

**SOUTH JERSEY TRANSPORTATION AUTHORITY  
BOARD OF COMMISSIONERS MEETING  
NOVEMBER 20, 2019**

This regularly scheduled Board of Commissioners Meeting of the South Jersey Transportation Authority was held on November 20, 2019, commencing at 9:15 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  
Commissioner Jeffery A. April, Esq  
Commissioner Maurice B. Hill, Jr., DMD  
Commissioner C. Robert McDevitt  
Vice Chair Christopher M. Milam  
Commissioner Joseph Ripa (via teleconference)  
Michael Watson, Esq., Counsel  
Daniel Kelly, Esq., GAU  
Stephen F. Dougherty, Executive Director  
Cynthia Blasberg, Board Secretary  
Debra Murphy, Alternate Board Secretary

**Absent**

Commissioner Bryan J. Bush  
Commissioner James J. McCullough  
Commissioner Christina Fuentes, EDA

**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>
Chair Diane Gutierrez-Scaccetti	X	
Commissioner 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	
Vice Chair Christopher M. Milam	X	
Commissioner Joseph Ripa	X	
Commissioner Christina Fuentes		X

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

**Approval of the Agenda**

Chair Diane Gutierrez-Scaccetti called for a motion to approve the November 20, 2019 agenda. Whereupon, a motion was made by Vice Chair Milam and seconded by Commissioner McDevitt approving said agenda. Chair Diane 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 Diane Gutierrez-Scaccetti called for a motion to approve the October 16, 2019 meeting minutes. Whereupon, a motion was made by Vice Chair Milam and seconded by Commissioner McDevitt approving the October 16, 2019 meeting minutes. Chair Diane Gutierrez-Scaccetti asked for questions on the motion. No questions were asked. All Commissioners in attendance voted, approving and adopting the minutes.

**Executive Session**

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

Mr. Dougherty presented Resolution 2019-113 to the Commissioners for the exclusion of the public to discuss personnel matters pertaining to the Schedule “A” associated with Resolution 2019-112 and a litigation matter specific to Miller v. SJTA .

Whereupon, the motion was made by Vice Chair Milam and seconded by Commissioner McDevitt approving Resolution 2019-113. A unanimous vote was taken approving the resolution, adjourning the public portion of the meeting at 9:17 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 2019-113 is attached hereto and made a permanent part of these official Authority minutes.

At the close of Executive Session, Chair Diane Gutierrez-Scaccetti called for a motion to return to the public portion of the meeting. Whereupon, a motion was made by Vice Chair Milam seconded by Commissioner Hill. The public portion of the meeting reconvened at 9:38 a.m. Chair Diane Gutierrez-Scaccetti then requested the Secretary call the roll.

**Roll Call**

<b>Commissioner</b>	<b>Present</b>	<b>Absent</b>
Chair Diane Gutierrez-Scaccetti	X	
Commissioner 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	
Vice Chair Christopher M. Milam	X	
Commissioner Joseph Ripa	X	
Commissioner Christina Fuentes		X

**Executive Report**

Chair Diane Gutierrez-Scaccetti asked for the presentation of the Executive Report. Mr. Dougherty presented the November 20, 2019 Executive Report: a copy of which is attached hereto and made a permanent part of these official Authority minutes.

**Committee Reports**

Chair Diane Gutierrez-Scaccetti asked Mr. Dougherty to present the Committee Reports. Mr. Dougherty reported all Committees met on November 7, 2019. During these meetings, Commissioners were briefed on the resolutions being presented this morning as well as updates on the bond refunding and a lightning strike at the Airport. Commissioners received the schedule of upcoming projects, EO-8 Report and Airport statistics.

**Public Response to Agenda Items**

Chair Diane Gutierrez-Scaccetti asked the public for comments on any of the agenda items. No comments were made.

