



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

<b>Directors Present:</b>	Richard Alaimo	Chairman
	Chad Bruner	Director ☎
	Christopher Chianese	State Treas. Designee
	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
	John Linden	Insurance Broker - CSB
	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
	Paul Breeman	Holt Logistics

**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; June 26, 2018; September 25, 2018; and October 9, 2018](#)**

The minutes for the South Jersey Port Corporation Board of Directors meetings held April 24, 2018; June 26, 2018; September 25, 2018; and October 9, 2018 were presented for approval.

*A motion was made to approve the April 24, 2018; June 26, 2018; September 25, 2018; and October 9, 2018 Board of Directors Open Session Meeting Minutes as presented.*

<b>Moved by:</b>	<b>J. Maressa, Jr.</b>
<b>Seconded by:</b>	<b>C. Chianese</b>
<b>Voting for motion:</b>	<b>All</b>
<b>Voting against motion:</b>	<b>None</b>
<b>Abstaining on April 24<sup>th</sup> minutes:</b>	<b>R. DeAngelo</b>
<b>Abstaining on June 26<sup>th</sup> minutes:</b>	<b>C. Bruner</b>
	<b>E. Martins</b>
<b>Abstaining on September 25<sup>th</sup> minutes:</b>	<b>E. Martins</b>
<b>Abstaining on October 9<sup>th</sup> minutes:</b>	<b>S. Roberts</b>

**[PRESENTATION OF CLOSED MEETING MINUTES – April 24, 2018 and September 25, 2018](#)**

The minutes for the South Jersey Port Corporation Board of Directors closed meeting sessions held on April 24, 2018 and September 25, 2018 were presented for approval.

*A motion was made to approve the April 24, 2018 and the September 25, 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>J. Maressa, Jr.</b>
<b>Seconded by:</b>	<b>C. Chianese</b>
<b>Voting for motion:</b>	<b>All</b>
<b>Voting against motion:</b>	<b>None</b>
<b>Abstaining on April 24<sup>th</sup> minutes:</b>	<b>R. DeAngelo</b>
<b>Abstaining on September 25<sup>th</sup> minutes:</b>	<b>E. Martins</b>

**OPERATING BILLS**

The Operating Unpaid Bill list for the period 9/13/18 – 10/15/18 were presented for approval.

*A motion was made to adopt Resolution 2018-10-0048 for the approval of the Operating Unpaid Bill list for the period 9/13/2018 – 10/15/2018.*

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

**ADVANCE PAYMENT LIST**

The Advance Payment Bill List for the period 6/16/18 – 10/15/2018 were presented for approval.

*A motion was made to adopt Resolution 2018-10-0049 for the approval of the Advance Payment Bills for the period 6/16/2018 – 10/15/2018.*

**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 \$26.40 and the for the period ending October 30, 2018, containing two (2) credits in the amount of \$9,825.82 were presented for approval.

*A motion was made to adopt Resolution 2018-10-0050 for the approval of the Credit List for the period ended July 31, 2018 in the amount of \$26.40 and the for the period ending October 30, 2018, containing two (2) credits in the amount of \$9,825.82.*

**Moved by:** R. DeAngelo  
**Seconded by:** C. Chianese  
**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 2018-10-0051 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:** S. Roberts

**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 2018-10-0052 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:** R. DeAngelo

**Seconded by:** S. Roberts

**Voting for motion:** All

**Voting against motion:** None

**CONSTRUCTION FUND REQUISITIONS**

Staff presented twenty-two (22) unpaid construction fund requisitions in the amount of \$51,969,897.07 and fifteen (15) advance construction fund requisitions in the amount of \$6,379,542.05.

*A motion was made to adopt Resolution 2018-8-0051 for the approval Construction Fund Requisitions presented for the periods ending July 31, 2018; August 28, 2018; September 25, 2018; October 30, 2018 as presented.*

**Moved by:** C. Styles  
**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 September 30, 2018. For September 2018, the net income before interest, depreciation and amortization is \$244,307 versus the budgeted amount of \$208,415 for the month. This is a deviation of 35,891 better than budget. For the year to date through September 2018, net income before interest, depreciation and amortization is \$3,358,276; which is \$1,482,538 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.*

**Moved by:** C. Chianese  
**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 Acting Executive Director for the South Jersey Port Corporation reports cargo tonnage for the year-to-date period September 2018 was 3,382,013 s/tons; a 2% change compared to YTD September 2017. SJPC's facilities handled 351,924 s/tons during September 2018. This is an improvement of 21% compared to September 2017.

