



SOUTH JERSEY PORT CORPORATION
OFFICIAL BOARD OF DIRECTORS MEETING MINUTES
BROADWAY TERMINAL
CAMDEN, NEW JERSEY

MARCH 25, 2008
12:30 p.m.

Directors Present:	Craig Remington	Acting Chairman
	Jonathan Gershen	Director
	Joseph Maressa, Jr.	Director
	Eric Martins	Director
	Carl E. Styles	Director
Directors Absent:	Richard Alaimo	Chairman
	Chad Bruner	Director
In Attendance:	Joseph A. Balzano	Executive Director & CEO
	James Carey, Jr.	Governor's Authorities Unit
	Bernie McLaughlin	Department of Treasury
	John Maier	Board Secretary
	Jay Jones	Deputy Exec. Dir./Admin. Services
	Kevin Castagnola	Assist. Exec. Dir. / Ops.
	Hank D'Andrea	Facilities Engineer
	Pat Abusi	Treasurer
	William Higgins	Security & Safety Officer
	Maureen McHugh	Executive Assistant
	Clifford Goldman	Financial Advisor
	Michael Angelini, Esq.	General Counsel
	James Pierson, Esq.	General Counsel
	Michael Smith	Commerce Insurance
	Dennis Culnan	Riverfront/Phoenix Strategies
	Linda Artlip	Riverfront/Phoenix Strategies
Marlin Peterson.	Director of Port Development	
Eileen Stillwell	Courier-Post	

The Acting Chairman, Director Craig Remington opened the meeting at 12:30 p.m. requesting that the Board Secretary, John Maier read the following statement.

Pursuant to the provisions of the Open Public Meetings Act, Chapter 231, Public laws of 1975, adequate notice of this meeting has been provided. On January 2, 2008 the Secretary of the Corporation sent an ad with a schedule of Regular Meetings to be held at the South Jersey Port Corporation’s Board of Directors, during the calendar year 2008 indicating the time and place to the following newspapers:

- ❑ Courier-Post
- ❑ Gloucester County Times
- ❑ Burlington County Times

In addition, the same notice was sent by Certified Mail to the Secretary of the State’s office and the following clerks:

- | | | |
|---------------------|-------------------|-------------------|
| ❑ Mercer County | Cape May County | Camden County |
| ❑ Cumberland County | Gloucester County | Burlington County |
| ❑ Salem County | | |

These seven counties comprise the Port’s district.

In addition, the Port Corporation has designated the Bulletin Board at its main entrance of the Broadway Terminal, its official place for posting and maintaining a schedule of the monthly Board of Director’s Meetings for 2008. On January 2, 2008, said schedule was posted.

PLEDGE OF ALLEGIANCE RECITED

Roll call was taken and recorded.

[PRESENTATION OF REGULAR MEETING MINUTES - February 26, 2008](#)

The minutes for the South Jersey Port Corporation Board of Directors regular session meeting held on February 26, 2008 were presented for approval.

A motion was made to approve the February 26, 2008 Board of Directors regular meeting minutes as presented.

Moved by:	J. Maressa, Jr.
Seconded by:	J. Gershen.
Voting for motion:	All
Voting against motion:	None

PRESENTATION OF CLOSED MEETING MINUTES – February 26, 2008

The minutes for the South Jersey Port Corporation Board of Directors closed meeting session held on February 26, 2008 were presented for approval.

A motion was made to approve the February 26, 2008 Board of Directors closed meeting minutes as presented.

Moved by: J. Maressa, Jr.

Seconded by: E. Martins

Voting for motion: All

Voting against motion: None

OPERATING BILLS

The Operating Unpaid Bill list for the period 2/20/08 to 3/18/08, along with the Executive Director's expense report in the amount of \$332.11. Director Gershen, chair of the Audit Committee, reported the expense report was approved by the Audit Committee.

A motion was made to approve the Operating Unpaid Bill list as presented, along with the Executive Director's Expense Report in the amount of \$332.11.

Moved by: J. Gershen

Seconded by: J. Maressa, Jr.

Voting for motion: All

Voting against motion: None

ADVANCE PAYMENT LIST

The Advance Payment Bill List for the period 2/20/08 to 3/18/08 was presented for approval.

A motion was made to approve the Advance Payment Bills as presented.

Moved by: J. Gershen

Seconded by: J. Maressa, Jr.

Voting for motion: All

Voting against motion: None

CREDIT LIST

One (1) credit totaling **\$1,839.36** for Dartrans due to an incorrect manifest rate was presented for approval.

A motion was made to approve the credit list as presented.