**Approval of Bills**

Chair Diane 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 Diane Gutierrez-Scaccetti called for a motion to approve the bill list. Whereupon the motion was made by Vice Chair Milam and seconded by Commissioner April, approving said bill list. Chair Diane Gutierrez-Scaccetti asked the Commissioners for questions on the motion. Being none, Chair Diane Gutierrez-Scaccetti requested the Secretary 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>
Chair Diane Gutierrez-Scaccetti			X				
Commissioner Jeffery A. April, Esq.		X	X				
Deputy Commissioner Joseph Bertoni							
Commissioner Bryan J. Bush							X
Commissioner Maurice B. Hill, Jr., DMD			X				
Commissioner James J. McCullough							X
Commissioner C. Robert McDevitt			X				
Vice Chair Christopher M. Milam	X		X				
Commissioner Joseph Ripa			X				

**Resolutions and Motions:**

Chair Diane Gutierrez-Scaccetti asked Mr. Dougherty to present the resolutions. Mr. Dougherty advised the Chair and Commissioners he would be presenting a total of eight (8) resolutions for their consideration. Mr. Dougherty presented Resolutions 2019-105 through 2019-112.

Commissioner April addressed his concerns regarding funding of the Capital Budget. He noted a toll increase which took place several years ago was approved for all toll roads except the Expressway to fund projects. Commissioner April noted he believes a toll increase will be necessary to fund future budgets. Chair Diane Gutierrez-Scaccetti addressed Karen Davis regarding savings as a result of the current bond refunding.

Ms. Davis stated the refunding gave us some relief as reflected in the 2020 Operating Budget as well as debt service obligations. She noted the Authority did not need to use funding from our general reserves to fund this year's Operating Budget as the funding is coming from revenue. However, some contribution from reserves to fund Capital Projects was used. Chair Scaccetti noted the state looks at all the transportation agencies and will include the Authority in future discussions on toll increases. She hopes to have a resolution in the near future.

Chair Diane Gutierrez-Scaccetti noted her only comment for the resolutions being presented this morning is on adopting the 2020 Operating Budget. There is a line item in the budget which provides for a salary increase up to 3%, based on merit. Chair Gutierrez-Scaccetti made a motion to amend the 2020 Operating Budget so that any merit increases the Authority may award will appear on the personnel agenda to allow the Board the opportunity to affirmatively vote on any merit increases that are given out to nonunion employees at SJTA.

The Chair asked for any objections. Being none Chair Gutierrez-Scaccetti asked for a second to the motion to amend the proposed 2020 Operating Budget. Commissioner April seconded the motion, and unanimous vote was taken approving the amendment to the budget. Chair Diane Gutierrez-Scaccetti requested the Secretary call the roll on the full agenda with the amendment to the 2020 Operating Budget. A unanimous vote was taken approving the said Resolutions.

**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>
Chair Diane Gutierrez-Scaccetti	X		X				
Commissioner 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				
Vice Chair Christopher M. Milam			X				
Commissioner Joseph Ripa			X				

**RESOLUTION 2019-105 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY  
ADOPTING THE 2020 OPERATING BUDGET FOR THE AUTHORITY**

This Resolution authorizes the adoption of the 2020 Operating Budget. The budget will cover all operating expenses, debt service, all other required payments and meet all bond ratio coverage tests.

**RESOLUTION 2019-106 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY  
ADOPTING THE 2020 CAPITAL BUDGET AND THE TEN-YEAR CAPITAL PLAN FOR  
THE AUTHORITY**

The adoption of the 2020 Capital Budget and Ten-Year Capital Plan is necessary for planning and implementing future projects. The Chief Financial Officer has presented to the Board of Commissioners both the Capital Budget for the fiscal year 2020 and the Ten-Year Capital Plan. All 2019 open commitments payable and encumbered resources will be carried forward to the 2020 Capital Budget.

**RESOLUTION 2019-107 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY  
AUTHORIZING THE EXTENSION OF PROFESSIONAL SERVICE AGREEMENTS FOR  
THE SELF-FUNDED GROUP HEALTH BENEFIT PROGRAM**

