

**SOUTH JERSEY TRANSPORTATION AUTHORITY
BOARD OF COMMISSIONERS MEETING MINUTES
SEPTEMBER 21, 2023**

This Board of Commissioners Monthly Meeting of the South Jersey Transportation Authority was held on September 21, 2023, with Vice Chairman Christopher M. Milam calling the meeting to order at 9:06 a.m.

Present

Vice Chairman Christopher M. Milam (in person)
Deputy Commissioner Joseph Bertoni (teleconference)
Commissioner Zoe Baldwin (teleconference)
Commissioner Barbara Holcomb (teleconference)
Commissioner Bryan J. Bush (teleconference)
Commissioner Joseph Ripa (teleconference)
Aaron Creuz, Governor’s Authorities Unit (teleconference)
Stephen F. Dougherty, Executive Director (in person)
Karen Davis, Chief Financial Officer (in person)
Nicholas Sullivan, Esq., General Counsel (in person)
Michael Watson, Esq., Special Counsel in (person)
David Zappariello, Chief of Staff (in person)
Paul Heck, Chief Administrative Officer (in person)
James G. Sullivan, Chief of Field Operations (in person)
Cynthia Blasberg, Board Secretary (in person)
Caroline Roseboro, Assistance Board Secretary (in person)

Absent

Chair Diane Gutierrez-Scaccetti
Commissioner John F. Amodeo
Commissioner C. Robert McDevitt
Commissioner Christina Fuentes, EDA Representative

Statement of Public Notice

The meeting of the Board of Commissioners was opened advising the Commissioners and public that notice of the meeting was duly advertised in the Press of Atlantic City, the Camden Courier Post, and with the Secretary of the State of New Jersey as to the time and date of convening. Notice had also been posted at the Farley Service Plaza, the Atlantic City International Airport, and Blackwood Offices as prescribed by law.

Roll Call

Commissioner	Present	Absent
Chair Diane Gutierrez-Scaccetti		X
Commissioner John F. Amodeo		X
Commissioner S. Zoe Baldwin	X	
Deputy Commissioner Joseph D. Bertoni	X	
Commissioner Bryan J. Bush	X	
Commissioner Barbara Holcomb	X	
Commissioner C. Robert McDevitt		X
Vice Chairman Christopher M. Milam	X	
Commissioner Joseph Ripa	X	
Commissioner Christina Fuentes		X

* One (1) member from the public called into this meeting.

Approval of the Agenda

Vice Chairman Milam called for a motion to approve the September 21, 2023 agenda. Whereupon a motion was made by Commissioner Holcomb and seconded by Commissioner Bush approving said agenda. Vice Chairman Milam 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

Vice Chairman Milam called for a motion to approve the August 17, 2023 meeting minutes. Whereupon a motion was made by Commissioner Bush and seconded by Commissioner Holcomb approving said minutes. No questions were asked. All Commissioners in attendance voted affirmatively, adopting said minutes.

Executive Session

Vice Chairman Milam asked if an Executive Session was needed, Counsel responded, affirmatively. Mr. Dougherty presented Resolution 2023-91 to the Vice Chairman and Commissioners for the exclusion of the public from discussions related to personnel actions related to the Schedule "A" associated with Resolution 2023-85 and a litigation matter pertaining to a workers compensation claim. Whereupon, the motion was made by Commissioner Bush and seconded by Commissioner Baldwin approving Resolution 2023-91. A unanimous vote was taken approving the resolution, adjourning the open portion of the meeting at 9:10 a.m. Vice Chairman Milam asked the call operator to place the public audience on hold while the Board conducted the Executive Session.

At the close of the Executive Session, Vice Chairman Milam asked for a motion to return to the open portion of the meeting. Whereupon, a motion was made by Commissioner Holcomb and seconded by Commissioner Bush. The open portion of the meeting reconvened at 9:30 a.m.

The call operator opened the meeting back up to the public portion of the meeting. Vice Chairman Milam then requested the Secretary call the roll.

Roll Call

Commissioner	Present	Absent
Chair Diane Gutierrez-Scaccetti		X
Commissioner John F. Amodeo		X
Commissioner S. Zoe Baldwin	X	
Deputy Commissioner Joseph D. Bertoni	X	
Commissioner Bryan J. Bush	X	
Commissioner Barbara Holcomb	X	
Commissioner C. Robert McDevitt		X
Vice Chairman Christopher M. Milam	X	
Commissioner Joseph Ripa	X	
Commissioner Christina Fuentes		X

Executive Report

Vice Chairman Milam asked for the presentation of the Executive Report. Mr. Dougherty presented the September 21, 2023 Executive Report: a copy of which is attached hereto and made a permanent part of these official Authority minutes.

