



SOUTH JERSEY PORT CORPORATION
OFFICIAL BOARD OF DIRECTORS MEETING MINUTES
CAMDEN, NEW JERSEY
JUNE 14, 2022
12:33 p.m.

Directors Present:	Richard Alaimo	Chairman
	Joseph Maressa	Director
	Robert DeAngelo	Director
	Christopher Chianese	State Treasurer Designee
	Carl Styles	Director
	William Higgins	Director
	Sheila Roberts	Director
	Chad Bruner	Director ☎
	Jonathan Gershen	Director
	Eric Martins	Director ☎

Directors Absent:

In Attendance:	Janice Venables	Governor's Authorities Unit
	Andrew Saporito	Executive Director & CEO
	Raymond Zane, Esq.	General Counsel
	Bruno Cellucci	Assistant ED/CFO
	Victoria D'Amico	Board Secretary
	Neil Grossman	Financial Advisor
	Kevin Duffy	Assistant ED/COO
	Brendan Dugan	Assistant ED/Dir Business Dev.
	Jonathan Atwood	Chief of Staff
	Chris Perks	Director of Engineering
	Chuck O'Leary	Security Manager
	George Englehardt	Facilities Engineer ☎
	Dennis Culnan, Jr.	Phoenix Strategies
	Dan Bontempo	Stantec
	Mario Christina	GCIA
	John Martin	John Martin & Assoc.
	Andrew Cairns	Mott MacDonald
	Olivia Koster	McLaren Engineering Group
	Brent Lee	Brent Lee & Assoc.
	Raymond Zane, Jr	
	Kenneth Zane	
	Irene Zane	
	Mary Beth Bowman	

The Board Secretary opened the meeting at 12:33 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, 2022, the Board 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 2022, 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 2022. The meeting schedule was also placed on the Port Corporation's website at www.southjerseyport.com.

Roll call was taken and recorded. **PLEDGE OF ALLEGIANCE RECITED.**

PRESENTATION OF REGULAR MEETING MINUTES – APRIL 26, 2022

The minutes for the South Jersey Port Corporation Board of Directors regular session meeting held on April 26, 2022 were presented for approval.

A motion was made to approve the April 26, 2022 Board of Directors Regular Open Session Meeting Minutes as presented.

Moved by:	Sheila Roberts
Seconded by:	Joe Maressa

Voting for motion:	All
Voting against motion:	None

PRESENTATION OF CLOSED MEETING MINUTES – APRIL 26, 2022

The minutes for the South Jersey Port Corporation Board of Directors closed session meeting held on April 26, 2022 were presented for approval.

A motion was made to approve the April 26, 2022 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:	Sheila Roberts
Seconded by:	Joe Maressa

Voting for motion:	All
Voting against motion:	None

OPERATING BILLS

The Operating Unpaid Bill list for the period 4/14/2022 – 5/27/2022 was presented for approval.

A motion was made to adopt Resolution 2022-06-0056 for the approval of the Operating Unpaid Bill list for the period 4/14/2022-5/27/2022.

Moved by: Jonathan Gershen

Seconded by: Carl Styles

Voting for motion: All

Voting against motion: None

ADVANCE PAYMENT LIST

The Advance Payment Bill List for the period 4/14/2022– 5/27/2022 was presented for approval.

A motion was made to adopt Resolution 2022-06-0057 for the approval of the Advance Payment Bills for the period 4/14/2022- 5/27/2022.

Moved by: Jonathan Gershen

Seconded by: Sheila Roberts

Voting for motion: All

Voting against motion: None

CREDIT LIST

The Credit List for the period ending June 14, 2022 was presented for approval.

A motion was made to adopt Resolution 2022-06-0058 for the approval of the Credit List for the period ending June 14, 2022.

