



**SOUTH JERSEY PORT CORPORATION**  
**OFFICIAL BOARD OF DIRECTORS MEETING MINUTES**  
**CAMDEN, NEW JERSEY**  
**APRIL 29, 2025**  
**12:30 p.m.**

<b>Directors Present:</b>	William Higgins	Acting Chairman
	Richard Alaimo	Director 🗳️
	Robert DeAngelo	Director 🗳️
	James MacFarlane	Director 🗳️
	Robert Tighue	Director 🗳️
	Jonathan Gershen	Director 🗳️
	Sheila Roberts	Director 🗳️

<b>Directors Absent:</b>	Joseph Maresa	Chairman
	Carl Styles	Director
	Chad Bruner	Director
	Eric Martins	Director

<b>In Attendance:</b>	Alexis Franklin	Governor's Authorities Unit
	Andrew Saporito	Executive Director & CEO
	Louis Lessig, Esq	Brown & Connery
	Jonathan Atwood	Chief of Staff & External Affairs
	August Knestaut	Dir. of L&R Affairs
	Kevin Duffy	COO
	Victoria D'Amico	Board Secretary
	Lisa McLaughlin	CFO / Treasurer
	Brendan Dugan	CCO
	Neil Grossman	Financial Advisor
	Chris Perks	Director of Engineering
	Richard Altomare	General Mgr. Security
	Dennis Culnan, Jr.	Phoenix Strategies
	George Englehardt	Facilities Engineer 📞
	Dan Bontempo	Stantec
	Sean Brown	Salem County Dir. Of Economic Dev.
	Chuck O'Leary	Public
	*Senator John Burzichelli	Senator
	TJ Daddino	Public



\*Individuals listed in attendance may or may not have been in attendance during the entire Session but will be so noted in the text of the minutes.

**The 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 December 3, 2024, 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 2025, 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 2025. 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.**

At this time, Vice Chairman and Acting Chairman, William Higgins, was sworn in as the Vice Chair of South Jersey Port Corporation by Senator John Burzichelli.

*A motion was made by the Acting Chairman, William Higgins, to approve Richard Alaimo, former Chairman for SJPC, as Chairman Emeritus*

<b>Moved by:</b>	<b>S. Roberts</b>
<b>Seconded by:</b>	<b>R. DeAngelo</b>
<b>Abstain:</b>	<b>None</b>
<b>Voting against motion:</b>	<b>None</b>

**PRESENTATION OF REGULAR MEETING MINUTES – MARCH 25, 2025**

The minutes for the South Jersey Port Corporation Board of Directors regular session meeting held on March 25, 2025, were presented for approval.

*A motion was made to approve the March 25, 2025, Board of Directors Regular Open Session Meeting Minutes as presented.*

<b>Moved by:</b>	<b>S. Roberts</b>
<b>Seconded by:</b>	<b>R. DeAngelo</b>
<b>Abstain:</b>	<b>None</b>
<b>Voting against motion:</b>	<b>None</b>



**PRESENTATION OF CLOSED MEETING MINUTES – MARCH 25, 2025**

The minutes for the South Jersey Port Corporation Board of Directors closed session meeting held on March 25, 2025, were presented for approval.

*A motion was made to approve the March 25, 2025, Board of Directors Regular Closed Session Meeting Minutes as presented.*

<b>Moved by:</b>	<b>S. Roberts</b>
<b>Seconded by:</b>	<b>R. DeAngelo</b>
<b>Abstain:</b>	<b>None</b>
<b>Voting against motion:</b>	<b>None</b>

**PRESENTATION OF SPECIAL MEETING OPEN MINUTES – APRIL 1, 2025**

The minutes for the South Jersey Port Corporation Board of Directors open session meeting held on April 1, 2025, were presented for approval.

*A motion was made to approve the April 1, 2025, Board of Directors Regular Open Session Special Meeting Minutes as presented.*

<b>Moved by:</b>	<b>S. Roberts</b>
<b>Seconded by:</b>	<b>R. DeAngelo</b>
<b>Abstain:</b>	<b>None</b>
<b>Voting against motion:</b>	<b>None</b>

**OPERATING BILLS**

The Operating Unpaid Bill list for the period 3/1/2025–3/31/2025 was presented for approval.

