

**SOUTH JERSEY TRANSPORTATION AUTHORITY  
BOARD OF COMMISSIONERS MEETING  
MARCH 16, 2016**

This regularly scheduled Board of Commissioners Meeting of the South Jersey Transportation Authority was held on March 16, 2016, 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**

Chairman Richard T. Hammer  
Vice Chairman Jeffery A. April, Esq.  
Commissioner Peter C. Elco  
Commissioner Maurice B. Hill, Jr., DMD  
Commissioner James J. McCullough  
Commissioner Joseph Ripa  
Commissioner Christine A. Roberts, EDA  
Christopher M. Howard, Governor's Authorities Unit  
Stephen F. Dougherty, Executive Director  
Lauren Staiger, Esq., General Counsel  
Susan Lubrano, Authority Board Secretary

**Absent**

Commissioner Joseph W. Devine  
Commissioner C. Robert McDevitt

**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>
Chairman Richard T. Hammer	X	
Vice Chairman Jeffery A. April, Esq.	X	
Commissioner Joseph W. Devine		X
Commissioner Peter C. Elco	X	
Commissioner Maurice B. Hill, Jr., DMD	X	
Commissioner James J. McCullough	X	
Commissioner C. Robert McDevitt		X
Commissioner Joseph Ripa	X	
Commissioner Christine A. Roberts	X	

Two (2) members of the public attended this meeting.

**Approval of the Agenda**

Chairman Hammer called for a motion to approve the March 16, 2016 agenda. Whereupon, a motion was made by Commissioner Hill and seconded by Vice Chairman April, approving said agenda. Chairman Hammer 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**

Chairman Hammer called for a motion to approve the February 17, 2016 meeting minutes. Whereupon, a motion was made by Commissioner Ripa and seconded by Vice Chairman April approving the February 17, 2016 meeting minutes. Chairman Hammer asked for questions on the motion. No questions were asked. All Commissioners in attendance voted, approving and adopting the minutes.

**Executive Session**

Chairman Hammer asked General Counsel if an Executive Session was needed to which General Counsel responded affirmatively.

Mr. Dougherty presented Resolution 2016-32 to the Chairman, Vice Chairman and Commissioners for the exclusion of the public to discuss personnel matters pertaining to Schedule “A” associated with Resolution 2016-22 and pending litigation matters. The public was advised that the minutes of this Executive Session would be disclosed to the public in accordance with State Law. Chairman Hammer called for a motion to move into Executive Session.

Whereupon, the motion was made by Commissioner Ripa and seconded by Commissioner Hill approving Resolution 2016-32. A unanimous vote was taken approving the resolution, adjourning the open portion of the meeting at 9:02 a.m. A copy of Resolution 2016-32 is attached hereto and made a permanent part of these official Authority minutes.

At the close of Executive Session, Chairman Hammer called for a motion to return to the open portion of the meeting. Whereupon, a motion was made by Commissioner McCullough and seconded by Vice Chairman April. The open portion of the meeting reconvened at 9:06 a.m. Chairman Hammer requested the Secretary call the roll.

**Roll Call**

Commissioner	Present	Absent
Chairman Richard T. Hammer	X	
Commissioner Jeffery A. April, Esq.	X	
Commissioner Joseph W. Devine		X
Commissioner Peter C. Elco	X	
Commissioner Maurice B. Hill	X	
Commissioner James J. McCullough	X	
Commissioner C. Robert McDevitt		X
Commissioner Joseph Ripa	X	
Commissioner Christine A. Roberts	X	

**Executive Report**

Chairman Hammer asked for the presentation of the Executive Report. Mr. Dougherty presented the March 16, 2016 Executive Report, a copy of which is attached hereto and made a permanent part of these official Authority minutes.

**Committee Reports**

Chairman Hammer asked Mr. Dougherty to present the Committee Reports. Mr. Dougherty reported all committees met on March 2<sup>nd</sup>. During these meetings, Commissioners were briefed on the resolutions being presented this morning as well as the Authority’s financial ratings, a proposed summary action, the Employee Assistance Program RFP, Electric Vehicle Charging Stations and an ethics requirement. Commissioners were provided with the schedule of upcoming projects, the EO-8 Report and Airport statistics.

