



**SOUTH JERSEY PORT CORPORATION**  
**OFFICIAL BOARD OF DIRECTORS MEETING MINUTES**  
**BROADWAY TERMINAL**  
**CAMDEN, NEW JERSEY**  
**August 28, 2018**  
**12:30 p.m.**

<b>Directors Present:</b>	Richard Alaimo	Chairman
	Chad Bruner	Director
	Robert DeAngelo	Director
	Jonathan Gershen	Director
	Joseph Maressa, Jr.	Director
	Sheila Roberts	Director
	Carl Styles	Director
<b>Directors Absent:</b>	Christopher Chianese	State Treas. Designee
	Eric Martins	Director
<b>In Attendance:</b>	Craig Ambrose	Governor's Authorities Unit
	Raymond Zane, Esq.	Gen. Counsel – Zane & Lafferty
	Jay Jones	Acting Exec. Dir. / Board Secretary
	Bruno Cellucci	Treasurer
	George Englehardt	Facilities Engineer
	Neil Grossman	Financial Advisor – GBA
	Dennis Culnan, Sr.	Marketing Consultant – PS&AC
	Dennis Culnan	Marketing Consultant – PS&AC
	Linda Weinstein	Marketing Consultant – PS&AC
	Mario Christina	Gloucester County I.A.
	Christopher Lawrence	CH2M/Jacobs
	Daniel Bontempo	Stantec
	Mike Lang	Local 18
	Robert McCormick	Local 18
	Ed Luedke	Local 1040
	Raymond Heinzelman	Gahagan & Bryant
	Mark Stettler	T&M Associates

**The Chairman opened the meeting at 12:30 p.m. with 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 December 21, 2017, the Secretary of the Corporation sent a legal notice with a schedule of Regular Meetings to be held by the South Jersey Port Corporation's Board of Directors, during the calendar year 2018, indicating the time and place to the following newspapers: Courier-Post, South Jersey Times and the Burlington County Times.

In addition, the meeting schedule was posted at the Port Corporation's designated Bulletin Board at the main entrance to the Broadway Terminal, its official place for posting and maintaining a schedule of the monthly Board of Director's Meetings for 2018. The meeting schedule was also placed on the Port Corporation's website at [www.southjerseyport.com](http://www.southjerseyport.com).

Roll call was taken and recorded. [PLEDGE OF ALLEGIANCE RECITED](#).

#### [PRESENTATION OF REGULAR MEETING MINUTES - April 24, 2018](#)

The minutes for the South Jersey Port Corporation Board of Directors meetings held April 24, 2018 were presented for approval.

*A motion was made to approve the April 24, 2018 Board of Directors Meeting Minutes as presented.*

<b>Moved by:</b>	<b>S. Roberts</b>
<b>Seconded by:</b>	<b>J. Maressa, Jr.</b>
<b>Voting for motion:</b>	<b>All</b>
<b>Voting against motion:</b>	<b>None</b>
<b>Abstaining:</b>	<b>R. DeAngelo</b>

#### [PRESENTATION OF CLOSED MEETING MINUTES – April 24, 2018](#)

The minutes for the South Jersey Port Corporation Board of Directors closed meeting sessions held on April 24, 2018 were presented for approval.

*A motion was made to approve the April 24, 2018 Board of Directors Closed meeting minutes, as presented, with the condition that any matters contained in the closed session minutes may be withheld and not disclosed to the public until the need for the closed session has passed.*

<b>Moved by:</b>	<b>S. Roberts</b>
<b>Seconded by:</b>	<b>J. Maressa, Jr.</b>
<b>Voting for motion:</b>	<b>All</b>
<b>Voting against motion:</b>	<b>None</b>
<b>Abstaining:</b>	<b>R. DeAngelo</b>

#### [PRESENTATION OF SPECIAL MEETING MINUTES - June 26, 2018](#)

The minutes for the South Jersey Port Corporation Board of Directors special teleconference meeting held June 26, 2018.