*A motion was made to adopt Resolution 2025-04-0057 for the approval of the Operating Unpaid Bill list for the period 3/1/2025-3/31/2025.*

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



**ADVANCE PAYMENT LIST**

The Advance Payment Bill List for the period 3/1/2025–3/31/2025 was presented for approval.

*A motion was made to adopt Resolution 2025-04-0058 for the approval of the Advance Payment Bills for the period 3/1/2025-3/31/2025.*

**Moved by:** S. Roberts  
**Seconded by:** J. Gershen

**Abstain:** J. MacFarlane (DRS & Fazzio)  
**Voting against motion:** None

**CREDIT LIST**

The Credit List for the period ending March 31, 2025, was presented for approval.

*A motion was made to adopt Resolution 2025-04-0059 for the approval of the Credit List for the period ending March 31, 2025.*

**Moved by:** S. Roberts  
**Seconded by:** J. MacFarlane

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

**CHANGE ORDERS- (TWO)****RESOLUTION 2025-04-0060: APPROVAL OF CHANGE ORDER NUMBER 1 TO ON-BOARD ENGINEERING CORPORATION BERTH 4 REPAIRS AT BALZANO MARINE TERMINAL**

The design services for the inspection and design for the Berth 4 Repairs on the crane rail concrete support beam, drainage and pavement improvements at the Balzano Marine Terminal was awarded to On-Board Engineering Corporation, by Board Resolution 2024-04-0061 on April 30, 2024, in the amount of \$48,600.

During the design period, additional items were added to the scope of work at SJPC's request. These items include additional concrete spall repairs, additional drainage improvement to include replacement / slip lining sections of outfall pipe, replacement of the collapsed water meter pit precast concrete lid and drawing revisions to remove installation of new on-dock rail track. SJPC staff has reviewed the associated change order request and is recommending Board Approval of an amendment to the On-Board Engineering Corporation contract in the amount of \$8,400 bringing the total contract amount to \$57,000.



Original Contract Amount	\$	48,600.00
Change Order Number 1	\$	8,400.00
Adjusted Contract Amount	\$	57,000.00

*A motion was made to approve Resolution 2025-04-0060 to approve Change Order Number 1 to the On-Board Engineering Corporation contract in the amount of \$8,400 bringing the total contract amount to \$57,000.*

**Moved by:** S. Roberts  
**Seconded by:** J. MacFarlane

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

**RESOLUTION 2025-04-0061: APPROVAL OF CHANGE ORDER NUMBER 1  
HARRING FIRE PROTECTION D BUILDING SPRINKLER SYSTEM  
REPLACEMENT AT THE BROADWAY MARINE TERMINAL**

The construction contract for Phase 2 of the Broadway Terminal Sprinkler Replacement Project, Building D, was awarded to Harring Fire Protection of Hammonton, NJ by Board Resolution 2023-12-0113 on December 5, 2023, in the amount of \$ 996,350.

During the construction period, additional scope of work was mandated by the DCA inspector after the design was approved and the contract awarded. Those three additional work items include the bathrooms in the C Building, the outdoor loading dock, and extending fire department connections from the interior valve rooms to the outside of the building.

SJPC staff has reviewed the associated change order request and is recommending Board Approval of a change order to the contract in the amount of \$ 98,840 bringing the total contract amount to \$ 1,095,190.

