



**SOUTH JERSEY PORT CORPORATION**  
**OFFICIAL BOARD OF DIRECTORS MEETING MINUTES**  
**TELECONFERENCE**  
**CAMDEN, NEW JERSEY**  
**July 28, 2020**  
**12:30 p.m.**

**Directors Present:**

Richard Alaimo	Chairman ☎
Chad Bruner	Director ☎
Robert Tighue	State Treasurer Designee ☎
Robert DeAngelo	Director ☎
Joseph Maressa	Director ☎
Sheila Roberts	Director ☎
Carl Styles	Director ☎
William Higgins	Director ☎
Jonathan Gershen	Director ☎

**Directors Absent:**

Eric Martins	Director ☎
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**In Attendance:**

Craig Ambrose	Governor's Authorities Unit ☎
Raymond Zane, Esq.	General Counsel– Zane & Assoc. ☎
Andrew Saporito	Executive Director & CEO
Bruno Cellucci	AssistantED/CFO/ActingBoardSec
Brendan Dugan	AssistantED/Business Development
Jonathan Atwood	Chief of Staff & External Affairs
Neil Grossman	GB Associates – FA ☎
Chuck O'Leary	Security Manager/FSO ☎
George Englehardt	Facilities Engineer ☎
Dennis Culnan, Jr.	Phoenix Strategies ☎
Stephen Galati	Mattioni, Ltd. ☎
Dan Bontempo	Stantec ☎
Mario Christina	GCIA ☎
Brent Lee	Brent W. Lee & Co., LLC ☎

**The Acting Board Secretary 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 10, 2020, 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 2020, indicating the time and place to the County Clerks within the seven counties of the Port District and the Secretary of State. A legal notice was sent 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 2020. 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 – June 16, 2020**

The minutes for the South Jersey Port Corporation Board of Directors regular session meeting held on June 16, 2020 were presented for approval.

*A motion was made to approve the June 16, 2020 Board of Directors Regular Open Session Meeting Minutes as presented.*

<b>Moved by:</b>	<b>J. Maressa</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>
<b>Abstaining:</b>	<b>None</b>

#### **PRESENTATION OF CLOSED MEETING MINUTES – June 16, 2020**

The minutes for the South Jersey Port Corporation Board of Directors closed session meeting held on June 16, 2020 were presented for approval.

*A motion was made to approve the June 16, 2020 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</b>
<b>Seconded by:</b>	<b>R. DeAngelo</b>

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

#### **PRESENTATION OF REGULAR MEETING MINUTES – July 8, 2020**

The minutes for the South Jersey Port Corporation Board of Directors regular session meeting held on July 8, 2020 were presented for approval.

*A motion was made to approve the July 8, 2020 Board of Directors Special Teleconference Regular Open Session Meeting Minutes as presented.*

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

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

#### **PRESENTATION OF CLOSED MEETING MINUTES – July 8, 2020**

The minutes for the South Jersey Port Corporation Board of Directors closed session meeting held on July 8, 2020 were presented for approval.

*A motion was made to approve the July 8, 2020 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:** J. Maressa  
**Seconded by:** R. DeAngelo

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

#### **OPERATING BILLS**

The Operating Unpaid Bill list for the period 5/29/2020 -7/15/2020 was presented for approval.

*A motion was made to adopt Resolution 2020-07-0054 for the approval of the Operating Unpaid Bill list for the period 5/29/2020 –7/15/2020.*

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

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

**ADVANCE PAYMENT LIST**

The Advance Payment Bill List for the period 5/29/2020 – 7/15/2020 was presented for approval.

*A motion was made to adopt Resolution 2020-07-0055 for the approval of the Advance Payment Bills for the period 5/29/2020 – 7/15/2020.*

**Moved by:** C. Styles  
**Seconded by:** J. Maressa

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

**CREDIT LIST**

The Credit List for the period ending July 28, 2020 was presented. The list provides for four (4) credits in the total amount of \$3899.76

*A motion was made to adopt Resolution 2020-07-0056 for the approval of the Credit List for the period ending July 28, 2020.*

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

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

**CHANGE ORDERS**

There are no Change Orders for the month of June.

**CONSTRUCTION FUND REQUISITIONS**

Staff presented nine (9) unpaid construction fund requisitions in the amount of \$684,612.41.

