



SOUTH JERSEY PORT CORPORATION
OFFICIAL BOARD OF DIRECTORS MEETING MINUTES
BROADWAY TERMINAL
CAMDEN, NEW JERSEY
February 24, 2015
12:30 p.m.

Directors Present:	Craig Remington	Acting Chairman
	Chad Bruner	Director ☎
	Christopher Chianese	State Treas. Designee ☎
	Robert DeAngelo	Director
	Jonathan Gershen	Director ☎
	Joseph Maressa, Jr.	Director ☎
	Eric Martins	Director ☎
	Sheila Roberts	Director
Directors Absent:	Richard Alaimo	Chairman
	Carl Styles	Director
In Attendance:	Christopher Howard	Governor's Authorities Unit ☎
	Raymond Zane, Esq.	Gen. Counsel – Zane & Lozuke
	Kevin Castagnola	Executive Director & CEO
	Jay Jones	Dep. Exec. Dir. / Board Secretary
	Bruno Cellucci	Treasurer
	Hank D'Andrea	Facilities Engineer
	Dennis Culnan, Jr.	Marketing Consultant – PS&AC
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	Neil Grossman	Financial Advisor - GBA
	Darryl Eng	AECOM
	Phil Girandola	AECOM

☎- indicates teleconference
An attached sign-in list may contain other attendees.

The Acting 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 January 5, 2015 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 2015, indicating the time and place to the following newspapers:

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

In addition, the meeting was posted at the Port Corporation's 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 2015. The meeting schedule was also placed of the Port Corporation's website at www.southjerseyport.com.

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

[PRESENTATION OF REGULAR MEETING MINUTES - February 3, 2015](#)

The minutes for the South Jersey Port Corporation Board of Directors held on February 3, 2015 were presented for approval.

A motion was made to approve the February 3, 2015 Board of Directors Regular Meeting Minutes as presented.

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

[PRESENTATION OF CLOSED MEETING MINUTES – February 3, 2015](#)

The minutes for the South Jersey Port Corporation Board of Directors closed meeting session held on February 3, 2015 were presented for approval.

A motion was made to approve the February 3, 2015 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:	R. DeAngelo
Seconded by:	C. Bruner
Voting for motion:	All
Voting against motion:	None
Abstaining:	J. Gershen E. Martins

OPERATING BILLS

The Operating Unpaid Bill list for the period 1/15/2015 to 2/11/2015 was presented for approval.

A motion was made to adopt Resolution 2015-2-0017 for the approval of the Operating Unpaid Bill list for the period 1/15/2015 to 2/11/2015.

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

Voting for motion: All
Voting against motion: None

ADVANCE PAYMENT LIST

The Advance Payment Bill List for the period 1/15/2015 to 2/11/2015 was presented for approval.

A motion was made to adopt Resolution 2015-2-0018 for the approval of the Advance Payment Bills for the period 1/15/2015 to 2/11/2015.

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

Voting for motion: All
Voting against motion: None

CREDIT LIST

The Credit List for the period ending February 24, 2015, containing three (3) credits for a total amount of \$24,692.99 was presented for approval.

A motion was made to adopt Resolution 2015-2-0019 for the approval of the Credit List for the period ending February 24, 2015 in the amount of \$24,692.99.

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

Voting for motion: All
Voting against motion: None

CONSTRUCTION FUND REQUISITIONS

Staff presented two (2) construction fund requisitions for the period ending February 24, 2015 in the amount of \$112,728.03.

A motion was made to adopt Resolution 2015-2-0020 for the approval of the Construction Fund Requisitions totaling \$112,728.03 as presented.

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

Voting for motion: All
Voting against motion: None

TREASURER'S REPORT

The Treasurer, Mr. Bruno Cellucci, presented the Treasurer's Report. He presented reports for the period ending January 31, 2015. He reported that the net income before interest, depreciation and amortization totaling \$813,219 versus the budgeted amount of \$240,207. This is a deviation of \$573,013 better than budget. Staff noted that an invoice is sent to Holcim the first month of each year for any shortfall on the tonnage guarantee. There business was below the guarantee level and they were billed accordingly. The interest on investments and the accounts receivables reports were also presented.