Original Contract Amount	\$	996,350
Change Order Number 1	\$	98,840
Adjusted Contract Amount	\$	1,095,190

*A motion was made to approve Resolution 2025-04-0061 to approve Change Order Number 1 to Harring Fire Protection in the amount of \$ 98,840 bringing the total contract amount to \$ 1,095,190.*



<b>Moved by:</b>	<b>S. Roberts</b>
<b>Seconded by:</b>	<b>J. MacFarlane</b>
<b>Voting for Motion:</b>	<b>All</b>
<b>Voting Against Motion:</b>	<b>None</b>

### **CONSTRUCTION FUND REQUISITIONS**

Staff presented (15) advance construction fund requests in the amount of \$743,107.85 and (6) unpaid construction fund requisitions in the amount of \$34,115.26

*A motion was made to adopt Resolution 2025-04-0062 to approve the Construction Fund List for the period ending March 31, 2025.*

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

### **TREASURERS REPORT**

For the month of March 2025, SJPC had net income in the amount of \$337,898 which is over budget by \$330,965 for the month. Our (year-to-date) YTD net income as of March 31<sup>st</sup> is \$1,176,182 which is over budget by \$1,133,738. In March 2025 the Port had a 14% decrease in revenue as compared to February 2025. Cost of Goods Sold was 78% of total revenue - up 4% from February. Gross profit was 22% of total revenue - a decrease of 4% from February. G&A was still at 11% of total revenue and Net Income was 13% of total revenue.

### **COUNSEL'S REPORT**

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

### **EXECUTIVE DIRECTORS REPORT**

The Executive Director & CEO for the South Jersey Port Corporation reports cargo tonnage for March 2025 was 297,487 s/tons: a 19.5% increase compared to 249,029 s/tons in March 2024. All terminals combined handled a total of 224,746 s/tons of breakbulk cargo during March 2025; showing a 29.6% increase compared to March 2024. March 2025 bulk cargo activity for all terminals was 72,740 s/tons: a 3.9% decrease from March 2024. Year to date tonnage for all terminals through March 2025 totaled 1,001,017 s/tons; representing a 13.7% increase compared to 880,592 s/tons YTD March 2024.

### **CAMDEN TERMINALS ACTIVITY**

Camden tonnage for March 2025 totaled 201,735 s/tons, a 20.2% increase when compared to 167,854 s/tons in March 2024. Balzano Terminal tonnage for March 2025 was 119,995 s/tons; a 29.2% increase compared to 92,900 s/tons in March 2024. Broadway Terminal tonnage for March 2025 at 81,740 s/tons showed a 9.1% increase compared to 74,954 s/tons in March 2024.



Camden steel imports in March 2025 were 119,995 s/tons showing a 29.2% increase from the 92,900 s/tons in March 2024. There were 13,267 s/tons of wood products in March 2025 compared to 11,863 s/tons in March 2024: representing an 11.8% increase.

There were no recycled metals exports or Gypsum cargo activity in March 2025 or March 2024. There was no cargo activity of Grancem in March 2025 compared to 9,258 s/tons in March 2024. March 2025 cement imports at 21,798 s/tons are 59.5% behind the 53,832 s/tons in March 2024. There were 40,432 s/tons of salt in March 2025 compared to no cargo activity in March 2024. Broadway Pier 5 handled 6,242 s/tons in March 2025.

#### PAULSBORO TERMINAL ACTIVITY

Paulsboro Marine Terminal handled 85,241 s/tons of steel cargo in March 2025 showing a 24.2% increase compared to March 2024. There were 9 lay berth vessel days for March 2025.

#### SALEM TERMINAL ACTIVITY

Export sand at 10,511 s/tons for March 2025 shows a 16.3% decrease compared to 12,565 s/tons in March 2024.

#### OTHER TERMINAL ACTIVITY

SJPC's marine terminals handled 24 ships in March 2025, compared with 16 in March 2024. The number of ship days (i.e., the number of days a ship is loading or unloading at its terminals) for March 2025 was 69 compared to 53 days in March 2024.

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

#### JOC Breakbulk Conference

Andy Saporito and Brendan Dugan attended the Journal of Commerce Breakbulk and Project Cargo conference in New Orleans from April 23-25. Approximately 850 registrants were in attendance, representing all segments of the Breakbulk logistics supply chain. Discussions were held with many current and potential customers, including shipping lines, agents, freight forwarders and importers. The conference sessions included several current topics impacting the industry, including tariffs, propose fees on Chinese built and/ or owned ships, and cargo forecasts.