The Authority, via Resolution 2002-23, became a member of the New Jersey Interagency Coordinating Committee, whose members also include the New Jersey Turnpike Authority (“NJTA”), the Burlington County Bridge Commission, the Delaware River Port Authority, the New Jersey Sports and Exposition Authority, the Port Authority of New York and New Jersey and New Jersey Transit. In April 2000, legislation was enacted permitting members of the New Jersey Interagency Coordinating Committee to utilize each other’s contracts as an effective way to save time and money through the use of joint purchasing power to obtain the most advantageous pricing and terms. The Authority is permitted to purchase from the New Jersey Interagency Coordinating Committee members contracts without the necessity of bidding when it is in the best interest of the Authority to do so. The NJTA issued an RFP on February 11, 2016, to secure the services of a qualified healthcare firm or firms to administer one or a combination of the Health Benefits plans for its Self-Funded Group Medical Benefit Program, which includes Dental Benefits Administration Services and Vision Benefits Administration Services. In response to said advertising, on April 7, 2016, six (6) proposals were received for Dental Benefits Administration Services and seven (7) proposals received for Vision Benefits Administration Services. The NJTA’s Consultant Selection Committee reviewed and ranked all proposals numerically based upon technical and cost criteria. Based on this review and ranking process, the Committee recommended the award of contracts to Delta Dental, Inc., of Parsippany, New Jersey for Dental Benefits Administration Services and EyeMed Vision Care, LLC of Mason, Ohio for Vision Benefits Administration Services. Pursuant to Resolution 2016-103, the Authority approved said contracts which commenced on or about January 1, 2017 for a term of three (3) years with two (2) one-year extension options at the discretion of the NJTA and with the concurrence of the vendors. The Authority now desires to exercise its first one (1) year extension option. The NJTA, Delta Dental, Inc and EyeMed Vision Care, LLC have been contacted and are in concurrence with the one (1) year extension option. The Director of Business Administration believes it to be in the best interest of the Authority to exercise the first one (1) year extension to the contract for Delta Dental (as Dental Insurance Carrier) and EyeMed Vision Care, LLC (as Vision Insurance Carrier) under the same terms and conditions as the NJTA’s contracts with said vendors.

**RESOLUTION 2019-108 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY  
AUTHORIZING THE SUPPORT OF SPECIAL EVENTS DESIGNED TO PROMOTE THE  
ATLANTIC CITY EXPRESSWAY AND THE SIX SOUTHERN MOST COUNTIES IT  
SERVES**

The Authority is keenly interested in supporting events that promote tourism and provide an economic benefit to the six southernmost counties it serves. Members of the Authority have participated in planning committees comprised of regional stakeholders, which, from time to time, have included representatives from Host Marriott, Sunoco, casinos and businesses and civic groups desiring to participate and/or sponsor such events. The purpose of the special events is to increase concession sales at the Frank S. Farley Service Plaza, motorists on the Atlantic City Expressway as well as provide an economic benefit to the six counties the Authority serves. Resolution 2018-99 authorized approval for

calendar year 2019 and the Authority seeks approval to participate in and support such events for the calendar year 2020.

**RESOLUTION 2019-109 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING SUPPORT OF A TOLL SPONSORSHIP CAMPAIGN FOR 2020 DESIGNED TO PROMOTE THE ATLANTIC CITY EXPRESSWAY AND THE SIX SOUTHERN MOST COUNTIES IT SERVES**

The Authority is keenly interested in supporting events that promote tourism as well as provide an economic benefit to the six southernmost counties it serves. In the past, the Authority, in conjunction with regional stakeholders, including local industry associations, businesses, civic organizations and casinos have met and recommended sponsorship programs that bolster visitor trips to these areas. The group proposed a “Toll Sponsorship Campaign,” whereby an organization would sponsor tolls for a proposed period for the purpose of advertising or promoting regional businesses or a local event, providing benefit to the entity, the Authority and the region as a whole. The Toll Sponsorship Campaign is designed to provide an incentive for motorists to travel the Atlantic City Expressway and the region. Resolution 2018-100 authorized approval for calendar year 2019 and the Authority seeks approval to continue this program for the calendar year 2020. Tolls incurred during the “sponsorship period” will be paid in whole by the sponsor.

