



SOUTH JERSEY PORT CORPORATION
OFFICIAL BOARD OF DIRECTORS MEETING MINUTES
CAMDEN, NEW JERSEY
DECEMBER 6, 2022
12:40 p.m.

Directors Present:	Richard Alaimo	Chairman ☎
	Christopher Chianese	State Treasurer Designee
	Carl Styles	Director ☎
	William Higgins	Director
	Sheila Roberts	Director ☎
	Chad Bruner	Director ☎
	Jonathan Gershen	Director ☎
	Joseph Maressa	Director ☎
Directors Absent:	Eric Martins	Director
	Robert D'Angelo	Director
In Attendance:	Janice Venables	Governor's Authorities Unit
	Andrew Saporito	Executive Director & CEO
	Louis Lessig	General Counsel
	August Knestaut	Dir. of L&R Affairs
	Victoria D'Amico	Board Secretary
	Lisa McLaughlin	CFO / Treasurer
	Neil Grossman	Financial Advisor
	Jonathan Atwood	Chief of Staff
	Chris Perks	Director of Engineering
	Kevin Duffy	COO
	Brendan Dugan	Dir. Of Business Development
	Chuck O'Leary	Security Manager
	George Englehardt	Facilities Engineer ☎
	Dennis Culnan, Jr.	Phoenix Strategies
	Dan Bontempo	Stantec
	Patrick Boyle	Senior Purchasing Agent

The Board Secretary opened the meeting at 12:40 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 – OCTOBER 25, 2022

The minutes for the South Jersey Port Corporation Board of Directors regular session meeting held on October 25, 2022 were presented for approval.

A motion was made to approve the October 25, 2022 Board of Directors Regular Open Session Meeting Minutes as presented.

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

Abstain:
Voting against motion: None

PRESENTATION OF CLOSED MEETING MINUTES – OCTOBER 25, 2022

The minutes for the South Jersey Port Corporation Board of Directors closed session meeting held on October 25, 2022 were presented for approval.

A motion was made to approve the October 25, 2022 Board of Directors Regular Closed Session Meeting Minutes as presented.

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

Abstain:
Voting against motion: None

OPERATING BILLS

The Operating Unpaid Bill list for the period 10/12/2022–11/17/2022 was presented for approval.

A motion was made to adopt Resolution 2022-12-0131 for the approval of the Operating Unpaid Bill list for the period 10/12/2022-11/17/2022.

Moved by: C. Chianese
Seconded by: W. Higgins

Voting for motion: All
Voting against motion: None

ADVANCE PAYMENT LIST

The Advance Payment Bill List for the period 10/12/2022– 11/17/2022 was presented for approval.

A motion was made to adopt Resolution 2022-12-0132 for the approval of the Advance Payment Bills for the period 10/12/2022-11/17/2022.

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

Voting for motion: All
Voting against motion: None

CREDIT LIST - NONE

CHANGE ORDERS - (FOUR)

1 - RESOLUTION #2022-12-0133

Extend Wi-Fi Cabling at Broadway Terminal Change Order No. 1 New Jersey Business Systems

A contract for installation of a Port Security Camera System at the Balzano and Broadway Terminals was awarded to New Jersey Business Systems from Robbinsville, NJ, in April 2022 by SJPC Board Resolution Number 2022-03-0035 in the amount of \$175,124.00.

The contract is for system design and installation of a wireless network serving security camera equipment provided from another vendor.

In April 2022 the SJPC awarded a contract to ePortation for a Terminal Operating System by SJPC Board Resolution Number 2022-04-0055. The Terminal Operating System is a cloud-based software system which primarily tracks cargo. The Terminal Operating System requires WiFi service in the cargo warehouses in order to serve handheld devices and bar code readers.

Because the warehouses at Broadway do not currently contain WiFi capability, SJPC staff requested a proposal from New Jersey Business Solutions to extend the Wi-Fi and networking equipment from the security camera system to support the ePortation system needs.

Their proposal has been reviewed by SJPC staff who recommend Board Approval of Change Order Number 1 for New Jersey Business Systems in the amount of \$37,958.86, bringing their total contract amount to \$213,082.86.

