



SOUTH JERSEY PORT CORPORATION
OFFICIAL BOARD OF DIRECTORS MEETING MINUTES
BROADWAY TERMINAL
CAMDEN, NEW JERSEY
December 11, 2018
12:30 p.m.

Directors Present:	Richard Alaimo	Chairman
	Robert DeAngelo	Director
	Robert Tighue	State Treas. Designee
	Jonathan Gershen	Director ☎
	Joseph Maressa, Jr.	Director ☎
	Sheila Roberts	Director
	Carl Styles	Director ☎
Directors Absent:	Chad Bruner	Director
	Eric Martins	Director
In Attendance:	Craig Ambrose	Governor's Authorities Unit
	Raymond Zane, Esq.	Gen. Counsel – Zane & Lafferty
	Jay Jones	Acting Exec. Dir. / Board Secretary
	Bruno Cellucci	Treasurer
	George Englehardt	Facilities Engineer
	Neil Grossman	GB Associates – Financial Advisor
	Robert Wiseman	S.T. Hudson Engineers
	Anthony DePasquale	S.T. Hudson Engineers
	Dennis Culnan	Marketing Consultant – PS&AC
	Linda Weinstein	Marketing Consultant – PS&AC
	Mario Christina	Gloucester County I.A.
	Christopher Lawrence	Jacobs
	Daniel Bontempo	Stantec
	Paul Breeman	Holt Logistics
	Ed Luedtke	CWA Local 1040
	Michael Lang	IFPTE Local 18
	Mark Stettler	T&M Associates

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 December 21, 2017, 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 2018, indicating the time and place 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 2018. 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 – OCTOBER 30, 2018

The minutes for the South Jersey Port Corporation Board of Directors open session meeting held October 30, 2018 were presented for approval.

A motion was made to approve the October 30, 2018 Board of Directors Open Session Meeting Minutes as presented.

Moved by:	J. Maressa, Jr.
Seconded by:	S. Roberts

Voting for motion:	All
Voting against motion:	None

PRESENTATION OF CLOSED MEETING MINUTES – OCTOBER 30, 2018

The minutes for the South Jersey Port Corporation Board of Directors closed meeting sessions held on October 30, 2018.

A motion was made to approve the October 30, 2018 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, Jr.
Seconded by:	S. Roberts

Voting for motion:	All
Voting against motion:	None

OPERATING BILLS

The Operating Unpaid Bill list for the period 10/16/18 – 11/27/18 were presented for approval.

A motion was made to adopt Resolution 2018-12-0063 for the approval of the Operating Unpaid Bill list for the period 10/16/2018 – 11/27/2018.

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

Voting for motion:	All
Voting against motion:	None

ADVANCE PAYMENT LIST

The Advance Payment Bill List for the period 10/16/18 – 11/27/18 were presented for approval. The AMEX statement was reviewed by the Audit Committee.

A motion was made to adopt Resolution 2018-12-0064 for the approval of the Advance Payment Bills for the period 10/16/2018 – 11/27/2018.

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

Voting for motion: All
Voting against motion: None

CREDIT LIST

The Credit List for the period ended December 11, 2018, containing one (1) credit for a total amount of \$306.57 was presented for approval.

A motion was made to adopt Resolution 2018-12-0065 for the approval of the Credit List for the period ended December 11, 2018 in the amount of \$306.57.

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

Voting for motion: All
Voting against motion: None

CONSTRUCTION FUND REQUISITIONS

Staff presented six (6) unpaid construction fund requisitions in the amount of \$30,484,959.76 and two (2) advance construction fund requisitions in the amount of 357,476.38. Director DeAngelo inquired about the final payment to GCIA regarding the sound wall project. It was explained that GCIA holds the contract with the vendor and will withhold any retainage necessary at the end of the project. The GCIA did provide any update on the status of the project. Director DeAngelo also inquired about a voucher for communication equipment submitted by GCIA.

A motion was made to adopt Resolution 2018-12-0066 for the approval Construction Fund Requisitions presented for the period ending December 11, 2018 as presented.