*A motion was made to adopt Resolution 2020-07-0057 for the approval of Construction Fund Requisitions for the period ending July 28, 2020 as presented.*

**Moved by:** R. DeAngelo  
**Seconded by:** W. Higgins

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

**TREASURER'S REPORT**

The Assistant Executive Director / CFO presented the Treasurer's Report for the period ending June 30, 2020. Net loss from operations before interest, depreciation and amortization for the month of June 2020 is \$224,905.00, versus the budget for the same period of \$176,466.62. Year to date net income from operations before interest, depreciation and amortization compared to the actual budget is higher by \$212,322.00 compared to our YTD budget figure of \$1,058,799.72. Income on investments for the month of June 2020 is \$49,347.63 and the YTD total is \$507,808.98. The accounts receivable aging reports, which include tenant and trade customers, were attached for review.

**COUNSEL'S REPORT**

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

**EXECUTIVE DIRECTOR'S REPORT**

The Executive Director and CEO for the South Jersey Port Corporation reported total tonnage for June 2020 was 184,835 short tons which represents a 57.8% decrease compared to June 2019. Year to date tonnage through June totaled 1,726,407 short tons, a 24.2% decrease compared to the same period in 2019. Steel overall is down 36%. Overall breakbulk cargo is down 61%. Cocoa beans and wood products both continue to be positive. Recycled metals are 4.4% ahead of 2019 YTD. Imported cement YTD decreased 27.8% compared to 2019.

All SJPC terminals handled 15 ships in June 2020, down from 21 ships in April 2019. On a YTD basis, the Port handled 107 ships, compared to 132 YTD 2019.

The Executive Director also provided an economic context summary to the Board with plans to provide this summary on a monthly basis. All ports are experiencing the same impacts from COVID-19.

The Executive Director also updated the Board on the below topics as well:

**NJ Wind Port** – SJPC staff have begun a dialog with staff from NJEDA to discuss the proposed new Wind Port at Lower Alloways Creek. We had our first kickoff meeting on July 22, 2020 to discuss the port, the phased construction schedule and thoughts on how to operate the berth and associated upland storage area. Discussions will be ongoing as the planning process evolves.

**Industry Call with Commissioner Carl W. Bentzel , Federal Maritime Commission** – On Thursday July 16, I participated on a call with FMC Commissioner Bentzel to discuss business activity on the Delaware River and the impact that the COVID – 19 virus has had on shipping and terminal operations. During the call representatives from the Maritime Exchange stressed the need for federal assistance to offset expenses being incurred by essential port operations.

**NJ Alliance for Action Camden Works Presentation** - On June 29, I participated in the NJ Alliance for Action virtual event Camden Rising and discussed the importance of the SJPC's operations in Camden and provided an overview of some our recent initiatives.

**COVID 19 Update** – We continue our procedures and protocols to maintain our terminals in a safe condition for our employees and customers. We have submitted a grant reimbursement request of \$77,000 to FEMA for reimbursed of COVID expense through June 30, 2020. The maximum reimbursement available would be 75% if all itemized expenses are approved. We will continue to keep the Board updated.

**NJDEP Clean Energy Grants** – Continuing the Port’s desire to operate on a more environmentally friendly footprint, on July 21, 2020 the Port submitted 2 grant proposals to covert a total of 23 pieces gas powered equipment to electric. The first proposal included 13 units and an infrastructure project at Broadway Terminal to install charging stations at a total request of \$2.76M including professional costs. The second proposal included an additional 10 units at a total request of \$3.84M. Total NJDEP requested funds was just under \$6.6M. The grants do not require a cost share and would require the port to dispose of the older equipment.

**RESOLUTION 2020-07-0058: APPROVAL OF PREQUALIFIED LIST OF PROFESSIONAL FIRMS TO PERFORM PORT PLANNING SERVICES**

A Request for Qualifications (RFQ) was publicly advertised to solicit proposals from qualified professional firms that engage in port planning activities such as port land use planning, master plan studies, market analysis, supply chain management, strategic planning, bulk and project cargo, preparation of simulation studies, intermodal rail analysis, auto processing, containerization, and warehousing and break bulk distribution. Four proposals were received on June 15, 2020 from the following firms:

