

# SOUTH JERSEY PORT CORPORATION



## BOARD OF DIRECTORS MEETING FEBRUARY 3, 2026

### 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 November 20, 2025, 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 2026, 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 2026. The meeting schedule was also placed on the Port Corporation's website at [www.southjerseyport.com](http://www.southjerseyport.com).

\* Oath of Office for Director Dominick Burzichelli

#### 1. APPROVAL OF MINUTES

Regular Open Meeting Amended December 9, 2025

Closed Session Meeting December 9, 2025

Special Open Meeting January 6, 2026

Special Closed Meeting, January 6, 2026

#### 2. APPROVAL OF OPERATING BILLS

**RESOLUTION 2026-01-002**

#### 3. APPROVAL OF ADVANCED PAYMENT BILL LIST

**RESOLUTION 2026-01-003**

#### 4. APPROVAL OF CREDITS

**RESOLUTION 2026-01-004**



5. APPROVAL OF CHANGE ORDERS (ONE)

**RESOLUTION 2026-01-0005: APPROVAL OF CHANGE ORDER NO. 1 TO HARRING FIRE PROTECTION FOR THE INSTALLATION OF STRUCTURAL FLOOR BRACING IN BUILDING E FOR THE SPRINKLERS SYSTEMS REPLACEMENTS**

6. APPROVAL OF CONSTRUCTION FUND REQUISITIONS  
**RESOLUTION 2026-01-0006**

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 2026-01-0007: APPROVAL TO RENEW THE CONTRACT FOR ON-CALL LOW VOLTAGE ELECTRICAL SERVICE AT THE BALZANO AND BROADWAY TERMINALS**

B. **RESOLUTION 2026-01-0008: APPROVAL TO ISSUE AN RFP FOR DESIGN SERVICES TO INSPECT MARINE WATERFRONT STRUCTURES AT THE BALZANO AND BROADWAY MARINE TERMINALS**

C. **RESOLUTION 2026-01-0009: APPROVAL TO AWARD A CONTRACT FOR THE REPLACEMENT OF BUILDING F2 OVERHEAD ROLL-UP DOOR ASSEMBLY AT THE BALZANO MARINE TERMINAL**

D. **RESOLUTION 2026-01-0010: APPROVAL OF 2026 PENSION LIABILITY**

E. **RESOLUTION 2026-01-0011: APPROVAL OF INSURANCE RENEWALS**



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**F. RESOLUTION 2026-01-0012: APPROVAL TO AWARD PURCHASE ORDER FOR EV TOP-LOADERS**

**G. RESOLUTION 2026-01-0013: APPROVAL OF CAMDEN PLANT HOLDINGS LLC LEASE TERM EXTENSION**

**H. RESOLUTION 2026-01-0014: ANNUAL DESIGNATION OF PUBLIC AGENCY COMPLIANCE OFFICER FOR EEO CONTRACT COMPLIANCE**

**11. SUPPLEMENTAL BOARD INFORMATION:**

**J. MARKETING COMMITTEE REPORT & PHOENIX/ARTLIP COMMUNICATIONS REPORT**

**K. PORT SECURITY UPDATE**

**L. PAULSBORO MARINE TERMINAL PROJECT UPDATES**

**PUBLIC SESSION FOR QUESTIONS / COMMENT**

**12. CLOSED SESSION AND/OR ADJOURNMENT**



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**ACTION ITEM:**

**A. RESOLUTION 2026-01-0007: APPROVAL TO RENEW THE CONTRACT FOR ON-CALL LOW VOLTAGE ELECTRICAL SERVICE AT THE BALZANO AND BROADWAY TERMINALS**

**REQUEST**

Staff is requesting Board approval to renew the existing contract to perform on-call low voltage electrical services at the Balzano and Broadway Marine Terminals.

**BACKGROUND**

Pursuant to the Board Authorization: RESOLUTION 2024-01-0007 APPROVAL TO ISSUE REQUEST FOR BID FOR D BUILDING ELECTRICAL SUBSTATION 480 VOLT REPAIRS AND ON-CALL ELECTRICAL SERVICES AT THE BALZANO AND BROADWAY TERMINALS, a Request for Quotations was advertised for the solicitation of public bids.