The Original Contract Amount	\$ 175,124.00
Change Order Number 1	\$ 37,958.86
Adjusted Contract Amount	\$ 213,082.86

A motion was made to adopt Resolution 2022-12-0133 for Change Order no. 1 for New Jersey Business Systems in the amount of \$37,958.86, bringing their total contract amount to \$213,082.86

Moved by: C. Styles
Seconded by: S. Roberts

Voting for motion: All
Voting against motion: None

2 - RESOLUTION #2022-12-0134

**Replacement of Security Perimeter Protection at Balzano Terminal
Change Order No. 3
Fox Fence Enterprises, Inc.**

Replacement of the Security Perimeter Protection at Balzano Terminal was awarded to Fox Fence Enterprises, Inc., Clifton, NJ, in January 2022 by SJPC Resolution Number 2022-01-0005 in the amount of \$256,259.

Two previous change orders were approved to add two new gates. Construction of the project is now approximately 95% complete.

A newly installed section of fence and gate post were recently damaged by others working at the terminal. In order to make repairs, the contractor needs to replace the top and bottom fence rail, the fence fabric and barb wire, and reset the gate post in concrete before placing the new double swing gate.

The cost incurred to repair the damaged fence and gate will be offset by a credit under the other contractor's contract since the fence was damaged by their construction equipment.

Staff requested a proposal from Fox Fence to replace the damaged fence and post. The cost proposed for these repairs is reasonable, and therefore staff requests Board Approval of Change Order Number 3 in the amount of \$4,890, bringing the total contract amount to \$280,189.

The Original Contract Amount	\$ 256,259
Previously Approved Change Orders	\$ 19,040
Change Order Number 2	\$ 4,890
Adjusted Contract Amount	\$ 280,189

A motion was made to adopt Resolution 2022-12-0134 for Change Order Number 3 in the amount of \$4,890, bringing the total contract amount to \$280,189.

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

3 - RESOLUTION #2022-12-0135

**DEMOLITION OF THE BUILDING AT 551 SOUTH SECOND STREET
CHANGE ORDER NO. 2
PS&S ENGINEERS**

The design services 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 2021-10-0095.

During the demolition of the building, an underground storage tank (UST) was discovered on the site. The tank was removed and legally disposed of by the contractor.

In order to address the NJDEP’s mandated requirements and obtain an Unrestricted Use No Further Action Determination from the NJDEP, an amendment was made to the PS&S contract for additional environmental services in June, 2022 by Board Resolution 2022-06-0063.

PS&S performed soil probes and lab testing to delineate the extent of contamination. The test results revealed that the extent of contamination was larger than anticipated, necessitating a second day of field work and additional laboratory testing.

PS&S has prepared the soil remediation plan and permit applications and will oversee the soil removal and clean backfill work to be performed by an outside contractor. Disposal will be contracted with a licensed disposal contractor.

Staff are recommending to the Board the approval of Change Order Number 2 to PS&S in the amount of \$9,800 for the additional environmental services required to complete the contaminated soil removal in accordance with the NJDEP regulations.

The Original Contract Amount	\$	42,500.00
Previous Contract Amendment	\$	24,300.00
Contract Amount	\$	66,800.00
Change Order No 2	\$	9,800.00
Final Contract Amount	\$	76,600.00

A motion was made to adopt Resolution 2022-12-0135 for Change Order Number 2 to PS&S in the amount of \$9,800 for the additional environmental services required to complete the contaminated soil removal in accordance with the NJDEP regulations.

Moved by:	C. Styles
Seconded by:	S. Roberts
Voting for motion:	All
Voting against motion:	None

4 - RESOLUTION #2022-12-0136

**Berth 4 Improvements at Balzano Marine Terminal
Change Order No. 4
R.E. Pierson Construction Company**

The contract for Berth 4 Improvements at the Balzano Terminal was awarded to the low bidder, R.E. Pierson Construction Company, Woodstown, NJ, in January 2022 by SJPC Resolution Number 2022-01-0006 in the amount of \$1,623,405.00.

