

SOUTH JERSEY PORT CORPORATION



BOARD OF DIRECTORS MEETING OCTOBER 28, 2025

THE CHAIRMAN COMMENCES MEETING WITH PLEDGE OF ALLEGIANCE AND ROLL CALL

OPEN PUBLIC MEETINGS ACT 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 Directors' Meetings for 2025. The meeting schedule was also placed on the Port Corporation's website at www.southjerseyport.com.

1. APPROVAL OF MINUTES

Regular Open Meeting September 30, 2025

Closed Session Meeting September 30, 2025

2. APPROVAL OF OPERATING BILLS

RESOLUTION 2025-10-0140:

3. APPROVAL OF ADVANCED PAYMENT BILL LIST

RESOLUTION 2025-10-0141:

4. APPROVAL OF CREDITS

RESOLUTION 2025-10-0142:

5. APPROVAL OF CHANGE ORDERS (THREE)

**RESOLUTION 2025-10-0143: APPROVAL OF CHANGE ORDER NO.
3 TO HARRING FIRE PROTECTION TO REPLACE FAILED
CONTROLLER AND PUMP FOR THE ANNUAL FIRE CODE
INSPECTIONS AND REPAIR**



RESOLUTION 2025-10-0144: APPROVAL OF CHANGE ORDER NO. 1 TO GEI CONSULTANTS, INC FOR THE PIER 1 INSHORE SEAWALL REPAIRS AT BROADWAY MARINE TERMINAL

RESOLUTION 2025-10-0145: APPROVAL OF CHANGE ORDER NO. 1 TO KOCKS KRANBAU GMBH, BREMEN, GERMANY TO REPLACE THE BOOM HINGES AND FORESTAY PINS AND BUSHINGS IN BALZANO CRANE NO. 1 AT THE BALZANO MARINE TERMINAL

6. **APPROVAL OF CONSTRUCTION FUND REQUISITIONS
RESOLUTION 2025-10-0146:**
7. **RECEIPT OF TREASURER’S REPORT**
8. **RECEIPT OF COUNSEL’S REPORT**
9. **RECEIPT OF EXECUTIVE DIRECTOR’S REPORT**
10. **ADDITIONAL AGENDA ITEMS REQUIRING BOARD ACTION:**

ACTION ITEMS

- A. **RESOLUTION 2025-10-0147: APPROVAL TO AWARD A SERVICE CONTRACT FOR INSPECTION, MAINTENANCE AND REPAIR OF FIRE SPRINKLER SYSTEMS, AND FIRE EXTINGUISHER INSPECTIONS, AT THE BALZANO AND BROADWAY MARINE TERMINALS**
- B. **RESOLUTION 2025-10-0148: APPROVAL OF THE 2024 FINANCIAL AUDIT REPORT**
- C. **RESOLUTION 2025-10-0149: APPROVAL OF THE 2026 SJPC ANNUAL BUDGET**



D. RESOLUTION 2025-10-0150: DEBT SERVICE RESERVE & TAX RESERVE CERTIFICATION LETTER

E. RESOLUTION 2025-10-0151: APPROVAL OF NON-REPRESENTED STAFF COMPENSATION ADJUSTMENTS

F. RESOLUTION 2025-10-0152: APPROVAL OF THE 2026 SJPC BOARD OF DIRECTORS MEETING SCHEDULE

G. RESOLUTION 2025-10-0153: APPROVAL OF THE 2026 SJPC HOLIDAY SCHEDULE

H. RESOLUTION 2025-10-0154: ACCEPTANCE OF THE 2025 RATE STUDY

I. RESOLUTION 2025-10-0155: APPROVAL OF PORT OF CAMDEN TERMINAL TARIFF 300 UPDATE

J. RESOLUTION 2025-10-0156: APPROVAL OF A ONE (1) YEAR EXTENSION OF THAT CERTAIN SHARED SERVICES AGREEMENT BETWEEN THE SOUTH JERSEY PORT CORPORATION AND THE GLOUCESTER COUNTY IMPROVEMENT AUTHORITY FOR LABOR FOR THE PAULSBORO MARINE TERMINAL PROJECT

11. SUPPLEMENTAL BOARD INFORMATION:

K. MARKETING COMMITTEE REPORT & PHOENIX/ARTLIP COMMUNICATIONS REPORT

L. PORT SECURITY UPDATE

M. PAULSBORO MARINE TERMINAL PROJECT UPDATES

PUBLIC SESSION FOR QUESTIONS / COMMENT

12. CLOSED SESSION AND/OR ADJOURNMENT



ACTION ITEM:

A. RESOLUTION 2025-10-0147: APPROVAL TO AWARD A SERVICE CONTRACT FOR INSPECTION, MAINTENANCE AND REPAIR OF FIRE SPRINKLER SYSTEMS, AND FIRE EXTINGUISHER INSPECTIONS, AT THE BALZANO AND BROADWAY MARINE TERMINALS

REQUEST

Staff is requesting Board approval to renew a service contract for the inspection, maintenance and repair of fire sprinkler systems, and fire extinguisher inspections, at the Balzano and Broadway Marine Terminals to Harring Fire Protection of Folsom, New Jersey.