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

Voting for motion: All
Voting against motion: None

TREASURER'S REPORT

The Treasurer presented the Treasurer's Report for the period ending October 31, 2018. For October 2018, the net income before interest, depreciation and amortization is \$429,195 versus the budgeted amount of \$208,415 for the month. This is a deviation of 220,780 better than

budget. For the year to date through October 2018, net income before interest, depreciation and amortization is \$3,788,925; which is \$1,704,771 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: J. Maressa, Jr.
Seconded by: S. Roberts

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 Acting Executive Director for the South Jersey Port Corporation reports cargo tonnage for the year-to-date period November 2018 was 4,103,754 s/tons; a 5% change compared to YTD November 2017. SJPC's facilities handled 352,078.89 s/tons during November 2018. This is an improvement of 45% compared to November 2017. We are on track to exceed last year's annual total tonnage of 4.3 million tons of cargo. With some of the challenges the agency faced in 2018, including the impact of the Steel and Aluminum tariffs, the Acting Executive Director shared that the notable cargo and ship performance to date is a testament to the impressive work by our staff, our partners, and tenants

A terminal by terminal dashboard for September 2018 activity:

TERMINAL	YTD NOV. 2018 TOTAL TONNAGE	TONNAGE % CHANGE vs. YTD NOV. 2017	VESSELS YTD	VESSEL DAYS YTD
Balzano Marine Terminal	1,492,211.22	-8%	98	289
Broadway Terminal	826,756.37	33%	91	220
Paulsboro Marine Terminal	1,309,030.67	-7%	25	154
Salem Terminal	274,513.02	50%	53	53
TOTAL	3,902,511.28	5%	267	716

Breakbulk tonnage activity for November 2018 totaled 159,469 s/tons; a change of 121% compared to November 2017. November YTD 2018 tonnage is 1,971,871 s/tons; a change of -8% compared to 2017. The impacts of the Section 232 federal Steel and Aluminum tariffs continue to reduce imports of steel through the SJPC terminals. All terminals combined handled a total 137,040 s/tons of import steel during November 2018. Import steel at the Paulsboro terminal (PMT) accounted for 121,101 s/tons of the total for the month of November compared to 23,329 s/tons in November 2017. PMT is -6% behind cargo tonnage through YTD November 2018. We handled 22,428 of import wood products during the month and on the year we are up by 27% with 153,971 s/tons.

Bulk activity for November 2018 reached 192,609 s/tons; a change of 13% compared to November 2017. Total bulk tonnage for the year to date reached 2,131,883 s/tons. This is a change of 22% compared to the same period in 2017. Export recycled metals with CIM/EMR was down -23% for the month compared 2017 and is 5% ahead of YTD through November compared with 2017. We handled 67,489 s/tons of import cement for Lehigh Hanson during November and 32,270 s/tons of export Grancem®. The year-to-date activity is up 31% for import cement and up 51% for export Grancem®. At the Salem Terminal, U.S. Concrete at has handled 411,885 s/tons of export sand through November YTD 2018. Activity at Salem is up 50%.

SJPC's marine terminals handled 19 ships in November 2018; three more than the same period last year. Total ships for 2018 through November is 267 on the year; which is ten more than the same period in 2017. We had 57 ship days (i.e. the number of days a ship is loading or unloading at its terminals) in November 2018. The number of ship days for the November YTD is 716 for the year. Ship days for the year are up by 8%.

The Acting Executive Director reported that during the months of October and November, we successfully completed the migration of the financial management system, Traverse, to a new version and platform. The migration was planned to move off of the aged XP OS platform, retire a server, and bring the service into a Cloud version of the updated software. The new version of the software is providing the agency with enhanced tools for managing the financial activities of the SJPC and the delivery of the service through the SAAS (software as a service) is reducing the number of data servers and backup services required for staff to support in-house.

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

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

Voting for motion: All
Voting against motion: None

RESOLUTION 2018-12-0067: 2019 BOARD OF DIRECTORS MEETING SCHEDULE

Staff presented the official schedule of Board meetings for the calendar year 2019. The schedule below will be placed in the three designated newspapers, posted on the bulletin board at the Broadway Terminal and sent to the County Clerks in all seven Port District Counties and the NJ Secretary of State via certified mail.

DATE	MEETING	TIME
Tuesday, January 29, 2019	Regular	12:30 P.M.
Tuesday, February 26, 2019	Regular	12:30 P.M.
Tuesday, March 26, 2019	Regular	12:30 P.M.
Tuesday, April 30, 2019	Regular	12:30 P.M.
Tuesday, June 11, 2019	Regular	12:30 P.M.
Tuesday, July 30, 2019	Regular	12:30 P.M.
Tuesday, August 27, 2019	Regular	12:30 P.M.
Tuesday, September 24, 2019	Regular	12:30 P.M.
Tuesday, October 29, 2019	<u>Regular</u>	12:30 P.M.
Tuesday, December 10, 2019	Regular	12:30 P.M.