Moved by: Carl Styles

Seconded by: Sheila Roberts

Voting for motion: All

Voting against motion: None

CHANGE ORDERS - NONE

CONSTRUCTION FUND REQUISITIONS

Staff presented (14) advance construction fund requests in the amount of \$566,945.64 and (3) unpaid construction fund requisitions in the amount of \$112,286.04

A motion was made to adopt Resolution 2022-06-0059 for the approval of Construction Fund Requisitions for the period ending June 14, 2022 as presented.

Moved by: Carl Styles

Seconded by:	Joe Maressa
Voting for motion:	All
Voting against motion:	None

TREASURER'S REPORT

For the month of April 2022, the SJPC generated net income before non-operating interest expense and depreciation and amortization in the amount of \$512,211.00, which is over budget by \$442,032.00 for the month. On a year-to-date basis, we are over budget by \$248,102.00. April was a 360 degree turn around from our first quarter YTD position.

Please be aware that we added \$315,279.52 to deferred revenue in April and our balance has increased to \$847,079.73 in deferred revenue. This represents truck loading revenue that can only be recognized when the trucks are actually loaded and cargo moves off the terminal. This deferred revenue will benefit the upcoming summer season, which tends to be slower than the winter months.

We are contemplating a fuel surcharge to our customers as a way to offset higher fueling costs. I recommend adjusting the next tariff accordingly for fuel charges, if not sooner.

COUNSEL'S REPORT

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

EXECUTIVE DIRECTOR'S REPORT

Total cargo tonnage in April and May were still down when compared to 2021, this is mostly due to a significant drop-in cargo activity at Paulsboro which is down 64% YTD vs May 2021.

Camden steel activity continues to be strong and is up 38.5% ytd vs May 2021. We continue to see strong demand for covered and outside storage.

Plywood volumes continue to grow, but we are still below 2021 volumes partially due to a ship that was discharged in December 21 and January 22 which was counted in the 2021 volume. We currently have ships scheduled into the Fall.

Cocoa is down 58% versus 2021 and while we are discharging a ship today and expect one or two ships in December, we don't expect to reach 2021 volumes based on our discussions with importers.

Bulk activity in May was up 31% and YTD, but we are down 1% versus May 2021 YTD numbers.

Cement (24%), grancem (12. %) and sand volumes (3.9%) YTD are all up versus May 21 YTD, while exports of recycled metals are down approximately 2%.

Total YTD ship days are 410 vs 423 in 2021.

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

COVID 19 Update

Effective March 14th all COVID mandated restrictions have been rescinded.

We have 7 new cases to report at this time bringing the total numbers of employees infected to 56. Approximately 87 employees have been vaccinated with at least one shot, which is 74 percent of our workforce. We continue to encourage employees to get vaccinated.

The State has lifted most COVID protocols, including the need to socially distance, wear masks, or conduct temperature checks.

Weekly COVID Testing for all unvaccinated employees utilizing the services of the state authorized continues and we are being reimbursed by the state and FEMA.

Paulsboro Update

EEW continues to make good progress on Phase one of its project. The Circular Weld building is 95% complete and the Coating 1 building roof will be completed by June 17th while the siding is 60% complete. Both buildings are scheduled to be operational by the end of 2022. Site improvements adjacent to the two buildings is nearing completion in advance of paving this summer.

EEW and Orsted are currently working with the GCIA to submit a Federal grant application to cover projected overruns.

The permit from the Army Corps for the south barge berth dolphins and dredging has been delayed because US Marine Fisheries unilateral action has added 90 days to the review period for a peer review and will delay the completion and potential delivery of monopile sections. SJPC objected because US Marine Fisheries did not formally request an extension within the allocated time frame.

We are also working with the GCIA and Jacobs to reconcile project funding and remaining work.

Camden County Technical School Port and career Presentations

SJPC staff visited the Gloucester Township Campus: May 13th and the Pennsauken Campus: May 26th. At the Career Programs SJPC staff discussed and presented power points on the following career paths:

Trades: Auto Mechanic, Electrician, Carpentry, Welding

Presenters: Dave Buffetta and Tony Colavita

Business: Brendan Dugan

Engineering and IT: Chris Perks and Perry Bicher

Camden County Career Fair

On May 25th at Freedom Mortgage Pavilion, Jamie Thompson and Rose Hope represented SJPC and discussed possible career opportunities with the attendees.