The scope of work included removal and replacement of the 480-volt AC distribution switchgear in the “D” Building Substation at the Broadway Marine Terminal, and to perform inspections, preventative maintenance, emergency repairs, and other related services on the electrical distribution systems at the Balzano and Broadway Marine Terminals all as directed by the SJPC.

Per Board Resolution 2024-08-0107, the competitively bid contract was awarded to the low bidder, Lee-Way Electric of Landisville, New Jersey, in the amount of \$498,000 which included an allowance of \$100,000 for the performance of inspections, preventative maintenance, emergency repairs, and other related services on the electrical distribution systems on an on-call basis for a one-year period, with options to renew for an additional two (2) one-year periods based on available funding, at the Balzano or Broadway Terminals.

**RECOMMENDATION:**

Staff is recommending Board approval to exercise the first one-year renewal of the existing contract for the performance of inspections, preventative maintenance, emergency repairs, and other related services on the electrical distribution systems on a task order, on-call basis to Lee-Way Electric of Landisville, New Jersey in the not to exceed amount of \$100,000.



**ACTION ITEM:**

**B. RESOLUTION 2026-01-0008: APPROVAL TO ISSUE AN RFP FOR DESIGN SERVICES TO INSPECT MARINE WATERFRONT STRUCTURES AT THE BALZANO AND BROADWAY MARINE TERMINALS**

**REQUEST**

Staff are requesting Board approval to issue an RFP to the list of pre-qualified marine engineering firms to perform comprehensive above and below water marine structure condition survey inspection services at the Balzano Marine Terminal Berths 2, 3, 4 and 4 Extension and Broadway Marine Terminal Piers 1, 1A and 5.

**BACKGROUND**

In 2021, the South Jersey Port Corporation authorized a project to perform a comprehensive condition survey inspection of the berths, piers, and bulkhead wall marine structures at the Balzano and Broadway Marine Terminals. A prior inspection was performed in 2016. These structures are routinely impacted by ship berth, river debris, and general deterioration due to weather and aging of the structures and should be inspected on a three-to-four-year basis. This condition survey inspection report will identify structural deficiencies that may need to be addressed either on an immediate, priority, or routine basis to maintain the integrity of the structures.

**RECOMMENDATION:**

Staff requests Board approval to issue a Request for Proposals to our list of pre-qualified marine engineering firms to perform comprehensive condition survey inspections and reports of findings for the marine structures at the Balzano and Broadway Marine Terminals.



**ACTION ITEM:**

**C. RESOLUTION 2026-01-0009: APPROVAL TO AWARD A CONTRACT FOR THE REPLACEMENT OF BUILDING F2 OVERHEAD ROLL-UP DOOR ASSEMBLY AT THE BALZANO MARINE TERMINAL**

**REQUEST**

Staff is requesting Board approval to award a contract for replacement of the Building F2 overhead roll-up door assembly at the Balzano Marine Terminal.

**BACKGROUND**

In August 2025, SJPC began using the F-1 and F-2 warehouses for coiled steel cargo storage. The main (west end) roll-up door on the F2 building is not operable. The electric motor operator has failed, and a large number of door slats are damaged beyond repair rendering the door unable to move. For these reasons the door slats are currently secured to the door frame. This is one of the larger doors, 36 feet wide by 25 feet high. The entire roll-up door and motor assembly needs replacement.

Therefore, an Invitation for Bidders (IFB) was prepared to publicly solicit competitive bids. The IFB was posted on the SJPC website, advertised in three papers, and three firms who had previously supplied overhead doors to SJPC were notified of the opportunity. No bids were received on the bid opening date of January 13, 2026.

Therefore, the staff sought the purchase and installation of the overhead door through NJ State Contract Number T-1433 for Rolling / Overhead Doors and Operators.