*A motion was made to approve the June 26, 2018 Board of Directors Special Teleconference Meeting Minutes as presented.*

<b>Moved by:</b>	<b>R. DeAngelo</b>
<b>Seconded by:</b>	<b>S. Roberts</b>
<b>Voting for motion:</b>	<b>All</b>
<b>Voting against motion:</b>	<b>None</b>

**Abstaining:** C. Bruner  
E. Martins

**PRESENTATION OF REGULAR MEETING MINUTES – July 31, 2018**

The minutes for the South Jersey Port Corporation Board of Directors meetings held July 31, 2018 were presented for approval.

*A motion was made to approve the July 31, 2018 Board of Directors Meeting Minutes as presented.*

**Moved by:** S. Roberts  
**Seconded by:** J. Maressa, Jr.

**Voting for motion:** All  
**Voting against motion:** None  
**Abstaining:** J. Gershen

**PRESENTATION OF CLOSED MEETING MINUTES – July 31, 2018**

The minutes for the South Jersey Port Corporation Board of Directors closed meeting sessions held on July 31, 2018 were presented for approval.

*A motion was made to approve the July 31, 2018 Board of Directors Closed meeting minutes, as presented, with the condition that any matters contained in the closed session minutes may be withheld and not disclosed to the public until the need for the closed session has passed.*

**Moved by:** S. Roberts  
**Seconded by:** J. Maressa, Jr.

**Voting for motion:** All  
**Voting against motion:** None  
**Abstaining:** J. Gershen

**OPERATING BILLS**

The Operating Unpaid Bill list for the period 6/16/18 – 7/17/18 and for the period 7/18/18 – 8/13/2018 were presented for approval.

*A motion was made to adopt Resolution 2018-8-0048 for the approval of the Operating Unpaid Bill list for the period 6/16/2018 – 7/17/2018 and 7/18/2018 – 8/13/2018.*

**Moved by:** J. Maressa, Jr.  
**Seconded by:** C. Bruner

**Voting for motion:** All  
**Voting against motion:** None

**ADVANCE PAYMENT LIST**

The Advance Payment Bill List for the period 6/16/18 – 7/17/18 and for the period 7/18/18 – 8/13/2018 were presented for approval.

*A motion was made to adopt Resolution 2018-8-0049 for the approval of the Advance Payment Bills for the period 6/16/2018 – 7/17/2018 and 7/18/2018 – 8/13/2018.*

**Moved by:** R. DeAngelo  
**Seconded by:** C. Styles

**Voting for motion:** All  
**Voting against motion:** None

**CREDIT LIST**

The Credit List for the period ended July 31, 2018, containing one (1) credit for a total amount of \$23.40 was presented for approval.

*A motion was made to adopt Resolution 2018-8-0050 for the approval of the Credit List for the period ended July 31, 2018 in the amount of \$23.40.*

**Moved by:** J. Gershen  
**Seconded by:** C. Bruner

**Voting for motion:** All  
**Voting against motion:** None

**CHANGE ORDERS****DRY PIPE FIRE PROTECTION SYSTEM PROJECT – CHANGE ORDER #1 and #2:****Harring Fire Protection, LLC.**

The Dry Pipe Fire Protection System Project was awarded to Harring Fire Protection. The project addresses the sprinkler system replacement within Broadway Terminal buildings occupied by tenant, Joseph Oat Co., and designated as “A”; “A-2”; “B”; “B-2”; AB: as engineered by Pennoni Engineers.

Change Orders #1 and #2 are to install a new dry valve along with running a new 6” line up the wall, across the ceiling, and down the west “B” Bldg. wall to feed “C” Bldg. This will enable all piping work to be finished within the Joseph Oat “B” Bldg. facility, and reduce the cost to complete the "C" phase." Pennoni Engineers have reviewed the change orders and has deemed approval with no exceptions. Change Order #1 and #2 combined amount is \$36,433.56.

*A motion was made to adopt Resolution 2018-8-0063 for the approval of the change orders for Harring Fire Protection in the amount of \$36,433.56, for the Dry Pipe Fire Protection System Project.*

**Moved by:** R. DeAngelo  
**Seconded by:** J. Maressa, Jr.

**Voting for motion:** All  
**Voting against motion:** None

**HOLTEC CAMPUS PHASE 2 CONRAIL INDUSTRIAL SIDETRACK PROJECT  
 BROADWAY TERMINAL – CHANGE ORDER: T&M Associates**

The Phase 2 Conrail Industrial Sidetrack Project addressed the relocation of rail service into the Broadway Terminal to make way for the Holtec International development and to align and service one of the Holtec manufacturing buildings. Holtec retained AECOM to make revisions to the original plan due to changes to who the manufacturing building was constructed. The project is funded through a NJDOT Freight Rail Assistance grant.