Martin Associates  
AECOM  
Stantec  
Jacobs

*A motion was made to approve Resolution 2020-07-0058 to approve the prequalified port planning list of firms.*

<b>Moved by:</b>	<b>R. DeAngelo</b>
<b>Seconded by:</b>	<b>J. Maressa</b>
<b>Voting for Motion:</b>	<b>All</b>
<b>Voting Against Motion:</b>	<b>None</b>

**RESOLUTION 2020-07-0059: APPROVAL OF 2019 FINANCIAL AUDIT STATEMENT**

Brent W. Lee & Company, LLC, will present the completed 2019 Financial Audit Report. As required under Executive Order #122, our Board’s Audit Committee has received and reviewed the draft 2019 Financial Audit Report.

The auditors have issued what is equivalent to an unmodified opinion for the 2019 Audit Report for fiscal year ending December 31, 2019.

The Board Audit Committee and Staff recommend acceptance of the 2019 Financial Audit and approval of the resolution certifying that each member of the SJPC Board of Directors has reviewed the audit report.

*A motion was made to approve Resolution 2020-07-0059 to approve the 2019 Financial Audit Statement*

<b>Moved by:</b>	<b>J. Maressa</b>
<b>Seconded by:</b>	<b>W. Higgins</b>
<b>Voting for Motion:</b>	<b>All</b>
<b>Voting Against Motion:</b>	<b>None</b>

**RESOLUTION 2020-07-0060: APPROVAL TO SOLICIT BIDS FOR THE ENVIRONMENTAL ABATEMENT AND STRUCTURAL DEMOLITION OF THE GOLDTESIN BUILDING**

The Goldstein Building and Property parcel is located at 551 South Second Street, just north of the Joseph A. Balzano Blvd. main Port entrance.

This entire property was purchased from the City of Camden on August 30<sup>th</sup>, 2019, as a Tax Sale. Subsequently, DRS, the existing tenant, signed a new, one-year lease with the Port to continue to occupy a 39,600 sq. ft. portion of the facilities.

As part of the Purchase Agreement the Port must demolish the derelict Goldstein Building (but not the portion currently occupied by DRS) within three years of purchase or the property will revert back to the ownership of the City.

*A motion was made to approve Resolution 2020-07-0060 to approve to solicit proposals from our Prequalified Civil Engineering Community for the bid package preparation and design criteria for the environmental abatement and structural demolition of the Goldstein Building as budgeted.*

<b>Moved by:</b>	<b>R. DeAngelo</b>
<b>Seconded by:</b>	<b>J. Maressa</b>
<b>Voting for Motion:</b>	<b>All</b>

**Voting Against Motion:     None**

**RESOLUTION 2020-07-0061: APPROVAL OF PORT OF CAMDEN TERMINAL TARIFF 200 UPDATE AND RENAMING AS PORT OF CAMDEN TERMINAL TARIFF 300**

SJPC's Terminal Tariff 200 governs the conditions and rates associated with the provision of various terminal handling, storage, equipment rental, and other services provided by SJPC to users of Camden's Balzano and Broadway terminals, and which are not otherwise provided for either by various customer contracts, or by the Port of Philadelphia Marine Terminal Association (PPMTA) Tariff Schedule 1600. The basic text content of Terminal Tariff 200 was last updated in 1994, and several of the rates in the tariff have been updated only sporadically since 1994, and in a few cases not at all. The intent going forward is to update the tariff annually to incorporate changes in cost of labor, CPI increases, and changes in the provision of equipment and/or services.

*A motion was made to approve Resolution 2020-07-0061 to approve the update to the Port of Camden Terminal Tariff 200 and rename it as Port of Camden Terminal Tariff 300.*

**Moved by:                     W. Higgins**

**Seconded by:                S. Roberts**

**Voting for Motion:         All**

**Voting Against Motion:    None**

**RESOLUTION 2020-07-0062: APPROVAL OF MEMORANDUM OF UNDERSTANDING BETWEEN SOUTH JERSEY PORT CORPORATION AND DELAWARE RIVER STEVEDORES (DRS)**

DRS has worked together with SJPC in handling Tata Steel shipments in Camden since Tata started importing via the port of Camden, with DRS performing vessel stevedoring to a point of rest on the terminal, and SJPC performing terminal handling and truck and rail loading. The proposed Framework Agreement between SJPC and Tata Steel refers to DRS as subcontracted to SJPC to perform vessel stevedoring services, and details the division of operational responsibilities between SJPC and DRS. The proposed MOU between SJPC and DRS reiterates those respective responsibilities as a back-up to the proposed SJPC/Tata agreement