The scope of work included subgrade strengthening with drilled shafts filled with concrete (referred to as inclusions), remediation of various drainage catch basins and pipe replacements, the installation of geogrid fabrics under compacted backfill materials, a large concrete slab, and bituminous asphalt paving. The design engineer was S.T. Hudson Engineers of Cherry Hill, NJ.

At the July 12, 2022 SJPC Board meeting, three change orders were approved to the contract by Resolution 2022-07-0072, in the net amount of \$75,574.21, bringing the total contract amount to \$1,698,929.71.

As construction progressed from that time, unforeseen underground conditions were discovered which required additional work including demolition of obstructions, drainage structure repairs, disposal of regulated materials, repairs to the water quality chamber, and others as detailed on the attached exhibits. In addition, there are offsetting credits

for unused sink hole costs, and for the reduction of milling and surface course asphalt quantities not used within the work zone. These credits have been applied, which would have resulted in a net credit for this change order.

However, the most significant line item was the addition of repairs to the outer berth paving which was damaged by the heavy trucks from the scrap loading operation during the construction. These additional costs result in a net change order in the amount of \$158,837.44. This work is needed in order to use Berth 4 for other cargoes.

SJPC staff requests Board Approval of Change Order Number 4 in the net amount of \$158,837.44, bringing the total contract amount from \$1,698,929.71 to \$1,857,767.15.

The Original Contract Amount	\$ 1,623,405.00
Change Order Number 1	\$ 53,617.86
Change Order Number 2	\$ (96,877.35)
Change Order Number 3	\$ 118,784.20
Change Order Number 4	\$ 158,837.44
<u>Adjusted Contract Amount</u>	<u>\$ 1,857,767.15</u>

A motion was made to adopt Resolution 2022-12-0136 for Change Order Number 4 to R.E. Person Construction Company in the net amount of \$158,837.44, bringing the total contract amount from \$1,698,929.71 to \$1,857,767.15.

Moved by: J. Maressa
Seconded by: W. Higgins

Voting for motion: All
Voting against motion: None

CONSTRUCTION FUND REQUISITIONS

Staff presented (28) advance construction fund requests in the amount of \$4,865,746.67 and (10) unpaid construction fund requisitions in the amount of \$95,172.82

A motion was made to adopt Resolution 2022-12-0137 to approve the Construction Fund List for the period ending December 6, 2022.

Moved by: W. Higgins
Seconded by: C. Styles

Voting for motion: All
Voting against motion: None

TREASURER'S REPORT

For the month of October 2022, the SJPC generated net income before non-operating interest expense and depreciation and amortization in the amount of \$84,824 which is over budget by \$14,644 for the month. Our (year-to-date) YTD net income as of October 31st is \$1,810,801 which is over budget by \$1,109,009.

Please note that we recognized \$120,522 into deferred revenue from income in October. Our deferred revenue balance has decreased to \$429,609. Fuel expenses continue to be high at \$431,734 YTD, compared to \$243,187 YTD last year, which is an increase of \$188,547. Despite these increasing expenses, we continue to maintain a positive position.

COUNSEL'S REPORT

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

EXECUTIVE DIRECTORS REPORT

Total cargo tonnage in October was 217,8769 s/tons: a 11% decrease over October 2021. YTD tonnage through October totaled 2,692,445 s/tons; representing a 26% decrease compared to the same period in 2021. Camden Steel imports in October 2022 showed a 53.6.7% increase over October 2021 and a YTD increase of 12.5% compared to 2021. There was no plywood activity in October 2022 or 2021. October YTD plywood tonnage was 69,663 tons which is 61.4% behind YTD 2021

There was no cocoa bean activity in October 2022. YTD cocoa bean imports totaled 38,376 tons which is a 46.2% decrease versus YTD 2021.

Bulk activity for October was 191,727 s/tons; a 53.5% increase from October 2021. YTD bulk reached 1,575,419 s/tons; a 4.2% decrease versus YTD 2021.