BACKGROUND

Building fire sprinkler systems are required to be inspected yearly by NJDCA - Bureau of Fire Safety, in accordance with NFPA 25. In addition, fire extinguishers require yearly inspection and servicing in accordance with NFPA 10.

SJPC publicly advertised for these services in accordance with Resolution 2023-01-0008.

The firm of Harring Fire Protection, LLC, of Folsom, New Jersey was the low bidder and was awarded the contract per Resolution 2023-08-0078 in the amount of \$55,239.00.

The contract provided for an initial term of one (1) year with the Board's option to extend the contract for up to (2) two additional one-year terms under the same amount, terms and conditions.

The contract was renewed for the second-year option by Resolution No 2024-10-0132. The contractor performed well and the NJDCA mandated inspections are due again, therefore staff are recommending the third-year, final option to the contract.

RECOMMENDATION:

Staff recommends Board approval to award the third-year option for the service contract for the inspection, maintenance and repair of fire sprinkler systems, and fire extinguisher inspections, at the Balzano and Broadway Marine Terminals to Harring Fire Protection for a second one (1) year term, in the amount of \$55,239.00.



ACTION ITEM:

B. RESOLUTION 2025-10-0148: APPROVAL OF THE 2024 FINANCIAL AUDIT REPORT

REQUEST

Staff is requesting Board approval of the 2024 Financial Audit Report.

BACKGROUND

As required under Executive Order #122, our Board's Finance Committee has received and reviewed the draft 2024 Financial Audit Report. The auditors have issued what is equivalent to an unmodified opinion for the 2024 Audit Report for fiscal year ending December 31, 2024.

RECOMMENDATION:

The Board Finance Committee and Staff recommend acceptance of the 2024 Financial Audit and approval of the resolution certifying that each member of the SJPC Board of Directors has reviewed the audit report.



ACTION ITEM:

C. RESOLUTION 2025-10-0149: APPROVAL OF THE 2026 SJPC ANNUAL BUDGET

REQUEST

Staff is requesting Board approval of the Port's operating budget for the 2026 fiscal year.

BACKGROUND

The South Jersey Port Corporation's (SJPC) bond covenants require that not less than 45 days prior to the beginning of each calendar year, the SJPC shall adopt an annual budget for the ensuing calendar year. Staff is proposing to the Board to adopt the attached operating budget for the 2026 fiscal year.

The Port is anticipating an increase in revenue based on projected activity for 2026 along with an 6.5% increase to its tariff. The Port has been experiencing significant increases to costs of doing business. A tariff increase will allow for a reset of our operating income and expense budgets. This budget includes expected increases in health insurance (38%), property and liability insurance (17%), and workers compensation insurance (17%). It also takes into account the negotiated Collective Bargaining Agreements increases due in 2026. All other budgeted items were based on expectations.

RECOMMENDATION:

Staff recommends Board approval of the proposed 2026 SJPC budget.



ACTION ITEM:

D. RESOLUTION 2025-10-0150: DEBT SERVICE RESERVE & TAX RESERVE CERTIFICATION LETTER

REQUEST

Staff is requesting Board approval of the Debt Service Reserve and Tax Reserve Certification Letter to Governor Murphy.

BACKGROUND

The Certification Letter to the Governor for the Debt Service Reserve and Tax Reserve Fund Requirements has been prepared (attached). In summary, for the year ending December 31, 2025, State appropriations of **\$15,200,000** for the Senior Lien Bonds and **\$15,525,000** for the Subordinated Bonds are necessary to restore the South Jersey Port Corporation's reserve funds to the amount of the debt service required per the provisions of N.J.S.A. 12:11A-14 and certifies that the sum of **\$5,333,839** is required to be appropriated by the State of New Jersey to fund the Property Tax Reserve Fund for the Corporation's FY2026 tax payment obligations, which consist of payment in lieu of tax (PILOT) payments to the Local Governments.

RECOMMENDATION:

Staff recommends Board approval of the Debt Service Reserve and Tax Reserve Certification Letter to Governor Murphy.



ACTION ITEM:

E. RESOLUTION 2025-10-0151: 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 requests Board consideration and approval of a 3.5% compensation adjustment for all non-represented employees effective January 1, 2026.