The Change Order reflects the additional scope and task necessary to complete to finalize the design and obtain Conrail approval of the Holtec Phase 2 sidetrack. The change order amount is \$21,000.00. SJPC invoiced Holtec in 2018 for the additional CM cost in the amount of \$30,000 and has been paid.

*A motion was made to adopt Resolution 2018-8-0064 for the approval of the change order for T&M Associates in the amount of \$21,000.00, for the Holtec Campus Phase 2 Conrail Industrial Sidetrack Project.*

**Moved by:** J. Maressa, Jr.  
**Seconded by:** C. Bruner

**Voting for motion:** All  
**Voting against motion:** None

**CONSTRUCTION FUND REQUISITIONS**

Staff presented five (5) unpaid construction fund requisitions in the amount of \$136,927.47 and three (3) advance construction fund requisitions in the amount of \$295,554.89 for the period ending July 31, 2018 and eight (8) unpaid construction fund requisitions in the amount of \$20,215,095.53 and two (2) advance construction fund requisitions in the amount of 320,751.11.

*A motion was made to adopt Resolution 2018-8-0051 for the approval Construction Fund Requisitions presented for the periods ending July 31, 2018 and August 28, 2018 as presented.*

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

**Voting for motion:** All  
**Voting against motion:** None

**TREASURER'S REPORT**

The Treasurer presented the Treasurer's Report for the period ending July 31, 2018. For July 2018, the net income before interest, depreciation and amortization is \$659,606 versus the budgeted amount of \$208,415 for the month. This is a deviation of 451,190 better than budget. For the year to date through July 2018, net income before interest, depreciation and amortization is \$2,997,489; which is \$1,538,581 better than budget. The interest on investments and the accounts receivables reports were also presented.

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

<b>Moved by:</b>	<b>S. Roberts</b>
<b>Seconded by:</b>	<b>J. Maressa, Jr.</b>
<b>Voting for motion:</b>	<b>All</b>
<b>Voting against motion:</b>	<b>None</b>

### **COUNSEL'S REPORT**

The Counsel's Report will be discussed in closed session.

### **EXECUTIVE DIRECTOR'S REPORT**

The Acting Executive Director for the South Jersey Port Corporation reports cargo tonnage for the year-to-date period July 2018 was 2,606,689.08 s/tons; a 2% change compared to YTD July 2017. SJPC's facilities handled 425,341.07 s/tons during July 2018. This is an improvement of 18% compared to July 2017.

Breakbulk tonnage activity for July 2018 totaled 153,275.84 s/tons; a change of -24% compared to July 2017. July YTD 2018 tonnage is 1,263,108.00 s/tons; a change of -17% compared to 2017. The impacts of the Section 232 federal Steel and Aluminum tariffs continue to reduce imports of steel through the SJPC terminals. Volumes are moving in delivery bunches differently than 2017 since the announcement of potential tariff risks. All terminals combined handled a total 153,275.84 s/tons of import steel during July 2018. Import steel slabs at the Paulsboro terminal (PMT) accounted for 116,365.40 s/tons of the total for the month of July compared to 105,392 s/tons in July 2017. PMT is -16% for cargo tonnage through YTD July 2018. There was no wood products or cocoa beans activity during July 2018. However, import activity for both commodities have been received in August 2018.

Bulk activity for July 2018 reached 272,065.23 s/tons; a change of 70% compared to July 2017. Total bulk tonnage for the year to date reached 1,343,581.08 s/tons. This is a change of 29% compared to the same period in 2017. Export recycled metals with CIM/EMR was down -65% for the month compared 2017 and is 13% ahead of YTD through July compared with 2017. Import cement for Lehigh Hanson is up 134% on for the month and 18% up for the YTD through July comparatively to 2017. Export Grancem® up 26% for July 2018 and 67% for the YTD July 2018 comparatively to 2017. U.S. Concrete at Salem has handled 245,311 s/tons of export sand July YTD 2018. Activity at Salem is up 70%. There was no container activity during July 2018.