Exports of recycled metals in October was 73,670 s/tons; a 210% decrease compared to October 2021. YTD recycled metals decreased 0.7% compared to 2021. October cement increased 6% YTD. Grancem increased 27% for October 2022 with a 13.8% increase YTD. Sand volumes increased 53.7% YTD vs 2021. There was no Gypsum activity in 2022 YTD compared to 57,873 s/tons YTD 2021.

SJPC handled 21 ships in October 2022 compared to 15 in October 2021. YTD the port handled 210 ships, compared to 182 in October 2021 YTD. October 2022 YTD ship days were 714, compared to 790 in 2021.

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

Paulsboro MT / EEW

EEW is close to completing the Paint and Blast Building and has installed welding equipment in the Circ Weld Building and continues to test the equipment.

The GCIA has been preparing the first upland storage area in anticipation of the first vessel carrying monopile segments which is scheduled to arrive on December 22 with 9 monopile sections which will be assembled at Paulsboro Plant

We continue to discuss funding and next steps with EEW and the GCIA.

Clipper 30th Anniversary

Brendan Dugan and I attended Clipper Lines 30th anniversary dinner on November 10th in Antwerp Belgium. We presented Clipper with a plaque commemorating Clipper's anniversary and long-term relationship with SJPC.

We were also able to meet other European based customers, including major SJPC customers such as Arcelor Mittal, Thyssen Krupp, and Tata, who also attended the dinner.

TATA Steel Mill Tour

On November 8th, Brendan Dugan, Andy Sentyz from DRS and I met with representatives from TATA Steel and toured TATA's steel mill in IJmuiden Netherlands. Our tour included visiting the steel mill, vessel loading berths, barge loading warehouse and TATA's automated warehouse which loads truck and rail cars via an automated overhead crane. Overall, we had a good tour and discussion with TATA's European staff.

Customer Meetings Amsterdam and Antwerp

During our visit to Amsterdam, we met with several representatives from Spliethoff Lines to discuss possible future vessel calls from their ships at the Port of Camden. Spliethoff currently operates a seasonal container service into the Great Lakes and is looking for East Coast ports that could accommodate their business when the Great Lakes are closed. We also discussed the possible use of our terminals to support Offshore Wind projects. We will continue to maintain a dialogue with Spliethoff's representatives to discuss the winter season container service opportunity.

We also met with Conti Lines in Antwerp to discuss the use of the Port of Camden. Conti is currently scheduled to bring a shipment of Cocoa to Pier 5 later this year. We will continue to follow up with Conti to explore future business opportunities.

Wind Port Tour

On November 3rd, we met with representatives from NJEDA and were provided with a tour of NJ Windport. EDA is making good progress constructing two berths and preparing the upland marshalling area. They are in active discussions with manufacturers to construct buildings on the site and have plans to construct two additional berths on an adjacent parcel that they recently acquired.

Open House

We will be holding an open house at our new offices on December 13, 2022 and have invited our Camden based tenants and customers along with some civic and elected officials over to visit our new offices.

We have also invited Director Roberts to participate.

Outside Events

During the past month we attended the following events:

NJ Alliance for Action Offshore Wind

Joint Vessel Owners Dinner

NJ League of Municipalities

Traffic Club of NY
North Atlantic Marine Highway Alliance

ACTION ITEMS:

RESOLUTION 2022-12-0138: APPROVAL TO AWARD A CONTRACT FOR THE SERVICES OF A LICENSED SITE REMEDIATION PROFESSIONAL ON AN AS-NEEDED BASIS

REQUEST

Staff is requesting Board Approval to award a contract to GEI Consultants of Mt. Laurel, New Jersey, to provide Licensed Site Remediation Professional (LRSP) services for all SJPC owned properties on an as-needed basis.

BACKGROUND

Pursuant to the Board's authorization in Resolution 2022-07-0075, an RFP was issued to the SJPC list of pre-qualified engineering firms, soliciting the services of a licensed site remediation professional (LRSP) on properties of the South Jersey Port Corporation on an as-needed, task order basis. The contract term is for one year with two one-year renewal options at the discretion of the SJPC. The contract amount is not-to-exceed \$50,000 per year.