This includes the Interim Executive Director and CEO, Assistant Executive Director/COO, Assistant Executive Director/Chief Commercial Officer, Chief of Staff and External Affairs, Director of Engineering, CFO/Treasurer, Director of Legal and Regulatory Affairs, Facilities Engineer, General Manager Security, Public Safety, and Emergency Management, Senior Executive Assistant, Board Secretary, Senior Advisor Administration, Senior Advisor – Engineering, HR Manager, and Janitor.

RECOMMENDATION:

Staff recommends Board approval of the non-represented staff compensation adjustment recommendation.



ACTION ITEM:

F. RESOLUTION 2025-10-0152: APPROVAL OF THE
2026 SJPC BOARD OF DIRECTORS MEETING
SCHEDULE

DATE	MEETING	TIME
Tuesday, January 27, 2026	Regular	12:30 P.M.
Tuesday, February 24, 2026	Regular	12:30 P.M.
Tuesday, March 31, 2026	Regular	12:30 P.M.
Tuesday, April 28, 2026	Regular	12:30 P.M.
Tuesday, June 9, 2026	Regular	12:30 P.M.
Tuesday, July 28, 2026	Regular	12:30 P.M.
Tuesday, August 25, 2026	Regular	12:30 P.M.
Tuesday, September 29, 2026	Regular	12:30 P.M.
Tuesday, October 27, 2026	Regular	12:30 P.M.
Tuesday, December 8, 2026	Regular	12:30 P.M.

RECOMMENDATION:

Staff recommends Board approval of the 2026 South Jersey Port Corporations Board of Directors Meeting Schedule.



ACTION ITEM:

G. RESOLUTION 2025-10-0153: APPROVAL OF THE 2026 SJPC HOLIDAY SCHEDULE

HOLIDAY	DATE
New Year's Day	Thursday, January 1, 2026
Martin Luther King Day	Monday, January 19, 2026
President's Day	Monday, February 16, 2026
Good Friday	Friday, April 3, 2026
Memorial Day	Monday, May 25, 2026
Juneteenth	Friday, June 19, 2026
Independence Day	Friday, July 3, 2026
Labor Day	Monday, September 7, 2026
Veteran's Day	Wednesday, November 11, 2026
Thanksgiving Day	Thursday, November 26, 2026
Day After Thanksgiving Day	Friday, November 27, 2026
Christmas Eve	Thursday, December 24, 2026
Christmas Day	Friday, December 25, 2026

RECOMMENDATION:

Staff recommends Board approval of the 2026 South Jersey Port Corporation Holiday Schedule



ACTION ITEM:

H. RESOLUTION 2025-10-0154: ACCEPTANCE OF THE 2025 RATE STUDY

REQUEST

Staff is requesting Board acceptance of the 2025 Rate Study.

BACKGROUND

As required by our Bond Covenants, on an annual basis the South Jersey Port Corporation is required to conduct a study that evaluates our rates, fees, and tariffs as compared to our regional competitors. The 2025 Rate Study was prepared by S.T. Hudson and is presented for acceptance. The report indicates current rates are in line with local competitors. Rate increases would need to be substantial and potentially uncompetitive in order to materially affect SJPC's debt service coverage.

RECOMMENDATION:

Staff requests Board acceptance of the 2025 Rate Study.



ACTION ITEM:

I. RESOLUTION 2025-10-0155: APPROVAL OF PORT OF CAMDEN TERMINAL TARIFF 300 UPDATE

REQUEST

Staff is requesting Board approval to update SJPC's Port of Camden Terminal Tariff 300, with the intent to become effective January 1, 2026.

BACKGROUND

SJPC's Terminal Tariff 300 governs the conditions and rates associated with the provision of various terminal handling, storage, equipment rental, and other services provided by SJPC to users of Camden's Balzano and Broadway terminals, and which are not otherwise provided for either by various customer contracts, or by the Port of Philadelphia Marine Terminal Association (PPMTA) Tariff Schedule 1600. SJPC's Terminal Tariff 300 was last updated effective January 1, 2025. The intent is to update the tariff annually to incorporate changes in cost of labor, fuel, insurance expenses, CPI increases, and changes in the provision of equipment and/or services.