SJPC's marine terminals handled 25 ships in July 2018, for a total of 174 on the year; which is one less than the same period in 2017. We had 65 ship days (i.e. the number of days a ship is loading or unloading at its terminals) in July 2018. The number of ship days for the July YTD is 483 for the year. Ship days for the year are up by 22.

In June of 1968, the NJ Legislature created the South Jersey Port Corporation and established the seven county South Jersey Port District. The Board was appointed in January 1969. Staff and the marketing consultant are preparing a number promotional elements to celebrate the 50<sup>th</sup> Anniversary of the South Jersey Port Corporation; including a special 50 year logo.

*A motion was made to accept the Acting Executive Director's as presented.*

**Moved by:** S. Roberts  
**Seconded by:** R. DeAngelo  
**Voting for motion:** All  
**Voting against motion:** None

**RESOLUTION 2018-8-0052: 2017 AUDIT PRESENTATION AND CERTIFICATION**

Brent W. Lee & Company, LLC, prepared the 2017 Financial Audit Report. As required under Executive Order #122, our Board's Audit Committee has received and reviewed the 2017 Financial Audit Report with the auditor. Mr. Brent Lee also presented the audit to the Board on June 12, 2018 and July 31, 2018. He has issued an unmodified opinion for the 2017 Audit Report for fiscal year ending December 31, 2017 and reported SJPC had a good year. He thanked the Board and staff for their cooperation throughout the audit work.

The Board Audit Committee and Staff recommends acceptance of the 2017 Financial Audit and approval of the resolution certifying that each member of the SJPC Board of Directors has reviewed the audit report and specifically the sections entitled "General Comments" and Recommendations" resulting from such audit.

*A motion was made to adopt Resolution 2018-8-0052 to certify and accept the 2017 Audit Report as presented by Brent W. Lee & Company.*

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

**RESOLUTION 2018-8-0053: REQUEST FOR PROPOSALS FOR EMERGENCY LIGHTING PROJECT – AWARD OF PROJECT**

The Board of Directors' awarded the Emergency Lighting Project to Liberty Construction & Investment Group in the amount of \$153,170.00 at the April 24, 2018 Board meeting. Prior to issuing a notice to proceed, Liberty Construction was unable to provide the required performance bond. As such, staff and General Counsel concurred that a recommendation is in order to the Board to reject the proposal from Liberty Construction and award the project to the next lowest, responsive proposal. Any proposal that fails to conform to the essential requirements of the invitation for proposals shall be rejected. The bond is required prior to the issuing of a contract.

Staff and General Counsel reviewed the proposal from Facility Solutions Group and find that the proposal and all required documents, as well as the bond, are in order. The proposal from Facility Solutions Group is in the amount of \$156,397.94. This is only a difference of \$3,227.94 compared to the rejected proposal. Funding is available for this project. The project is related to the NJDCA agreement to make certain fire code improvements. Staff recommends the Board to reject the proposal from Liberty Construction and Investment Company and award the Emergency Lighting Project to Facility Solutions Group in the amount of \$156,397.94.

*A motion was made to adopt Resolution 2018-8-0053 to reject the proposal from Liberty Construction and Investment Company and award the project to Facility Solutions Group in the amount of \$156,397.94.*

**Moved by:** J. Maressa, Jr.  
**Seconded by:** R. DeAngelo

**Voting for motion:** All  
**Voting against motion:** None

**RESOLUTION 2018-8-0054: AUTHORIZATION TO RELEASE A REQUEST FOR PROPOSALS FOR MAINTENANCE DREDGING AT BALZANO AND BROADWAY TERMINALS**

Staff requested authorization to release a Request for Proposals for Maintenance Dredging for the Berths and Piers at the Balzano and Broadway Terminals. We are in receipt of the required NJDEP and U.S. Corp of Army Engineers Pier Maintenance and Dredging permits as processed by S.T. Hudson Engineers (Resolution 2017-7-0058).