Meeting with Dominican Republic General Consulate and Camden Council President

On May 3rd, we hosted the Honorable Eligio Jaquez, General Consulate of the Dominican Republic and Camden City Council President Angel Fuentes for a waterfront visit and tour of the Balzano Marine Terminal.

Tour and Meeting with DRBA

On May 4th Jonathan Attwood and I met with the Executive Director and Deputy Executive Director of the DRBA to discuss potential areas to handle service vessel and or storage for offshore wind components.

We also toured the Cape May Ferry Terminal site and Cape May Airport

RFAP

We received word from NJDOT last week that we have been awarded a grant \$974,928.75 of from the FY 2022 Rail Freight Assistance Program (RFAP) for our ‘Rail Integration Project’ at the Broadway Terminal. The grant will allow the Port to purchase an electric rail car mover, two mobile rail car loading docks, and extend the existing rail at Broadway.

Other Activities

Brendan Dugan attended the Journal of Commerce Breakbulk Conference in New Orleans which has led to a couple of new business opportunities

Brendan also attended and spoke at the World Trade Center of Philadelphia’s Port Day on May 18th.

Brendan and I also attended the Cocoa Merchants annual reception in New York on May 19 and traveled to Chicago and Indiana May 25 – 27th to tour the Port of Burns Harbor with TATA Steel.

We also attended the Traffic Club of Chicago Annual Dinner on May 26th.

On May 23rd, Chris Perks, Rose Hope and I made a joint presentation to the CCSNJ Construction Council about the port and our current projects and also discussed the current supply chain issues.

Service Recognition Awards

Awards will be presented to General Counsel Raymond Zane and Assistant Executive Director / CFO/ Treasurer Bruno Cellucci at the meeting.

ACTION ITEMS:

RESOLUTION 2022-06-0060: APPROVAL TO ISSUE AN RFP FOR THE CONSTRUCTION OF SHED 1 ROOF REPLACEMENT AT BALZANO TERMINAL, CAMDEN NJ

REQUEST

Staff is requesting Board approval to issue a construction RFP for the replacement of the Shed 1 roof at the Balzano Terminal.

BACKGROUND

In 2020 the Shed 1 Building roof sustained severe damages to large areas of the already

deteriorating roof system. Insurance adjusters agreed to a settlement for \$627,000 toward the replacement of the damaged portions of the structure. Since the existing roof and timber support planking had deteriorated to the degree that safety netting below has been added as a temporary measure, it was recommended to replace the entire roof system.

Estimated costs to complete construction of this project are approximately \$840,000 and will be funded with proceeds from the insurance claim in the amount of \$627,000 with the balance of funds provided through the 2017A Capital Projects account.

A motion was made to approve Resolution 2022-06-0060 to issue an RFP for the construction services to replace the Shed 1 roof at the Balzano Terminal.

Moved by:
Seconded by:

Carl Styles
Jonathan Gershen

Voting for Motion:
Voting Against Motion:

All
None

RESOLUTION 2022-06-0061: APPROVAL TO ISSUE AN RFP TO PREQUALIFIED CONSTRUCTION MANAGERS, FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES OF THE BALZANO RAIL IMPROVEMENTS PROJECT

Request

Staff is requesting Board Approval to issue an RFP to prequalified construction management firms for construction management and inspections services of the Balzano Marine Terminal Rail Improvements Project.

Background

The SJPC was awarded a grant from the New Jersey Department of Transportation Rail Freight Assistance Program for the Balzano Marine Terminal Rail Improvements Project.

Section 3b of the grant agreement requires Construction Manager / Construction Inspection services to be performed by a separate firm than the design engineer:

- b. Construction oversight and inspection services must be independent from other project-related professional services providers. Under no circumstances should a design and/or technical consultant, its employees or subcontractors be the same as the firm, person or personnel providing construction oversight and inspection services.

