

**SOUTH JERSEY TRANSPORTATION AUTHORITY  
BOARD OF COMMISSIONERS MEETING  
FEBRUARY 21, 2018**

This regularly scheduled Board of Commissioners Meeting of the South Jersey Transportation Authority was held on February 21, 2018, commencing at 9:00 a.m. at the South Jersey Transportation Authority Administration Building, Farley Service Plaza, Atlantic City Expressway, Milepost 21.3 in Elwood, New Jersey 08217.

**Present**

Chair Diane Gutierrez-Scaccetti  
 Vice Chairman Jeffery A. April, Esq.  
 Commissioner Bryan J. Bush  
 Commissioner James J. McCullough  
 Commissioner Christopher M. Milam  
 Commissioner Joseph Ripa  
 Deputy Commissioner Joseph D. Bertoni  
 Lauren LaRusso, Esq. Governor’s Authorities Unit (via teleconference)  
 Stephen F. Dougherty, Executive Director  
 Lauren R. Staiger, Esq., General Counsel  
 Michael J. Watson, Special Counsel  
 Cynthia Blasberg, Board Secretary  
 Davi Nicholson, Alternate Board Secretary

**Absent**

Commissioner Maurice B. Hill, Jr., DMD  
 Commissioner C. Robert McDevitt  
 Commissioner Donna T. Sullivan

**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, Camden Courier Post, Newark Star Ledger and with the Secretary of the State of New Jersey as to the time, date and place of convening. Notice was also posted at the Farley Service Plaza, the Atlantic City International Airport, the Atlantic City Office and Blackwood Office as prescribed by law.

**Roll Call**

<b>Commissioner</b>	<b>Present</b>	<b>Absent</b>
Chair Diane Gutierrez-Scaccetti	X	
Vice Chairman 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
Commissioner Christopher M. Milam	X	
Commissioner Joseph Ripa	X	
Commissioner Donna T. Sullivan		X

Three (3) members of the public attended this meeting.

**Approval of the Agenda**

Chair Diane Gutierrez-Scaccetti called for a motion to approve the February 21, 2018 agenda. Whereupon, a motion was made by Vice Chairman April and seconded by Commissioner Bush, approving said agenda. Chair Diane 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 Diane Gutierrez-Scaccetti called for a motion to approve the January 9, 2018 meeting minutes. Whereupon, a motion was made by Commissioner Milam and seconded by Vice Chairman April approving the January 9, 2018 meeting minutes. Chair Diane Gutierrez-Scaccetti asked for questions on the motion. No questions were asked. All Commissioners in attendance voted, approving and adopting the minutes.

### **Recognition Awards**

Chair Diane Gutierrez-Scaccetti asked Mr. Dougherty if there is an Employee Award this month. Mr. Dougherty responded affirmatively, presenting Mr. Fran Weikel with Quarterly Employee Recognition Award.

Chair Diane Gutierrez-Scaccetti stated that the Airport Director, Tim Kroll, would like to discuss our humanitarian effort with the Moscow plane diversion on January 31<sup>st</sup>. Mr. Kroll briefed the Board on the events of the plane diversion and recognized all agencies and organizations involved in keeping the passengers safe and comfortable during their stay. Chair Diane Gutierrez-Scaccetti commended Tim Kroll on his team leadership. Commissioner McCullough complemented everyone involved and noted the outpouring of positive responses he has received regarding the event.

### **Executive Session**

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

Mr. Dougherty presented Resolution 2018-10 to the Chairman and Commissioners for the exclusion of the public to discuss litigation matters specific to Miller v. SJTA, Vega v. SJTA, a contractual matter concerning the New Jersey Pinelands Commission and personnel matters pertaining to the Schedule "A," associated with Resolution 2018-07.

Whereupon, the motion was made by Commissioner Milam and seconded by Commissioner Bush approving Resolution 2018-10. A unanimous vote was taken approving the resolution, adjourning the open portion of the meeting at 9:18 a.m. The public was advised the minutes of this Executive Session would be disclosed to the public in accordance with State Law. At this time, the public and staff exited the Board room. A copy of Resolution 2018-10 is attached hereto and made a permanent part of these official Authority minutes.