Committee Reports

Vice Chairman Milam asked Mr. Dougherty to present the Committee Reports. Mr. Dougherty reported all Committees met on September 6, 2023. During these meetings, briefings were provided on the resolutions presented this morning as well as a briefing on a Federal Aviation Grant for Firefighter Breathing Apparatus. Commissioners were also provided with the schedule of upcoming projects, the EO-8 Report and Airport statistics.

Public Response to Agenda Items

Vice Chairman Milam asked the public for comments on any of the agenda items. No comments were made.

Approval of Bills

Vice Chairman Milam asked Mr. Dougherty for the presentation of bills. Mr. Dougherty stated the bill list had been sent to the Commissioners previously for their review and is being recommended for approval. Vice Chairman Milam called for a motion to approve the bill list. Whereupon the motion was made by Deputy Commissioner Bertoni and seconded by Commissioner Bush approving said bill list. Vice Chairman Milam asked the Commissioners for questions on the motion. Being none, Vice Chairman Milam requested the Secretary call the roll.

Roll Call

Commissioner	Motion	2nd	Yea	Nay	Abstain	Recused	Absent
Chair Diane Gutierrez-Scaccetti							X
Commissioner John F. Amodeo							X
Commissioner Zoe Baldwin			X				
Deputy Commissioner Joseph D. Bertoni	X		X				
Commissioner Bryan J. Bush		X	X				
Commissioner Barbara Holcomb			X				
Commissioner C. Robert McDevitt							X
Vice Chairman Christopher M. Milam			X				
Commissioner Joseph Ripa			X				

Vice Chairman Milam asked if there is a motion to add a resolution to the agenda authorizing settlement of a Formal Workers' Compensation matter. Whereupon, a motion was made by Commissioner Holcomb and seconded by Commissioner Baldwin to add Resolution 2023-92 to the agenda. All Commissioners in attendance agreed approving of said motion.

Resolutions and Motions:

Vice Chairman Milam asked Mr. Dougherty to present the resolutions. Mr. Dougherty advised the Commissioners he would be presenting a total of eight (8) resolutions for their consideration. Mr. Dougherty presented Resolutions 2023-84 through 2023-90 and Resolution 2023-92. Vice Chairman Milam called for a motion to approve said resolutions. The motion as presented was moved by Deputy Commissioner Bertoni, and seconded by Commissioner Bush approving said resolutions. Vice Chairman Milam asked for questions or discussions on the motion. There being none, Vice Chairman Milam asked the Secretary to call the roll.

Roll Call

Commissioner	Motion	2nd	Yea	Nay	Abstain	Recused	Absent
Chair Diane Gutierrez-Scaccetti							X
Commissioner John F. Amodeo							X
Commissioner Zoe Baldwin			X				
Deputy Commissioner Joseph D. Bertoni	X		X				
Commissioner Bryan J. Bush		X	X				
Commissioner Barbara Holcomb			X				
Commissioner C. Robert McDevitt							X
Vice Chairman Christopher M. Milam			X				
Commissioner Joseph Ripa			X				

Copies of Resolutions 2023-84 through 2023-92 are attached hereto and made a permanent part of these official Authority minutes.

RESOLUTION 2023-84 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE APPOINTMENT OF FORD-SCOTT & ASSOCIATES, L.L.C. OF OCEAN CITY, NEW JERSEY FOR PROFESSIONAL AUDITING SERVICES

On July 19th and July 20th, 2023, the Authority publicly advertised a Request for Proposals (“RFP”) for Professional Auditing Services. On August 10th, 2023 in response to said advertising, one (1) proposal was received by the Authority. On September 6th, 2023 the Auditor Evaluation Committee reviewed the proposal for Professional Auditing Services and determined that Ford-Scott & Associates, L.L.C. met the requirements of the RFP. The Audit Committee received the Auditor Evaluation Committee’s Report and accepted the recommendation of the Auditor Evaluation Committee to award a contract for Professional Auditing Services to Ford-Scott & Associates, L.L.C. The term of the said contract shall be for a period of two (2) years with two (2) one-year renewal options. Ford-Scott & Associates, L.L.C. included a fee schedule in their proposal for providing said service in an amount not to exceed \$54,750.00 to conduct the 2023 Audit and 2024 Audit and contingent upon approval of the renewal options the 2025 and 2026 Audits.

