA) issued a notice stating that, effective February 1, 2015, the TWIC fee will be reduced to \$128.00. This is a \$1.75 reduction due to lowered FBI fingerprint processing charges.

The report was received and filed.

PAULSBORO MARINE TERMINAL PROJECT UPDATE

The Monthly Project Report for December 2014 was presented. Mr. Daryl Eng with AECOM provided additional updates to the Paulsboro Marine Terminal project and provided a slide show of photos highlighting the current construction activities. He reported that the wharf construction contractor is in the midst of pile driving. As of February 2, 2015, they are 18% behind their own schedule for pile driving. They are pushing hard to get as much completed prior to the March moratorium on construction in the river; working a schedule of six 10 hour days. However, there is no specific milestone for March. Their deadline for the wharf construction is February 8, 2016. Mr. Eng also described that approximately 40 of the 76-79 foot long piles that have been driven will need to be cut.

The report was received and filed.

PUBLIC COMMENTS

The Chairman asked if there were any public comments. Hearing none, he asked for a motion to adjourn the regular session meeting and enter closed session.

A motion was made to adjourn the Regular Open Meeting.

Moved by:	J. Maressa, Jr.
Seconded by:	C. Remington
Voting for motion:	All
Voting against motion:	None

At 1:20 p.m. the regular open session was adjourned.

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, February 3, 2015.

Jay Jones
Board Secretary

At 1:36 p.m. the regular open session was reopened following Executive (closed) session.

The Chairman asked if there were any additional business. Hearing none, he asked for a motion to adjourn the regular session meeting.

A motion was made to adjourn the Regular Open Meeting.

Moved by:	J. Maressa, Jr.
Seconded by:	C. Chianese

Voting for motion:	All
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, February 3, 2015.

Jay Jones
Board Secretary