#### IWPA World of Wood Conference

Brendan Dugan and Rose Hope attended the World of Wood Conference in New Orleans from March 25-28. Approximately 400 registrants were in attendance. Many of the registrants were previous customers that have been currently importing via containers. We had the opportunity to have many discussions with those customers and to start planning for their cargo to return to breakbulk via Camden. Brendan Dugan attended the Board Meeting as well introduced the speaker for the segment Outlook for Trade in the New Administration. Other segment topics included topics such as the Global Market, Lacey Act, Trade Law, and the Tariff Impact on the industry.



**Meeting with City of Salem NJ**

Staff recently met on Zoom with the Mayor of Salem and City staff. We updated the mayor on our redevelopment plans for the Port.

**Best of Salem award**

Jonathan Atwood and Gus Knestaut, joined by Directors Bill Higgins and Carl Styles, recently attended the Best of Salem County 2025 dinner at Salem Community College. The Port was the recipient of the Best of Salem Shipping and Stevedoring award.

**Take Your Kid to Work Day**

On Thursday, April 24<sup>th</sup>, we participated in the National Take Your Kid to Work Day. The group of children were given a brief power point overview of South Jersey Port operations, highlighting where our cargo comes from, and job opportunities that a marine terminal can offer. They were given a tour of both terminals learning about the cargo we handle and how they are manufactured into the products they see in everyday life and were able to watch operations first-hand. The day ended with a tour of the Battleship New Jersey.

**Events Attended:**

- Vessel Owners & Captains Association Dinner
- NJ Alliance for Action City of Camden Event

**ACTION ITEMS:**

**RESOLUTION 2025-04-0063: APPROVAL TO AWARD A CONSTRUCTION CONTRACT FOR A&B BUILDINGS ROOF SCUPPER REPAIRS AT THE BALZANO MARINE TERMINAL**

**REQUEST**

Staff is requesting Board approval to award a construction contract for A & B Building roof scupper repairs and replacement of downspouts at the Balzano Marine Terminal.

**BACKGROUND**

Conditions of the A & B Building scuppers and downspouts have deteriorated and now cause water infiltration down the inside walls, endangering customer cargo. Drawings and specifications were prepared by S.T. Hudson Engineers.

Pursuant to the Board Resolution 2025-02-0029, an Invitation for Bidders (IFB) was advertised to solicit public bids.

The IFB was posted on the SJPC website, advertised in three papers, and eight (8) roofing firms were notified of the opportunity. A Prebid meeting was held on Thursday, March 27, 2025, with four (4) contractors in attendance. One (1) addendum was issued, and two (2) bids were received on Thursday, April 15, 2025, as follows:



Company	Amount Bid
Kupex Exteriors, LLC Trenton, NJ	\$189,390
Jottan, Inc. Delran, NJ	\$314,287

The engineer's estimate for this project was \$190,000. Legal review confirmed that the bid met all the requirements of the IFB.

*A motion was made to approve Resolution 2025-04-0063 to award a construction contract for the Balzano Terminal A & B Buildings scupper repairs project to the low bidder, Kupex Exteriors, LLC., of Trenton, NJ, in the Lump Sum Bid Amount of \$189,390.*

**Moved by:**  
**Seconded by:**

**R. DeAngelo**  
**S. Roberts**

**Voting for Motion:**  
**Voting Against Motion:**

**All**  
**None**

**RESOLUTION 2025-04-0064: APPROVAL TO AWARD A CONTRACT FOR HIGH VOLTAGE SUBSTATION MAINTENANCE AND REPAIRS AT THE BROADWAY MARINE TERMINAL**

**REQUEST**

Staff is requesting Board approval to award a contract for the maintenance and repairs of the Boadway Main Electrical Substation.

**BACKGROUND**

Pursuant to Board Resolution Number 2025-04-0055, bid documents were prepared for this work.

The RFP was advertised in three newspapers and posted on the SJPC website. In addition, the documents were sent directly to seven (7) specialty firms. A Prebid meeting was held on April 4 with two (2) firms attending. There was one (1) Addendum issued. Bids were opened on Tuesday April 15, 2025, with two (2) bids received.