Breakbulk tonnage activity for September 2018 totaled 179,422 s/tons; a change of 14% compared to September 2017. September YTD 2018 tonnage is 1,663,629 s/tons; a change of --13% compared to 2017. The impacts of the Section 232 federal Steel and Aluminum tariffs continue to reduce imports of steel through the SJPC terminals. All terminals combined handled a total 157,422 s/tons of import steel during September 2018. Import steel at the Paulsboro terminal (PMT) accounted for 86,393 s/tons of the total for the month of September compared to 119,288 s/tons in September 2017. PMT is -15% for cargo tonnage through YTD September 2018. We handled 22,535 of import wood products during the month.

Bulk activity for September 2018 reached 171,966 s/tons; a change of 29% compared to September 2017. Total bulk tonnage for the year to date reached 1,718,384 s/tons. This is a change of 22% compared to the same period in 2017. Export recycled metals with CIM/EMR was down -49% for the month compared 2017 and is 5% ahead of YTD through September compared with 2017. We handled 63,171 s/tons of import cement for Lehigh Hanson. Comparatively, there was no activity September 2017. The year-to-date activity is up 27% Export Grancem® up 89% for September 2018 and 27% for the YTD September 2018 comparatively to 2017. U.S. Concrete at Salem has handled 339,799 s/tons of export sand September YTD 2018. Activity at Salem is up 60%.

SJPC's marine terminals handled 24 ships in September 2018; three more than the same period last year. Total ships for 2018 through September is 226 on the year; which is eight more than the same period in 2017. We had 60 ship days (i.e. the number of days a ship is loading or unloading at its terminals) in September 2018. The number of ship days for the September YTD is 604 for the year. Ship days for the year are up by 7%.

On Monday, October 29, 2018, the Acting Executive Director participated in a meeting with the new Fifth District Commander, RADM Keith Smith. This was an opportunity for the Delaware Bay and River community to meet the new District Commander and discuss topics of interests to the local maritime community. Rear Admiral Smith assumed command of the Fifth Coast Guard District in August 2018. In this capacity, he has the overall responsibility for the full range of Coast Guard maritime safety and security missions carried out in the Mid-Atlantic region from central New Jersey through North Carolina.

SJPC participated and supported the 13<sup>th</sup> Annual South Jersey Economic Development Summit on Thursday, October 23, 2018. The event featured notable development and growth in Burlington, Camden, Gloucester and Salem counties.

The Acting Executive Director completed the Certified Port Executive program in September, hosted in Port Newark. The five day course is a professional education program related to the transport system and the operations of ports, vessels and marine terminals.

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

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

**RESOLUTION 2018-10-0056: 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 2018-10-0056 to certify and accept the 2017 Audit Report as presented by Brent W. Lee & Company.*

<b>Moved by:</b>	<b>J. Gershen</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>

**RESOLUTION 2018-10-0057: 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. The technical specs and the drawings for the project were prepared by S.T. Hudson Engineers. 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.*

<b>Moved by:</b>	<b>C. Bruner</b>
<b>Seconded by:</b>	<b>J. Gershen</b>
<b>Voting for motion:</b>	<b>All</b>
<b>Voting against motion:</b>	<b>None</b>

**RESOLUTION 2018-10-0058: 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 2018-10-0058 to approve the two 5 year options for the lease with Camden International Commodities Terminal with the full CPI adjustment to the rental rate.*

<b>Moved by:</b>	<b>R. DeAngelo</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>

**RESOLUTION 2018-10-0059: 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 2018-10-0059 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

**RESOLUTION 2018-10-0060: APPROVAL OF RENEWAL OF LETTER OF INTENT WITH NFI REAL ESTATE, LLC. FOR 1535 BROADWAY PROPERTY**

The SJPC Board approved a Letter of Intent (LOI) with NFI Real Estate, LLC. (NFIRE) regarding a potential lease for property at 1535 Broadway in Closed Session at the January 2017 Board meeting. NFIRE has requested to renew the Letter of Intent for a potential lease of 1535 Broadway property (8 acres). The LOI renewal is for six (6) months commencing upon execution of the LOI with two 3-month extensions.