*A motion was made to approve Resolution 2020-07-0062 to approve the memorandum of understanding between South Jersey Port Corporation and Delaware River Stevedores (DRS)*

**Moved by:** R. DeAngelo  
**Seconded by:** W. Higgins

**Voting for Motion:** All  
**Voting Against Motion:** None

**RESOLUTION 2020-07-0063: APPROVAL OF TATA STEEL FRAMEOWRK AGREEMENT**

Tata Steel has been a customer of SJPC for approximately 20 years, and utilizes Balzano Terminal for the importation and distribution of steel coils in order to supply its manufacturing customers in the US, including an active rail and truck logistics supply chain between Camden and Midwest points. Tata is one of the largest global steel producers and currently one of the largest import customers in Camden. The Framework Agreement format is used by Tata as a template that governs its global “Buyer and Seller” relationships. In the context of the Framework Agreement, Tata is the “Buyer” and SJPC is the “Seller” of terminal services in Camden.

*A motion was made to approve Resolution 2020-07-0063 to approve entering into a terminal services “Framework Agreement” with Tata Steel.*

**Moved by:** R. DeAngelo  
**Seconded by:** W. Higgins

**Voting for Motion:** All  
**Voting Against Motion:** None

**RESOLUTION 2020-07-0064: APPROVAL OF AMENDMENT TO JOHN LAWRIE LEASE**

SJPC entered into a lease with John Lawrie effective May 1, 2020, for approximately 5.753 acres (250, 600 sq. ft.), including open area and buildings, with a term of 3 years and Year 1 rental of \$222, 864. In addition, the Lessee has a right of termination after Year 1, as well as a lease extension option for an additional two years.

*A motion was made to approve Resolution 2020-07-0064 to approve the Amendment to the John Lawrie lease.*

**Moved by:** R. DeAngelo  
**Seconded by:** W. Higgins

**Voting for Motion:** All

**Voting Against Motion:     None**

**RESOLUTION 2020-07-0065: APPROVAL TO AWARD CATHODIC PROTECTION REPAIR PROJECT PROPOSAL**

A pre-bid site meeting was conducted on June 16<sup>th</sup> with four (4) cathodic protection contractors attending:

- IMAGING ATOMS – Jersey City, NJ
- WALKER DIVING – Hammonton, NJ
- CORRPRO – Malvern, Pennsylvania
- ATLANTIC SUBSEA, Bridgeport, NJ

Two (2) proposals were received with one deemed acceptable as requested Staff and satisfied Legal Counsel’s review for award.

- IMAGING ATOMS- \$27,000.00 to perform a study
- ATLANTIC SUBSEA – LUMP SUM BID to Repair - \$348,000.00.

Action requested based on the findings of a previous and aged conditional maintenance survey where significant damage has occurred to the water borne wiring apparatus in addition to the anticipated degradation of the sacrificial anode assemblies necessary for the corrosion protection of the berths.

*A motion was made to approve Resolution 2020-07-0065 to award the bid to Atlantic Subsea of Bridgeport, NJ, in the lump sum amount of \$348,000.00.*

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

**Voting for Motion:                 All**  
**Voting Against Motion:             None**

**RESOLUTION 2020-07-0066: APPROVAL FOR ACQUISITION OF USED WATER TRUCK**

Staff acquired the following quotes for similar water truck vehicles:

United Rentals	2014 Freightliner M2 water truck	\$50,523
	Tier 4 diesel	
	Mileage: 10,511	

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Roy’s Trucks and Equipment, Inc.	2014 Freightliner M2 water truck Tier 4 diesel Mileage: 23,000	\$57,495
ATM Sales, LLC	2014 Freightliner M2 water truck Tier 4 diesel Mileage: 19,002	\$52,500

SJPC’s mobile equipment maintenance foreman has evaluated the vehicles. Staff is recommending approval to purchase the 2014 Freightliner M2 from United Rentals in the amount of \$50,523 based on a variety of factors including, but not limited to year, mileage and condition.