Company	Amount Bid
North Central Electric, Inc. Langhorne, PA	\$95,200
LND Technical Services Bronx, NY	\$137,000

The bid was reviewed for legal completeness. After the 2025 scheduled maintenance service, this contract will continue for three years of on-call services, with the SJPC's option to renew.

*A motion was made to approve Resolution 2025-04-0064 to award a contract to North Central Electric of Langhorne, PA, in the amount of \$95,200 for high voltage electrical maintenance and repair services to the Broadway Main Electrical Substation.*

**Moved by:**

**J. MacFarlane**

**Seconded by:**

**S. Roberts**

**Voting for Motion:**

**All**

**Voting Against Motion:**

**None**

**RESOLUTION 2025-04-0065: APPROVAL TO AWARD A CONSTRUCTION CONTRACT FOR REPAIRS TO THE CRANE RAIL SUPPORT BEAMS, DRAINAGE, AND OUTER DECK PAVING ON BERTH 4 AT BALZANO MARINE TERMINAL**

**REQUEST**

Staff requests Board approval to award a construction contract for repairs to the Berth 4 crane rail concrete support beam, drainage, and outer deck pavement at the Balzano Marine Terminal.

**BACKGROUND**

Berth 4 is the designated loading location for scrap ships at the Balzano Marine Terminal. During the crane outages experienced last year, alternate means for loading ships were implemented, which, due to the additional heavy transport equipment movements, accelerated the degradation of the crane rail support beam concrete, and the deck paving. This project will repair the crane rail concrete support beams, repair drainage, and repave Berth 4.

Pursuant to the Board Authorization Resolution 2025-02-0030, an Invitation for Bidders (IFB) was advertised soliciting public bids to construct concrete repairs to the crane rail support beams and to the drainage and paving on Berth 4.

The IFB was posted on the SJPC website, advertised in three papers, and seven (7) civil general contractor firms were notified of the opportunity. A Prebid meeting was held on



March 26, 2025, with seven contractors in attendance. Two (2) addenda were issued, and two (2) bids were received on Tuesday, April 15, 2025, as follows:

Company	Amount Bid
Kyle Conti Construction, LLC Mt. Laurel, NJ	\$1,828,828
Tracks Unlimited Mountainside, NJ	\$1,874,500

Legal review confirmed that the bid proposal met all the requirements of the IFB.

*A motion was made to approve Resolution 2025-04-0065 to award a construction contract to Kyle Conti Construction, LLC of Mt. Laurel, NJ, in the Lump Sum Bid Amount of \$1,828,828.*

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

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

**RESOLUTION 2025-04-0066: APPROVAL TO AWARD A CONTRACT TO CTCI FOR THE INSTALLATION OF 10 SECURITY CAMERAS AT THE BALZANO AND BROADWAY MARINE TERMINALS**

**REQUEST**

Staff requests Board approval to award a contract to Commercial Technology Contractors Incorporated (CTCI) for the supply and installation of 10 new cameras at the Balzano and Broadway Marine Terminals.

**BACKGROUND**

In 2022, SJPC installed new security camera systems at the two Camden marine terminals. That contract was funded in part by a Port Security Grant from the U.S. Department of Homeland Security.

In March 2023, SJPC applied for and was awarded a second Port Security Grant which was used to add camera locations and to purchase four new TWIC card readers.

In March 2024, SJPC applied for and was awarded a third Port Security Grant from Homeland Security for 10 additional camera locations.



SJPC then obtained pricing from three firms for the purchase of the new cameras, networking, cabling, and installation, using available New Jersey state cooperative purchasing agreements

The lowest cost proposal was from Commercial Technology Contractors Incorporated (CTCI), under New Jersey State Contract - BC-BID-24-38 - Computer Equipment and Peripherals, Contract T2989, and NJ State Contract 23-TELE-45464-T2989 - Communications Wiring Services, in total amount of \$103,270.

The federal grant amount for the 2024 Port Security Grant was \$65,930, making the local match cost SJPC \$37,340.

