

**SOUTH JERSEY TRANSPORTATION AUTHORITY  
BOARD OF COMMISSIONERS MEETING  
JULY 19, 2023  
AGENDA**

The July 19, 2023 Board of Commissioners Annual Reorganization Meeting will be held at 9:00 a.m. at the South Jersey Transportation Authority Administration Building on the Atlantic City Expressway at Milepost 21.3 in Elwood, New Jersey 08217. Members of the public may attend this meeting in person or if desired have the opportunity to participate telephonically by dialing: 1 (800) 346-7359 access code: 492851.

1. Statement of Public Notice
2. Roll Call
3. Approval of the July 19, 2023 Agenda
4. Approval of the June 21, 2023 Meeting Minutes
5. Employee Recognition Award
6. Executive Session
7. Roll Call upon return to Open Session
8. Executive Report
9. Committee Reports
10. Public Response to Agenda Items
11. Presentation and Approval of Bills
12. Resolutions and Motions

**RESOLUTIONS TO BE PRESENTED**

**RESOLUTION 2023-51 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY  
ACCEPTING THE 2022 AUDITED FINANCIAL STATEMENTS**

The Audit Committee met on June 7, 2023, via teleconference, in accordance with Executive Order No. 122 and has reviewed the 2022 Audited Financial Statements with the independent auditor. The Audit Committee recommends that the Board of Commissioners accept the 2022 Audited Financial Statements.

**RESOLUTION 2023-52 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY  
AUTHORIZING THE EXTENSION OF A CONTRACT FOR CASH AND CREDIT CARD  
PROCESSING, BANKING AND ARMORED CAR SERVICES WITH WELLS FARGO BANK,  
N.A., OF TOMS RIVER, NEW JERSEY**

Pursuant to Resolution 2019-30, the Authority authorized contract negotiations with Wells Fargo Bank, N.A. of Toms River, New Jersey for Cash and Credit Card Processing, Banking and Armored Car Services for a term of one (1) year with three (3) mutually agreeable one (1) year renewal options. Subsequent to the adoption of Resolution 2020-101, the Authority and Wells Fargo Bank, N.A. reached substantial agreement for Cash and Credit Card Processing, Banking and Armored Car Services. As the initial term of the agreement expired on or about September 30, 2021, the Authority extended the agreement for the first one (1) year renewal option via Resolution 2021-71 and the second renewal option via Resolution 2022-66. The Authority and Bank now desire to exercise the third and final one-year renewal option commencing on or about October 1, 2023.

**RESOLUTION 2023-53 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY  
AUTHORIZING THE EMERGENCY PURCHASE AND INSTALLATION OF AN  
UNINTERRUPTED POWER SUPPLY (UPS) FOR INFORMATION TECHNOLOGY  
EQUIPMENT AT THE SJTA ADMINISTRATION BUILDING, FARLEY SERVICE PLAZA  
(CONFIRMING)**

On May 31, 2023, the entire network infrastructure at Farley Administration Office went offline due to an equipment malfunction which caused the Uninterrupted Power Supply ("UPS") to shut down. This brought all end users to a standstill including systems at the State Police and Transportation Services at Lakeland/Blackwood. The existing UPS at the Farley Administration Data Center is from 1996 and currently at the end of life. Parts for repairs are non-existent and no longer manufactured. The Authority's Enterprise Information Services Manager contacted Procomm Systems, Inc. of Phillipsburg,

New Jersey who currently services the existing unit, as well as the devices at the Airport and Tunnel systems. Procomm Systems, Inc. immediately responded and arrived onsite to perform an analysis and presented a quote on June 16, 2023 for replacement of the UPS. The quote as submitted is a not to exceed amount of \$56,899.96 with a lead time of 12-14 weeks for a new unit. Based on the aforementioned, the Director of Finance deemed it in the best interest of the Authority to immediately secure an agreement for the purchase and installation of a replacement UPS at the Farley Administration Office. In accordance with N.J.A.C. 19-2-7.7 to ensure the continued operation of the Authority's infrastructure, the Executive Director concurred with the recommendation of the Finance Director and determined that the replacement of the UPS requires immediate "EMERGENCY REPAIR" in order to complete the repairs within a reasonable timeframe.

