

**SOUTH JERSEY TRANSPORTATION AUTHORITY  
BOARD OF COMMISSIONERS MEETING  
FEBRUARY 15, 2017**

This regularly scheduled Board of Commissioners Meeting of the South Jersey Transportation Authority was held on February 15, 2017, commencing at 9:01 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  
Commissioner Maurice B. Hill, Jr., DMD  
Commissioner James J. McCullough  
Commissioner C. Robert McDevitt (via teleconference)  
Commissioner Joseph Ripa  
Mary Maples, Governor's Authorities Unit (via teleconference)  
Robert Damminger, Deputy Executive Director  
Lauren Staiger, Esq., General Counsel  
Davi Nicholson, Alternate Board Secretary

**Absent**

Vice Chairman Jeffery A. April, Esq.  
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>
Chairman Richard T. Hammer	X	
Vice Chairman Jeffery A. April, Esq.		X
Commissioner Maurice B. Hill, Jr., DMD	X	
Commissioner James J. McCullough	X	
Commissioner C. Robert McDevitt	X	
Commissioner Joseph Ripa	X	
Commissioner Donna T. Sullivan		X

Five (5) members of the public attended this meeting.

**Approval of the Agenda**

Chairman Hammer called for a motion to approve the February 15, 2017 agenda. Whereupon, a motion was made by Commissioner Ripa and seconded by Commissioner Hill, 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 January 18, 2017 meeting minutes. Whereupon, a motion was made by Commissioner Ripa and seconded by Commissioner Hill approving the January 18, 2017 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. Damminger presented Resolution 2017-13 to the Chairman and Commissioners for the exclusion of the public to discuss a contractual matter pertaining to Crown Castle and personnel matters pertaining to the Schedule "A" associated with Resolution 2017-05. 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 2017-13. A unanimous vote was taken approving the resolution, adjourning the open portion of the meeting at 9:03 a.m. At this time, the public and staff exited the Board room. A copy of Resolution 2017-13 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 Hill and seconded by Chairman Hammer. The open portion of the meeting reconvened at 9:18 a.m. Once the public returned to the meeting room, Chairman Hammer then requested the Secretary call the roll.

**Roll Call**

Commissioner	Present	Absent
Chairman Richard T. Hammer	X	
Commissioner Jeffery A. April, Esq.		X
Commissioner Maurice B. Hill	X	
Commissioner James J. McCullough	X	
Commissioner C. Robert McDevitt	X	
Commissioner Joseph Ripa	X	
Commissioner Donna T. Sullivan		X

**Executive Report**

Chairman Hammer asked for the presentation of the Executive Report. Mr. Damming presented the February 15, 2017 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. Damming to present the Committee Reports. Mr. Damming reported all Committees met on February 1<sup>st</sup>. During these meetings briefings were provided on the resolutions being presented this morning as well as Operating Budget amendments, Shore Sign Service, employee parking and an MOU with Atlantic County. 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. Ms. Michele Starks stood and introduced herself. She advised she is an SJTA employee currently on Schedule “A” for an employment action. She explained an incident that had occurred and the circumstances leading to the employment action as listed. Ms. Starks asked the Commissioners for their consideration based on the circumstances and her explanation of her experience. Commissioner McCullough stated based on Ms. Starks testimony he would like to make a motion to table this action until next month’s Board meeting so to allow Ms. Starks time to provide the Authority with additional information. Commissioner Hill seconded the motion causing Ms. Starks’ employment action to be tabled and the Schedule “A” associated with Resolution 2017-05 to be amended. Ms. Starks asked if she would be able to use Authority leave time until the matter is resolved, to which Ms. Staiger, Esq. responded she will confer with labor counsel and ask that they contact her.

**Approval of Bills**

Chairman Hammer asked Mr. Damming for the presentation of bills. Mr. Damming 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 Maurice B. Hill, Jr., DMD		X	X				
Commissioner James J. McCullough			X				
Commissioner C. Robert McDevitt			X				
Commissioner Joseph Ripa	X		X				

**Resolutions and Motions:**

Chairman Hammer asked Mr. Damminger to present the resolutions. Mr. Damminger advised the Chairman and Commissioners he would be presenting a total of nine (9) resolutions for their consideration. Mr. Damminger presented Resolutions 2017-04 through 2017-12. While presenting the resolutions, Mr. Damminger stated Resolution 2017-05 was presented “as amended.” Chairman Hammer called for a motion to approve said resolutions. The motion as presented, was moved by Commissioner Hill and seconded by Commissioner Ripa, approving said resolutions. Chairman Hammer asked for questions on the motion. There being no 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
Commissioner Maurice B. Hill, Jr., DMD	X		X				
Commissioner James J. McCullough			X				
Commissioner C. Robert McDevitt			X				
Commissioner Joseph Ripa		X	X				

Copies of Resolutions 2017-04, 2017-05(as amended) and 2017-06 through 2017-12 are attached hereto and made a permanent part of these official Authority minutes.