An RFP was prepared and distributed to our list of prequalified civil engineering firms. The following seven prequalified civil engineering firms submitted proposals on Wednesday, November 7, 2022.

1. New World Matrix
2. Pennoni
3. T & M Associates
4. GEI Consultants, Inc
5. French & Parrello Associates
6. PS&S
7. Mid Atlantic Engineering, LLC

The proposals were reviewed by a selection committee of SJPC staff, and ranked based on LSRP qualifications, firm experience, and proposed hourly rates. The most qualified firm was then interviewed by SJPC staff. It was determined that the proposal submitted by GEI Consultants of Mt. Laurel, NJ was the best value and met all requirements of the RFP. General Counsel review indicated that the bid proposal is in proper legal form.

A motion was made to approve Resolution 2022-12-0138 to award a contract to GEI Consultants of Mt. Laurel, New Jersey, to provide Licensed Site Remediation Professional (LRSP) services for one year with two one-year options in the amount of \$50,000 per year

Moved by:	C. Styles
Seconded by:	J. Maressa
Voting for Motion:	All
Voting Against Motion:	None

RESOLUTION 2022-12-0139: REQUEST APPROVAL TO ISSUE AN RFP FOR DESIGN SERVICES TO RESTORE POWER TO ON-DOCK RECEPTACLES FOR RAIL MOUNTED CRANES AT BALZANO MARINE TERMINAL:

REQUEST

Staff are requesting Board approval to issue an RFP to the list of prequalified civil engineering firms to perform design services to restore power to on dock powered receptacles for the rail mounted cranes at the Balzano Marine Terminal in Camden, NJ.

BACKGROUND

The two rail mounted diesel cranes at the Balzano Marine Terminal require service electric power to operate the tower obstruction lights, the HVAC equipment in the crane house, and to operate the on-board computers while the crane is not in use. Currently only seven of the eighteen shore power locations are functional, and they do not provide power at all four crane docking locations, requiring the crane to be returned to the far ends of the terminal after each use.

At their August meeting, by Resolution 2022-08-0090, SJPC Board authorized Reading Crane to evaluate the existing conditions in order to determine the exact locations of conduits, pull boxes, and manholes running from the panels to the power centers, determine their condition for reuse, and provide a detailed report outlining the configurations of the existing circuits, their condition, the work required to make them functional again, and the estimated costs.

On November 2, Reading Crane presented their detailed Assessment Summary and Repair Drawing to SJPC staff, with findings, recommendations, and a cost estimate.

The recommended plan is to restore service to at all four crane parking locations by energizing three damaged stations, providing for a total of ten functional locations. Crane power plugs, on-dock receptacle boxes, and protective bollards will also be replaced. The unused locations will be demolished and safe-ed off.

The estimated construction cost for the work is \$225,000. Because this exceeds the SJPC bidding threshold, a bid package of plans and specifications will need to be prepared and publicly advertised for bids.

A motion was made to approve Resolution 2022-12-0139 to issue a request for proposals to the SJPC list of prequalified engineering firms for design services to prepare the bid package for the restoration of electric power to on-dock receptacles at the Balzano Marine Terminal.

Moved by: C. Chianese
Seconded by: J. Maressa

Voting for Motion: All
Voting Against Motion: None

RESOLUTION 2022-12-0140: APPROVAL TO ISSUE A REQUEST FOR QUALIFICATIONS TO PROFESSIONAL FIRMS FOR CIVIL ENGINEERING, CERTIFIED DIVERS, CONSTRUCTION MANAGEMENT, GEOTECHNICAL AND MARINE ENGINEERING SERVICES

REQUEST

Staff is requesting Board approval to issue a Request for Qualifications (RFQ) to professional firms for Civil Engineering, Certified Divers, Construction Management, Geotechnical, and Marine Engineering Services.

BACKGROUND

The RFQ seeks qualification proposals from qualified engineering firms, in accordance with the terms, conditions, and specifications contained in the RFQ, to be considered pre-qualified for the opportunity to submit cost proposals for future projects. The specific qualification term is for three (3) years, commencing on March 1, 2023, and expiring on February 28, 2026.