Since the time of the last maintenance dredging activities, estimated at over 10 years, the need for maintenance dredging activity is a priority task. Funding is available for this project from the 2017 Bond. Hudson Engineers is preparing the specifications for the Request for Proposals. The RFP will not be released until a review of the RFP by General Counsel is concluded. Results of the RFP will be presented to the Board for consideration.

*A motion was made to adopt Resolution 2018-8-0054 authorizing staff to release the Request for Proposals for Maintenance Dredging at the Balzano and Broadway Terminals.*

**Moved by:** C. Styles  
**Seconded by:** R. DeAngelo

**Voting for motion:** All  
**Voting against motion:** None

**RESOLUTION 2018-8-0055: AUTHORIZATION TO REQUEST QUOTATIONS FROM PRE-QUALIFIED ENGINEERS FOR SERVICES FOR THE PIER 5 BROADWAY REFRIGERATION SYSTEM REPLACEMENT PROJECT**

Staff requested authorization to request quotations from pre-qualified engineering firms for professional services for the design and construction management for the replacement of the refrigeration systems for the existing warehouses totaling 195,120 sf at Pier 5 Broadway, to extend the useful life through the end of the lease with Camden Waterfront Development LLC. (Holt). Pre-qualified engineer firms may include in their quotation, a subcontractor who specializes in the type of refrigeration system necessary at Pier 5.

SJPC did have the systems evaluated at the time we repaired the refrigeration system for Transit Shed 1, which included a recommendation for a single system to support all three warehouses. Funding for this project is available through the 2017 Bond.



*A motion was made to adopt Resolution 2018-8-0055 to authorize staff to request quotations from pre-qualified engineering firms for design/construction management services for the Pier 5 Broadway Refrigeration System Replacement Project..*

**Moved by:** C. Bruner  
**Seconded by:** C. Styles

**Voting for motion:** All  
**Voting against motion:** None

**RESOLUTION 2018-8-0056: AUTHORIZATION TO REQUEST QUOTATIONS FROM PRE-QUALIFIED ENGINEERS TO SCOPE AND ESTIMATE THE DEMOLITION OF THE BROADWAY TERMINAL POWERHOUSE**

Staff requested Board authorization to request quotations from pre-qualified engineers to prepare a scope and cost estimate for the systematic demolition of the Powerhouse facility at the Broadway Terminal. The cost estimate would include the relocation of electrical systems, environmental mitigation, relocation of SJPC spaces and maintenance shop. The area where the Powerhouse exists is a prime location for potential tenant expansion and revenue generation for the SJPC.

*A motion was made to adopt Resolution 2018-8-0056 to authorize staff to request quotations from the pre-qualified engineering firms to prepare a scope and estimate for the demolition of the Broadway Terminal powerhouse.*

**Moved by:** S. Roberts  
**Seconded by:** J. Maressa, Jr.

**Voting for motion:** All  
**Voting against motion:** None

**RESOLUTION 2018-8-0057: APPROVAL OF LEASE EXTENSION FOR CAMDEN INTERNATIONAL COMMODITIES TERMINAL**

Camden International Commodities Terminal (CICT) has requested the addition of two 5 year extensions to the current lease for the H, F1 and F2 buildings, a total of 254,000 sq. ft., used for the purpose of the importation of cocoa beans. The current lease has a term through 2020 with a 5 year option that extends the term to 2025. The two additional options would extend the term to 2030 and 2035 respectively, and is being requested to satisfy requirements from their lending institutions.

CICT has requested that the rent increases for the additional options are limited to no more than 1.5% or CPI, whichever is less. It is SJPC's standard practice to apply CPI to lease rent.

*A motion was made to adopt Resolution 2018-8-0057 to approve the two 5 year options for the lease with Camden International Commodities Terminal with the full CPI adjustment to the rental rate.*

**Moved by:** J. Maressa, Jr.  
**Seconded by:** R. DeAngelo

**Voting for motion:** All  
**Voting against motion:** None

**RESOLUTION 2018-8-0058: AUTHORIZATION TO RELEASE A REQUEST FOR PROPOSALS FOR GRANT WRITING, MANAGEMENT AND ADMINISTRATIVE SERVICES**

Staff requested authorization to release a Request for Proposals for Grant Writing/Management & Administrative Services. There are grant opportunities that SJPC could investigate and/or pursue of the support of the SJPC facilities, programs and projects and our partners. This service will significantly enhance the SJPC's current ability to seek and manage grants.