Moved by: J. Gershen
Seconded by: J. Maressa, Jr.
Voting for motion: All
Voting against motion: None

CHANGE ORDERS

Executive Director Balzano presented Change Order #1 in the amount of \$1,800.00 for CARGOTEC (formerly East Coast Cranes) in connection with the replacement of the boom hoisting wire ropes on the Paceco crane, which was approved at SJPC’s July 31, 2007 board meeting. This change order is due to extra work to reeve and unreeve the extra 130 foot of cable.

A motion was made to approve change order #1 for Cargotec in the amount of \$1,800.00 as presented above.

Moved by: E. Martins
Seconded by: J. Maressa, Jr.
Voting for motion: All
Voting against motion: None

CONSTRUCTION FUND REQUISITIONS

Staff presented construction fund requisitions totaling **\$524,375.86** as follows:

REQ. #	VENDOR	AMOUNT
119	Schnader, Harrison, Segal & Lewis	\$ 13,972.23
120	DeCotiis, Fitzpatrick, Cole & Wisler	\$ 175.50
121	DeCotiis, Fitzpatrick, Cole & Wisler	\$ 1,637.00
122	DeCotiis, Fitzpatrick, Cole & Wisler	\$ 9,930.50
123	Goldman Beale Associates	\$ 5,636.20
124	Goldman Beale Associates	\$ 420.00
125	SJPC/to State of NJ Treasurer/DCA Review	\$ 35,876.00
126	SJPC/J.D. Lawrence	\$ 27,344.28
127	Gloucester County Professional Services	\$408,331.15
128	SJPC/State of NJ Treasurer/Plan-Permit Fee	\$ 21,053.00
TOTAL		\$524,375.86

A motion was made to approve the Construction Fund Requisitions as presented.

Voting for motion: E. Martins
Seconded by: J. Maressa, Jr.
Voting for motion: All
Voting against motion: None
Abstaining from Req. 119: J. Gershen
Abstaining from Reqs. 119, 120, 122, 124 & 127 C. Remington

TREASURER'S REPORT

Patrick Abusi presented the Treasurer's report. He reported that for the period ending February 29, 2008, the gross operating revenue less pass thru's was \$1,970,459. For the same period, the net income before interest, depreciation and amortization totaled \$304,540. Our estimated budgeted amount is \$299,531. Our net income before interest, depreciation and amortization compared to budget amount is an increase of \$5,010. Our monthly interest income is \$78,306 and our year-to-date interest income totaled \$180,611. The Board reviewed the A/R aging reports.

A motion was made to accept the Treasurer's Report as presented.

Moved by:	J. Gershen
Seconded by:	C. Styles
Voting for motion:	All
Voting against motion:	None

COUNSEL'S REPORT

Michael Angelini, Esq. reported that he has business to discuss in closed session.

EXECUTIVE DIRECTOR'S REPORT

Joseph Balzano presented his Executive Director's Report. He reported tonnage activity for the month of March 2008 totaled 218,141 with breakbulk activity totaling 94,407 tons and bulk activity totaling 96,472 tons. He noted that cocoa beans and scrap have remained stable but there has been a big downturn in plywood and steel.

The Executive Director reported on port development and expansion and stated that on Tuesday, March 18th, Dupont hosted presentations from three potential bidders to purchase the Repauno site in Greenwich Township, which is being considered as a potential next step for port development.

The Executive Director also reported that we continue to aggressively promote port activity and development highlighting the Southern New Jersey Development Council's Transportation Summit at Rowan University on March 18th, the Regional Chamber of Commerce Expo 2008 on March 20th and the recent International Wood Products Association convention attended by Kevin Castagnola. The upcoming events are the New Jersey Transportation Conference in Atlantic City on April 2, 3 & 4 and the New Jersey Clean Air Council on April 9th with Jay Jones representing the port.

Jay Jones informed the board that Mr. Balzano will be honored by the World Trade Center of Greater Philadelphia at an affair to be held May 21, 2008 at the Union League.

The Executive Director's Report was received and filed.

ACTION ITEMS

The following action items were considered:

RESTROOM FACILITY TRAILER

Staff reported per the Board’s direction, we re-advertised for the restroom trailer needed at the Beckett Street Terminal. Two (2) bids were received as follows:

FIRM	BID
William Scotsman Cherry Hill, N.J.	\$ 39,235.00
M. Space Holdings, LLC Manasquan, N.J.	\$ 36,936.00

Due to the fact that M. Space Holdings did not submit a complete bid package, as required, staff recommended this be awarded to William Scotsman in the amount of \$39,235.00, which included delivery, block, leveling and anchoring.

A motion was made to award this to the lowest complying bidder William Scotsman in the amount of \$39,235.00.

Moved by: J. Gershen
Seconded by: J. Maressa, Jr.