Using the same bid documents and specifications, staff solicited proposals from three firms who hold a New Jersey State Contract, Number T-1433 for Overhead / Rolling Doors and Operators. Three quotations were received as follows:

Bidder	Amount
Miner (NJ Door Works) Hillside, NJ	\$ 71,375
Set Right Corp. Bristol, PA	\$ 77,950
Merchantville OHD Camden, NJ	\$ 97,730



**RECOMMENDATION:**

Staff is recommending Board approval to award a contract for the replacement of Building F2 overhead roll-up door to state contract T-1433 holder and low bidder, Miner LTD (dba NJ Door Works), of Hillside, New Jersey, in the low bid amount of \$ 71,375.



**ACTION ITEM:**

**D. RESOLUTION 2026-01-0010: APPROVAL OF 2026 PENSION LIABILITY**

**REQUEST**

Staff presents the Employer’s Liability Annual Pension Contribution Invoice for Public Employee’s Retirement System (PERS) for the calendar year 2026. The total amount of **\$1,376,725.55** is due on April 1, 2026. The total amount due includes the Employer’s Contribution for 2025 and early retirement costs. The plan is summarized below.

**Normal Cost** represents the present value of benefits that have accrued on behalf of the members during the valuation year. The employer’s contribution covers not only the basic pension allowance, it also covers the future cost-of-living adjustment along with the premium for group life insurance.

**Normal Contribution** **\$ 205,123**

**Employer Accrued Liability** and/or Pension system unfunded actuarial liability contribution consist of the employer’s share of the pension system total unfunded actuarial liability amortized over time (30 to 40 years). The unfunded actuarial liability of a retirement system is the excess of the system’s actuarial liability over the value of its assets.

**Accrued Liability** **\$ 928,487**  
**Non-Contributory Group Life Insurance** **\$ 52,433**

**Accrued Liability-Early Retirement Incentive-ERI-3.** The State of New Jersey Division of Pension and Benefits prepared the Schedule of payments for the Early Retirement Incentive.

**Long-Term Disability** **\$12,053**  
**Employer Share Retroactive** **\$51,965.55**  
**Accrued Liability-Early Retirement Incentive-ERI-3** **\$ 126,664**  
**Total Amount Due all Categories** **\$ 1,376,725.55**

	<u>2025</u>	<u>2026</u>	=	<u>Variance</u>
Normal Contribution	\$ 198,624	\$ 205,123	=	\$ 6,499
Accrued Liability	\$ 898,525	\$ 928,487	=	\$ 29,962
Non-Contributory Group Life Insurance	\$ 49,117	\$ 52,433	=	\$ 3,316
Accrued Liability-ERI	\$ 123,273	\$ 126,664	=	\$ 3,391
Long Term Disability	\$ 0	\$ 12,053	=	\$ 12,053
Employer Share Retroactive	<u>\$ 0</u>	<u>\$ 51,965.55</u>	=	<u>\$ 51,965.55</u>
<b>Total Amount Due all Categories</b>	<b><u>\$ 1,269,539</u></b>	<b><u>\$ 1,376,725.55</u></b>	=	<b><u>\$ 107,186.55</u></b> (increase)

**RECOMMENDATION:**

Staff recommends Board approval of the 2026 Pension Liability invoice.



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**ACTION ITEM:**

**E. RESOLUTION 2026-01-0011: APPROVAL OF INSURANCE RENEWALS**

**REQUEST**

Approval of Insurance coverages renewing on March 1, 2026:

- Marine Terminal Operators / General Liability - Primary \$1,000,000
- Marine Bumpershoot Liability - \$20,000,000 X \$1,000,000
- Commercial Auto
- Public Officials & Employment Practices Liability
- Property, Inland Marine, Equipment Breakdown, & Terrorism - \$55,000,000
- Privacy & Security / Cyber Liability
- Above Ground Tanks
- Crime
- Workers Compensation & Employers Liability

Overall, the estimated annual renewal cost from your incumbents is \$2,605,039.50, which represents a 7% rate decrease against the annualized adjusted expiring cost of \$2,790,455.00. In August we provided not to exceed estimates for the above renewing lines of \$3,100,000 and currently are \$494,960.50 under that figure.