*A motion was made to adopt Resolution 2018-10-0060 to approve the renewal of a Letter of Intent with NFI Real Estate, LLC. for a potential lease of 1535 Broadway property.*

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

**Voting for motion:** All  
**Voting against motion:** None  
**Abstaining:** J. Maressa, Jr.

**RESOLUTION 2018-10-0061: APPROVAL OF RENEWAL FOR PRIMARY PROPERTY, EXCESS PROPERTY, CRIME, NETWORK PRIVACY & SECURITY LIABILITY, & STORAGE TANK POLLUTION LEGAL LIABILITY POLICIES**

Mr. John Linden, with Conner Strong Buckelew, presented recommendations to renew the Port Corporation's Primary Property (Including Equipment Breakdown), Excess Property, Crime, Network Privacy & Security Liability, and Storage Tank Pollution Legal Liability policies on 12/15/2018.

**Primary Property (Including Equipment Breakdown) & Excess Property:** The Port's current insurance carrier for the Primary Property is Underwriters at Lloyds London (Lloyds) with a loss limit of \$25,000,000. For the Excess Property, RSUI Indemnity Company provides a limit of \$30,000,000, which is excess of the Underwriters at Lloyds London (Lloyds) \$25,000,000 limit. Additionally, Underwriters at Lloyds London (Lloyds) also writes a standalone policy covering Property losses resulting from an act of Terrorism with a \$55,000,000 loss limit. The total expiring bound premium on 12/15/2017 was \$783,988, inclusive of New Jersey surcharges, for the Primary and Excess Property policies as well as the standalone Terrorism policy.

The Primary Property (including Equipment Breakdown) renewal quote from Underwriters at Lloyds London (Lloyds) for the 12/15/2018-2019 policy term is \$696,000, based on

\$249,064,562 of total values. Note that there will not be any New Jersey surcharges at renewal as Underwriters at Lloyds London (Lloyds) is a non-admitted insurance company in the State of New Jersey (AM Best Rating A; XV). The Excess Property renewal quote from RSUI Indemnity Company for the 12/15/2018-2019 policy term is \$86,712, including New Jersey surcharges, based on \$249,064,562 of total values. We have also obtained an option for increased limits through RSUI Indemnity, as described in our proposal. The standalone Terrorism renewal quote from Underwriters at Lloyds London (Lloyds) is \$10,500. Similar to the Property policy, there will not be any New Jersey surcharges at renewal as Underwriters at Lloyds London (Lloyds) is a non-admitted insurance company in the State of New Jersey (AM Best Rating A; XV).

The total renewal premium for all three of these policies is \$793,212 with coverages, terms and conditions as described in our proposal. While this represents an overall increase of 0.31% (\$2,432) over the adjusted expiring pricing, it is important to note the expectation set forth by the carriers going into this renewal was for a 5-10% rate increase due to the increasingly changing marketplace made by the impact of multiple hurricanes and weather events in 2017 as well as Hurricanes Florence and Michael in 2018. We also pursued quotes from thirty seven (37) other markets on your behalf, and the results of our marketing effort are included in our proposal. After consultation with SJPC's staff, Conner Strong & Buckelew recommends that South Jersey Port Corporation place the primary \$25,000,000 limit policy with Underwriters at Lloyds London (Lloyds), the excess \$30,000,000 limit policy with RSUI Indemnity Company, and the standalone Terrorism policy with Underwriters at Lloyds London (Lloyds) for a total annual renewal cost of \$793,212.

**Crime:** The Port's current insurance carrier is National Union Fire Insurance Company of Pittsburgh, PA (AIG) and their policy provides a \$500,000 limit with a \$10,000 deductible. The expiring premium is \$8,938, including New Jersey surcharges. The National Union Fire Insurance Company of Pittsburgh, PA renewal quote for the 12/15/2018-2019 policy term is \$8,948, including New Jersey surcharges. TRIA is not available under a Commercial Crime Policy. We also pursued quotes from other markets on your behalf, and the results of our marketing effort are included in our proposal. After consultation with SJPC's staff, Conner Strong & Buckelew recommends that South Jersey Port Corporation renew with National Union Fire Insurance Company of Pittsburgh, PA.