**Public Response to Agenda Items**

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

**Approval of Bills**

Chairman Hammer asked Mr. Dougherty for the presentation of bills. Mr. Dougherty stated the bills were sent to the Commissioners previously for their review and are being recommended for approval. Chairman Hammer called for a motion to approve the bill list. Whereupon the motion was made by Commissioner Ripa and seconded by Commissioner Hill, approving said bill list. Chairman Hammer asked the Commissioners for questions on the motion. Being none, Chairman Hammer requested the Secretary call the roll.

**Roll Call**

Commissioner	Motion	2 <sup>nd</sup>	Yea	Nay	Abstain	Recused	Absent
Chairman Richard T. Hammer			X				
Vice Chairman Jeffery A. April, Esq.			X				
Commissioner Joseph Devine							X
Commissioner Peter C. Elco			X				
Commissioner Maurice B. Hill, Jr., DMD		X	X				
Commissioner James J. McCullough			X				
Commissioner C. Robert McDevitt							X
Commissioner Joseph Ripa	X		X				

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

**Resolutions and Motions:**

Chairman Hammer asked Mr. Dougherty to present the resolutions. Mr. Dougherty advised the Chairman and Commissioners he would be presenting a total of ten (10) resolutions for their consideration. Mr. Dougherty presented Resolutions 2016-22 through 2016-31. Chairman Hammer called for a motion to approve Resolutions 2016-22 through 2016-31. The motion as presented, was moved by Commissioner Ripa and seconded by Vice Chairman April, approving said resolutions. Chairman Hammer asked for questions on the motion. There being no further comments or discussion, Chairman Hammer asked the Secretary to call the roll.

**Roll Call**

<b>Commissioner</b>	<b>Motion</b>	<b>2<sup>nd</sup></b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>	<b>Recused</b>	<b>Absent</b>
Chairman Hammer			X				
Vice Chairman Jeffery A. April, Esq.		X	X				
Commissioner Joseph Devine							X
Commissioner Peter C. Elco			X				
Commissioner Maurice B. Hill, Jr., DMD			X				
Commissioner James J. McCullough			X				
Commissioner C. Robert McDevitt							X
Commissioner Joseph Ripa	X		X				

Copies of Resolutions 2016-22 through 2016-31 are attached hereto and made a permanent part of these official Authority minutes.

**RESOLUTION 2016-22 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 2016-23 AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICE AGREEMENT BETWEEN THE AUTHORITY AND ASSET MANAGEMENT ASSOCIATES, PLLC OF APEX, NORTH CAROLINA TO CONDUCT THE MANAGEMENT AUDIT OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY**

Pursuant to N.J.S.A. 27:25A-36(b) not less than once every five (5) years the Authority shall cause a Management Audit of its operational effectiveness and efficiency. On January 13<sup>th</sup> and 14<sup>th</sup>, 2016 the Authority advertised a Request for Proposals to procure a firm for the purposes of conducting a Management Audit of the South Jersey Transportation Authority. In response to said advertising, on February 11, 2016, four proposals were received. On February 23, 2016, in accordance with the Authority’s policy and procedures, said proposals were evaluated and reviewed to determine if same met all of the requirements of the Request for Proposals. The Consultant Selection Committee has determined Asset Management Associates, PLLC of Apex, North Carolina to be the most qualified firm and recommends same, in an amount not to exceed \$98,980.

**RESOLUTION 2016-24 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXTENSION OF A LEASE AGREEMENT FOR THE LEASING OF OFFICE SPACE BETWEEN FANEUIL, INC., OF HAMPTON, VIRGINIA AND THE AUTHORITY**

The Authority owns a certain parking garage located at 17-29 South New York Avenue in the City of Atlantic City, New Jersey, in which is contained office space and certain parking spaces. Faneuil, Inc. currently leases 1,156 sq. ft. of office space in the garage for general office use. The term of the lease, which was two years, expired on April 30, 2014, but provided Faneuil with three one-year extension options. Resolution 2014-05 authorized the first one-year extension option. Resolution 2015-17 authorized the second one-year extension option. Faneuil, Inc. now desires to exercise the third and final one-year extension option for a monthly rental amount of \$1,554.59. Faneuil, Inc. has been, and continues to be, an excellent tenant for the Authority.