**RESOLUTION 2023-54 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY ADOPTING THE ANNUAL NOTICE OF MEETINGS**

In accordance with the Authority By-Laws, the adoption of regularly scheduled monthly Board of Commissioners meetings shall be made by the adoption of the Annual Notice of Meetings as required by the "Open Public Meetings Act." This resolution serves to adopt the meeting dates from August 2023 through the Authority's Annual Re-organization Meeting in July 2024.

**RESOLUTION 2023-55 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY ACKNOWLEDGING THE ELECTION OF \_\_\_\_\_ TO SERVE AS VICE CHAIRMAN**

Authority By-Laws require an annual appointment of a Vice Chairman to the Authority's Board of Commissioners. The Authority desires to appoint \_\_\_\_\_ to serve as Vice Chairman to the Board of Commissioners, effective July 19, 2023 and expiring on the date of the July 2024 Annual Re-Organization Meeting or until such time as a successor is elected.

**RESOLUTION 2023-56 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE APPOINTMENT OF KAREN DAVIS TO THE POSITION OF TREASURER AND SANDRA DIEROLF TO THE POSITION OF DEPUTY TREASURER**

An annual reorganization meeting shall be held in July of each year or as soon thereafter as is reasonably possible, at which time the Board shall designate a Treasurer pursuant to N.J.S.A. 27:25A-1 et seq., Section 5(e) and the Authority By-Laws, Article IV, Section 4. Pursuant to Article IV, Section 4.2 of the By-Laws, the Board shall designate a Deputy Treasurer. This resolution serves to appoint Karen Davis as Treasurer and Sandra Dierolf as Deputy Treasurer of the Authority.

**RESOLUTION 2023-57 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE APPOINTMENT OF CYNTHIA A. BLASBERG TO SERVE AS BOARD SECRETARY AND CAROLINE ROSEBORO TO SERVE AS ALTERNATE BOARD SECRETARY**

An annual reorganization meeting shall be held in July of each year or as soon thereafter as is reasonably possible, at which time the Board shall designate a Board Secretary pursuant to Article II, Section 4b of the By-Laws. Pursuant to Article IV, Section 3.2 of the By-Laws, the Board shall designate an Alternate Board Secretary. This resolution serves to appoint Cynthia A. Blasberg as Board Secretary and Caroline Roseboro to the position of Alternate Board Secretary for a term of one (1) year, effective July 19, 2023 and expiring on the date of the July 2024 Annual Re-Organization Meeting.

**RESOLUTION 2023-58 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE APPOINTMENT OF PAMELA HAYES TO SERVE AS ETHICS LIAISON OFFICER AND JONATHAN ROEMER TO SERVE AS ALTERNATE ETHICS LIAISON OFFICER OF THE AUTHORITY**

On February 28, 2002, the New Jersey Code of Ethics Act, N.J.S.A. 52:13D-23 et seq. was enacted into law to assure the strictest conformance with the Conflicts of Interest Law within departments of State government. This Code of Ethics Act required each public agency to designate an individual to serve as Ethics Liaison Officer to act on behalf of that agency in fulfillment of its obligations. Pursuant to this Act and Executive Order #24 (Chris Christie), the Authority desires to appoint Pamela Hayes to serve as Ethics Liaison Officer. Due to the workload involved in assuring the Authority remains in strictest conformance with the Conflicts of Interest Law, the Authority desires to appoint Jonathan Roemer to

serve as Alternate Ethics Liaison Officer. In this capacity, the abovementioned designees shall act on and serve all purposes as set forth in the Code of Ethics Act and to undertake all duties necessary and appropriate in order to discharge on behalf of the Authority its obligations under the Code of Ethics Act. The appointments are effective July 19, 2023 and shall expire on the date of the July 2024 Annual Re-Organization Meeting or until such time as a successor is appointed.