RESOLUTION 2023-85 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 2023-86 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE AWARD OF A CONTRACT TO ARAWAK PAVING COMPANY, INC. OF HAMMONTON, NEW JERSEY FOR THE ATLANTIC CITY EXPRESSWAY 2023 FALL RESURFACING PROJECT

On July 12, 2023 and July 13, 2023, the Authority publicly advertised for bids for the Atlantic City Expressway 2023 Fall Resurfacing Project. The project consists of performing all work required to resurface the Eastbound Atlantic City Expressway including both shoulders and resurfacing to existing concrete median barrier, concrete bridge barrier, concrete bridge curb, asphalt and concrete vertical curb. The areas to be resurfaced for the three (3) base bids are as follows: Base Bid 1: Eastbound Atlantic City Expressway Resurfacing from Milepost 13.7 to Milepost 11.4 and Interchange 12 Eastbound Off Ramp Base Bid 2: Eastbound Atlantic City Expressway Resurfacing from Milepost 14.2 to Milepost 11.4, Interchange 12 Eastbound Off Ramp and Interchange 14 Eastbound Off Ramp Base Bid 3: Eastbound Atlantic City Expressway Resurfacing from Milepost 17.0 to Milepost 11.4, Interchange 12 Eastbound Off Ramp and Interchange 14 Eastbound Off Ramp. On August 8, 2023, two (2) bids were received, opened, and tabulated. Following a review of the bids, the Authority deemed that Base Bid 3, of which limits are indicated above, represented the best value for the Authority. Arawak Paving Company, Inc. was deemed to have submitted the lowest responsive, responsible bid for Base Bid 3. The Director of Engineering/Chief Engineer believes it to be in the best interest of the Authority and recommends entering into a contract with Arawak Paving Company, Inc. of Hammonton, New Jersey, for the Atlantic City Expressway 2023 Fall Resurfacing Project, Base Bid 3, in an amount not to exceed \$3,138,000.00.

RESOLUTION 2023-87 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE AWARD OF A CONTRACT TO SOUTH STATE, INC. OF BRIDGETON, NEW JERSEY FOR THE ATLANTIC CITY INTERNATIONAL AIRPORT (ACY) 2023 WIND CONE REPLACEMENT PROJECT

On July 12th, 2023 and July 13, 2023, the Authority publicly advertised for bids for the Atlantic City International Airport (ACY) 2023 Wind Cone Replacement Project. Work associated with this project consists of upgrading the existing wind cones located at each end of Runway 13-31 and Runway 4-22 and relocating all existing wind cones to the new locations outside of the Runway/Taxiway Object Free Area (ROFA/TOFA), to comply with the updated FAA Standards. Major work items include Removal of Existing Wind Cone including Concrete Foundation, Furnish and Install New Wind Cone on New Concrete Foundation, Furnish and Install New Wind Cone on New Concrete Encased Base Can,

Removal of Existing Access Road, New Access Road, Replace Existing Cables with New 5kV and Grounding Cables, Installation of Conduits in Trench, Turf and Pavement Restoration. On August 9th, 2023, three (3) bids were received, opened, and tabulated with South State, Inc. being deemed to have submitted the lowest responsible bid. The Director of Engineering/Chief Engineer believes it to be in the best interest of the Authority and recommends entering into a contract with South State, Inc. of Bridgeton, New Jersey in an amount not to exceed \$425,000.00, for the Atlantic City International Airport (ACY) 2023 Wind Cone Replacement Project.

RESOLUTION 2023-88 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A SPECIALIZED AVIATION SERVICES OPERATOR PERMIT AGREEMENT WITH PRIMEFLIGHT AVIATION SERVICES, INC. OF SUGAR LAND, TEXAS, FOR THE PROVISION OF AIRCRAFT SERVICES

The Authority, via Resolution 2010-73, adopted Minimum Standards for commercial aeronautical activity at the Airport, which authorizes the Authority to enter into permit agreements with specialized aviation service operators for certain services. Pursuant to Resolution 2020-118, the Authority authorized a permit agreement with Primeflight Aviation Services of Sugar Land, Texas, to provide such services to Spirit Airlines. As said permit agreement is set to expire on or about September 30, 2023, the Authority and Primeflight Aviation Services of Sugar Land, Texas wish to grant a new permit to provide aircraft de-icing, aircraft catering, above wing ground handling and below wing ground handling services to Spirit Airlines at the Airport. The Authority shall receive 13% of Primeflight Aviation Services gross receipts for these services. The term of the permit agreement shall be three (3) years commencing on or about October 1, 2023.