At the close of Executive Session, Chair Diane Gutierrez-Scaccetti called for a motion to return to the open portion of the meeting. Whereupon, a motion was made by Commissioner Bush and seconded by Vice Chairman April. The open portion of the meeting reconvened at 9:56 a.m. Once the public returned to the meeting room, Chair Diane 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	
Vice Chairman 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
Commissioner Christopher M. Milam	X	
Commissioner Joseph Ripa	X	
Commissioner Donna T. Sullivan		X

### **Executive Report**

Chair Diane Gutierrez-Scaccetti asked for the presentation of the Executive Report. Mr. Dougherty presented the February 21, 2018 Executive Report: a copy of which is attached hereto and made a permanent part of these official Authority minutes.

Chair Diane Gutierrez-Scaccetti asked Mr. Dougherty to elaborate on the Meals on Wheels Program. Mr. Dougherty briefed the Chair on some highlights of the program.

**Committee Reports**

Chair Diane Gutierrez-Scaccetti asked Mr. Dougherty to present the Committee Reports. Mr. Dougherty reported all Committees met on February 7, 2018. During these meetings, Commissioners were briefed on the resolutions being presented this morning as well as a briefing on the OPEB Trust Fund RFP and the Employee Assistance Program. Commissioners received the schedule of upcoming projects, the EO-8 Report, and Airport statistics.

**Public Response to Agenda Items**

Chair Diane Gutierrez-Scaccetti asked the public for comments on any of the agenda items. No comments were made.

**Approval of Bills**

Chair Diane 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 Diane Gutierrez-Scaccetti called for a motion to approve the bill list. Whereupon the motion was made by Vice Chairman April and seconded by Commissioner Milam, approving said bill list. Chair Diane Gutierrez-Scaccetti asked the Commissioners for questions on the motion. Being none, Chair Diane Gutierrez-Scaccetti requested the Secretary call the roll.

**Roll Call**

Commissioner	Motion	2 <sup>nd</sup>	Yea	Nay	Abstain	Recused	Absent
Chair Diane Gutierrez-Scaccetti			X				
Vice Chairman Jeffery A. April, Esq.	X		X*				
Commissioner Bryan J. Bush			X				
Commissioner Maurice B. Hill, Jr., DMD							X
Commissioner James J. McCullough			X				
Commissioner C. Robert McDevitt			X				X
Commissioner Christopher M. Milam		X	X				
Commissioner Joseph Ripa			X				

\*Vice Chairman April approved all bills; however, abstained from voting on the bills from the firm Cooper Levenson.

**Resolutions and Motions:**

Chair Diane Gutierrez-Scaccetti asked Mr. Dougherty to present the resolutions. Mr. Dougherty advised the Chairman and Commissioners he would be presenting a total of four (4) resolutions for their consideration. Mr. Dougherty presented Resolutions 2018-06 through 2018-09. Chair Diane Gutierrez-Scaccetti called for a motion to approve said resolutions. The motion as presented, was moved by Commissioner Milam and seconded by Vice Chairman April, approving said resolutions. Chair Diane Gutierrez-Scaccetti asked for questions on the motion. There being no comments or discussion, Chair Diane Gutierrez-Scaccetti asked the Secretary to call the roll.

**Roll Call**

Commissioner	Motion	2 <sup>nd</sup>	Yea	Nay	Abstain	Recused	Absent
Chair Diane Gutierrez-Scaccetti			X				
Vice Chairman Jeffery A. April, Esq.		X	X				
Commissioner Bryan J. Bush			X				
Commissioner Maurice B. Hill, Jr., DMD							X
Commissioner James J. McCullough			X				
Commissioner C. Robert McDevitt							X
Commissioner Christopher M. Milam	X		X				
Commissioner Joseph Ripa			X				

**RESOLUTION 2018-06 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING AWARD OF CERTAIN SOLE SOURCE CONTRACTS TO VARIOUS VENDORS FOR ESSENTIAL OPERATIONS OF THE ATLANTIC CITY EXPRESSWAY AND ATLANTIC CITY INTERNATIONAL AIRPORT**

