



Atlantic County Improvement Authority

600 Aviation Research Boulevard · Egg Harbor Township, NJ 08234

Phone: 609-343-2390 Fax: 609-343-2188

Timothy D. Edmunds, P.E.
Executive Director

MINUTES OF THE BOARD MEETING

Thursday, January 11, 2024

**THE ATLANTIC COUNTY IMPROVEMENT AUTHORITY
600 Aviation Research Blvd
Egg Harbor Township, NJ 08234**

In accordance with the provisions of the Open Public Meetings Act (N.J.S.A. 10:4-10), the Regular Board Meeting of the Atlantic County Improvement Authority Board of Commissioners was called to order by Vice Chairperson Robert J. Tarby, at 4:01 p.m. The Board of Commissioners held their public meetings as designated below both in-person and via Zoom conference on December 14, 2023, at the “Thunder Room” located on the first floor of Building 3, National Aerospace Research & Technology Park, 600 Aviation Research Boulevard, Egg Harbor Township, New Jersey.

Zoom Meeting Time: January 11, 2024, 04:00 PM Eastern Time (US and Canada)

Join Zoom Meeting at the following link:

<https://zoom.us/j/93519410588?pwd=T3pHK1Z1VnJlOQ1N6VHhjNWJGT0VGQT09>

Meeting ID: 935 1941 0588

Passcode: 871290

Or Dial by your location +1 929 205 6099 US (New York)

COMMISSIONERS PARTICIPATING IN THE MEETING

Roy Foster, Chairperson, joined the meeting at 4:10 pm; Robert J. Tarby, Sr, Vice Chairperson; Rev. Milton Hendricks, Assistant Secretary; Don Guardian, Commissioner; Robert Gross, Commissioner, India Still, Commissioner, and Joseph J. Giraldo, Commissioner.

Edwin G. Blake, Secretary was unable to attend.

STAFF PARTICIPATING IN THE MEETING

Timothy D. Edmunds, Executive Director; Jessica Wheeley, Comptroller; Edward Perkins, Director of Projects; Robert McGuigan, Director of Community Development; Ellen Hiltner, Home Program Manager, Charlier Pfrommer, Inspector; Lisa Spence, Program Specialist; and Jessica Parada, Financial Specialist.

OTHERS IN ATTENDANCE

Randolph C. Lafferty, Esquire, Cooper Levenson and Bonnie Lindaw, Atlantic County Treasurer.

I. OPENING STATEMENT AND ROLL CALL

Mr. Edmunds read the Notice of Public Meeting and the roll was called.

II. MINUTES

A. Minutes of the December 14th, 2023, Board Meeting Attachment #1

The Board was asked to approve the Minutes of the December 14th, 2023, Regular Board Meeting as presented or as corrected.

A motion was made by Mr. Giraldo and seconded by Mr. Gross to approve the Minutes of the December 14th, 2023, Regular Board Meeting. By a roll-call vote of 5-0-1, the Minutes were approved.

III. FINANCIAL REPORT

A. Financial Report from October 2023 Attachment #2

The Board was presented a preliminary Financial Report of November 2023 and was requested to approve by resolution, the expenditures contained therein.

A motion was made by Mr. Giraldo and seconded by Mr. Gross to approve the expenditures contained therein. By a roll-call vote of 6-0-0, the Board agreed to approve the resolution.

IV. EXECUTIVE DIRECTOR'S REPORT

Board members opted to take a recess between 4:05 pm and 4:10 pm.

There were no contracts awarded under the public bidding threshold of \$17,500.

V. ADMINISTRATIVE

A. Health Benefits/State Health Plan – NJSHBP Contract Attachment #3

The Board was asked to approve a resolution authorizing the Executive Director to execute a resolution limiting the medical plans available to employees offered under the SHBP.

A motion was made by Mr. Giraldo and seconded by Mr. Gross to approve the resolution. By a roll-call vote of 6-0-0, the Board agreed to approve the resolution.

B. Atlantic County Joint Insurance Fund Commission Attachment #4

The Board was asked to approve a resolution authorizing the Executive Director to execute documents required to continue its participation in the Atlantic County Joint Insurance Commission for 2024 for an amount not-to-exceed \$117,335.00.

A motion was made by Mr. Giraldo and seconded by Ms. Still to approve the resolution. By a roll-call vote of 6-0-0, the Board agreed to approve the resolution.

VI. PROJECT MANAGEMENT

A. Cape May Government Services District Attachment #5

The Board was asked to authorize the Executive Director to execute an Additional Services Request (ASR) to Clarke Caton Hintz to extend their Construction Administration services.

A motion was made by Mr. Giraldo and seconded by Mr. Gross to approve the resolution. By a

roll-call vote of 6-0-0, the Board agreed to approve the resolution.

- IX. OPEN SESSION** - The meeting was opened to the public by Mr. Foster at 4:33 pm and ended at 4:51 pm.
- X. OTHER BUSINESS** - none
- XI. EXECUTIVE SESSION** - none
- XII. ADJOURNMENT** - A motion was made by Mr. Giraldo and seconded by Mr. Gross, to adjourn the meeting. By a unanimous vote, the meeting adjourned at 4:52 p.m.

Respectfully,

Reverend Dr. Milton L. Hendricks

Reverend Dr. Milton L. Hendricks (Jan 30, 2024 13:53 EST)

Rev. Milton Hendricks
Assistant Secretary

MEMORANDUM

Date: January 12, 2024

To: Timothy D. Edmunds, Executive Director
Atlantic County Improvement Authority

From: Honorable Dennis Levinson
Atlantic County Executive

Re: Minutes of the Regular Board Meeting of the January 11, 2024.

I. The Minutes of the above-referenced meeting were submitted pursuant to N.J.S.A. 40:41A-37 et seq., on January 12, 2024.

- (a) X by the end of the fifth business day following the meeting.
- (b) _____ as soon as practicable following the meeting where emergency action has been taken.
- (c) _____ beyond the statutory period for submission.

II. I hereby return the Minutes of the above referenced meeting to the Authority and to the Board of Freeholders, on the date set forth above, which is:


- (a) X within ten days of delivery.
- (b) _____ within twenty-four (24) hours of delivery where the action taken at the meeting was deemed by the Authority to be in response to an emergency situation.

III. The following action is taken on the Minutes:

- (a) X Approved in all respects.
- (b) _____ Vetoed in all respects. A written explanation of the reasons for the veto is attached.
- (c) _____ Approved in part and vetoed in part. The specific items which are vetoed and a written explanation of the reasons for the veto or vetoes is attached.



Dennis Levinson
Atlantic County Executive

 1/19/2024

James Ferguson, Esquire
Approved as to Form & Entry

cc: Jim Ferguson, Atlantic County Counsel

ATTACHMENTS: _____ Minutes
_____ Veto Message