**RESOLUTION 2017-04 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 2017-05 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 2017-06 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE SECOND ADDENDUM TO THE SERVICES CONTRACT WITH XEROX STATE AND LOCAL SOLUTIONS, INC., OF NEWARK, NEW JERSEY TO PROVIDE SERVICES IN SUPPORT OF THE NEW JERSEY E-ZPASS CUSTOMER SERVICES CENTER**

The South Jersey Transportation Authority (“the Authority”), the New Jersey Turnpike Authority, serving as the lead agency, the Delaware River Port Authority, the Delaware River and Bay Authority, the Burlington County Bridge Commission, and the Delaware River Joint Toll Bridge Commission, collectively “the Agencies” each own and operate toll roads and/or bridges and other facilities within the state of New Jersey. The Agencies currently operate from an existing Services Contract with Xerox State & Local Solutions, Inc. (“Xerox”), of Newark, New Jersey for the operation and maintenance of the New Jersey E-ZPass Customer Services Center. The Agencies and Xerox, collectively “the Parties,” entered into a First Addendum to the Services Contract to clarify the rights and obligations of the Parties regarding the invoicing and payment of fees by the Agencies to Xerox, and the transmittal of revenue to the Agencies by Xerox. The Authority authorized this action via Resolution 2016-111. The Parties now desire to enter into a Second Addendum to the Services Contract to clarify the rights and obligations of the Parties as it relates to the usage of the New Jersey E-ZPass CSC System, adherence to the established cut-over date, adherence to performance standards, the provision of credit card processing services, invoicing of credit card fees, the usage of ORT software and payment processing services.

The rights and obligations negotiated are in similar form as the Second Addendum to the Services Contract with Xerox, attached hereto entitled Exhibit "A." The Authority has determined that it is in its best interest to join-in or otherwise authorize entrance into the Second Addendum to the Services Contract with Xerox in similar form as the Exhibit "A" attached hereto.

**RESOLUTION 2017-07 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 PRODUCTION YEAR TANDEM AXLE DUMP TRUCK WITH CENTRAL HYDRAULIC SYSTEM, SPREADER AND PLOW OR EQUAL**

On December 20<sup>th</sup> and 21<sup>st</sup>, 2016, the Authority publicly advertised bids for the purchase and delivery of a 2017 or current production year Tandem Axle Dump Truck with Central Hydraulic System, Spreader and Plow or Equal. On January 11, 2017, one bid was received, opened and tabulated. Hunter Truck Sales & Service, of Swedesboro, New Jersey was deemed the sole responsive, responsible bidder in an amount not to exceed \$216,721.00 per unit. The Authority desires to enter into a contract with Hunter Truck Sales & Service for the purchase one 2017 current production year Tandem Axle Dump Truck with Central Hydraulic Systems, Spreader and Plow or Equal in an amount not to exceed \$216,721.00.

**RESOLUTION 2017-08 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 PRODUCTION YEAR SINGLE AXLE DUMP TRUCK WITH CENTRAL HYDRAULIC SYSTEM, SPREADER AND PLOW OR EQUAL**

On December 20<sup>th</sup> and 21<sup>st</sup>, 2016, the Authority publicly advertised for bids for the purchase and delivery of a 2017 or current production year Single Axle Dump Truck with Central Hydraulic System, Spreader and Plow or Equal. On January 11, 2017, one bid was received, opened and tabulated. Hunter Truck Sales Service, of Swedesboro, New Jersey was deemed the sole responsive, responsible bidder in an amount not to exceed \$191,333.00 per unit. The Authority desires to enter into a contract with Hunter Truck Sales & Service for the purchase of one 2017 current production year Single Axle Dump Truck with Central Hydraulic System, Spreader and Plow or Equal in an amount not to exceed \$191,333.00.

**RESOLUTION 2017-09 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXTENSION OF THE CONTRACT WITH WASTE MANAGEMENT OF NEW JERSEY, INC., OF EWING, NEW JERSEY FOR REFUSE REMOVAL SERVICES AT VARIOUS SOUTH JERSEY TRANSPORTATION AUTHORITY LOCATIONS**

The Authority, via Resolution 2016-19, authorized an award of a contract to Waste Management of New Jersey, Inc., of Ewing, New Jersey, for refuse removal services for several Authority locations, including the Farley Service Plaza in Elwood, the Authority's office location at the New York Avenue Garage, in Atlantic City, the Atlantic City International Airport, in Egg Harbor Township, the East Maintenance Yard, at milepost 5.8 westbound on the Atlantic City Expressway, the West Maintenance Yard, located at milepost 39.0 eastbound, as well as on-call locations on an emergency basis. The term of the contract, which commenced on or about April 1, 2016, is set to expire on or about March 31, 2017, was for a one year period, with a one year extension option at the sole discretion of the Authority. The Authority now desires to exercise this option and extend the agreement with Waste Management of New Jersey, Inc., of Ewing, New Jersey for the sole one year renewal period. The Director of Operations believes it to be in the best interest of the Authority to exercise its option and extend the existing contract with Waste Management of New Jersey, Inc. for the sole one year period.