**RESOLUTION 2023-59 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE APPOINTMENT OF TINA HARVEY TO SERVE AS THE CERTIFYING OFFICER AND PAUL C. HECK AS SUPERVISOR THEREOF FOR MATTERS RELATING TO THE NEW JERSEY STATE-ADMINISTERED RETIREMENT SYSTEMS**

Pursuant to N.J.S.A. 43:3C-15, the Authority shall designate a Certifying Officer to perform duties relating to matters concerning the New Jersey State-administered Retirement Systems. The Authority shall also designate a Supervisor of the Certifying Officer. Pursuant to the above-mentioned statutory requirement, Tina Harvey currently holds the position of Certifying Officer and Paul C. Heck as the Supervisor to the Certifying Officer. Under the provisions of Chapter 52, P.L. 2011 (N.J.S.A. 43:3C-15), the Certifying Officer and the Supervisor of the Certifying Officer must complete required training on eligibility for enrollment in the retirement system(s) and certify eligibility of the enrollment. Both the Certifying Officer and Supervisor thereof have completed such training prior to this designation and are recommended to serve in this capacity.

**RESOLUTION 2023-60 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE APPOINTMENT OF KIMBERLY A. TESTA TO SERVE AS CUSTODIAN OF RECORDS AND JONATHAN ROEMER TO SERVE AS ALTERNATE CUSTODIAN OF RECORDS PURSUANT TO THE OPEN PUBLIC RECORDS ACT**

Under the Open Public Records Act, N.J.S.A. 47:1A-1 et seq., (OPRA), the Authority is required to appoint a Custodian of Records, via formal action, to serve as the official officer for the Authority relative to requests for information under OPRA. The Authority desires to appoint Kimberly A. Testa to the position of Custodian of Records. Due to the workload involved in assuring the Authority remains in compliance with the Act, the Authority has determined the need for an Alternate Custodian of Records to assist with requirements as needed or in the absence of the Custodian of Records. The Authority desires to appoint Jonathan Roemer to serve as Alternate Custodian of Records. These appointments shall be for a period of one (1) year, effective July 19, 2023, expiring on the date of the July 2024 Annual Reorganization Meeting or until such time a successor is appointed.

**RESOLUTION 2023-61 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE APPOINTMENT OF SANDRA DIEROLF TO THE POSITION OF POST ISSUANCE COMPLIANCE OFFICER FOR GOVERNMENTAL TAX ADVANTAGED BONDS**

The Internal Revenue Service strongly recommends that issuers of municipal bonds adopt written policies and procedures intended to assure appropriate compliance measures are implemented by such issuers after their bonds have been issued. The Authority adopted Post-Issuance Compliance Policies and Procedures, via Resolution 2012-54, in July 2012. In accordance with the Post Issuance Compliance Policies and Procedures, the Authority wishes to appoint Sandra Dierolf to the position of Post Issuance Compliance Officer. This appointment shall be for a period of one (1) year, effective July 19, 2023, and expiring on the date of the July 2024 Annual Reorganization Meeting or until such time as a successor is appointed.

**RESOLUTION 2023-62 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE APPOINTMENT OF DORIS L. MCCLINTON TO SERVE AS PUBLIC AGENCY COMPLIANCE OFFICER FOR THE SOUTH JERSEY TRANSPORTATION AUTHORITY**

Pursuant to N.J.S.A. 10:5-31 and N.J.A.C. 17:27-3.2, the Authority shall designate an individual to serve as its Public Agency Compliance Officer. This individual shall serve as the liaison between the State of New Jersey Department of Treasury and the Authority. The Authority desires to appoint Doris L. McClinton to the position of Public Agency Compliance Officer for the term of one (1) year, beginning on July 19, 2023 and expiring on the date of the July 2024 Annual Re-Organization Meeting or until such time as a successor is designated.