A motion was made to adopt Resolution 2018-12-0067 approving the 2019 Board of Directors meeting schedule.

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

Voting for motion: All
Voting against motion: None

RESOLUTION 2018-12-0068: 2019 HOLIDAY SCHEDULE

Staff presented the 2019 union (Local 18 and Local 1040) and nonunion holiday schedule for approval.

HOLIDAY	DATE
New Year's Day	Tuesday, January 1, 2019
Martin Luther King Day	Monday, January 21, 2019
President's Day	Monday, February 18, 2019
Good Friday	Friday, April 19, 2019
Memorial Day	Monday, May 27, 2019
Independence Day	Thursday, July 4, 2019
Labor Day	Monday, September 2, 2019
Veteran's Day	Monday, November 11, 2019
Thanksgiving Day	Thursday, November 28, 2019
Day After Thanksgiving Day	Friday, November 29, 2019
Christmas Eve	Tuesday, December 24, 2019
Christmas Day	Wednesday, December 25, 2019

A motion was made to adopt Resolution 2018-12-0068 to approve the 2019 holiday schedule as presented.

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

Voting for motion: All
Voting against motion: None

RESOLUTION 2018-12-0069: 2019 PILOT AGREEMENTS WITH CITY OF CAMDEN, COUNTY OF CAMDEN AND THE CITY OF SALEM

Staff presented the 2019 pilot agreements. The Camden County 2019 calendar year PILOT agreement is the same amount as last year's pilot payment at \$419,000.00. The City of Salem 2019 calendar year PILOT agreement is the same amount as last year's pilot payment at \$31,224.37. The City of Camden 2019 fiscal year pilot agreement is the same amount as last year's pilot payment at \$4,000,000.00.

A motion was made to adopt Resolution 2018-12-0069 to approve the 2019 PILOT Agreement with the County of Camden in the amount of \$419,000; the 2019 PILOT agreement with the City of Camden in the amount of \$4,000,000, and the 2019 PILOT agreement with the City of Salem in the amount of \$31,224.37.

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

Voting for motion: All
Voting against motion: None

RESOLUTION 2018-12-0070: DEBT SERVICE RESERVE & TAX RESERVE CERTIFICATION LETTER

Staff presented the annual Certification Letter to the Governor for the Debt Service Reserve and Tax Reserve Fund Requirements has been prepared (attached). In summary, for the year ending December 31, 2018, a State appropriation of \$17,650,000 is necessary to restore the South Jersey Port Corporation's reserve fund to the amount of the debt service required per the provisions of N.J.S.A. 12:11A-14 and certifies that the sum of \$5,100,224.37 is required to be appropriated by the State of New Jersey to fund the Property Tax Reserve Fund for the Corporation's FY2019 tax payment obligations, which consist of tax payments to the Local Governments.

A motion was made to adopt Resolution 2018-12-0070 to approve the annual Certification Letter to the Governor for the Debt Service Reserve and Tax Reserve Fund requirements as presented.

Moved by: S. Roberts
Seconded by: J. Maressa, Jr.

Voting for motion: All
Voting against motion: None

RESOLUTION 2018-12-0071: 2019 SJPC OPERATING BUDGET

The SJPC's bond covenants require that not less than 45 days prior to the beginning of each calendar year, the SJPC shall adopt an annual budget for the ensuing calendar year. Staff is proposing to the Board to adopt the attached operating budget for the 2019 fiscal year. The proposed budget reflects a 2% increase. In early 2019, after final figures have been evaluated, a revised 2019 budget may be presented to the Board for approval.

A motion was made to adopt Resolution 2018-12-0071 to approve 2019 SJPC Operating Budget as presented.

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

Voting for motion: All
Voting against motion: None

RESOLUTION 2018-12-0072: 2019/2020 SALEM PORT AUTHORITY BUDGET

The 2019/2020 Salem Port Authority Budget was presented for approval. In summary, the proposed budget for 2019/2020 totals \$59,781.00 as compared to last year's total of \$60,344.00. The budget includes an increase of \$579 to salaries and wages (2%); an increase of \$44 to social security/medicare expense; and a decrease of \$1,186 to health benefits. The net effect is a decrease to last year's budget in the amount of \$563.00.

A motion was made to adopt Resolution 2018-12-0072 to approve 2019/2020 Salem Port Authority annual budget in the amount of \$59,781 as presented.