The funding for this purchase is available per the October 29, 2019 Board Resolution 2019-10-0081 that approved the Substitution of Projects Pursuant to Section 208 of the Bond Resolution from 2008 Bond Series O-3.

*A motion was made to approve Resolution 2020-07-0066 to approve to purchase the equipment outlined above in the amount of \$50,523.00.*

<b>Moved by:</b>	<b>W. Higgins</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>

**RESOLUTION 2020-07-0067: APPROVAL OF AWARD OF ASPHALT REPAIR AND REPAVING PROJECT PROPOSAL**

As part of the Holtec /CWD Site Remediation Plan, the South Jersey Port Corporation has an obligation to pave approximately 23,000 sq. ft. of open area at Pier 5. Estimated costs to complete this repaving remediation were conservatively estimated at approximately \$96,000.00, dependent on the probability for some required milling work and pricing escalation.

A Contractor BID was duly prepared, advertised and issued; a pre-bid site meeting was conducted on June 18<sup>th</sup> with Four (4) Asphalt Contractors attending:

- GWP Enterprises - Franklinville, NJ
- JPC Group - Mt. Laurel, NJ
- R. E. Pierson Co. - Pilesgrove, NJ
- American Asphalt - Collingswood Heights, NJ

One (1) proposal was received and deemed acceptable as requested by Staff and satisfied Legal Counsel’s review for award.

*A motion was made to approve Resolution 2020-07-0067 to award the Bid to GWP Enterprises of Franklinville, NJ in the Lump Sum Bid amount of \$79,000.*

<b>Moved by:</b>	<b>S. Roberts</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>

**RESOLUTION 2020-07-0068: APPROVAL TO AWARD A CONTRACTOR FOR THE BALZANO MARINE TERMINAL FENDER PILE REPAIR**

An RFP was prepared and duly advertised, and a pre-bid site meeting was conducted on June 23, 2020 with thirteen (13) contractors in attendance:

- AGATE Construction, Ocean View, NJ
- SIMPSON & BROWN, Cranford, NJ
- ATLANTIC SUBSEA, Bridgeport, NJ
- SOUTH STATE, INC. Bridgeton, NJ
- AP CONSTRUCTION, Philadelphia, Pa
- WALKER DIVING, Hammonton, NJ
- COMMERCE CONSTRUCTION, Bridgeport, NJ
- WALTERS MARINE CONSTRUCTION, Ocean View, NJ
- DIVE AMERICA, Berlin, NJ
- MID ATLANTIC MARINE, NJ
- R.E. PIERSON, Pilesgrove, NJ
- EASTERN ATLANTIC STATES, Edison, NJ
- CALDWELL MARINE INTERNATIONAL, Farmingdale, NJ

PROPOSAL DUE /BID OPENING Date was July 14, 2020 at 2:00pm:  
Three (3) LUMP SUM Proposals were received:

- Caldwell Marine International, LLC 1433 Route 34 South, B1 Farmingdale, NJ 07727  
\$777,000.00
- JPC Group Inc. 228 Blackwood-Barnsboro Rd. Blackwood, NJ 08012  
\$1,080,000.00
- Atlantic Subsea Inc PO Box 714 Bridgeport, NJ 08014-0714  
\$848,000.00

*A motion was made to approve Resolution 2020-07-0068 to award Bid Proposal #SJPC – FPRR -07-14-2020 to Caldwell Marine International from Farmingdale, NJ in the Lump Sum Bid amount of \$777,000.00. This received legal counsel's review and approval.*

<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>

### INFORMATION ITEMS

#### MARKETING COMMITTEE REPORT & PHOENIX/ARTLIP COMMUNICATIONS REPORT

The report was received and filed.

#### PORT SECURITY UPDATE

The report was received and filed.

#### PAULSBORO MARINE TERMINAL PROJECT UPDATE

The report was received and filed.

### **PUBLIC COMMENTS**

The Chairman asked if there were any public comments.

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

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

<b>Moved by:</b>	<b>C. Styles</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 1:23 p.m. the regular open session was adjourned.

Following closed session, the Regular Session was reopened at 1:58 p.m.

*A motion was made to adjourn the Regular Open Meeting at 1:58 p.m.*

**Moved by:** R. DeAngelo

**Seconded by:** J. Maressa

**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, July 28, 2020.

Bruno Cellucci  
Acting Board Secretary