**Marine Terminal Operators / General Liability - Primary \$1,000,000:** AIG offered a renewal for a premium of \$136,000.00 a 2% rate increase this year and continues to be a market leader for this line of coverage. This renewal is rated on gross receipts which increased 9% since last renewal. AIG has been a long-term partner on this line of coverage first writing the business 12 years ago. Considering the O'Hara claim has driven the 10-year liability loss ratio to 154% and the 5-year loss ratio to 267%, this is a fantastic result from the incumbent.

**Marine Bumpershoot Liability - \$20,000,000 X \$1,000,000:** The \$20M x \$1M layer is provided as a quota share between 4 carriers, which came in at a premium of \$190,000 a 16% increase.

**Commercial Automobile:** The incumbent Selective provided a quote for a premium of \$232,840.00 with terms and conditions to match the expiring program at a rate increase of 12% which is a great result when we take into account the extremely turbulent auto market and the port's increase in vehicles since 3/1/25.

**SOUTH JERSEY PORT CORPORATION**  
**Board of Directors Meeting – February 3, 2026**

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**Public Officials Liability and Employment Practices Liability Insurance:** The Port's incumbent carrier Navigators offered a renewal for a premium of \$68,705.50, which represents an 8% rate increase.

**Crime:** The Port's current insurance carrier is National Union Fire Insurance Company of Pittsburgh, PA (AIG) who provides a \$500,000 limit with a \$20,000 deductible. They have provided a renewal premium of \$9,559.00 a 6% rate decrease when adjusting the expiring extended period premium from 12/15/2024-03/01/2026 of \$11,551.00 to an annual basis.

**Storage Tank:** The Port's current insurance carrier Crum & Forster provided a renewal indication subject to a completed application with a \$1,000,000 per Storage Tank Incident Limit / \$3,000,000 Total Policy Aggregate Limit subject to a \$5,000 deductible per Storage Tank incident (4 aboveground storage tanks) at a premium of \$1,608 (plus \$100 TRIA) for a total of \$1,708.

**Property, Inland Marine, Equipment Breakdown, & Terrorism - \$55,000,000:** We have confirmed incumbents Lloyd's (Primary \$25M) and Axis, Core & Westchester (Excess \$55M) all at a 14% rate decrease. This equates to \$1,488,375, representing a \$0.1939 rate. Terrorism is closer to coming in flat at \$19,422, as we are not seeing the same reductions in the terrorism space as we are on the property side.

**Privacy & Security / Cyber Liability:** TMHCC the Ports incumbent carrier provided a renewal premium of \$12,875.00 a 1% increase vs the annualized adjusted expiring cost of \$12,780.00. Enhancements are as follows:

- Dependent System Failure Non-IT Provider sublimit increased from \$1M to \$3M
- Unlawful Collection of Data Sublimit increased from \$100K to \$250K

**Workers Compensation & Employers Liability:** NJMs provided a quoted premium of \$445,555, a flat renewal compared to the adjusted expiring. This strong renewal is largely due to a decrease in rates across all of the applicable payroll codes in the program. NJM has committed to a 15% dividend and an additional 5% rating credit. We negotiated 10% of the dividend upfront as in the past in order to reduce the monthly payments throughout the year. This renewal will be due in 11 equal payments of \$40,505.

Conner Strong & Buckelew extensively marketed each line of coverage to ensure the most comprehensive program at the most competitive rate.

**RECOMMENDATION:**

Staff recommends board approval for the above insurance renewals.



**ACTION ITEM:**

**F. RESOLUTION 202-01-0012: APPROVAL TO AWARD PURCHASE ORDER FOR EV TOP-LOADERS**

**REQUEST**

Staff requests Board approval to award a bid for the purchase of two electric top-loaders funded through a DVRPC/NJDOT grant for the price of \$3,966,000.

**BACKGROUND**

Pursuant to the Board Authorization: RESOLUTION 2025-06-0087 APPROVAL TO ISSUE AN RFP FOR THE PURCHASE OF TWO ELECTRIC TOP-LOADERS, the RFP was advertised for the solicitation of public bids. The SJPC applied to the NJDOT through the Delaware Valley Regional Planning Commission (DVRPC) for grant funding under their Carbon Reduction Program. The grant award is 100% refundable up to \$4,000,000.