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

Voting for motion: All
Voting against motion: None

RESOLUTION 2018-12-0073: APPROVAL OF THE MAINTENANCE DREDGING CONTRACT

Staff presented the results of the Request for Proposals for Maintenance Dredging. The project consists of dredging approximately 52,469 cubic yards for Berths 2, 3, and 4 at the Balzano Terminal and approximately 30,306 cubic yards at Pier 1 and 5 at the Broadway Terminal. A pre-bid meeting was held on November 13, 2018. Five firms attended the meeting. On Wednesday, November 28, 2018, a sole proposal was received from Weeks Marine in the amount of \$3,247,125. Weeks Marine is the only contractor that has a certified, approved dredging disposal on the Delaware River.

S.T. Hudson evaluated the technical portions of the proposal, the bid item costs, and the qualifications of the Contractor named the apparent low bidder. Mr. DePasquale from Hudson advised that the costs are in line with other dredging work being done on the river. Hudson recommends that Weeks Marine, Inc. be awarded the contract for Dredging at Balzano and Broadway Terminals. Funding for this project is available from the 2017 bond fund and the 2016S bond fund.

A motion was made to adopt Resolution 2018-12-0073 to approve the proposal from Weeks Marine in the amount of \$3,247,125 to perform maintenance dredging at the Balzano and Broadway Terminals.

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

Voting for motion: All
Voting against motion: None

RESOLUTION 2018-12-0074: LEASE RENEWAL – HARRY WILSON WELDING

Harry Wilson Welding has requested a one (1) year lease renewal for a small storage shed located at the Broadway Terminal. A 2.88% CPI increase was applied to the new monthly billing rate of \$47.00, resulting in annual revenue of \$564.00. The new one-year lease will commence on February 1, 2019.

A motion was made to adopt Resolution 2018-12-0074 to approve lease renewal with Harry Wilson Welding as presented.

Moved by: R. Tighue
Seconded by: R. DeAngelo

Voting for motion: All
Voting against motion: None

RESOLUTION 2018-12-0075: LEASE RENEWAL – CENTRAL METALS

Central Metals has requested to renew their lease. The term of their lease will duplicate the existing lease for a period of one (1) year and expire on January 31, 2020. The leasehold comprises 7,850 sq.' of open ground, and generates a monthly revenue income of \$370.00 with an annual revenue stream of \$4,440.00 which includes a 2.88 % CPI increase.

A motion was made to adopt Resolution 2018-12-0075 to approve lease renewal with Central Metals as presented.

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

Voting for motion: All
Voting against motion: None

RESOLUTION 2018-12-0076: LEASE RENEWAL – CHAMPION TRUCKING

Champion Service Inc. has requested a one (1) year lease renewal for the current 16,000 sq.' garage type building located on Second Street and for the month-to-month lease agreement for the 3 acres of open ground; commencing on February 1st, 2019, both rental rates will increase due to a 2.88% increase in the CPI index, and combined will generate \$70,049.00 in annual revenue.

A motion was made to adopt Resolution 2018-12-0076 to approve lease renewal with Champion Trucking as presented.

Moved by: S. Roberts
Seconded by: J. Maressa, Jr.

Voting for motion: All
Voting against motion: None

RESOLUTION 2018-12-0077: LEASE RENEWAL – CAMDEN PLANT HOLDING

Camden Plant Holdings, LLC has requested in writing to renew their existing lease. The term of this lease will duplicate their existing lease for a period of one (1) year and commence on March 1st, 2019; and expire on February 28th, 2020. The Leasehold comprises 5,000 sq.' of warehousing at \$2.81 per sq.' generating an annual revenue income of \$14,076.00. A 2.88 % CPI increase was applied.

A motion was made to adopt Resolution 2018-12-0077 to approve lease renewal with Camden Plant Holding as presented.

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

Voting for motion: All
Voting against motion: None

RESOLUTION 2018-12-0078: AWARD OF AUDITING SERVICES CONTRACT

Pursuant to Executive Order 122, the SJPC Board Audit Committee prepared and released a Request for Proposals for Auditing Services. The deadline for proposals was December 5, 2018 at 10:00 a.m. The scope encompasses a thorough audit of the Corporation's comparative financial statements and will require the issuance of the formal report to the Board of Directors of the SJPC no later than the scheduled Board meeting in April of each year. The work performed under this contract will be under the direct supervision of the SJPC Audit Committee.

The term of the Auditing Services is for a maximum of 5 years with a minimum of a 3 year term (2018, 2019, and 2020) and the option of extending the term for another 2 years (2021 and 2022). The option of extending the appointment for an additional two (2) years will be under the same terms and rate as year 3, for years 4 and 5.