RESOLUTION 2023-89 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXTENSION OF A CONTRACT TO ROAD SAFETY SYSTEMS, LLC, OF SHAMONG, NEW JERSEY FOR THE PURCHASE AND DELIVERY OF GUIDE RAIL TREATMENT ENDS, PARTS AND SUPPLIES

On July 21st and July 22nd, 2021, the Authority publicly advertised a Request for Bids for the Purchase and Delivery of Guide Rail Treatment Ends, Parts, and Supplies. On August 11th, 2021 one (1) bid was received, opened, and tabulated. Road Safety Systems, LLC, of Shamong, New Jersey was deemed to have submitted the sole responsible, responsive bid. The Authority, via Resolution 2021-114, authorized a price agreement with Road Safety Systems, LLC, of Shamong, New Jersey, for the Purchase and Delivery of Guide Rail Treatment Ends, Parts, and Supplies for a term of one (1) year with an option to extend for two (2) additional one-year periods at the same prices, agreeable by both parties. The Authority, via Resolution 2022-109, authorized the first one (1) year renewal option which is set to expire on October 14, 2023. The Authority now wishes to exercise the second and final one (1) year renewal option commencing on or about October 15, 2023 at the same rates as the initial price agreement. This contract is an open-ended price agreement, whereby items are ordered as needed.

RESOLUTION 2023-90 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE, EXECUTE AND ACCEPT PROJECT PROPOSALS, AWARDS, GRANTS, COOPERATIVE AGREEMENTS AND RELATED DOCUMENTS WITH REGARDS TO THE FEDERAL AVIATION ADMINISTRATION ON BEHALF OF THE AUTHORITY WITH REGARDS TO CONSTRUCT TAXIWAY (TAXIWAY R – PHASE 1 – PRELIMINARY ENGINEERING & ENVIRONMENTAL) PROJECT-(CONFIRMING)

Pursuant to Section 7(r) of the Act, the Authority has the power, subject to approval by the Commissioners, 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 to award Federal Financial Assistance for Aviation Projects. The Authority has submitted a FAA grant application and received subsequent notification of grant offering for the following Airport

projects/equipment entitled: Construct Taxiway (Taxiway R - Phase 1 - Preliminary Engineering & Environmental Project, Grant No: 3-34-0002-113-2023, in the amount of \$673,650.00. As the FAA requires Board approval to accept such grants, it is the desire of the Authority to authorize acceptance as well as the execution of any project proposals, awards, grants, certifications and assurances, cooperative agreements, and related documents in connection therewith.

RESOLUTION 2023-92 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING SETTLEMENT OF FORMAL WORKERS' COMPENSATION MATTER

The Petitioner filed a formal claim petition with the court. The Authority's Board has reviewed this matter and agrees with the recommendation of Counsel and the Authority's Third-Party Workers' Compensation Administrator. Through consultation with legal counsel, the Authority's Board of Commissioners has determined it is in the best interests of the Authority to settle the Workers' Compensation Matter. The Board of Commissioner grants Counsel the authority to settle this matter for an amount approved by the Board of Commissioners, which includes the award to petitioner along with the Authority's portion of costs and fees reimbursable to petitioner's attorney.

Petitions or Communications, Unfinished Business and New Business

Vice Chairman Milam 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.

General Comment

Vice Chairman Milam 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 by the public were made.

Adjournment

There being no further business, Vice Chairman Milam announced the next meeting will be held on Wednesday, October 18, 2023, at 9:00 a.m.

Vice Chairman Milam called for a motion to adjourn the meeting. Whereupon the motion was made by Deputy Commissioner Bertoni and seconded by Commissioner Bush to adjourn the meeting. A unanimous voice vote was taken adjourning the meeting at 9:40 a.m.

Submitted by: *Cynthia A Blasberg*

Cynthia A. Blasberg, Board Secretary

Note: An Executive Session was held during this meeting.