Voting for motion: All
Voting against motion: None

LEASE RENEWAL – AP CONSTRUCTION

Staff reported that this existing tenant has requested a one (1) year lease renewal to their current 80,500 square feet of open space at the Broadway Terminal. The annual rental rate of \$34,428 would increase to \$35,400 (\$.43 to \$.44 per square foot) effective June 1, 2008.

A motion was made to approve the lease renewal as presented.

Moved by: J. Maressa, Jr.
Seconded by: C. Styles

Voting for motion: All
Voting against motion: None

TWIC ENROLLMENT CENTER

Staff reported that we have been pursuing the Transportation Security Administration and its consultant, Lockheed Martin, to locate a regional TWIC Enrollment Center at our Broadway Terminal facility. The Department of Homeland Security’s federal TWIC regulation will require every individual having access into a restricted MTSA regulated facility carry a federally issued TWIC card. Camden is scheduled to be enrolling individuals between April and June 2008.

A TWIC center would be advantageous for our employees, tenants, port users, and also SJPC's Board of Directors who will be required to possess a TWIC by September 2008. The site offered is the former TWIC test enrollment facility located in Building P-6. A lease proposal request for this location with Lockheed Martin has been received for a one (1) year term with a one (1) year option for up to 2,100 sq. ft. A copy of our blank lease has been forwarded to Lockheed Martin for their review. Staff requested authorization for the Executive Director to execute a final lease with Lockheed Martin for the purpose of hosting a TWIC Enrollment Center.

A motion was made to authorize the Executive Director to execute a final lease with Lockheed Martin for a TWIC Enrollment Center as presented above.

Moved by:	J. Gershen
Seconded by:	J. Maressa, Jr.
Voting for motion:	All
Voting against motion:	None

At this time, the following information items were presented.

RIVERFRONT ASSOCIATES / PHOENIX STRATEGIES

Linda Artlip presented the marketing report and status of activities performed by Riverfront/Phoenix highlighting the completion of the Paulsboro Marine Terminal flyer and noting the beginning preparation work on SJPC's 2007 annual report

SECURITY UPDATE

Jay Jones presented the Security Update:

Transportation Worker Identification Credential (TWIC) Program: The TWIC deployment schedule for the Camden area is April – June 2008. TSA and their consultant, Lockheed Martin, have requested a lease proposal to locate a TWIC center at our Broadway Terminal (Building P-6). This location was the site of TSA's TWIC testing program.

Regional Live Training Exercise: The CBRNE live exercise at the Beckett Street Terminal, has been rescheduled for May 31, 2008 with the Camden Fire Department, Camden County OEM, Camden County HAZMAT, NJ Transit, and the N. J. Department of Homeland Security & Preparedness. On Monday, March 24, 2008 a walk-thru of the Beckett Street Terminal site was performed.

U.S. Coast Guard: On March 17, 2008, the U.S. Coast Guard performed the annual Designated Waterfront Facility (Safety/Hazmat) compliance inspection for the Beckett Street Terminal. The inspection resulted in minor deficiencies including painting for fire department stands and the additional of signs designating the hazmat storage location.

SECURITY & SAFETY OFFICER BILL HIGGINS PRESENTED A REPORT HIGHLIGHTING THE FOLLOWING ITEMS:

- Fire annunciation system at Beckett Street - March 28, 2008 final testing
- Pro-active with regard to safety compliance / safety check list, safety vests, vehicle Speeds, cocoa bean headlights, clear walkways, etc.
- Security measures instituted on MARSEC level with truck drivers understanding MARSEC. This measure initiated by the Executive Director. Coast Guard reported only port initiating this program.
- Emphasis on fuel trucks entering terminal and environmental trucks servicing ships
- Preparing for concert season preparation
- Employee issues – contract negotiations ongoing, uniforms on order, purchase new vehicles, gates to be upgraded and camera upgrades
- He reported that he is developing projects for the Port Security Grant Round 8.

2007 RATE STUDY

Staff reported that as required by bond covenants, the Port authorized Hudson Engineers to prepare a Rate Study evaluating and confirming that our rates, fees and tariffs are in line with competitors in this region. The (draft) 2007 Rate Study was submitted for the Board's review to be approved at the next board meeting.

BILLBOARD PROJECT

Staff reported that we have been notified by Clear Channel that they are not interested in placing a new billboard structure on the extreme east side of Port property. Staff, along with Counsel Jeff Daniels, will contact other companies who had previously showed an interest in this billboard project.