A proposal was received from Brent W. Lee & Co., LLC. The proposal includes the rates for the 2018, 2019 and 2020 audits are \$39,000; \$40,500; and \$43,500 respectively. The rates for the option for the 2021 and 2022 audits is \$43,000 for each year. It was noted that the proposal represents a savings in cost of \$4,000 comparatively to the 2017 audit cost.

The Board Audit Committee recommended awarding the Audit Services contract to Brent W. Lee & Co. LLC.

A motion was made to adopt Resolution 2018-12-0078 to award the Auditing Services contract to Brent W. Lee & Co. LLC. for the fee schedule of \$39,000 for the 2018 audit, \$40,500 for the 2019 audit, \$43,500 for the 2020 audit and \$43,000 each for the two year option for the 2021 and 2022 audits.

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

RESOLUTION 2018-12-00779: APPROVAL OF RATE STUDY PROJECT

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 quotes from the pre-qualified engineers. The scope of the request includes a study of rates, rents, fees and charges assessed by the SJPC in connection with marine operations, building rentals, open ground rentals and marine facility leases during Calendar (and Fiscal) Years 2018, 2019 and 2020. This study is for the purpose of recommending a schedule of rates, rentals, fees and charges that in the opinion of the firm will cause sufficient revenues to be collected, as required under Section 711, Sub-Section 1 of the Marine Terminal Revenue Bond Resolution adopted June 5, 1985.

S.T. Hudson Engineers provided a quote in the amount of \$5,600 per year for the three year term (2018, 2019 and 2020).

A motion was made to adopt Resolution 2018-12-0079 to award the Rate Study Project to S.T. Hudson for the fiscal years of 2018, 2019, and 20920 in the amount of \$5,600 per year.

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

Voting for motion: All
Voting against motion: None

RESOLUTION 2018-12-0081: APPROVAL OF U.S. CONCRETE RENTAL ABATEMENT FOR BERTH DEBRIS REMOVAL

U.S. Concrete, the tenant at the Salem Terminal, and staff has been evaluating debris and obstructions found in the river near the existing barge berth. The tenant has determined the cost to clear the debris is \$83,000. As matter of safe navigation and operation at the Salem Terminal, staff would like to recommend splitting the cost to have the obstructions cleared. The SJPC share would be \$41,500 and would be provided to the tenant through rental abatement. It is proposed to reduce rent in the amount of \$3,458.34 for a period of 12 months. The tenant would have the work performed and certified completed.

A motion was made to adopt Resolution 2018-12-0081 to approve the U.S. Concrete rental abatement in the amount of \$3,458.34 for a period of 12 months to assist with the cost of the berth debris removal.

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

Voting for motion: All
Voting against motion: None

At this time, Director DeAngelo inquired what the reason was to table the Resolution to consider the Professional Appointments and expressed his concern that the Board should approve the legal bills that have been tabled for several months. Director DeAngelo presented a motion to approve the outstanding legal payments. The GAU representative advised that the legal bills are under review. The Chairman advised that we will ask that the issue be resolved by the next Board meeting. Director DeAngelo then withdrew his motion in light of a pending resolution of the delay in payments by the next meeting.

INFORMATION ITEMS:

MARKETING REPORT - PHOENIX STRATEGIES / ARTLIP COMMUNICATIONS

Ms. Linda Artlip, Jr. presented the Marketing Report. She advised they are working on the Port-O-Call magazine, the 50th anniversary of the SJPC, the completion of the 2017 annual report and a number of promotional projects including new retractable displays. She shared that in her research of SJPC's 50 years, she found in news articles the dates when the Board was appointed and when the SJPC was organized. They continue to work on the 50th year celebration.

The report was received and filed.

PORT SECURITY UPDATE

Mr. Jay Jones, Deputy Executive Director / Facility Security Officer, presented the Security Update.

USCG SECTOR DELAWARE BAY ICE CONFERENCE: The Acting Executive Director attended the annual Ice Conference at the U.S. Coast Guard base on November 15, 2018. The conference meeting agenda included the ice forecast for the 2018-2019 winter season, the Sector Operational Plan, Aids to Navigation issues, and the USCG Fifth District's Role including the available assets to break ice.

The National Weather Service is forecasting that the winter will be wetter than average and colder than average due to a weak El Niño and the North Atlantic Circulation (NAC). These conditions have the jet stream dipping down south across the US and then moving up north along the east coast and researchers have discovered that water in the North Atlantic has dramatically weakened. Data shows the NAC levels are at their lowest in 1,500 years. As such, there is a possibility of significant ice forming on the Delaware River during the second half of the winter.

