



**SOUTH JERSEY PORT CORPORATION**  
**OFFICIAL BOARD OF DIRECTORS MEETING MINUTES**  
**BROADWAY TERMINAL**  
**CAMDEN, NEW JERSEY**  
**September 25, 2018**  
**12:30 p.m.**

<b>Directors Present:</b>	Richard Alaimo	Chairman
	Chad Bruner	Director ☎
	Christopher Chianese	State Treas. Designee ☎
	Robert DeAngelo	Director
	Jonathan Gershen	Director ☎
	Joseph Maressa, Jr.	Director ☎
	Sheila Roberts	Director
	Carl Styles	Director ☎
<b>Directors Absent:</b>	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	Marketing Consultant – PS&AC
	Linda Weinstein	Marketing Consultant – PS&AC
	Christopher Lawrence	CH2M/Jacobs
	Daniel Bontempo	Stantec
	John Linden	Insurance Broker - Conner Strong
	Steve Bell	Local 1040
	Paul Bremen	Holt
	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.](#)

**RESOLUTION 2018-9-0054: APPROVAL OF INSURANCE RENEWAL FOR WORKERS' COMPENSATION & EMPLOYER'S LIABILITY**

Mr. John Linden with Conner Strong & Buckelew presented the renewal recommendation for the Workers' Compensation & Employer's Liability policy. South Jersey Port Corporation's (SJPC) Workers' Compensation & Employer's Liability policy renews November 4, 2018. The incumbent carrier, New Jersey Manufacturers Insurance Company (NJM), has quoted a renewal cost, excluding any upfront dividend, of \$622,698, (subject to audit). Although there is an increase in the overall estimated payroll of approximately 1.9% and an increase in SJPC's Experience Modification Factor from .987 to 1.133, the renewal cost decreased this year over last year primarily due to a decrease in the New Jersey Workers Compensation Classification Rates as issued by the New Jersey Compensation Rating & Inspection Bureau. As NJM does not provide commission to brokers, this figure does not include Conner Strong & Buckelew's Service Fee of \$29,403, reflecting the standard commission amount that would be received in the marketplace for placement of this policy on behalf of South Jersey Port Corporation.

The NJM option does again include a potential dividend return of up to 15% of the total audited premium, excluding state surcharges. Typically a dividend is paid out upon completion of a policy audit and is never guaranteed as dividends are subject to declaration by an insurance company's Board of Directors. As a show of continued good faith, NJM has again agreed to provide 10% (\$58,398) of the overall potential 15% dividend upfront by lowering the premium installment payments made by SJPC. Additional details are provided in our proposal.

Upon factoring the policy cost of \$622,698, Conner Strong & Buckelew's Service Fee of \$29,403 and up front Dividend of 10% (\$58,398), the NJM Renewal Cost is \$593,703. This figure represents a decrease of \$1,369 compared to last year's cost of \$595,072. Conner Strong & Buckelew, SJPC's Insurance Broker, performed an extensive marketing effort on behalf of the Port last year which resulted in savings of \$179,220. As a result of prior efforts, combined with a favorable NJM renewal option and a positive relationship between NJM's Claims Team and SJPC, Conner Strong & Buckelew recommends that SJPC renew with New Jersey Manufacturers Insurance Company at an estimated annual renewal cost of \$593,703.

*A motion was made to adopt Resolution 2018-9-0054 to approve the Workers' Compensation & Employer's Liability Policy renewal policy with New Jersey Manufacturers Insurance Company at a cost of \$593,703, effective November 4, 2018 through November 4, 2019.*

**Moved by:** J. Maressa, Jr.  
**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 highlighted items from the report that included the preparation for the Port-O-Call magazine, the 2017 Annual Report and other collateral materials to market and promote the Port Corporation. Mr. Jones added they are assisting with the 50<sup>th</sup> Anniversary program that includes promotional items and an enhanced history of the highlights over the past 50 years. A commemoration pin was distributed and is made available at meetings and tradeshows the SJPC will participate in to the general public.

The report was received and filed.

**PORT SECURITY UPDATE**

Mr. Jay Jones, Deputy Executive Director / Facility Security Officer, presented the Security Update. He discussed the recent USCG AMSC meeting and the continued vigilance to enhance cyber security.

Mr. Jones also reported the SJPC hosted the September meeting of the Camden Corporate Watch. During the meeting, he presented on an overview of the Port Corporation and discussed the recent changes to the TWIC card.

**PAULSBORO MARINE TERMINAL PROJECT UPDATE**

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

**Paulsboro Marine Terminal Permitting**

US Army Corps permit has been received. NJDEP permit could not be issued until Federal permit was received and is expected imminently. Pile driving expected to commence late October.

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

PMT-018 is substantially completed. Minor punch list items remain (specifically bollards).

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

Construction initiated for the Sound Wall Project.

- Surveying and layout of post locations in process.
- BP fence scope is complete for relocation, electrical connections for rolling gate to be complete by October 1.
- Berm for driveway closure to commence week of September 17.
- Caisson and reinforcing cages installation to commence week of September 17.
- Concrete pour of post foundations in October.
- Sound precast panels in production expected delivery of first shipment late October.

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

Temporary facility deliveries scheduled for week of September 17. Submittals in process for piles, pile coating, pile equipment and pile certification. Mobilization of barges and cranes schedule for week of October 7. Expect first delivery of pile materials on site with pile driving to commence the week of October 22.

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

Secure Entrance Project is being rescoped. The Bid Documents for the construction of a new secure turnstile entrance will be posted the week of October 8. The planned bid due date is November 9.

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>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>

At 12:44 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, September 25, 2018.

Jay Jones,  
Board Secretary

Following closed session, the Regular Session was reopened at 12:56 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 12:57 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, September 25, 2018.

Jay Jones,  
Board Secretary