**RESOLUTION 2017-10 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE SOUTH JERSEY TRANSPORTATION AUTHORITY AND THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE PROVISION OF EMERGENCY SNOW RESPONSE SERVICES**

Emergent circumstances, particularly hazardous road conditions, can arise where it may be necessary to temporarily prohibit nonessential travel on selected State roadways. Under New Jersey Law, the Governor has the authority to declare a State of Emergency and to exercise emergency powers during such weather events. Travel restrictions, in a blizzard situation, expedite snow removal and reduce the hazards to authorized emergency personnel traveling the roadways. The prompt, full and effective utilization of State transportation resources is essential to the safety, care, and welfare of the people of the State of New Jersey. A precedence exists where the Department of Transportation of the State of New Jersey (the State) has utilized the Authority and its resources during emergent circumstances caused by extraordinary snow storms. In order to secure reimbursement for costs incurred by the Authority for carrying out Emergency Snow Response services it is necessary for the Authority to execute an agreement with the State. It is also mutually advantageous to establish the responsibilities of the State and the Authority with respect to the terms and conditions which will apply

during the winter seasons of 2017-2018 and 2018-2019 for all Emergency Snow Response provided by the Authority. Via this resolution, the Authority and the State wish to formally memorialize the terms and conditions of the Agreement attached hereto as Exhibit "A". The term of this agreement shall have an initial term effective October 1, 2017 through April 30, 2019. The Executive Director finds that it is in the best interests of the Authority and the State to provide Emergency Snow Response Services for the State when the need arises for the safety, care, and welfare of the people of the State of New Jersey and shall do so under the terms and conditions provided in the Agreement.

**RESOLUTION 2017-11 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE ENTRANCE INTO AN AGREEMENT WITH HOME PORT ALLIANCE FOR THE PROVISION OF SHUTTLE SERVICES TO THE BATTLESHIP USS NEW JERSEY DURING SPECIAL EVENTS**

Pursuant to Resolution 2015-12, the Authority entered into an agreement with Home Port Alliance ("HPA"), wherein the Authority provided shuttle service for the HPA patrons, employees and volunteers for the Battleship USS New Jersey, between the Marina Circle on the Camden Waterfront parking garage in the City of Camden during special events. The term of this agreement was three years at a rate of \$42.00 per driver, per hour. As the term of this agreement is set to expire on or about March 31, 2017, the Authority and HPA now desire to enter into a new agreement for this service. The services shall be provided for a term of three years at a proposed rate of \$45.00 per driver, per hour. The rate as indicated in this agreement covers the costs incurred by SJTA to operate this service.

**RESOLUTION 2017-12 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 solicited proposals for the commercial office space located at South New York Avenue, in the New York Avenue Parking Garage building, which consists of approximately 1,156 square feet, and is known as Suite 2 located at 21 South New York Avenue. The Authority, via Resolution 2012-16, entered into a lease agreement with Faneuil, Inc., of Hampton, Virginia, for a term of two (2) years with three (3) one-year extension options at the tenant's discretion. The Authority, via Resolutions 2014-05 and 2015-17 authorized two (2) one-year extension options. The Authority, via Resolution 2016-24 authorized the final one (1) year extension option, which is set to expire on April 30, 2017. As Faneuil, Inc., of Hampton, Virginia's contract to provide Toll Services expires on December 31, 2017, the Authority and Faneuil, Inc. desire to extend the office lease to commence on May 1, 2017 and terminate on December 31, 2017 for a rental amount of \$1,563.92 per month.

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

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

**General Comment**

Chairman Hammer asked the public for general comments. Mr. Don Krugger, of Shore Sign Service requested to address the Board. He advised his firm has a long-standing relationship with the Authority, having over 15 billboard faces. He expressed his interest in renegotiation or re-establishing dialog for two billboard agreements, which affect two double faced billboards. He provided a brief summary of the terms of the agreements and discussed the declining market as well as additional billboards constructed in the vicinity of the billboards he operates. Mr. Krugger requested Board consideration for relief from some of the terms of the agreement. The Chairman thanked him for his comments, stating staff and general counsel will be available directly following this meeting to address any additional questions or comments he may have. Commissioner McCullough asked the Chairman if the findings would be discussed during the next meeting, to which the Chairman responded affirmatively.

**Adjournment**

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 9:34 a.m.

Submitted by:

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Davi S. Nicholson, Alternate Board Secretary

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