CCMUA TRANSFORMER SURVEY

Staff reported that we have received a survey from the CCMUA requesting quantities and PCB status of all Port transformers in use and not in use at our Broadway and Beckett Terminal facilities. The Port has 26 transformers in use, 5 at Beckett and 21 at Broadway Terminal. Also, there are 59 transformers at the Broadway Terminal that are out of use and stored in various locations. The Delaware River Basin Commission may require the disposal of all PCB's in our transformers.

ELECTRIC POWER SUPPLIER – BROADWAY TERMINAL

Staff reported that, along with our electrical consultant, met with one of the principals of the Camden Plant Holding Company (formerly Cogen) to see if they had any interest in supplying electrical power to the Broadway Terminal. We will continue to pursue other companies.

ACTION ITEMS:

At this time, the following action items were presented:

Due to the ongoing recusal for Director Remington regarding the Paulsboro Marine Terminal project, Director Remington, serving as the Acting Chairman requested Director Gershen to Chair the meeting for the following two action items.

**PAULSBORO MARINE TERMINAL – GCIA CHANGE ORDER NO. 01
TRC ENGINEERS, INC. – ADDITIONAL GEOTECH BORINGS**

Director of Port Development Marlin Peterson requested that we utilize the services of TRC Engineers, Inc. to perform six (6) additional environmental borings at the Paulsboro Marine Terminal. The purpose of this work is to investigate, and if found, document the presence of contaminates of a similar nature to those previously identified in the BP and Essex ISRA documents. This information is needed to determine if additional remediation along the shoreline is required. TRC is the geotechnical engineer in place and the six (6) additional test borings will be performed at a cost of \$66,556.00. If we use services provided by a different geotechnical boring company other than TRC Engineers, Inc. mobilization costs for an in-water boring platform would need to be added to the test boring cost. This additional mobilization cost would range between \$40,000 to \$60,000. TRC's original contract value for geotechnical boring survey is \$220,376. Change Order No. 01 would increase this value by \$66,556.00, resulting in a revised contract value of \$286,932.00. Marlin Peterson recommended that we use TRC Engineers, Inc. to perform the additional six (6) environmental test borings at a cost of \$66,556.00 with funds for this expenditure from the 2007 Series N Bond fund for the Paulsboro project.

A motion was made to approve GCIA Change Order No. 01 to utilize TRC Engineers, Inc. to perform six additional environmental borings at the Paulsboro Marine Terminal at a cost of \$66,556.00.

Moved by: J. Maressa, Jr.
Seconded by: E. Martins

Voting for motion: All
Voting against motion: None
Abstaining from motion: C. Remington

PAULSBORO MARINE TERMINAL – GCIA LANDFILL BORINGS

Director of Port Development Marlin Peterson reported that GCIA has approximately 425,000 cubic yards of stockpiled soil that was previously excavated to construct the active landfill cell. SJPC, in cooperation with the GCIA, will conduct a preliminary geotechnical investigation of the existing material stockpiled for potential re-use as fill / capping material for the proposed Paulsboro Marine Terminal project. In addition to geotechnical investigation, sampling and testing of the material for geotechnical / compaction purposes, as well as laboratory / analytical testing, will be performed. The purpose of the analytical testing is to develop information on the stockpile and to determine if the soils may be acceptable to NJDEP and BP for capping purposes.

The GCIA/SJPC requested scope of work and cost proposals from five firms. Four of the firms are pre-qualified for geotechnical engineering work by the SJPC and the fifth firm is the GCIA landfill engineer. The following firms submitted cost proposals:

GEOTECHNICAL ENGINEERS	COST PROPOSAL
TRC - Mt. Laurel, NJ.	\$ 21,300.00
ATC - Burlington, NJ.	\$ 17,000.00
T&M - Moorestown, NJ.	\$ 13,950.00
CMX - Voorhees, NJ.	\$ 11,465.00
FRENCH & PARRELLO – Hackettstown, NJ	\$ 8,490.00

Marlin Peterson recommends selecting French & Parrello at a cost of \$8,490.00 with funds for this expenditure from the proceeds of the 2007 N Bond fund for the Paulsboro project.

A motion was made to award this work to French & Parrello at a cost of \$8,490.00 as presented above.

Moved by: J. Maressa, Jr.
Seconded by: E. Martins

Voting for motion: All
Voting against motion: None
Abstaining from motion: C. Remington

PUBLIC COMMENT

A motion was made to adjourn the Regular Open Meeting.

Moved by: J. Gershen
Seconded by: C. Styles

Voting for motion: All
Voting against motion: None

At 1: 08 p.m. the regular open session was adjourned.

I certify that this is a true copy of the Minutes of the South Jersey Port Corporation’s Open Session of the Board of Director’s Meeting held Tuesday, March 25, 2008.

John R. Maier
 Board Secretary

JRM/JJ/mm