A motion was made to approve Resolution 2022-12-0140 to issue a Request for Qualifications (RFQ) to professional firms for Civil Engineering, Certified Divers, Construction Management, Geotechnical, and Marine Engineering Services.

Moved by: W. Higgins
Seconded by: C. Styles

Voting for Motion: All
Voting Against Motion: None

RESOLUTION 2022-12-0141: RECONSTRUCTION OF THE RAIL TRACK AT THE BALZANO TERMINAL, CONTRACT AMENDMENT FOR URBAN ENGINEERS

REQUEST

Urban Engineers is being requested to revise the contract drawings in preparation for rebidding of the Rail Reconstruction Project at the Balzano Terminal, Camden, NJ.

SJPC Staff is requesting Board approval for an amendment to the Urban Engineers contract to address this increased scope of work.

BACKGROUND

Urban Engineers was awarded a contract for design services to rehabilitate the rail track, the Shed 1 loading platform, and other miscellaneous rail repairs at the Balzano Terminal at the December 2020 board meeting by Board Resolution 2020-12-0110 in the amount of \$249,000. The second low-cost proposal for these design services was \$374,950. This project is funded by a NJDOT Rail Freight Assistance Program grant from 2020.

Contract documents were prepared, and the construction contract was publicly advertised for bids. All bids received were in excess of \$10 million, exceeding the project budget which is based on the grant amount of \$6,010,650 being funded by the NDOT Rail Freight Federal Assistance Program. In order to proceed and utilize the grant funds, the project requires rescoping to reduce construction costs, followed by rebidding.

Urban's additional services on this project included the preparation of add / alternate drawings for a new rail spur, additional design efforts to address relocating fence rail gates clearances in support of an ongoing security fence project, revisions to rail track and civil/site work, and remobilization of their survey crew due to cargo covering manholes. Going forward, their additional services include revisions of the drawings to reflect a reduced scope of work, revised quantities takeoffs for the bid form and cost estimating, as well as additional services during the next bid period to support the SJPC in the evaluation of bids received. All of the additional scope is as requested by SJPC.

A motion was made to approve Resolution 2022-12-0141 amend Urban Engineers' contract in the amount of \$55,500 to address additional services as required for the Rail Reconstruction Project at the Balzano Terminal. The total engineering fees would be adjusted from \$249,000 to \$304,500.

Moved by: J. Maressa
Seconded by: S. Roberts

Voting for Motion: All
Voting Against Motion: None

RESOLUTION 2022-12-0142: APPROVAL OF HARRY WILSON WELDING LEASE RENEWAL

REQUEST

Staff is requesting Board approval to renew the Harry Wilson Welding lease for a one-year term, commencing on February 1, 2023.

BACKGROUND

Harry Wilson Welding has requested a one (1) year lease renewal for a 100 square foot storage shed located at the Broadway Terminal. An 8% CPI increase will be applied at the new monthly billing rate of \$55.56, resulting in annual revenue of \$666.79. The new one-year lease will commence on February 1, 2023.

A motion was made to approve Resolution 2022-12-0142 to renew the Harry Wilson Welding lease for a one-year term, commencing on February 1, 2023

Moved by: S. Roberts
Seconded by: J. Maressa
Voting for Motion: All
Voting Against Motion: None

RESOLUTION 2022-12-0143: 2023 SJPC HOLIDAY SCHEDULE

HOLIDAY	DATE
New Year’s Day	Monday, January 2, 2023
Martin Luther King Day	Monday, January 16, 2023
President’s Day	Monday, February 20, 2023
Good Friday	Friday, April 7, 2023
Memorial Day	Monday, May 29, 2023
Juneteenth	Friday, June 16, 2023
Independence Day	Tuesday, July 4, 2023
Labor Day	Monday, September 4, 2023
Veteran’s Day	Friday, November 10, 2023
Thanksgiving Day	Thursday, November 23, 2023
Day After Thanksgiving Day	Friday, November 24, 2023
Christmas Eve	Friday, December 22, 2023
Christmas Day	Monday, December 25, 2023

A motion was made to approve Resolution 2022-12-0143 to approve the 2023 SJPC holiday schedule.