**RESOLUTION 2016-25 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY RESCINDING THE CONCESSION AGREEMENT BETWEEN CAPE ATLANTIC FOOD SERVICES, LLC., OF SOMERS POINT, NEW JERSEY (A BURGER KING FRANCHISEE) AND THE AUTHORITY FOR THE CONSTRUCTION, OPERATION AND LEASING OF A CONCESSION FACILITY ON THE INTERCEPT LOT USING PORTIONS OF BLOCK 600, LOTS 1 & 2**

On September 27<sup>th</sup> and 28<sup>th</sup>, 2013, the Authority publicly advertised for Request for Proposals (RFP's) for land lease(s) for the development of certain underutilized properties with the intention of entering into long-term leases with qualified developers to promote economic development of eight parcels of Authority property that the Authority deemed surplus. In response to said advertising on December 6, 2013, one proposal was received from Cape Atlantic Food Services, LLC., of Somers Point, New Jersey (a Burger King Franchisee) for the construction, operation and leasing of a concession facility on the intercept lot. On March 19, 2014, the Authority, via Resolution 2014-13, awarded a contract to Cape Atlantic Food Services, LLC for the construction, operation and leasing of a concession facility on the intercept lot. Cape Atlantic Food Services, LLC engaged an engineering firm and planners to determine if the site, utilities, and infrastructure would be conducive to the type of construction planned for the lot. It was determined that the capital investment required to make the lot suitable for construction would be excessive and be difficult to recover. Section 14 titled "Conditions Precedent" of the Agreement states "in the event that: (1) the Tenant is unable, despite good-faith efforts to obtain any necessary permits or approvals, or if such permits or approvals contain conditions which would substantially and unreasonably burden Tenant, or (2) Landlord does not provide reasonable access to the Burger King, then Tenant may terminate this Lease without penalty, and the Parties will have no further obligation hereunder". As Cape Atlantic Food Services, LLC made a good-faith effort and moving forward with the project would cause financial hardship, both parties were in mutual agreement to terminate the contract, via this rescinding resolution.

**RESOLUTION 2016-26 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE AWARD OF A CONTRACT TO A.E. STONE, INC. OF EGG HARBOR TOWNSHIP, NEW JERSEY FOR THE EGG HARBOR TOLL PLAZA PRIORITY REPAIR**

As a result of a motor vehicle collision and fire, significant damage was done to Lanes 12 and 13 of the Egg Harbor Toll Plaza, Atlantic City Expressway, westbound, milepost 17, Elwood, New Jersey. Engineering inspections have been conducted, including facility, structural and toll equipment inspections by the Authority's Chief Engineer, its general engineering consultant, Remington & Vernick, as well as engineering professionals from the Authority's insurance carrier to determine the extent of the damage. Based on the above mentioned inspections, the scope of work for this project includes electrical and structural repairs, complete interior replacement, building system and toll system replacement for Lanes 12 and 13 and adjacent components; full depth removal and replacement of the concrete piers in front of Lanes 12 and 13; concrete slab replacement and construction of joints for the fire damaged slabs at Lane 12 and removal of paint and repainting of the structures. Remington & Vernick Engineers, along with the Authority's Chief Engineer has projected a construction timeframe of seventy-five days to complete the scope of work. As fifty percent of the westbound Egg Harbor Toll Plaza's manual lanes are inoperable due to the damage, in order to ensure continued safe operation on the Expressway, it is critical that this work be complete prior to the Memorial Day weekend. Given the anticipated construction timeframe, this work was deemed a priority/emergent repair. On January 21, 2016, pursuant to the deficiencies and N.J.A.C. 19:2-7.7, the Executive Director declared the damage to the Egg Harbor Toll Plaza emergent and as such authorized an emergency procurement for the priority repairs. On January 27, 2016, the Authority solicited quotes from five qualified, pre-selected vendors. On February 10, 2016, one bid was received; however, it substantially exceeded the engineers estimate and was therefore rejected. On February 16, 2016, bid packets were delivered once again to the five qualified pre-selected vendors. A closed bid opening was held on March 2, 2016. Bids were opened and tabulated to ensure all bids met the requirements of the specifications and instructions to bidders. A.E. Stone of Egg Harbor Township, New Jersey was deemed to have provided the lowest responsive, responsible bid in an amount not to exceed \$532,000.00 and is being recommended for award. The Authority is seeking full reimbursement from the insurance carrier for this repair.