*A motion was made to approve Resolution 2025-04-0066 to award a contract to Commercial Technology Contractors Incorporated (CTCI), from Clifton, NJ, in the amount of \$103,270, for the installation of 10 new cameras for the port security camera systems at the Balzano and Broadway Marine Terminals.*

<b>Moved by:</b>	<b>S. Roberts</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 2025-04-0067: APPROVAL TO ISSUE A REQUEST FOR QUALIFICATIONS TO PROFESSIONAL FIRMS FOR CIVIL ENGINEERING, CERTIFIED DIVERS, CONSTRUCTION MANAGEMENT, GEOTECHNICAL AND MARINE ENGINEERING SERVICES**

**REQUEST**

Staff requests 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 prequalification process operates over a three-year cycle. We are in the third year of the cycle that began in 2023. This advertisement will give new firms the opportunity to become prequalified for the remaining (third) year of the cycle.

This specific prequalification term will be for one (1) year, commencing on July 1, 2025, and expiring on June 30, 2026.

*A motion was made to approve Resolution 2025-04-0067 to issue a Request for Qualifications (RFQ) to professional firms for Civil Engineering, Certified*



*Divers, Construction Management, Geotechnical, and Marine Engineering Services.*

<b>Moved by:</b>	<b>S. Roberts</b>
<b>Seconded by:</b>	<b>J. MacFarlane</b>
<b>Voting for Motion:</b>	<b>All</b>
<b>Voting Against Motion:</b>	<b>None</b>

**RESOLUTION 2025-04-0068: APPROVAL TO ISSUE A REQUEST FOR QUALIFICATIONS TO PREQUALIFY PROFESSIONAL FIRMS FOR PORT PLANNING SERVICES**

**REQUEST**

Staff requests Board approval to issue a Request for Qualifications (RFQ) to professional firms for Port Professional Planning Services.

**BACKGROUND**

In July 2020 by Board Resolution: 2020-07-0058, the Board approved a list of four prequalified professional firms for port planning services for a 5-year period expiring in July 2025. The port planning services include port land use, 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.

An RFQ will be publicly advertised again seeking qualification proposals from qualified engineering / planning 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.

*A motion was made to approve Resolution 2025-04-0068 to issue a Request for Qualifications (RFQ) to professional firms for Port Planning services for a term of 5-years, from August 2025 – July 2030.*

<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>

**RESOLUTION 2025-04-0069: APPROVAL TO ADVERTISE A REQUEST FOR BIDS FOR THE N-1 BUILDING ROOF REPAIRS AT THE BROADWAY MARINE TERMINAL**

**REQUEST**



Staff requests Board approval to issue a publicly advertised request for bids to perform roof replacement to the N-1 Building roof at the Broadway Marine Terminal.

**BACKGROUND**

The existing roof, due to its age and state of deterioration, has received numerous local leak repairs over the years. During high wind and rain events in March of this year, the roof incurred significant damage exposing the support wood decking. SJPC Maintenance staff were able to construct a series of large patches as a temporary measure to avoid water damage to the cargo in storage below. A roof replacement project to address these conditions is now warranted.

*A motion was made to approve Resolution 2025-04-0069 to publicly advertise for competitive bids to perform roof replacement work on the N-1 Building at the Broadway Marine Terminal.*

**Moved by:**

**S. Roberts**

**Seconded by:**

**R. DeAngelo**

**Voting for Motion:**

**All**

**Voting Against Motion:**

**None**

**RESOLUTION 2025-04-0070: APPROVAL OF ANNUAL SCI SUPPORT FOR SERVICES****REQUEST**

Staff requests Board approval of the Port's annual contribution to the Seaman's Church Institute.

**BACKGROUND**

The Seamen's Church Institute (SCI) provides services to seafarers who visit the ports along the Delaware River, including SJPC's facilities. SCI visits every ship that calls both the Balzano Marine Terminal and the Broadway Terminal. Those services include hospitality, transportation, telephone, computer, spiritual, and many other necessary and vital services. SCI has requested \$8,000 for services rendered at our terminals. This is the same amount as SJPC contributed last year.

The payment will be funded through the Operations account.

