



**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, February 8, 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 Chairperson Roy M. Foster, at 4:02 p.m. The Board of Commissioners held their public meetings as designated below both in-person and via Zoom conference on February 8, 2024, 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: February 8, 2024, 04:00 PM Eastern Time (US and Canada)*

*Join Zoom Meeting at the following link:*

*<https://zoom.us/j/96210897563?pwd=THlPc2pBR1grcjZkOHUyV3crZzNqdz09>*

*Meeting ID: 962 1089 7563*

*Passcode: 538470*

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

### **COMMISSIONERS PARTICIPATING IN THE MEETING**

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

India Still, Commissioner 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; 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. Foster read the Notice of Public Meeting and the roll was called.

**II. MINUTES**

**A. Minutes of the January 11, 2024, Board Meeting**

**Attachment #1**

The Board was asked to approve the Minutes of the January 11, 2024, Regular Board Meeting as presented or as corrected.

A motion was made by Rev. Hendricks and seconded by Mr. Blake to approve the Minutes of the January 11, 2024, Regular Board Meeting. By a roll-call vote of 6-0-0, the Minutes were approved.

**III. ELECTION OF OFFICERS**

**A. Election of Officers for the 2024 – 2025 Year**

**Attachment #2**

The Board was asked to elect a slate of Officers for the 2024-2025 Year.

Mr. Tarby addressed the Board and stated that the Nominating Committee met and nominates the following slate of Officers to the ACIA Board:

Chairperson:	Roy M. Foster
Vice-Chairperson:	Robert J. Tarby
Secretary:	Edwin G. Blake
Assistant Secretary:	Rev. Milton Hendricks
Treasurer:	Joseph G. Giraldo

The Authority's Executive Director shall serve as Assistant Secretary in the absence of the Secretary and Assistant Secretary.

A motion was made by Mr. Giraldo, and seconded by Mr. Tarby, to approve the slate of Officers as presented by the nominating committee. By a roll-call vote of 6-0-0, the resolution was approved.

**IV. FINANCIAL REPORT**

**A. Financial Report from December 2023**

**Attachment #3**

The Board was asked to approve, by resolution, the expenditures contained in the December 2023 Financial Report.

A motion was made by Mr. Giraldo and seconded by Rev. Hendricks to approve the expenditures. By a roll-call vote of 7-0-0, the resolution was approved.

**B. Approval of Depositories**

**Attachment #4**

The Board was asked to approve a resolution authorizing specific Banking Institutions to be used as the Authority's depositories.

A motion was made by Mr. Blake, and seconded by Rev. Hendricks, to approve the resolution. By a roll-call vote of 7-0-0, the resolution was approved.

**C. Approval of Eligible Investments**

**Attachment #5**

The Board was asked to approve a resolution authorizing Eligible Investments of its various

bond funds.

A motion was made by Mr. Gross, and seconded by Rev. Hendricks, to approve the resolution. By a roll-call vote of 7-0-0, the resolution was approved.

**V. EXECUTIVE DIRECTOR'S REPORT**

**A. CONTRACTS AWARDED - Authorized by Executive Director**

There were no contracts authorized by the Executive Director for an amount under the public bidding threshold (\$17,500) as established pursuant to P.L. 1985 Chapter 469.

**VI. ADMINISTRATIVE**

**A. Check Signer Authorization**

**Attachment #6**

The Board was asked to approve a resolution naming the authorized check signers for the 2024-2025 year.

A motion was made by Mr. Giraldo, and seconded by Mr. Gross, to approve the resolution. By a roll-call vote of 7-0-0, the resolution was approved.

**B. Annual Schedule of Board Meeting Dates**

**Attachment #7**

The Board was asked to approve a resolution adopting the annual schedule of regular meetings of the Atlantic County Improvement Authority pursuant to the Open Public Meetings Act.

A motion was made by Rev. Hendricks, and seconded by Mr. Tarby, to approve the resolution. By a roll-call vote of 7-0-0, the resolution was approved.