**RESOLUTION 2023-63 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 2023-64 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY  
AUTHORIZING THE ACCEPTANCE OF VARIOUS LIABILITY INSURANCE POLICIES AS  
NEGOTIATED AND RECOMMENDED BY CONNER STRONG & BUCKELEW, OF  
MARLTON, NEW JERSEY**

Resolution 2021-08 authorized a Consulting Agreement with Conner Strong & Buckelew, of Marlton, New Jersey to provide Professional Consultant/Broker Services for Liability Insurance for a term of four years. On behalf of the Authority, Conner Strong & Buckelew, of Marlton, New Jersey has negotiated and recommend annual Insurance Liability Policies with certain carriers in similar form as indicated on the Fact Sheet attached to the resolution. The Authority wishes to accept the recommendations of Conner Strong & Buckelew and enter into contracts for such policies effective September 1, 2023 through August 31, 2024.

**RESOLUTION 2023-65 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY  
AUTHORIZING THE AWARD OF A CONTRACT TO JPC GROUP INC. OF BLACKWOOD,  
NEW JERSEY FOR THE ATLANTIC CITY INTERNATIONAL AIRPORT 2022 LOADING  
BRIDGE REPLACEMENT PROJECT (PBB1 & PBB7)**

On April 12<sup>th</sup> and April 13<sup>th</sup>, 2023, the Authority publicly advertised for bids for the Atlantic City International Airport 2022 Loading Bridge Replacement Project (PBB1 & PBB7). Passenger Boarding Bridges (PBBs) #1 and #7 will be removed and two new PBBs will be procured and installed at the same locations as the existing. At PBB #1, an existing fixed walkway will also be removed, and a new fixed walkway will be installed at the same location. As part of the replacement of the PBBs, ancillary work will include modifications to the existing foundations, columns, and piles; removal and replacement of airfield concrete and pavement markings; and removal and replacement of the electrical systems to support the installation of the new PBBs. On May 23<sup>rd</sup>, 2023 (1) bid was received, opened, and tabulated. JPC Group, Inc. of Blackwood, New Jersey was deemed the sole responsible bidder, in an amount not to exceed \$4,836,050.00 for said project. The Director of Engineering/Chief Engineer believes it to be in the best interest of the Authority and recommends entering into a contract with JPC Group, Inc. for the Atlantic City International Airport 2022 Loading Bridge Replacement Project (PBB1 & PBB7), in an amount not to exceed \$4,836,050.00.

**RESOLUTION 2023-66 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 RESPECT TO THE  
AUTHORITY'S ATLANTIC CITY INTERNATIONAL AIRPORT (ACY) 2022 LOADING  
BRIDGE REPLACEMENT PROJECT**

The Federal Aviation Administration ("FAA") has been delegated authority to award Federal financial assistance for aviation projects. The Authority has submitted an Airport Improvement Program grant application to the FAA and anticipates received a notification of grant offering for the following Airport project entitled: Atlantic City International Airport (ACY) 2022 Loading Bridge Replacement Program, Grant No: 3-34-0002-112-2023. The FAA requires Board approval to accept such grants for the above-mentioned Airport projects on behalf of the Authority. It is the desire of the Board of Commissioners to authorize the Executive Director or his designee to accept the above-mentioned grant, as well as execute of any project proposals, certifications and assurances, cooperative agreements, and related documents in connection with said grant on behalf of the South Jersey Transportation Authority.

**RESOLUTION 2023-67 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY  
AUTHORIZING THE AWARD OF A CONTRACT TO NINSA, LLC OF HAMMONTON, NEW  
JERSEY FOR THE ATLANTIC CITY EXPRESSWAY SJTA GRASSLAND CONSERVATION  
AND MANAGEMENT AREA PROJECT**