*A motion was made to approve Resolution 2025-04-0070 to pay Seaman's Church Institute \$8,000.*

**Moved by:**

**S. Roberts**

**Seconded by:**

**J. Gershen**



**Abstained:**  
**Voting Against Motion:**

**J. MacFarlane**  
**None**

**RESOLUTION 2025-04-0071: APPROVAL OF BLUE MINT, LLC LEASE**

**REQUEST**

Staff requests Board approval to execute a three- year lease with Blue Mint, LLC at 1101 South 2<sup>nd</sup> Street, Camden, NJ.

**BACKGROUND**

Blue Mint is an affiliated entity of Allied Salt, LLC, of Princeton, NJ. Allied Salt has been leasing the subject premises from SJPC on a month-to-month basis since November of 2023. Blue Mint is contracted to supply retailers such as Home Depot with bagged salt. The month-to-month lease with Allied Salt would be terminated with 30 days' notice, per provisions of the current lease. Blue Mint would then become the Lessee, and would import salt to Camden, and bag, palletize and distribute the salt from the S. 2<sup>nd</sup> St. premises. Key provisions of the proposed lease include:

- **Premises/Space:** Approximately 2.5 acres of paved and fenced lot at 1101 S. 2<sup>nd</sup> street Camden, NJ.
- **Lease Term:** 3 years, commencing upon the first day of the first month following execution of the lease.
- **Termination Rights:** 90 day written termination notice by either party.
- **Permitted Uses:** Premises to be used for bulk salt storage and for bagging, packaging, palletizing, and distribution of packaged salt. No other uses allowed without prior written consent by landlord.
- **Rental Fee:** Effective as of the first day of the first month following execution of the lease in 2025, the Lessee shall pay a monthly rental of \$12,037.00 (\$144,444.00 per year). Annual rent will increase by CPI-U starting on the first lease anniversary date in 2026, and then per each subsequent 12-month period.
- **Variable Fees:** Lessee is responsible for all fees, costs and expenses of any kind associated with supply of electric and natural gas at premises.
- **Security Deposit:** Sum equivalent to one month's rent.



- **Lessee Insurance:** \$2 million and \$4 million liability combined single limit for bodily injury liability and property damage liability.
- **Lessee Maintenance Responsibility:** Lessee accepts premises as is. Lessee is responsible for keeping bulk material tarped and break bulk material palletized. Lessee will be responsible for cost of compliance with all federal, state, or municipal regulations required for allowed storage area operations; Tenant shall comply with all laws and ordinances. Lessee will also be responsible for keeping the area free of dust and other pollutants.
- **Lessor Maintenance Responsibility:** Lessor has no obligation to make repairs or alterations. Lessor shall not furnish water for sanitary purposes to serve the premises.
- **Assignment of Lease:** Lease assignment requires Lessor's written consent to occupy the premises in any other manner or any other purpose. Lessee cannot assign, mortgage, pledge or sublease without the Lessor's written consent.

*A motion was made to approve Resolution 2025-04-0071 to execute a three-year lease with Blue Mint, LLC at 1101 South 2<sup>nd</sup> Street, Camden NJ.*

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

**Voting for Motion:** All

**Voting Against Motion:** None

**RESOLUTION 2025-04-0072: APPROVAL TO PURCHASE A 2025 KUBOTA TRACTOR, FOUR WHEEL DRIVE UTILITY MODEL MX60000HSTC**

**REQUEST**

Staff requests Board approval to purchase a 2025 Kubota tractor Model MX60000HSTC.

**BACKGROUND**

The tractor is replacing an older 2005 model that is beyond repair and did not meet recently enacted NJ Requirements for marine terminal equipment. The new tractor will have a tier 4 diesel engine as required by the NJDEP. Staff received a quotation of \$54,043.00 from Cherry Valley Tractor Sales with 0% interest for 60 months provided by the manufacturer. Staff also request the purchase of the following accessories.