**RESOLUTION 2016-27 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING CHANGE ORDER #1 TO THE CONTRACT WITH STV INCORPORATED, OF TRENTON, NEW JERSEY FOR DESIGN SERVICES FOR THE REHABILITATION OF ATLANTIC CITY EXPRESSWAY (ACE) BRIDGES 20 EB AND 20 WB AT MILEPOST 7.20**

The purpose of this resolution is to authorize Change Order #1, in an amount not to exceed \$131,176.41, to the contract with STV Incorporated, of Trenton, New Jersey for additional work items related to the rehabilitation of Atlantic City Expressway Bridges 20 EB and 20 WB at Milepost 7.20. Items include, but are not limited to, additional structural analysis required to ensure lane shifts could safely be accommodated during eastbound construction; a substantial increase in the scope of traffic control; additional utility coordination for NJTA fiber optic lines; additional storm water management analysis to be completed at the request of the Pinelands Commission and, lastly, an increased scope for construction administration/support to ensure that the Authority's interests are maintained during the tight schedule for both bridges in consideration of the fact that the NJTA is managing construction of the project.

**RESOLUTION 2016-28 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE AWARD OF A SOLE SOURCE CONTRACT TO ELITE AUDIO, OF BLACKWOOD, NEW JERSEY FOR THE ATLANTIC CITY INTERNATIONAL AIRPORT TERMINAL PUBLIC ADDRESS SYSTEM UPGRADE**

The Terminal Public Address (PA) System is currently a mix of analogue and digital systems. The PA system was partially upgraded during the 2012 Terminal Expansion construction project. However, the existing Terminal has analogue components that are becoming obsolete and will no longer be serviceable and replacement parts will be difficult to obtain. This project is to upgrade the remaining analogue components in the Terminal to digital system. This includes microphone stations at first and second floor counters, required software upgrades for those systems and engineering and technical support. Upon completion, the Terminal PA system will be a fully digital system at a cost of \$124,934.00. The sole manufacture of the existing Public Address System is IED, of Louisville, Kentucky. Elite Audio, of Blackwood, New Jersey is the sole Eastern Region authorized IED dealer.

**RESOLUTION 2016-29 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE AWARD OF A CONTRACT TO HUNTER TRUCK SALES OF SWEDESBORO, NEW JERSEY FOR THE PURCHASE AND DELIVERY OF A 2015 OR CURRENT PRODUCTION YEAR TANDEM AXLE DUMP TRUCK WITH CENTRAL HYDRAULIC SYSTEM, SPREADER, PRE-WET SYSTEM AND PLOW OR EQUAL**

On April 28<sup>th</sup> and April 29<sup>th</sup>, 2015, the Authority publicly advertised for bids for the Purchase and Delivery of a 2015 or Current Production Year Tandem Axle Dump Truck with Central Hydraulic System, Spreader, Pre-Wet System and Plow or Equal. On May 15, 2015, one bid was received, opened and tabulated and Hunter Truck Sales, of Swedesboro, New Jersey was deemed the sole responsive, responsible bidder in an amount not to exceed \$211,421.00 per unit. Hunter Truck Sales of Swedesboro, New Jersey was awarded a contract via Resolution 2015-51, for the Purchase and Delivery of two 2015 or Current Production Year Tandem Axle Dump Trucks with Central Hydraulic Systems, Spreaders, Pre-Wet Systems and Plows in an amount not to exceed \$422,842.00. Their bid included language whereby Hunter Truck Sales would hold their pricing specific to this bid for any additional Authority purchases through May 31, 2016. The Authority has determined there is a need for the Purchase and Delivery of one 2015 or Current Production Year Tandem Axle Dump Truck with Central Hydraulic Systems, Spreaders, Pre-Wet Systems and Plows or Equal and shall purchase said vehicle using the current price agreement of \$211,421.00 per unit as provided by Hunter Truck Sales of Swedesboro, in their May 15, 2015 bid.