**Privacy & Security / Cyber Liability:** The Port's current insurance carrier is ACE American Insurance Company (Chubb) and their policy provides a \$1,000,000 Privacy Liability limit subject to a \$25,000 Each Claim Retention and a separate \$500,000 Data Breach limit (notification and credit monitoring expenses) if using a provider from ACE's Cyber Incident Response Team. The expiring premium is \$8,851, inclusive of TRIA and New Jersey surcharges. ACE American Insurance Company's renewal quote for the 12/15/2018-2019 policy term is \$8,267, including TRIA and New Jersey surcharges. This represents a 7% (\$584) decrease against expiring pricing. Additional limits are available through ACE American Insurance Company for additional premiums as detailed in our proposal. We also pursued quotes from other markets on your behalf, and the results of our marketing effort are included in our proposal. After consultation with SJPC's staff, Conner Strong & Buckelew recommends that South Jersey Port Corporation renew with ACE American Insurance Company.

**Storage Tank Pollution Legal Liability:** The Port's current insurance carrier is ACE American Insurance Company (Chubb) and their policy provides a \$1,000,000 per Storage Tank Incident

Limit / \$6,000,000 Total Policy Aggregate Limit subject to a \$5,000 deductible per Storage Tank incident (4 aboveground storage tanks). The expiring premium is \$3,264, including TRIA and New Jersey surcharges. ACE American Insurance Company's renewal quote for the 12/15/2018-2019 policy term is \$2,604, including TRIA and New Jersey surcharges. This represents a 20% (\$660) decrease against expiring pricing. After consultation with SJPC's staff, Conner Strong & Buckelew recommends that South Jersey Port Corporation renew with ACE American Insurance Company.

*A motion was made to adopt Resolution 2018-10-0061 to approve the recommendations to renew the Port Corporation's Primary Property (Including Equipment Breakdown), Excess Property, Crime, Network Privacy & Security Liability, and Storage Tank Pollution Legal Liability policies on 12/15/2018 as presented by the SJPC's Insurance Broker.*

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

### 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 and promotional materials and products. He advised we are ready to complete the 2017 Annual Report now that the Board has accepted the audit. The next Port-O-Call magazine is coming together and will feature the SJPC's 50<sup>th</sup> year anniversary.

The Board discussed planning an event to celebrate the anniversary. Staff and the Marketing Consultant advised they were beginning to develop an event for January 2019 which would correlate with the 50<sup>th</sup> year when the first Board was appointed.

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

**Paulsboro Marine Terminal Permitting:**

NJDEP and USACE Permits have been received and in-water work has commenced.

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

Substantially complete – minor punch list items remain (specifically bollards)

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

- All caissons are drilled, stone has been placed, rebar cages set, and all post foundations have been poured to the construction joint.
- First shipments of precast concrete posts were delivered last week;

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

- Pile deliveries started mid/late-October, and will continue.
- Commerce set pile template assemblies.
- Pile driving commenced on 10/22, including PDA testing, along Rows J and K; piles vibrated down and then impact driven.

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

Project is rescoped. The Bid Documents for the construction of a new secure turnstile entrance will be posted next week. Planned Bid Due Date is November 16.

The report was received and filed.

**E.O. 122 –AUDIT COMMITTEE – RFP FOR AUDITING SERVICES**

The auditing contract to conduct the 2013 – 2017 audit reports is concluded. Pursuant to Executive Order #122, the Board Audit Committee shall direct the Evaluation (Review) Committee, draft a request for proposal (RFP) for auditing services, solicit responses to such RFP, accept and evaluate proposals, and provide a final written report to the Audit Committee. The Audit Committee shall make a recommendation to the Board for award of an audit contract. As such, the Request for Proposals for Auditing Services has been prepared and will be released.

**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.*

**Moved by:** S. Roberts

**Seconded by:** C. Styles

**Voting for motion:** All

**Voting against motion:** None

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, October 30, 2018.

Jay Jones,  
Board Secretary

Following closed session, the Regular Session was reopened at 1:18 p.m.

**RESOLUTION 2018-10-0062: APPROVAL OF RECOMMENDATION TO SETTLE ACCOUNTS RECEIVABLE DISPUTE WITH RE TRANS**

A recommendation was presented to consider a settlement on a collection from RE Trans for SJPC port services provided to this company in the amount of \$10,000. It was also discussed to not provide this company any services in the future.

*A motion was made to adopt Resolution 2018-10-0062 to approve a settlement with RE Trans Company in the amount of \$10,000.*

<b>Moved by:</b>	<b>R. DeAngelo</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>

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.*

<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 1:20 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, October 30, 2018.

Jay Jones,  
Board Secretary