**C. Agreement – 2024-2025 Legal Services Cooper-Levenson**

**Attachment #8**

The Board was asked to authorize the Executive Director to enter into a contract with Cooper Levenson to provide legal services for the period of March 1, 2024, to February 29, 2025, for an amount not to exceed \$85,000.00.

A motion was made by Mr. Gross and seconded by Mr. Giraldo, to approve the resolution. By a roll-call vote of 7-0-0, the resolution was approved.

**VII. PROJECT MANAGEMENT**

**A. Property Management Services – NARTP**

**Attachment #9**

The Board was asked to Authorize the renewal of the Professional Services Agreement with New Vistas Corporation to provide Property Management Services for 600 Aviation Research Boulevard at the National Aerospace Research and Technology Park.

A motion was made by Mr. Blake and seconded by Rev. Hendricks, to approve the resolution. By a roll-call vote of 7-0-0, the resolution was approved.

**B. Property Management Services – Cape May Tech Village**

**Attachment #10**

The Board was asked to Authorize the renewal of a Professional Services Agreement with New Vistas Corporation to provide Property Management Services for Building 1 at the Hangars at

Tech Village.

A motion was made by Mr. Blake and seconded by Mr. Tarby, to approve the resolution. By a roll-call vote of 7-0-0, the resolution was approved.

**C. Hammonton Library**

**Attachment #11**

The Board was asked to authorize the execution of a construction contract with M.B. Markland for the installation of a new ADA door and ramp at the County's Hammonton Public Library in an amount not to exceed \$56,683.00.

A motion was made by Mr. Gross and seconded by Mr. Giraldo, to approve the resolution. By a roll-call vote of 6-0-1, the resolution was approved.

**D. Cape May County Technical School**

**Attachment #12**

The Board was asked to authorize the Executive to enter into a Shared Services Agreement with the Cape May County Technical School District to provide Owners Representative and Construction Management services for the Technical School CTE Expansion Project in the amount of \$525,000.00.

A motion was made by Mr. Gross and seconded by Mr. Giraldo, to approve the resolution. By a roll-call vote of 7-0-0, the resolution was approved.

**VIII. GOLF COURSE OPERATIONS**

**A. Brigantine Links Irrigation Design**

**Attachment #13**

The Board was asked to authorize the Executive Director to amend a Shared Services Agreement with the City of Brigantine to include the cost of retaining an Irrigation Design firm.

A motion was made by Mr. Blake and seconded by Mr. Tarby, to approve the resolution. By a roll-call vote of 7-0-0, the resolution was approved.

**IX. OTHER BUSINESS** - none

**X. OPEN SESSION** - none

**XI. EXECUTIVE SESSION** - none

**XII. ADJOURNMENT** - A motion was made by Mr. Tarby and seconded by Mr. Giraldo, to adjourn the meeting. By a unanimous vote, the meeting adjourned at 4:36 p.m.

Respectfully,



Edwin G. Blake  
Secretary

## MEMORANDUM

**Date:** February 9, 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 February 8, 2024.

**I. The Minutes of the above-referenced meeting were submitted pursuant to N.J.S.A. 40:41A-37 et seq., on February 9, 2024.**

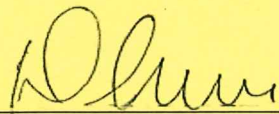
- (a)  by the end of the fifth business day following the meeting.
- (b) \_\_\_\_\_ as soon as practicable following the meeting where emergency action has been taken.
- (c) \_\_\_\_\_ beyond the statutory period for submission.

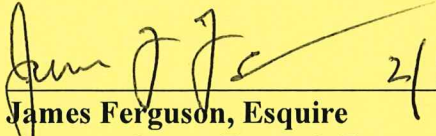
**II. I hereby return the Minutes of the above referenced meeting to the Authority and to the Board of Freeholders, on the date set forth above, which is:**

- (a)  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)  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

 2/12/2024  
\_\_\_\_\_  
James Ferguson, Esquire  
Approved as to Form & Entry

**cc:** Jim Ferguson, Atlantic County Counsel

**ATTACHMENTS:** \_\_\_\_\_ Minutes  
\_\_\_\_\_ Veto Message