**RESOLUTION 2019-110 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXECUTION OF A MEMORANDUM OF AGREEMENT (“MOA”) BETWEEN THE COUNTY OF ATLANTIC AND THE SOUTH JERSEY TRANSPORTATION AUTHORITY REGARDING ACQUISITION OF REAL PROPERTY TO ACCOMMODATE THE TERMS OF THE AMENDED MOA WITH THE PINELANDS COMMISSION AND DEVELOPMENT OF A MAINTENANCE, REPAIR AND OVERHAUL (“MRO”) TRAINING FACILITY AT THE ATLANTIC CITY INTERNATIONAL AIRPORT**

The Authority seeks to pursue various initiatives to develop and improve Airport operations, including but not limited to designation of the Airport as a Smart Airport Research Test Bed facility, expansion of commercial carrier operations, development of air cargo operations, and development of MRO operations. Development of a MRO training facility at the Airport will further the above goals and objectives. Atlantic County, (the “County”) has taken a leading role in pursuing an economic development strategy that seeks to broaden and diversify the regional economy and has taken a leading role in bringing a MRO training facility to the Airport. County policy is based upon a 2015 action plan commissioned by the County and prepared by Angelou Economics which identified aviation related economic development opportunities at the Airport, including development of air cargo and aircraft maintenance operations, as important economic development projects. Development of new facilities in and around the Airport must proceed in a manner that is consistent with the Comprehensive Management Plan (“CMP”) of the New Jersey Pinelands Commission (“Commission”), the Pinelands MOA and the Pinelands MOA Amendment. The Authority and the Commission have entered into an amendment to the Pinelands MOA dated April 16, 2019 which removes the mowing restrictions for the Grasslands on the condition that other grassland property is purchased and permanently restricted as conservation lands. In addition to economic development initiatives, Atlantic County has a long-term policy of acquiring and preserving undeveloped lands for public park and open space preservation purposes. Acquisition and preservation of environmentally sensitive grasslands, as defined by the Commission and contemplated by Exhibit B of the attached contract, is therefore consistent with County policy. The County and the Authority, therefore, desire to enter into this MOA, to outline a process whereby the County and the Authority shall cooperatively acquire and permanently preserve grassland that will fulfill the requirements of the Pinelands MOA Amendment, and to further outline agreements and actions necessary to develop a MRO training facility at the Airport including a ground lease by the Authority for land required for the MRO training facility. Entering into this MOA is consistent with the mission of the Authority. The Airport Director believes it is in the best interest of the Authority and the traveling public and recommends entering into a MOA with the County to accommodate the terms of the Amended MOA with the Pinelands Commission and development of a MRO training facility at the Atlantic City International Airport in a similar form as detailed in the attached MOA entitled “Exhibit A.”.

**RESOLUTION 2019-111 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE AWARD OF AN AGREEMENT WITH HUDSON GROUP (HG) RETAIL, LLC D/B/A HUDSON GROUP OF EAST RUTHERFORD, NEW JERSEY TO PROVIDE TRAVEL CONVENIENCE AND SPECIALTY RETAIL AND FOOD CONCESSION AT THE ATLANTIC CITY INTERNATIONAL AIRPORT**

On September 19<sup>th</sup>, 2019 and September 20<sup>th</sup>, 2019, the Authority advertised for Request for Proposals (“RFP”) for persons or entities interested in providing Travel Convenience and Specialty Retail and Food Concession at the Airport. The Authority intends to grant to a 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 expense, a high-quality News/Gift and Retail Specialty Concession. In response to said advertising, two (2) proposals were received on October 17<sup>th</sup>, 2019 and were subsequently reviewed by the Consultant Selection Committee of the Authority. The Consultant Selection Committee determined that the entity offering the proposal most beneficial to the Authority was Hudson Group of East Rutherford, New Jersey. The Airport Director believes it is in the best interest of the Authority and recommends entering into an agreement to enable Hudson Group to perform Travel Convenience and Specialty Retail and Food Concession in return for which the Authority shall receive compensation based on gross receipts of Hudson Group’s sales. The term of this agreement is ten (10) years beginning February 1, 2020 and ending January 31<sup>st</sup>, 2030.

**RESOLUTION 2019-112 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.

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

Chair Diane 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 stated he has no new business to discuss.

**General Comment**

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

**Adjournment**

There being no further business, Chair Diane Gutierrez-Scaccetti called for a motion to adjourn the meeting. Whereupon, the motion was made by Vice Chair Milam and seconded by Commissioner McDevitt to adjourn the meeting. A unanimous voice vote was taken adjourning the meeting at 9:51 a.m.

Submitted by:

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Cynthia A. Blasberg, Board Secretary

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