

**SOUTH JERSEY TRANSPORTATION AUTHORITY
BOARD OF COMMISSIONERS MEETING
APRIL 18, 2018**

This regularly scheduled Board of Commissioners Meeting of the South Jersey Transportation Authority was held on April 18, 2018, commencing at 9:05 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 Maurice B. Hill, Jr., DMD
Commissioner James J. McCullough
Commissioner C. Robert McDevitt
Commissioner Christopher M. Milam
Commissioner Joseph Ripa
Commissioner Donna T. Sullivan (via teleconference)
Edmund Caulfield, Esq., Governor's Authorities Unit
Stephen F. Dougherty, Executive Director
Lauren R. Staiger, Esq., General Counsel
Cynthia Blasberg, Board Secretary
Davi Nicholson, Alternate Board Secretary

Absent

All Commissioners participated in this meeting.

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

Commissioner	Present	Absent
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 Gutierrez-Scaccetti called for a motion to approve the April 18, 2018 agenda. Whereupon, a motion was made by Commissioner McCullough and seconded by Commissioner McDevitt approving said agenda. Chair 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 Gutierrez-Scaccetti called for a motion to approve the March 20, 2018 meeting minutes. Whereupon, a motion was made by Commissioner Milam and seconded by Commissioner Hill approving the March 20, 2018 meeting minutes. Chair Gutierrez-Scaccetti asked for questions on the motion. No questions were asked. All Commissioners in attendance voted, approving and adopting the minutes.

Employee Recognition Award

Chair Gutierrez-Scaccetti asked Mr. Dougherty if there is an Employee Award this month. Mr. Dougherty responded affirmatively, presenting Chief Nelson Wiest with the Quarterly Employee Recognition Award.

Chair Gutierrez- Scaccetti stated her appreciation for the service of first responders.

Executive Session

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

Mr. Dougherty presented Resolution 2018-27 to the Chair and Commissioners for the exclusion of the public to discuss a litigation matter specific to SJTA, Segars, a contractual matter concerning the New Jersey Pinelands Commission and personnel matters pertaining to the Schedule "A," associated with Resolution 2018-21.

Whereupon, the motion was made by Commissioner McCullough and seconded by Vice Chairman April approving Resolution 2018-27. A unanimous vote was taken approving the resolution, adjourning the open portion of the meeting at 9:11 a.m. The public was advised the minutes of this Executive Session would be disclosed to the public in accordance with State Law. A copy of Resolution 2018-27 is attached hereto and made a permanent part of these official Authority minutes.

At the close of Executive Session, Chair Gutierrez-Scaccetti 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 9:35 a.m. Chair Gutierrez-Scaccetti then requested the Secretary call the roll.

Roll Call

Commissioner	Present	Absent
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 Gutierrez-Scaccetti asked for the presentation of the Executive Report. Mr. Dougherty presented the April 18, 2018 Executive Report: a copy of which is attached hereto and made a permanent part of these official Authority minutes. During his presentation of the Executive Report, Mr. Dougherty recognized Frank Frankowski, Director of Finance, who will be retiring from the Authority effective May 1, 2018. Mr. Frankowski thanked the Board and everyone that he has work with for their support.

Committee Reports

Chair Gutierrez-Scaccetti asked Mr. Dougherty to present the Committee Reports. Mr. Dougherty reported all Committees met on April 4, 2018. During these meetings, Commissioners were briefed on the resolutions being presented this morning as well as a briefing on Ethics Requirements, OPEB Trust, the March 28, 2018 Audit Committee Update, the Contract for Drug and Alcohol Testing and the Annual FAA Part 139 Inspection. Commissioners received the schedule of upcoming projects, the EO-8 Report, and Airport statistics.

Public Response to Agenda Items

Chair Gutierrez-Scaccetti asked the public for comments on any of the agenda items. There being none, Chair Gutierrez-Scaccetti welcomed Mr. Leon Costello, Audit Partner from the firm Ford Scott & Associates. He thanked the Chair for the opportunity to speak. Addressing the Board, he stated he is pleased with working with the Authority. He introduced Harvey Coccozza who stated that the Authority records are in order. Mr. Coccozza noted that GASB 68 information is still pending and once that information is received the Financials will be completed and transmitted to the Authority.