Quantity			Total
1	Foam Fill all four tires		\$2,310.00
1	Heavy Duty, power angle Sweeper Broom		\$19,007.00
2	New set of 50/50 Erskine 84" brush refill set	\$1,045.00 ea.	\$2,090.00
	Extended warranty:		
1	MX6000: 2 years Tractor		\$1,250.00
1	LA1065A loader: 2 years loader		\$400.00

*A motion was made to approve Resolution 2025-04-0072 to approve the purchase of a 2025 Kubota tractor, accessories and extended warranties.*

**Moved by:**

**S. Roberts**

**Seconded by:**

**R. DeAngelo**

**Voting for Motion:**

**All**

**Voting Against Motion:**

**None**

**RESOLUTION 2025-04-0073: APPROVAL TO EXECUTE SIDETRACK AGREEMENT WITH CONSOLIDATED RAIL CORPORATION (“CONRAIL”) REGARDING USE, CONSTRUCTION AND MAINTENANCE OF RAIL TRACK FACILITIES AT THE BROADWAY MARINE TERMINAL**

**REQUEST**

Staff requests Board approval to authorize the South Jersey Port Corporation’s (“SJPC”) Executive Director and CEO to execute a Sidetrack Agreement with Consolidated Rail Corporation (“Conrail”) setting forth each of the party’s rights, responsibilities, and obligations concerning the use, construction, and maintenance of certain rail track facilities located at, and servicing, the SJPC’s Broadway Marine Terminal (“Broadway”), subject to final review and approval as to form by SJPC’s legal counsel.

**BACKGROUND**

Staff are presenting a proposed new, revised, and updated Sidetrack Agreement from and with Conrail regarding the use, construction and maintenance of the rail track facilities located at, and servicing, Broadway. SJPC previously entered into a Sidetrack Agreement with Conrail regarding the use, construction, and maintenance of the rail track facilities at Broadway made and effective April 25, 2025, (hereafter the “Original Agreement”). However, SJPC currently is in the process of constructing an extension to, and upgrading of, the rail track facilities at Broadway that are the subject of the Original Agreement. Conrail has advised SJPC that whenever alterations and/or additions are made to an existing sidetrack configuration (rail track facilities) that are the subject of an existing agreement, that Conrail will require the execution of a new Sidetrack Agreement



in order to generate a new exhibit to reflect the newly constructed rail track configuration. Since the rail track facilities being extended and upgraded at Broadway by SJPC are already the subject of the Original Agreement, Conrail has requested that SJPC execute a new and updated Sidetrack Agreement for Broadway which incorporates an exhibit reflecting the alterations to the sidetrack configuration. The updated Sidetrack Agreement presented by Conrail contains the same language as to each party's respective rights, responsibilities and obligations as to the rail track facilities at Broadway and is thereby in the same form as the Original Agreement. The only difference between the Original Agreement, and the new Sidetrack Agreement, as proposed, is the exhibit being attached thereto, which said exhibit contains the new rail track configuration based upon the construction, upgrades, and extensions currently being undertaken by SJPC through its Broadway rail project. Thus, Board approval is requested for the SJPC's Executive Director to sign an updated Sidetrack Agreement with Conrail for the Broadway rail track facilities that is in the same form as the Original Agreement, but that incorporates a new and updated exhibit setting out the new rail track configuration at Broadway.

*A motion was made to approve Resolution 2025-04-0073 to authorize the SJPC's Executive Director and CEO to execute a Sidetrack Agreement with Conrail setting forth each of the said parties' rights, responsibilities, and obligations concerning the use, construction, and maintenance of certain rail track facilities located at, and servicing, Broadway, subject to final review and approval as to form by SJPC's legal counsel.*

<b>Moved by:</b>	<b>J. MacFarlane</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**

Dennis Culnan, Jr. provided the marketing report to the board. 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 Vice Chairman asked if there were any public comments.

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

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

Following closed session, the Regular Session was reopened at 1:54 pm.

<b>Moved by:</b>	<b>S. Roberts</b>
<b>Seconded by:</b>	<b>J. MacFarlane</b>
<b>Voting for Motion:</b>	<b>All</b>
<b>Voting Against Motion:</b>	<b>None</b>

*A motion was made to adjourn the Regular Open Meeting at 1:54pm*

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

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, April 29, 2025.



Victoria D'Amico  
Board Secretary