*A motion was made to adopt Resolution 2018-8-0058 to authorize staff to release a Request for Proposals for Grant Writing, Management and Administrative Services.*

**Moved by:** J. Gershen  
**Seconded by:** R. DeAngelo

**Voting for motion:** All  
**Voting against motion:** None

**RESOLUTION 2018-8-0059: APPROVAL OF SISTER PORT AGREEMENT WITH THE NAMIBIAN PORTS AUTHORITY**

The consideration of the Sister Port Agreement with the Namibian Ports Authority was tabled.

**RESOLUTION 2018-8-0060: AWARD OF ENGINEERING/ARCHITECT SERVICES FOR THE RENOVATION OF P BUILDING**

Staff requested quotations from the Pre-Qualified Civil Engineering firms to provide for an interior design and facility renovation into an intended Boardroom/ Meeting room area compatible with ADA accessibility requirements of approximately 4,000 sq.' within the first floor of the existing Broadway Terminal "P-1" building. A scheduled Site Meeting was held on Thursday, July 26, 2018 at 10:00 a.m., with eight (8) Pre-Qualified Civil Engineering Firms in attendance.

Elements of the Proposal were to include and provide for all structural and environmental considerations; Fire and Building Code compliance; ADA accessibility for the intended area of the re-design; the installation of HVAC equipment; Lighting; upgraded bathrooms; windows; window treatments; wall and floor coverings; ceiling remediation(s); and the cabling installations for the convenience of electrical and A/V communications accessibility.

In addition to a comprehensive cost analysis, the quotations were also requested to provide for the provisions of Project Management, including the contractor Bid document preparation, selection process, permitting, and final approval of all construction requirements for the entire renovation.

Proposals were due Thursday, August 16<sup>th</sup>, 2018 @ 3:00 p.m., with three (3) Firms submitting proposals.

The Chairman discussed that in lieu of the renovation of the first floor office area, we should pursue quotes from the pre-qualified engineers to design, estimate cost and provide construction

management services for the installation of an elevator to service the existing, second floor board room.

*A motion was made to amend and adopt Resolution 2018-8-0060 to authorize staff to request quotes from the pre-qualified engineers to design and provide construction management services for the installation of an elevator to service the current, second floor board room.*

**Moved by:** J. Gershen  
**Seconded by:** R. DeAngelo

**Voting for motion:** All  
**Voting against motion:** None

**RESOLUTION 2018-8-0061: APPROVAL OF SUPPORT OF THE DELAWARE RIVER AND BAY PHYSICAL OCEANOGRAPHIC REAL-TIME SYSTEM (PORTS)**

Staff requested approval of the continued funding for the Delaware River and Bay National Oceanic Atmospheric Administration (NOAA) Physical Oceanographic Real Time (PORTS®) system in the amount of \$27,113.33. SJPC has provided the NJ funding share of the PORTS® since 2013. SJPC provided \$100,000 each year from 2013 – 2016. No funding was needed in 2017. Pennsylvania, Delaware and NJ share the cost to support this vital system.

PORTS® is a critical tool for vessel navigation, which affects both the safety of our tri-state waterway and the economic health of the commercial port. PORTS® is a decision support tool that improves the safety and efficiency of maritime commerce and coastal resource management through the integration of real-time environment observations, forecasts and other geospatial information.

Further, though initially installed to assist with safe navigation of commercial cargo ships, PORTS is also critical in the preparation for and response to natural and man-made disasters, environmental protection, recreational boating, and all manner and means of scientific research. PORTS is also vital for coastal resource protection, emergency preparedness and response for both natural and man-made disasters, as well as municipal and county waterway planning and the monitoring of municipal drinking water resources. Funding for this project is available from the Operating Fund.