Moved by: S. Roberts
Seconded by: W. Higgins
Voting for Motion: All
Voting Against Motion: None

RESOLUTION 2022-12-0144: 2023 SJPC BOARD OF DIRECTORS MEETING SCHEDULE

DATE	MEETING	TIME
Tuesday, January 31, 2023	Regular	12:30 P.M.
Tuesday, February 28, 2023	Regular	12:30 P.M.
Tuesday, March 28, 2023	Regular	12:30 P.M.
Tuesday, April 25, 2023	Regular	12:30 P.M.
Tuesday, June 13, 2023	Regular	12:30 P.M.
Tuesday, July 25, 2023	Regular	12:30 P.M.
Tuesday, August 29, 2023	Regular	12:30 P.M.
Monday, September 25, 2023	Regular	12:30 P.M.
Tuesday, October 31, 2023	Regular	12:30 P.M.
Tuesday, December 5, 2023	Regular	12:30 P.M.

A motion was made to approve Resolution 2022-12-0144 to approve the 2023 SJPC Board of Directors meeting schedule.

Moved by: C. Chianese
Seconded by: S. Roberts
Voting for Motion: All
Voting Against Motion: None

RESOLUTION 2022-12-0145: 2023/2024 SALEM PORT AUTHORITY BUDGET

The 2023/2024 Salem Port Authority Budget is presented for approval. In summary, the proposed budget for 2023/2024 totals \$66,955 as compared to last year’s total of \$64,190.00.

- Increase of \$609 to salaries and wages (2%)
- Increase of \$46 to social security/medicare expense
- Increase of \$5 to unemployment expense

- Increase of \$1,700 to health insurance
- Increase of \$86 to pension expense
- Increase of \$319 for other expenses

The net effect is an increase to last year’s budget in the amount of \$2,765 or 4.3% overall. All expenses had a 2% increase except for health insurance, which was 16% due to increase in overall State of New Jersey health insurance costs.

A motion was made to approve Resolution 2022-12-0145 for approval of the Salem Port Authority 2023/2024 Budget as presented.

Moved by: C. Chianese
Seconded by: J. Maressa

Voting for Motion:
Voting Against Motion: W. Higgins

RESOLUTION 2022-12-0146: 2023 PILOT AGREEMENTS WITH CAMDEN COUNTY, CITY OF SALEM & CITY OF CAMDEN

The **Camden County 2023 calendar year PILOT agreement** is the same amount as last year’s PILOT payment at \$419,000.00.

The **City of Salem 2023 calendar year PILOT agreement** is the same amount as last year’s PILOT payment at \$31,224.37.

The **City of Camden 2023 calendar year PILOT agreement** is the same amount as last year’s PILOT payment at \$4,000,000.00.

A motion was made to approve Resolution 2022-12-0146 for approval of the 2023 PILOT Agreements with the County of Camden, City of Salem, and the City of Camden.

Moved by: S. Roberts
Seconded by: C. Styles

Voting for Motion: All
Voting Against Motion: None

RESOLUTION 2022-12-0147: APPROVAL OF NON-REPRESENTED STAFF COMPENSATION ADJUSTMENTS

REQUEST

Staff is requesting Board approval for an annual compensation adjustment, in line with current SJPC Collective Bargaining Agreements (CBA), for non-represented staff.

BACKGROUND

In concert with all of the Collective Bargaining Agreements (CBA) in effect at the South Jersey Port Corporation, staff is requesting Board consideration and approval of a 2% compensation adjustment for all non-represented employees effective January 1, 2023.

This includes the Executive Director and CEO, Assistant Executive Director/Chief Commercial Officer, Assistant Executive Director/COO, Chief of Staff and External Affairs, Director of Engineering, CFO/Treasurer, Director of Legal and Regulatory Affairs, Facilities Engineer, Security Manager, Senior Executive Assistant, Senior Advisor – Administration, Senior Advisor – Engineering, HR Manager, and janitor.

A motion was made to approve Resolution 2022-12-0147 for approval of the non-represented staff compensation adjustment recommendation.