Requested Tariff Update Key Items

- General rate increases of 6.5%, to cover SJPC's increased costs of doing business, including items such as labor, pension, medical, property insurance
- No increase at this time in dumpster rental to customers, based on no increase to dumpster contract rate
- Adjustments to storage charge escalations for steel coils only, in order to achieve a balance of cost competitiveness against the need to incentivize turnover of longer term inventory storage
- After the updated tariff has been approved, it will be filed with the Federal Maritime Commission (FMC)

RECOMMENDATION:

Staff recommends Board approval to accordingly update the Port of Camden Terminal Tariff 300, to become effective January 1, 2026



ACTION ITEM:

J. RESOLUTION 2025-10-0156: APPROVAL OF A ONE (1) YEAR EXTENSION OF THAT CERTAIN SHARED SERVICES AGREEMENT BETWEEN THE SOUTH JERSEY PORT CORPORATION AND THE GLOUCESTER COUNTY IMPROVEMENT AUTHORITY FOR LABOR FOR THE PAULSBORO MARINE TERMINAL PROJECT

REQUEST

Staff is requesting approval to extend for one (1) additional year the term of that certain Shared Services Agreement South Jersey Port Corporation (“SJPC”) has with the Gloucester County Improvement Authority (“GCIA”) to provide skilled labor for continuing and future work at the Paulsboro Marine Terminal (“PMT”) project on an “as-needed” basis when requested by SJPC, which said labor can be provided by tradesmen in several trades who are under the employ of the GCIA (hereinafter the “Agreement”). The Agreement was approved originally by the SJPC Board in Resolution 2024-120157 at the Board’s regular meeting on December 10, 2024, and replaced the prior “Shared Services Agreement” that SJPC had with the GCIA that expired on December 31, 2024.

The Agreement contains an Exhibit “A” that sets out the contractual wages for hourly rates for tradesmen, which will remain the same for the extended one (1) year term. The Agreement also contains a sixty (60) day mutual cancellation provision. The initial term of the Agreement was for one (1) year from the Effective Date thereof with an option for SJPC to extend same in its sole discretion for an additional one (1) year term by giving written notice to the GCIA prior to expiration of the initial one (1) year term. Approval from the SJPC Board to extend the Agreement’s term for the additional one (1) year is necessary and required, per the extension option in the Agreement. Recommendation is for approval to extend the Agreement for one (1) additional year, as SJPC will continue to have need for skilled labor as construction/development of the PMT project will continue through year end 2026.

RECOMMENDATION:

Staff recommends Board to approve the extension for an additional one (1) year term the Agreement with GCIA for skilled labor on an as needed basis, when requested, concerning the PMT project, as there is, and will continue to be, a need by SJPC for such labor at and for the continued construction/development of the said project.



INFORMATION ITEM:

K. MARKETING REPORT:



INFORMATION ITEM:

L. SECURITY UPDATE:

Security Overview

Security operations across all terminals remained stable and incident-free during this reporting period:

- **Balzano and Broadway Terminals:** No significant security incidents reported; operations remain secure and effective.
- **Paulsboro and Salem Terminals:** No notable security issues occurred.

Stakeholder Engagement

- **Camden Corporation Watch Meeting:** Participated in the monthly meeting hosted by L3/Lockheed Martin. Key regional security concerns were reviewed and addressed in coordination with partner agencies.
- **Ongoing Outreach:** Continued active engagement with regional stakeholders to strengthen collaborative relationships and maintain situational awareness.
- **Upcoming Engagement:** On November 5, 2025, I will meet with members of the City of Camden, Camden County Police Department, Conrail, and others to discuss the ongoing homeless issue under the Broadway Overpass near the Broadway Marine Terminal.

Facility Security Plan (FSP)

- The FSP was completed and submitted to the U.S. Coast Guard for review and approval.

Summary

This reporting period was marked by operational stability and proactive security management across all facilities. Collaboration with regional partners remains strong, reinforcing a collective approach to security. Work on the Facility Security Plan continues on schedule, ensuring regulatory compliance and overall preparedness.



INFORMATION ITEM:

M. PAULSBORO MARINE TERMINAL PROJECT UPDATES

The Paulsboro Marine Terminal Project updates are provided by the Gloucester County Improvement Authority.



MATTERS INVOLVING LITIGATION, PERSONNEL MATTERS & SPECIAL MATTERS

The subject matter is covered by one or more of the following legal exemptions:

- Matters made confidential by state, federal law or rule by court.
- Disclosure would result in an unwarranted invasion of individual privacy, unless the person affected consents in writing.
- Disclosure would impair the body's right to receive federal or state funds.
- Collective bargaining.
- Lease or acquisition of property, setting of banking rates, investment of public funds if disclosure would harm the public interest.
- Investigations into violations of law.
- Strategies to protect public security.
- Pending, ongoing or anticipated litigation or contract negotiation, including attorney-client privilege. The threat of litigation must be more than theoretical for this exemption to apply.
- Personnel matters affecting employees of the public bodies, unless all parties request or consent to a public hearing. Prior to discussion of personnel, affected employees must be given notice, known as a Rice notice, which gives the employee the right to request a public hearing.
- Proceedings that could result in a suspension, civil penalty, or loss of a license or permit.

1. COUNSEL'S REPORT