*A motion was made to adopt Resolution 2018-8-0061 to approve the NJ share funding to support the Delaware River and Bay Physical Oceanographic Real-Time System (PORTS®) in the amount of 27,113.33.*

**Moved by:** J. Gershen  
**Seconded by:** R. DeAngelo

**Voting for motion:** All  
**Voting against motion:** None

**INFORMATION ITEMS:****MARKETING REPORT - PHOENIX STRATEGIES / ARTLIP COMMUNICATIONS**

Mr. Dennis Culnan, Jr. presented the Marketing Report. He updated the Board on development of the 50<sup>th</sup> Anniversary promotional items, creation of the 50<sup>th</sup> year logos, preparation of promotional materials and products, as well as an updated tradeshow exhibit for the 2018 Breakbulk Conference. He advised we are ready to complete the 2017 Annual Report once the audit has been accepted. The next Port-O-Call magazine is coming together. They also prepared a four page brochure on the Camden Port District economic impacts.

The report was received and filed.

**PORT SECURITY UPDATE**

Mr. Jay Jones, Deputy Executive Director / Facility Security Officer, presented the Security Update.

**33CFR105 FACILITY SECURITY PLAN:** SJPC is working on updates to the Facility Security Plan for the Balzano and Broadway Terminals. The completed FSP will be submitted to the U.S. Coast Guard for review and approval.

The report was received and filed.

**PAULSBORO MARINE TERMINAL PROJECT UPDATE**

Mr. Christopher Lawrence with CH2M presented the update on the Paulsboro Marine Terminal project.

**Paulsboro Marine Terminal Permitting**

Applications for US Army Corps and NJDEP permits for the wharf extensions have been submitted. Minor comments from NJDEP responded to. Corps is waiting for response from NOAA, expected in Early September. Once received, Corps has what they need to issue permit.

**Paulsboro Marine Terminal Phase II Wharf Construction (PMT-020)**

A Notice-to-proceed date of August 20 was issued to Commerce Construction on August 15. A kickoff meeting was held on August 22, 2018. Per SJPC Board request, a brief presentation summarizing the wharf project will be provided

**Paulsboro Marine Terminal Temporary Utilities Connections Project (PMT-018):**

PMT-018 substantially completed. Minor punch list items remain.

**Paulsboro Marine Terminal Sound Wall Project (PMT-019):**

Construction initiated for the Sound Wall Project. The Submittal Process, Site Clearing and Survey are currently underway, with Construction Field Work commencing week of 08/20. Construction completion is expected in January 2019.

**Paulsboro Marine Terminal Secure Entrance (PMT-021):**

Secure Entrance being rescoped and will be rebid.

**Change Order**

Wyndham Construction LLC Change Order #1 (PMT-018): Temporary Utility Connections

The Gloucester County Improvement Authority Board of Commissioners action at the 8/16/18 meeting - Change Order No. 1 to the regular contract with Wyndham Construction LLC for the Temporary Utility Connections PMT-018.

Lump Sum This Change Order	<b>\$67,180.10</b>
Original Contract Sum	<u>\$1,295,000.00</u>
New Contract Sum including this Change Order will be	<b>\$1,362,180.00</b>

Mr. Lawrence provided a PowerPoint presentation overview of the Phase II wharf construction program.

The report was received and filed.

**PUBLIC COMMENTS**

The Chairman asked if there were any public comments.

Hearing none, he asked for a motion to adjourn the regular session meeting and enter closed session.

*A motion was made to adjourn the Regular Open Meeting.*

<b>Moved by:</b>	<b>E. Martins</b>
<b>Seconded by:</b>	<b>C. Styles</b>
<b>Voting for motion:</b>	<b>All</b>
<b>Voting against motion:</b>	<b>None</b>

At 1:04 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 Regular Open Session of the Board of Director’s Meeting held Tuesday, August 28, 2018.

Jay Jones,  
Board Secretary

Following closed session, the Regular Session was reopened at 1:37 p.m.

The Chairman asked if there was any additional business for open session. Hearing none, he asked for motion to adjourn the meeting.

*A motion was made to adjourn the Regular Open Meeting.*

**Moved by:** R. DeAngelo  
**Seconded by:** S. Roberts

**Voting for motion:** All  
**Voting against motion:** None

At 1:37 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 Regular Open Session of the Board of Director's Meeting held Tuesday, August 28, 2018.

Jay Jones,  
Board Secretary