A motion was made to approve Resolution 2022-06-0061 to issue an RFP to prequalified construction management firms for construction management and inspections services of the Balzano Marine Terminal Rail Improvements Project.

Moved by:
Seconded by:

Carl Styles
Joe Maressa

Voting for Motion: All
Voting Against Motion: None

RESOLUTION 2022-06-0062: APPROVAL TO AWARD A CONSTRUCTION CONTRACT FOR THE REPLACEMENT OF GUTTERS ON THE NORTH END OF "N" BUILDING AT THE BROADWAY MARINE TERMINAL

REQUEST

Pursuant to the Board's approval to advertise for bids to replace the gutters on the North end of N Building at the Broadway Marine Terminal, Staff requests Board approval to award the contract to the lowest qualified Bidder.

BACKGROUND

The gutters on the North end of "N" Building are undersized and inadequate to capture the water runoff from the building's roof. As a result, water is seeping into the roofing material underneath, and the roof is starting to deteriorate. Staff recommends replacing the gutters with a heavy-duty commercial grade box gutter. There is also the potential need for work to be done to the roof and fascia, but the extent of that work will not be known until a contractor removes the existing gutters and evaluates the extent of the damage. Approximately 360 feet of gutter will be replaced.

BID RESULTS

A Pre-Bid meeting was held with three (3) potential bidders in attendance. Two Bids were received as follows: Bidder Names, Addresses and Bid Amounts:

D.A. Nolt, Inc.
53 Cross Keys Rd. Berlin, NJ 08009
Total Bid - \$239,927.00

Phoenix Pro Group, LLC
1400 Cedar Lane Hamilton, NJ 08610
Total Bid - \$60,200.00.

A motion was made to approve Resolution 2022-06-0062 to Award the "N" Building Gutter Replacement construction contract to the Phoenix Pro Group, LLC in the total low bid amount of \$60, 200.00.

Moved by: Sheila Roberts
Seconded by: Carl Styles

Voting for Motion: All
Voting Against Motion: None
Not Voting:

RESOLUTION 2022-06-0063: APPROVAL TO AMEND THE ENGINEERING FIRM'S CONTRACT FOR DEMOLITION OF THE GOLDSTEIN BUILDING AT 551 SOUTH SECOND STREET, AT THE BALZANO MARINE TERMINAL

REQUEST

Staff is requesting Board approval to amend the professional services contract for the demolition of the building at 551 South Second St. at the Balzano Terminal.

BACKGROUND

The professional engineering services contract for the demolition of the former Goldstein Building at 551 South Second Street was awarded to Paulus, Sokolowski & Sartor, LLC (PS&S) by Board Resolution 2020-10-0095 in October 2020.

The construction contract for demolition was bid and awarded, and the contractor has substantially completed the work.

During the demolition of the building, an underground storage tank was discovered on the site. The contractor removed the tank and legally disposed of it under the supervision of the project engineer, PS&S. Soil testing results determined that some soil is hazardous, requiring further soils inspection and testing, then removal as regulated soils for disposal in accordance with NJDEP regulations.

The services of the engineer, LSRP, and a testing laboratory will be required to complete the NJDEP compliance activities for these soils. PS&S will plan for, coordinate, and witness this work in accordance with the attached details. SJPC maintenance personnel will perform the excavation.

Therefore, staff is requesting a change order to the design engineer's contract as follows.

The Original Contract Amount	\$42,500
<u>Change Order No. 1</u>	<u>\$24,300</u>
Adjusted Contract Amount	\$66,800

A motion was made to approve Resolution 2022-06-0063 to amend the professional services contract with Paulus, Sokolowski and Sartor, LLC of Cherry Hill, NJ, in order to complete the environmental abatement of the site at 551 South Second Street in an amount of \$24,300.