Approval of Bills

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

Roll Call

Commissioner	Motion	2 nd	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				
Commissioner Joseph Ripa			X				

Resolutions and Motions:

Chair Gutierrez-Scaccetti asked Mr. Dougherty to present the resolutions. Mr. Dougherty advised the Chair and Commissioners he would be presenting a total of eleven (11) resolutions for their consideration. Mr. Dougherty presented Resolutions 2018-16 through 2018-26. Chair Gutierrez-Scaccetti called for a motion to approve said resolutions. The motion as presented, was moved by Commissioner McCullough and seconded by Commissioner Hill, approving said resolutions.

Chair Gutierrez-Scaccetti stated Resolution 2018-19, Accepting the 2017 Financial Audit is offered for consideration with the condition that the final document shall have no substantial material changes to that which is currently being presented to the Authority. If no material changes are made thereto, the appropriate Authority personnel can formally submit the Audited Financials. If a material change is made thereto, it must be presented to the Commissioners for acceptance.

Chair Gutierrez-Scaccetti asked for questions on the motion. There being no comments or discussion, Chair Gutierrez-Scaccetti asked the Secretary to call the roll.

Roll Call

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

RESOLUTION 2018-16 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE ENTRANCE INTO AN AGREEMENT BETWEEN THE SOUTH JERSEY TRANSPORTATION AUTHORITY AND THE STATE OF NEW JERSEY FOR THE PROVISION OF FEEDER ROAD MAINTENANCE COST SHARING

The State of New Jersey (the "State") provides road and bridge maintenance on State Highway which intersect with six interchanges for the Atlantic City Expressway. These portions of the State Highways which intersect and interconnect with Authority interchanges support the efficient and effective ingress and egress of vehicles using the Authority facilities, hereinafter referred to as "Feeder Roads". Pursuant to Resolution 2009-120, the Authority executed an agreement with the State dated December 14, 2009, entitled Feeder Road Maintenance Cost Sharing Agreement (the "Cost Sharing Agreement") to provide for reimbursement by the Authority to the State for the reconstruction, maintenance and repair of the six feeder road segments that interconnect and intersect Authority interchanges. The Authority, via subsequent resolutions extended this Cost Sharing Agreement through the State fiscal year 2018, which is set to expire on June 30, 2018. Language in the extension amendment to the December 14, 2009 Cost Sharing Agreement specified that a new Cost Sharing Agreement must be executed for State fiscal year 2019. The Authority and the State now desire to enter into a new Cost Sharing Agreement for the period beginning July 1, 2018 and ending June 30, 2019 (State Fiscal Year 2019.)

RESOLUTION 2018-17 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE AWARD OF A SOLE SOURCE CONTRACT TO CM3 BUILDING SOLUTIONS, INC. FOR MAINTENANCE/SERVICE, PARTS AND REPAIRS OF THE AMAG ACCESS CONTROL SYSTEM INSTALLED AT THE ATLANTIC CITY INTERNATIONAL AIRPORT

Pursuant to Section 8 (b), (3) of the Act, the Authority is not required to bid under the circumstances described in Section 5 of Public Law 1954, Chapter 48, N.J.S.A. 52:34-10, one of which circumstances is where the provider of such service is the "sole source" of such service. The Authority has been informed by ADT, LLC, the current Certified AMAG Reseller and maintenance provider for the AMAG Access Control installed at the Atlantic City International Airport, that they will no longer comply with certain mandatory procurement requirements. The AMAG Access Control System currently installed at the Atlantic City International Airport must be maintained and serviced by fully-trained, Certified AMAG Resellers. To ensure airport security access control systems protocol as defined and mandated in TSA Regulations Title 49, Code of Federal Regulations, Chapter XII, Part 1542 Airport Security, Section (1542).207 Access Control Systems, there is an immediate need to name a replacement sole source vendor that is duly authorized and fully-trained as a Certified AMAG Reseller and is also in full compliance with all mandatory procurement requirements. CM3 Building Solutions Inc., in the next closest, fully-trained Certified AMAG Reseller to the Airport, that is also in compliance with all mandatory procurement requirements. The Director of the Airport believes it is in the best interest of the Authority and recommends authorizing the award of such sole source contract to CM3 Building Solutions Inc., in the amount of \$31,000.00 for the remainder of 2018, with services to commence on or about June 1, 2018.

RESOLUTION 2018-18 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO CONTRACTS AWARDED BY THE NEW JERSEY DEPARTMENT OF TRANSPORTATION (NJDOT) WHEN IN THE BEST INTEREST OF THE AUTHORITY

The New Jersey Department of Transportation (NJDOT), as a sister agency with similar procurement processes, is in agreement with allowing SJTA to benefit from their significant buying power by "piggybacking" on existing contracts. The Director of Finance advises that this is similar to the present program of purchase under New Jersey State contract and will be an effective way to save time and money through the use of joint purchasing power to obtain the best pricing and terms. The Director of Finance recommends that the Authority be permitted to purchase from the New Jersey Department of

Transportation contracts without the necessity of bidding and without the necessity of Authority Commissioners authorizing each such transaction, regardless of the dollar amount, when in the best interest of the Authority to do so.