The USCG encourages partners to make ice reports to the Sector Command Center. Reports can be made by phone to 215-271-4807, fax at 215-271-4833, by email to secdelbay@uscg.mil and by VHF radio on Channel 16.

The report was received and filed.

PAULSBORO MARINE TERMINAL PROJECT UPDATE

Mr. Christopher Lawrence with CH2M presented the update on the Paulsboro Marine Terminal project.

Paulsboro Marine Terminal Permitting:

NJDEP and USACE Permits have been received and in-water work has commenced.

Paulsboro Marine Terminal Temporary Utilities Connections Project (PMT-018):

Substantially complete – minor punch list items remain (specifically bollards)

Paulsboro Marine Terminal Sound Wall Project (PMT-019):

- All caissons are drilled, stone has been placed, rebar cages set, and all post foundations have been poured to the construction joint.
- First shipments of precast concrete posts were delivered last week;

Paulsboro Marine Terminal Phase II Wharf Construction (PMT-020):

- Pile deliveries started mid/late-October, and will continue.
- Commerce set pile template assemblies.
- Pile driving commenced on 10/22, including PDA testing, along Rows J and K; piles vibrated down and then impact driven.

Paulsboro Marine Terminal Commerce Construction Change Order No. 1 (PMT-020): Change Order No.1, in the amount of \$123,948, is to increase the Pile Coating length from 30' to 40' for piles that have not been fully fabricated as of October 25, for downriver only of the Wharf Phase II construction.

The report was received and filed.

PUBLIC COMMENTS

The Chairman asked if there were any public comments.

Ed Luedke, CWA Local 1040, asked why the CWA agreements were not being considered. The Chairman advised that they are on the agenda and it is the Board's prerogative to first discuss the negotiations in closed session prior to consideration. The Board will reconvene the open session to consider the agreements and any other matters before the Board.

The Chairman asked if there were any additional 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:	S. Roberts
Seconded by:	C. Styles

Voting for motion:	All
Voting against motion:	None

At 1:05 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, December 11, 2018.

Jay Jones,
Board Secretary

Following closed session, the Regular Session was reopened at 1:22 p.m.

RESOLUTION 2018-12-0080: APPROVAL OF THE CWA LOCAL 1040 SUPERVISORY AND NON-SUPERVISORY AGREEMENTS

SJPC and the Communications Workers of America (CWA), have been negotiating a renewal to the two collective bargaining unit agreements since the beginning of the year. The two current CBAs expired on April 30, 2018. The current proposal, vetted through the Governor's Authorities Unit and SJPC's Labor Counsel, was ratified by the CWA membership on December 5th.

The proposed changes and terms, which are in line with the overall State CWA settlement, are:

1. Article 4, Holidays. The provision reflects changes regarding entitlement to holiday pay if the employee is absent the day before/after the holiday.
2. Article 9, Promotion/Vacancies. The provisions reflect changes regarding the provisional working period and the probationary period.
3. Article 21, Sick Leave. The provisions reflect changes in the schedule of sick days an employee can earn, credit for sick time and use of sick time for a family member.
4. Exhibit A, Compensation. The schedule reflects a 2% increase for May 1, 2018 to June 30, 2019 and deletes the bonus provision.

A motion was made to adopt Resolution 2018-12-0080 to approve the Collective Bargaining Agreements with the Communication Workers of America, Local 1040 for the supervisory unit and the non-supervisory unit as presented.

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

Voting for motion:	All
Voting against motion:	None

RESOLUTION 2018-12-0082: APPROVAL SALARY ADJUSTMENTS AND BENEFITS FOR THE NONUNION EMPLOYEES

In maintaining parity with the approved collective bargaining agreements with the CWA Local 1040 administrative personnel, a 2% compensation increase and 15 sick days per annum for the four, nonunion employees, which include the Deputy Executive Director (Acting ED), the Treasurer, the Facilities Engineer, and the Security manager, was discussed. The effective date would be January 1, 2019.

A motion was made to adopt Resolution 2018-12-0082 to approve a 2% compensation increase and 15 sick days per annum effective January 1, 2019 for the Deputy Executive Director (Acting ED), the Treasurer, the Facilities Engineer, and the Security Manager.

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

Voting for motion:	All
Voting against motion:	None
Abstaining:	R. Tighue

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

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 1:26 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, December 11, 2018.

Jay Jones,
Board Secretary