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

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

Voting for motion: All
Voting against motion: None

COUNSEL'S REPORT

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

EXECUTIVE DIRECTOR'S REPORT

The Executive Director reported on port activity for the first month of 2015 which resulted in 191,420 s/tons of total cargo; an increase of 31% compared to January 2014. Import steel products remain the leading commodity accounting for 134,183 s/tons for the month. We handled 4 more ships in January than last year's period for a total of 13 and we had 57 ship days during the month. The winter weather has provided a few challenges, but nothing that has significantly impacted operations.

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

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

Voting for motion: All
Voting against motion: None

INFORMATION ITEMS:

MARKETING REPORT - PHOENIX STRATEGIES / ARTLIP COMMUNICATIONS

Mr. Dennis Culnan presented the Marketing Report. He discussed the development of the next edition of the Port-O-Call magazine, ongoing print media advertising and marketing brochure updates.

Mr. Jay Jones added that the new website development is about 40% completed with Stokes Creative Group. A working development site is expected to be up within the week.

The report was received and filed.

PORT SECURITY UPDATE

Mr. Jay Jones, Deputy Executive Director and Facility Security Officer presented the Port Security Update report.

U.S. DEPARTMENT OF HOMELAND SECURITY – REGIONAL RESILIENCY ASSESSMENT OF THE DELAWARE RIVER PORTS (RRAP): As reported, SJPC will be participating in a Regional Resiliency Assessment of the Delaware River Ports conducted by the U.S. Department of Homeland Security, National Protection and Programs Directorate, Office of Infrastructure Protection and in cooperation with the NJ Office of Homeland Security and Preparedness.

The U.S. Department of Homeland Security, Office of Infrastructure Protection, held a kick-off meeting on Tuesday, February 10, 2015 at the DRPA Ben Franklin Bridge Ops office. SJPC hosted a tour of the Balzano and Broadway Terminals on Thursday, February 12, 2015 for the DHS and NJOSHP teams.

The program has three phases – 1) data collection, 2) analysis and 3) implementation over a three year period. DHS will assess physical and cyber security infrastructure. They will begin collecting data, site surveys and interviews with SJPC and selected tenants/port partners in March. During the program, DHS has extended to SJPC a number of tools including training, facility infrastructure assessment and cyber security assessment programs at no cost to SJPC. The report and assessments through the RRAP programs remain confidential and are not subjected to FOIA/OPRA.

U.S. COAST GUARD SECTOR DELAWARE BAY AREA MARITIME SECURITY COMMITTEE MEETING: Mr. Jones attended the JOINT AREA COMMITTEE and AMSC MAIN MEETING at ExxonMobil in Paulsboro, NJ on Wednesday, February 11, 2015.

Included in the agenda were presentations on:

- Overview of the National Response Center
- U.S. Customs & Border Protection Vessel Security Measures
- USCG Sector Boston – Lessons Learned from MARSEC II (Boston Marathon Bombing)
- Boston Harbor Cruises – Operating in a Higher MARSEC Level
- Frontier Sentinel 2014 & Ebola Exercises – Lessons Learned
- Bakken Crude Train Fire Response – Lac-Magantic, Quebec
- DHS Regional Resiliency Assessment Program
- Chemical Facility Anti-Terrorism Standards – Improving Chemical Facility Safety & Security

The report was received and filed.

PAULSBORO MARINE TERMINAL PROJECT UPDATE

The Monthly Project Report for January 2015 was presented. Mr. Daryl Eng with AECOM provided additional updates to the Paulsboro Marine Terminal project and provided a slide show of photos highlighting the current construction activities. The Executive Director commented that they have submitted a request to NJDEP to extend the moratorium on waterway construction due to fish spawning from March 1st to March 15th to allow Weeks Marine to get additional piles installed. Construction is permitted to restart on July 1, 2015.

The report was received and filed.

PUBLIC COMMENTS

The Acting 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.

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

At 12:50 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, February 24, 2015.

Jay Jones, Board Secretary

At 12:59 p.m. the regular open session was reopened following Executive (closed) session.

The Acting Chairman asked if there were any additional business. Hearing none, he asked for a motion to adjourn the regular session meeting.

A motion was made to adjourn the Regular Open Meeting.

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

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, February 24, 2015.

Jay Jones, Board Secretary