RESOLUTION 2018-19 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY ACCEPTING THE 2017 FINANCIAL AUDIT

The Audit Committee met on December 6, 2017 and March 28, 2018, in accordance with Executive Order No. 122. The Audit Committee has reviewed the 2017 Financial Audit Report with the independent auditor. The Audit Committee recommends that the Board of Commissioners accept the 2017 Financial Audit and hereby directs the Executive Director to file a copy of the Audit with the Treasurer of the State of New Jersey.

RESOLUTION 2018-20 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY APPROVING AN AUDITOR EVALUATION COMMITTEE

Pursuant to Resolution 2004-65, the Authority created an Audit Committee in accordance with the requirements of Executive Order No. 122 attached hereto as Exhibit "A". Pursuant to Resolution 2008-31, the Authority adopted an Audit Committee Charter to set forth the composition, duties and specific responsibilities of the Committee and the procedures to be followed by the Committee in connection therewith. Pursuant to Resolution 2015-23, the Authority readopted the Audit Committee Charter. In accordance with EO 122 (6) (a), the Board of Commissioners shall establish an Auditor Evaluation Committee to conduct the solicitation and evaluation of eligible auditors. The Auditor Evaluation Committee shall consist of no less than three (3) Board members. The Audit Committee annually reviews the Audit Committee Charter. The Audit Committee met on March 28th, 2018 to recommend members for the Auditor Evaluation Committee. The Audit Committee believes it to be in the best interest of the Authority to approve members of the Auditor Evaluation Committee as attached hereto as Exhibit "B" to conduct the solicitation of evaluation of eligible auditors

RESOLUTION 2018-21 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 2018-22 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE ADOPTION OF THE 2017 ANNUAL REPORT OUTLINING THE AUTHORITY'S PROJECTS AND ACHIEVEMENTS FOR THE YEAR 2017

Pursuant to N.J.S.A. 27:25-20, the Authority is required to promulgate an Annual Report. The Authority's Annual Report outlines Authority projects and achievements for the year 2017. The Annual Report includes the 2017 Financial Audit Report that is being presented via Resolution 2018-19, also at the April 18, 2018 Board Meeting. The Authority desires to adopt the 2017 Annual Report presented by the Authority's Marketing & Communications Division.

RESOLUTION 2018-23 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE ENTRY INTO AN AGREEMENT WITH OUTSTANDING HOSPITALITY MANAGEMENT OF SAINT LOUIS, MISSOURI FOR THE MANAGEMENT AND OPERATION OF A FOOD AND BEVERAGE CONCESSION WITHIN THE ATLANTIC CITY INTERNATIONAL AIRPORT (2ND REISSUE)

On March 5, 2018 and March 6, 2018, the Authority publicly advertised for Request for Proposals (RFP's) for the Management and Operation of a Food and Beverage Concession within the Atlantic City International Airport 2nd reissue with the intention to grant to the qualified and responsible Proposer ("the Concessionaire") the non-exclusive right, with certain exceptions and privileges to finance, design, construct, operate and manage at its sole cost and expense, a high-quality Food and Beverage Concession in the locations that are listed in the RFP. On March 20, 2018, the Authority received five (5) responses to the advertisement for the Management and Operation of a Food and

Beverage Concession within the Atlantic City International Airport (2nd reissue). On March 27, 2018, the Authority's Consultant Selection Committee met to review and rank the proposals and determined that Outstanding Hospitality Management of Saint Louis, Missouri was deemed to have submitted the highest ranked proposal which best serve the interests of the Authority. The Authority desires to enter into an agreement with Outstanding Hospitality Management for the Management and Operation of a Food and Beverage Concession within the Atlantic City International Airport similar to that which is attached in Schedule "A" for a term of ten (10) years with one (1) five-year renewal option that can be executed at the Authority's discretion.