Moved by:	Robert D'Angelo
Seconded by:	William Higgins

Voting for Motion:	All
Voting Against Motion:	None

RESOLUTION 2022-06-0064: APPROVAL OF RECIPROCAL PARKING LOT AGREEMENT WITH PARKING AUTHORITY OF CITY OF CAMDEN

Request

Staff is requesting Board approval to execute a reciprocal parking lot agreement between SJPC and the Parking Authority of the City of Camden.

Background

SJPC and the City of Camden have had parking lot agreements in place for several years, wherein SJPC made certain SJPC-owned parking areas available for patrons attending events at the currently named Freedom Mortgage Pavilion (formerly the BB&T Center), when not in use by SJPC. The most recent agreement expired in 2021. Recognizing that SJPC also faces increasing demand for outdoor cargo storage, SJPC and the Parking Authority have negotiated a reciprocal parking lot agreement that also provides for use of certain Parking Authority lots by SJPC for cargo storage when they are not needed for BB&T Center event parking.

Key Agreement Terms

- 5-year term, commencing upon execution in 2022 and expiring in 2026
- Annual payment by the Parking Authority to SJPC of \$34,850 in 2022, with set annual escalations to \$38,467 in 2026
- Payment by SJPC to the Parking Authority of a monthly fee equal to 10% of the applicable monthly storage fees earned from cargo storage according to SJPC's Camden Terminal Tariff, if and when certain Parking Authority lots are used for this purpose by SJPC
- Neither party is obligated to make lots available to the other party if they are required for their own business purposes
- Both parties are responsible for repairs to damages incurred by their respective uses of the other party's lots

A motion was made to approve Resolution 2022-06-0064 to execute a reciprocal parking lot agreement between SJPC and the Parking Authority of the City of Camden.

Moved by:
Seconded by:

Sheila Roberts
Christopher Chianese

Voting for Motion:
Voting Against Motion:

All
None

RESOLUTION 2022-06-0065: APPROVAL TO PURCHASE TWO (2) 2022 FORD MAVERICKS

REQUEST

Staff requests Board approval to purchase two (2) 2022 Ford Mavericks.

BACKGROUND

The 2022 Ford Mavericks will be utilized by SJPC Security. Staff has received a quotation from National Auto Fleet Group for the vehicles under Sourcewell Contract 091521-NAF in the total amount of \$49,216.40

A motion was made to approve Resolution 2022-06-0065 to purchase two (2) 2022 Ford Mavericks in the amount of \$49,216.40.

Moved by: Carl Styles
Seconded by: Sheila Roberts

Voting for Motion: All
Voting Against Motion: None

RESOLUTION 2022-06-0066: APPROVAL TO INVEST DEBT SERVICE RESERVE FUNDS**REQUEST**

Staff is requesting Board Approval to invest debt service reserve funds.

BACKGROUND

After July 1 (by which time the State will have replenished the Debt Service Reserve accounts and the July 1 disbursement for debt service will have been made), the SJPC will have approximately \$7 million in the Subordinated Debt Service account that will not, under any circumstance, be needed until (at least) 2033.

A motion was made to approve Resolution 2022-06-0066 to purchase \$3.5 million of US Treasury Notes maturing on or around August 1, 2032, and to purchase \$3.5 million of US Treasury Notes maturing on or around August 1, 2027.

Moved by: Joe Maressa
Seconded by: Jonathan Gershen

Voting for Motion: All
Voting Against Motion: None

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 closed session.

A motion was made to adjourn the Regular Open Meeting.

Moved by:	Sheila Roberts
Seconded by:	Carl Styles

Voting for motion:	All
Voting against motion:	None

At 1:15 p.m. the regular open session was adjourned.

Following closed session, the Regular Session was reopened at 2:05 p.m.

A motion was made to adjourn the Regular Open Meeting at 2:05 p.m.

Moved by:	Carl Styles
Seconded by:	William Higgins

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, June 14, 2022.



Victoria D'Amico
Board Secretary