The purpose of this resolution is to consolidate all known “Sole Source” vendors who provide goods and or services that exceed the Authority’s current bid threshold of \$40,000. On an annual basis, the Purchasing Division creates a matrix that details all sole source Purchase Orders (POs) issued the previous year to determine the Authority-wide usage of its Sole Source vendors. Based on the information obtained, the Purchasing Division makes initial recommendations for each Sole Source vendor. The matrix is then forwarded to executive management for review and additional recommendations or changes. For the purposes of the Sole Source Resolution, if a recommendation of \$40,000 or more is made, then that vendor is added to the resolution. Sole Source vendors that do not meet the \$40,000 threshold are issued POs and are not subject to inclusion on the Sole Source Resolution. These POs will be issued on an as needed basis and all proper sole source documentation will be attached to the PO. A list of the identified sole source vendors, the product or service they provide and the estimated cost for same has been attached to the resolution entitled Exhibit “A.”

**RESOLUTION 2018-07 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 2018-08 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING AN INCENTIVE PROGRAM FOR AIR SERVICE DEVELOPMENT AT THE ATLANTIC CITY INTERNATIONAL AIRPORT**

As part of its ongoing effort to improve the marketability of the Airport, the Authority desires to increase the availability of airline service for the patrons of Atlantic City International Airport and to increase the number of destinations/carriers currently serving the Airport. Under the Policy and Procedures Concerning the Use of Airport Revenue issued by the Federal Aviation Administration (FAA), the Airport can offer economic incentives on a nondiscriminatory basis for a promotion period to attract new air service. The Airport, via Resolution 2013-172, 2015-05, 2016-05 and 2016-130, modified its former Incentive Program in order to offer Airlines certain incentives to attract such new air service. The Authority now desires to offer incentives as outlined in the Air Service Incentive Program in the form attached hereto entitled Exhibit “A.” This Incentive Program enrollment is open to airlines for a period of one (1) year beginning January 1, 2018 through December 31, 2018. Once an airline is enrolled, the incentives themselves as outlined in Exhibit “A,” will be provided to the airline for a period of two (2) years

**RESOLUTION 2018-09 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING AWARD OF A CONTRACT TO WASTE MANAGEMENT OF EWING, NEW JERSEY FOR REFUSE REMOVAL SERVICES AT VARIOUS SOUTH JERSEY TRANSPORTATION AUTHORITY LOCATIONS**

On January 4<sup>th</sup> and 5<sup>th</sup>, 2018, the Authority publicly advertised for bids for Refuse Removal Services at Various South Jersey Transportation Authority Locations, including the Farley Service Plaza in Elwood, New Jersey, the Authority’s office location at the New York Avenue Garage in Atlantic City, New Jersey, East Maintenance Yard at milepost 5.8 westbound on the Atlantic City Expressway, West Maintenance Yard, located at milepost 39.0 eastbound on the Atlantic City Expressway and the Atlantic City International Airport, Egg Harbor Township, New Jersey for a period of one year with an option to renew for one additional year. On January 25, 2018, one bid was received, opened and tabulated. Waste Management of Ewing, New Jersey was deemed the sole responsive, responsible bidder and is hereby recommended to provide Refuse Removal Services at Various South Jersey Transportation Authority Locations as outlined on Exhibit “A” attached to the resolution.

**Petitions or Communications, Unfinished Business and New Business**

Chair Diane 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 or are at the Commissioners' place. Further, he stated he has no new business to discuss.

**General Comment**

Chair Diane Gutierrez-Scaccetti asked the public for any general comments. No comments were made by the public.

Vice Chairman April and Commissioner McCullough welcomed Chair Diane Gutierrez-Scaccetti to the Board.

**Adjournment**

There being no further business, Chair Diane Gutierrez-Scaccetti called for a motion to adjourn the meeting. Whereupon, the motion was made by Commissioner McCullough and seconded by Commissioner Milam to adjourn the meeting. A unanimous voice vote was taken adjourning the meeting at 10:05 a.m.

Submitted by:

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Cynthia A. Blasberg, Board Secretary

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