RESOLUTION 2018-24 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE AWARD OF A CONTRACT TO HUNTER TRUCK SALES & SERVICE OF SWEDESBORO, NEW JERSEY FOR THE PURCHASE AND DELIVERY OF A 2017 OR CURRENT YEAR SINGLE AXLE DUMP TRUCK WITH CENTRAL HYDRAULIC SYSTEM SPREADER AND PLOW OR EQUAL

On February 27th and February 28th, 2018, the Authority publicly advertised for bids for the Purchase and Delivery of a 2017 or Current Year Single Axle Dump Truck with Central Hydraulic System Spreader and Plow or Equal. On March 22, 2018, one (1) bid was received, opened and tabulated with Hunter Truck Sales & Service, of Swedesboro, New Jersey deemed the sole responsive, responsible bidder in an amount not to exceed \$191,825.00 per unit. The Authority desires to enter into a contract with Hunter Truck Sales & Service for the Purchase and Delivery of one (1) 2017 or Current Year Single Axle Dump Truck with Central Hydraulic System Spreader and Plow or Equal in an amount not to exceed \$191,825.00.

RESOLUTION 2018-25 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY SUPPORTING THE AMERICAN CANCER SOCIETY'S 46TH ANNUAL BIKE-A-THON

The American Cancer Society has contacted the Authority with a request to utilize portions of the Atlantic City Expressway in support of their 46th Annual Bike-A-Thon, scheduled for Sunday, June 10, 2018 between the hours of 6:30 a.m. and 4:00 p.m. The event begins at the base of the Ben Franklin Bridge in Philadelphia and concludes at Boardwalk Hall in Atlantic City. The Authority anticipates this event will assist in promoting a positive image and showcase the region's many tourist attractions. The 46th Annual American Cancer Society Bike-A-Thon will also assist in bringing Atlantic City and its surroundings a healthful, non-gaming, family-friendly event. It is further anticipated that the 46th Annual American Cancer Society Bike-A-Thon will have a significant economic impact to the City of Atlantic City and the surrounding region as participation is currently estimated at 2,400 athletes. The Authority will be reimbursed by the American Cancer Society for documented Authority related expenses in connection with its support, in an amount as estimated on the attached agreement entitled Schedule "A." In addition, all participants of the Bike-A-Thon will be required to sign an application discharging the Authority, sponsors of this event, their agents, officers, employees, volunteers, event directors and event holders and anyone associated in any way with the event, from all liabilities, actions, claims, demands and damages.

RESOLUTION 2018-26 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXECUTION OF A PARKING AGREEMENT WITH ATLANTICARE REGIONAL MEDICAL CENTER, OF POMONA, NEW JERSEY FOR PARKING AT THE NEW YORK AVENUE PARKING GARAGE IN ATLANTIC CITY, NEW JERSEY

The Authority via Resolution 2016-41 entered into an agreement with AtlantiCare Regional Medical Center ("AtlantiCare") for parking at its New York Avenue Parking Garage for a term of two (2) years. As the agreement is set to expire on or about May 31, 2018, AtlantiCare has requested to enter into a new agreement with the Authority for parking at the New York Avenue Garage. AtlantiCare has requested parking for seventy (70) vehicles, with AtlantiCare having the right to modify the number of vehicles parked, from a minimum of fifty (50) vehicles per month, up to a maximum of one-hundred (100) vehicles per month. The term of this agreement shall be three years beginning on or about June 1, 2018 at a monthly rate of \$42.00 per vehicle per month for year one beginning on June 1, 2018 through May 31, 2019 and Forty-Five Dollars (\$45.00) per month, per vehicle for years two and three beginning on June 1, 2019 through May 31, 2021.

Petitions or Communications, Unfinished Business and New Business

Chair 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 has no new business to discuss this morning; however, under unfinished business the Authority recommends the release of the following Executive Session Meeting Minutes: January 9, 2018, February 21, 2018 and March 20, 2018 with minor redactions where the need for confidentiality still exists. Mr. Dougherty stated in accordance with State law, the Authority and General Counsel have reviewed the minutes and find them suitable for release. He then recommended the public release of the Executive Session minutes for approval. Chair Gutierrez-Scaccetti called for a motion to approve the release of the Executive Session Minutes. Whereupon, the motion was moved by Commissioner Hill and seconded by Commissioner McDevitt, approving the release of minutes. Chair Gutierrez-Scaccetti asked the Commissioners for questions on the motion, no questions were asked. A unanimous vote was taken approving the release of the minutes.

General Comment

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

Adjournment

There being no further business, Chair Gutierrez-Scaccetti called for a motion to adjourn the meeting. Whereupon, the motion was made by Commissioner McCullough and seconded by Commissioner McDevitt to adjourn the meeting. A unanimous voice vote was taken adjourning the meeting at 9:48 a.m.

Submitted by:

Cynthia A. Blasberg, Board Secretary

Note: An Executive Session was held during this meeting.