**RESOLUTION 2016-30 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING AWARD OF A CONTRACT TO ROHRER BUS SALES, OF DUNCANNON, PA FOR THE PURCHASE AND DELIVERY OF 2016 OR CURRENT PRODUCTION YEAR BUS (10 AMBULATORY AND 2 WHEELCHAIR POSITIONS) WITH WHEELCHAIR LIFT OR EQUAL**

On February 2<sup>nd</sup> and 3<sup>rd</sup>, 2016 the Authority publicly advertised for Bids for the Purchase and Delivery of 2016 or Current Production Year Bus (10 Ambulatory and 2 Wheelchair Positions) with Wheelchair Lift or Equal. On February 23<sup>rd</sup>, 2016, 2 bids were received, opened and tabulated. Rohrer Bus Sales, of Duncannon, PA was deemed the lowest responsive, responsible bidder in an amount not to exceed \$60,896.00 per unit. As the number of units to be purchase is contingent upon fund availability, the Authority desires to enter into a contract with Rohrer Bus Sales for the Purchase and Delivery of two 2016 or Current Production Year Buses (10 Ambulatory and 2 Wheelchair Positions) with Wheelchair Lift or Equal in an amount not to exceed \$121,792.00 for two units. This purchase shall replace two buses that have outlived their useful lives and service new shuttle routes.

**RESOLUTION 2016-31 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING AWARD OF A CONTRACT TO ROHRER BUS SALES, OF DUNCANNON, PA FOR THE PURCHASE AND DELIVERY OF 2016 OR CURRENT PRODUCTION YEAR 20 PASSENGER HEAVY-DUTY BUS WITH WHEELCHAIR LIFT OR EQUAL**

On February 2<sup>nd</sup> and 3<sup>rd</sup>, 2016 the Authority publicly advertised for Bids for the Purchase and Delivery of 2016 or Current Production Year 20 Passenger Heavy-Duty Bus with Wheelchair Lift or Equal. On February 23<sup>rd</sup>, 2016, two bids were received, opened and tabulated. Rohrer Bus Sales, of Duncannon, PA was deemed the lowest responsive, responsible bidder in an amount not to exceed \$66,418.00 per unit. As the number of units to be purchase is contingent upon fund availability, the Authority desires to enter into a contract with Rohrer Bus Sales, of Duncannon, PA for the Purchase and Delivery of two 2016 or Current Production Year 20 Passenger Heavy-Duty Buses with Wheelchair Lift or Equal in an amount not to exceed \$132,836.00 for two units. This purchase shall replace two buses that have outlived their useful lives and service new shuttle routes.

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

Chairman Hammer asked if there were any petitions or communications, unfinished or new business. Mr. Dougherty responded that all petitions and communications were either mailed prior to the meeting or are at the Commissioners' place. Mr. Dougherty advised he has no new or unfinished business to discuss.

### **General Comment**

Chairman Hammer asked the public for any general comments. No comments were made.

### **Adjournment**

Prior to Chairman Hammer calling for a motion to adjourn, Commissioner McCullough advised the Board, Authority staff and public of phone calls he received from a radio station and two individuals concerning a number of airport passengers unable to board their flight due to the gate being closed. He stated our Airport is promoted as an easy access airport; therefore, this concerned him. He asked for a briefing as to why this occurred. Vice Chairman April indicated he was on the plane which was delayed, stating it was due to several passengers arriving late. Further, Spirit made several announcements; however, they did not reopen the gate once it was closed. Mr. Dougherty asked Mr. Timothy Kroll, Deputy Airport Director, to brief the Board. Mr. Kroll discussed a nationwide TSA staffing issue, not only affecting our airport, but many airports. He stated his staff continues to advise patrons, via the ACY website and social media, of the importance of arriving two hours prior to their flight departure time. He discussed that particular flight, indicating it is one of the busiest times as well as the vast amount of passengers who must be screened within a short time-frame. Commissioner McCullough inquired about the Authority's relationship with TSA and if they are cooperative, to which Mr. Kroll responded the Authority and TSA have a very good relationship. He indicated after a discussion with TSA's Assistant Federal Security Director the situation significantly improved. Mr. Kroll asked if the Board had any additional questions, no questions were asked.

There being no further business, Chairman Hammer called for a motion to adjourn the meeting. Whereupon, the motion was made by Commissioner McCullough and seconded by Commissioner Hill to adjourn the meeting. A unanimous voice vote was taken adjourning the meeting at 9:17 a.m.

Submitted by:

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Susan Lubrano, Authority Board Secretary

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