Moved by:	W. Higgins
Seconded by:	C. Chianese
Voting for Motion:	All
Voting Against Motion:	None

RESOLUTION 2022-12-0148: APPROVAL TO EXECUTE SECOND AMENDMENT TO BROADWAY PIER 5 LEASE BETWEEN SOUTH JERSEY PORT CORPORATION AND CAMDEN WATERFRONT DEVELOPMENT

REQUEST

Staff requests Board approval to execute the 2nd Amendment to the Broadway Pier 5 lease between South Jersey Port Corporation (SJPC) and Camden Waterfront Development (CWD)

BACKGROUND

As consideration for SJPC providing an upgraded refrigeration system at the Broadway Pier 5 premises and in anticipation of creating approximately 200 jobs, the lease amendment contains the following key provisions:

- SJPC to provide up to \$8 million to upgrade the refrigeration system on the premises, CWD will be responsible for procurement, installation, maintenance, repair of same, and for any cost overruns of procurement and installation

- Base rent of \$945,526 per year to remain in effect through current lease term expiring January 31, 2025, and subject to granting of any lease extension(s), will increase annually thereafter by CPI-U
- Up to three 5-year lease extension options will be granted to CWD, providing CWD makes minimum capital investments of \$3 million, with a minimum of \$1million prior to November 30, 2024, a minimum of \$1million prior to November 30, 2029, and a minimum of \$1million prior to November 30, 2034. CWD shall provide SJPC with an accounting, in a form acceptable to the SJPC, of all capital investments; and the accounting and type of the said investments shall be subject to review and approval by the SJPC, prior to the grant of each extension; which said grants shall not be unreasonably withheld. Capital Investments shall be defined for purposes of this section to be the expenditure of money to purchase fixed physical assets exclusively for the Broadway Pier 5 premises, but not the newly added Air Products site, including, but not limited to, fixtures, machines, buildings, and such other tangible assets. Capital investments however for purpose of this definition shall not include money expended by CWD for its maintenance and repair obligations in the Lease, or those being assumed in this Lease Amendment.
- Air Products site to be added to the lease premises upon completion of remediation at no additional cost, and CWD to be responsible for all site improvements and for cost of compliance with all environmental inspections and reporting
- With respect to the condition of Berth 5, the parties acknowledge that the berth condition has deteriorated over time, and that SJPC will undertake periodic condition surveys and commercially reasonable repairs to continue the use of the berth by vessels, but that if the berth at any time is determined to be unusable, there will be no abatement of rent as a result.
- SJPC and CWD will continue to coordinate and expend efforts to obtain funding to repair and improve the Broadway Pier 5 Premises
- Other maintenance and repair responsibilities to remain unchanged, except that CWD assumes responsibility for all maintenance and repair of the sanitary sewer system on the terminal, which CWD accepts in its "as is" condition as of the date of this Lease Amendment. Capital investments made to upgrade or replace, but not repair and maintain, the sanitary sewer can count toward CWD's \$3 million capital investment responsibility hereunder.

A motion was made to approve Resolution 2022-12-0148 for approval to execute the 2nd Amendment to the Broadway Pier 5 lease between South Jersey Port Corporation (SJPC) and Camden Waterfront Development (CWD), subject to SJPC counsel's final review and approval, as the action item was amended and modified as underlined above.

Moved by:
Seconded by:

J. Maressa
C. Chianese

Voting for Motion:
Voting Against Motion: W. Higgins

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.

The Chairman asked if there were any discussions for closed session. There were closed sessions items to be discussed. The Chairman asked for a motion to adjourn the regular open meeting.

A motion was made to adjourn the Regular Open Meeting

Moved by: C. Chianese
Seconded by: C. Styles

Voting for motion: All
Voting against motion: None

At 1:29 p.m. the regular open session was adjourned.

Following closed session, the Regular Session was reopened at 1:36 p.m.

A motion was made to adjourn the Regular Open Meeting at 1:36 p.m.

Moved by: C. Chianese
Seconded by: C. Styles

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, December 6, 2022.

Victoria D’Amico
Victoria D’Amico
Board Secretary