The scope of this project is to replace two Tier 0 (Pre-1998) diesel top loaders with two new electric-powered top loaders. Replacing these top loaders with electric vehicles will significantly reduce emissions associated with diesel engines, thereby improving air quality.

SJPC received a qualifying bid from Taylor Northeast for two Taylor ZLC-996 electric top-loaders (top pick) at a final price of \$1,983,000 per machine, a total price of \$3,966,000.

**RECOMMENDATION:**

Staff recommends Board approval to purchase two electric top loaders funded through a DVRPC/NJDOT grant for a total price of \$3,966,000.



**ACTION ITEM:**

**G. RESOLUTION 2026-01-0013: APPROVAL OF CAMDEN PLANT HOLDINGS LLC LEASE TERM EXTENSION**

**REQUEST**

Staff is requesting Board approval to extend the lease term with Camden Plant Holdings LLC for two years.

**BACKGROUND**

SJPC leases approximately 5,000 square feet of indoor storage to Camden Plant Holdings at the Broadway Terminal in Camden, for spare parts storage for power generation. The current two-year lease expires on February 28, 2026. The basic terms of the proposed lease extension are:

- 2- year term extension, from March 1, 2026 to February 28, 2028
- \$1,566 per month / \$18,797 per year rent in year 1. 2<sup>nd</sup> year CPI increase based on CPI-U All Items, Philadelphia-Camden, Wilmington DE, as published by the US Bureau of Labor Statistics.
- Security deposit requirement equivalent to one month's rent
- Tenant pays \$100 per month electricity fee

**RECOMMENDATION:**

Staff recommends Board approval to extend the lease term with Camden Plant Holdings LLC for two years.



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**ACTION ITEM:**

**H. RESOLUTION 2026-01-0014: ANNUAL DESIGNATION OF PUBLIC AGENCY COMPLIANCE OFFICER FOR EEO CONTRACT COMPLIANCE**

**REQUEST**

Staff is requesting Board approval designating August E. Knestaut, Esquire, South Jersey Port Corporation's ("SJPC") Director of Legal and Regulatory Affairs, to serve as SJPC's Public Agency Compliance Officer (hereinafter referred to as the "PACO").

**BACKGROUND**

In accordance with N.J.A.C 17:27-3.3, each Public Agency in New Jersey is required to designate an individual to serve as its PACO. The PACO is the liaison between the Division of Purchase and Property's Contract Compliance and Audit Unit (hereinafter the "Division") and the Public Agency; and is the Public Agency point of contact for all matters concerning implementation and administration of the State's Equal Employment Opportunity ("EEO") statutes and regulations. The PACO is also responsible for administering contracting procedures pertaining to equal employment opportunity regarding both the Public Agency, and the vendors with public contracts. Vendors shall include, but are not limited to, those providing goods, professional services and general services to and for the Public Agency; and also, construction contractors who contract with the Public Agency. As such, the PACO must have the authority to recommend changes to effectively support the administration and implementation of the applicable EEO statutes and its companion regulations.

Each year, all Public Agencies are required to submit the name, title, address, telephone number, fax number, and e-mail address of the PACO designated by the Public Agency. This information must be submitted to the Division in January of each year. In addition, it shall be the responsibility of the Public Agency to update the PACO designation at any time during the year if any changes are made concerning the designated PACO.

Staff propose to designate August E. Knestaut, Esquire, Director of Legal and Regulatory Affairs of and for the SJPC, to serve as the SJPC's PACO for the year 2026.

**RECOMMENDATION:**

Staff recommend Board designation of August E. Knestaut, Esquire to serve as SJPC's PACO for 2026.



**INFORMATION ITEM:**

**I. MARKETING REPORT:**



**INFORMATION ITEM:**

**J. SECURITY UPDATE:**



**INFORMATION ITEM:**

**K. PAULSBORO MARINE TERMINAL PROJECT UPDATES**

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



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## **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.

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### **1. COUNSEL'S REPORT**