On May 10<sup>th</sup>, and May 11<sup>th</sup>, 2023, the Authority publicly advertised for bids for the Atlantic City Expressway SJTA Grassland Conservation and Management Area Project. Work for this project consists of clearing existing trees, vegetation, and other features from the vacant site in Hamilton Township, to establish a viable habitat for the upland sandpiper (*Bartramia longicauda* – State Endangered) and the grasshopper sparrow (*Ammodramus savannarum* – State Threatened). Major work items include but are not limited to: Clearing trees and vegetation within the project limits, mowing, tilling, and seeding to establish target species grass and forb cover, and constructing post and wire fencing around the site perimeter. On June 7<sup>th</sup>, 2023, four (4) bids were received, opened, and tabulated. NINSA, LLC of Hammonton, New Jersey was deemed to have submitted the lowest, responsive, responsible bid in and amount not to exceed \$1,656,523.00. The Director of Engineering/Chief Engineer believes it to be in the best interest of the Authority and recommends entering into a contract with NINSA, LLC of Hammonton, New Jersey, for the Atlantic City Expressway SJTA Grassland Conservation and Management Area Project in an amount not to exceed \$1,656,523.00.

**RESOLUTION 2023-68 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY  
AUTHORIZING THE AWARD OF A CONTRACT TO CHARLES MARANDINO, LLC OF  
MILMAY, NEW JERSEY FOR THE ATLANTIC CITY INTERNATIONAL AIRPORT (ACY)  
2023 APRON REHABILITATION PROJECT**

On May 10<sup>th</sup> and May 11<sup>th</sup>, 2023, the Authority publicly advertised for bids for the Atlantic City International Airport (ACY) 2023 Apron Rehabilitation Project. Work within this contract includes concrete replacement and repair on the aircraft parking apron at gates 6, 8, and 9. The contractor is responsible for providing a gate guard and all safety measures specified to safely close aircraft parking positions. Said bid includes one base bid and two add alternates as follows:

**-Base Bid** of the project is located at gate 8 and will close this gate for the duration of this phase of work. The base bid is inclusive of concrete demolition and removal offsite, removal and replacement of crushed aggregate base course (P-209 backfill) as necessary, construction of new reinforced concrete slabs (120 SY), and pavement marking.

**-Add Alternate 1** of the project is located at gate 6 and will close this gate for the duration of this phase of work. Add alternate 1 is inclusive of concrete demolition and removal offsite, removal and replacement of crushed aggregate base course (P-209 backfill) as necessary, construction of new reinforced concrete slabs (135 SY), and pavement marking. There is also a concrete spall repair (6 SY) included in this phase of work.

**-Add Alternate 2** of the project is located at gate 9 and will close this gate for the duration of this phase of work. Add alternate 2 is inclusive of concrete demolition and removal offsite, removal and replacement of crushed aggregate base course (P-209 backfill) as necessary, construction of new reinforced concrete slab (44 SY) with a buried concrete pad and bituminous overlay, and pavement marking.

The Authority's selection of the Base Bid and or Add Alternates are contingent upon availability funds. On June 7<sup>th</sup>, 2023, four (4) bids were received, opened, and tabulated. Following a review of the bids, the Authority deemed that the Base Bid and Add Alternates 1 and 2, of which limits are indicated above, represented the best value for the Authority. Charles Marandino, LLC of Milmay, New Jersey was deemed to have submitted the lowest, responsive, responsible bid for the Base Bid and Add Alternates 1 & 2 in an amount not to exceed \$264,025.00. The Director of Engineering/Chief Engineer believes it to be in the best interest of the Authority and recommends entering into a contract with Charles Marandino, LLC in an amount not to exceed \$264,025.00, for the Atlantic City International Airport (ACY) 2023 Apron Rehabilitation Project, Base Bid and Add Alternates 1 and 2.

13. Petitions and Communications, Unfinished Business, New Business
14. General Comment
15. Time and Place of Next Meeting: The next regularly scheduled Board meeting will be held on **Thursday, August 17, 2023 at 9:00 a.m.** in the Board Room at the SJTA Administration Building, Farley Service Plaza, Elwood, New Jersey with optional telephonic public call in: 1 (800) 346-7359 access code: 492851.

ADJOURNMENT