



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, April 10, 2025

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, Sr, at 4:10 p.m. The Board of Commissioners held their public meetings as designated below both in-person and via Teams conference on April 10, 2025, at the Atlantic County Improvement Authority in the Thunder Room of Building 3, National Aerospace Research & Technology Park, 600 Aviation Research Boulevard, Egg Harbor Township, New Jersey.

Teams Meeting Time:

April 10, 2025, 04:00 PM Eastern Time

Meeting ID: 284 961 855 049

Passcode: j8mz6Rd9

COMMISSIONERS PARTICIPATING IN THE MEETING

Robert J. Tarby, Sr, Vice Chairperson; Edwin G. Blake, Secretary; Joseph J. Giraldo, Treasurer; India Still, Commissioner; Don Guardian, Commissioner; and Wendy Barlett, Commissioner.

Roy Foster, Chairperson; Rev. Milton Hendricks, Assistant Secretary; Robert Gross, Commissioner, were unable to attend.

STAFF PARTICIPATING IN THE MEETING

Timothy D. Edmunds, Executive Director; Edward Perkins, Director of Projects; Bob McGuigan, CDBG Director; Ellen Hiltner, HOME Program Manager; and Jessica Parada, Financial Specialist.

OTHERS IN ATTENDANCE

Randolph C. Lafferty, Esquire, General Counsel to ACIA; Bonnie Lindaw, Atlantic County Treasurer; and Arthur Murray, Atlantic County Counsel.

I. OPENING STATEMENT AND ROLL CALL

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

II. MINUTES

A. Minutes of the March 13, 2025, Board Meeting

Attachment #1

The Board was asked to approve the Minutes of the March 13, 2025, Regular Board Meeting as presented or as corrected.

A motion was made by Mr. Guardian and seconded by Ms. Bartlett, to approve the Minutes of the March 13, 2025, Regular Board Meeting. By a roll-call vote of 5-0-1, the Minutes were approved.

III. FINANCIAL REPORT

A. Financial Report from February 2025

Attachment #2

The Board was presented a preliminary Financial Report of February 2025 and was requested to approve by resolution, the expenditures contained therein.

A motion was made by Mr. Blake and seconded by Mr. Guardian 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

One (1) contract was authorized by the Executive Director under the public bidding threshold (\$17,500) as established pursuant to P.L. 1985 Chapter 469. A contract in the amount of \$2,600 was awarded to M.B Markland Contracting Company for construction fit-out work for additional spaced to be leased by Quecon.

V. PROJECT MANAGEMENT

A. ACCC Capital Project Shared Services Agreement

Attachment #3

The Board was asked to authorize the Executive Director to execute a Shared Services Agreement with Atlantic Cape Community College for Capital Projects Project Management Services.

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

B. NARTP Building #2 Architectural Services

Attachment #4

The Board was asked to authorize an amended Interagency Agreement with the Atlantic County Economic Alliance to include additional architectural design services in the amount of \$24,900 for a Strategic Innovation Center in Building #2 and to further amend the contract with architects Clarke Caton Hintz for additional design services.

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

C. NARTP Building #2 Third Party Testing Services

Attachment #5

The Board was asked to authorize an amended Interagency Agreement with the Atlantic County Economic Alliance to include additional Third Party Testing services in the amount of \$22,529.00 by Colliers Engineering and Design and to further amend the contract with Colliers Engineering and Design for an additional \$22,529.00.

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

VI. EXECUTIVE SESSION - none

- VII. **OTHER BUSINESS** – General Counsel requested that the Board adopt a resolution authorizing the Executive Director to issue an RFP for legal services to address personal matters that fall outside the scope of in-house counsel or our HR representative at the Atlantic County Utilities Authority.

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

- VIII. **OPEN SESSION** - none

- IX. **ADJOURNMENT** - A motion was made by Mr. Giralo and seconded by Ms. Still to adjourn the meeting. By a unanimous vote, the meeting adjourned at 4:26 p.m.

Respectfully,

A handwritten signature in black ink, appearing to read 'Edwin G. Blake', with a horizontal line drawn through it.

Edwin G. Blake
Secretary

MEMORANDUM

Date: April 11, 2025

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 April 10, 2025

I. The Minutes of the above-referenced meeting were submitted pursuant to N.J.S.A. 40:41A-37 et seq., on April 11, 2025.

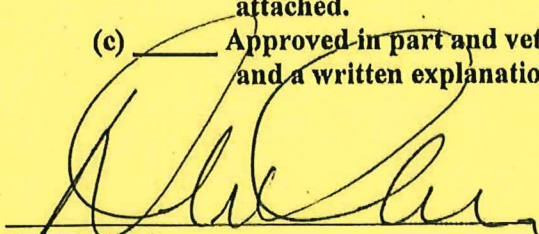
- (a) ☒ by the end of the fifth business day following the meeting.
- (b) ☐ as soon as practicable following the meeting where emergency action has been taken.
- (c) ☐ beyond the statutory period for submission.

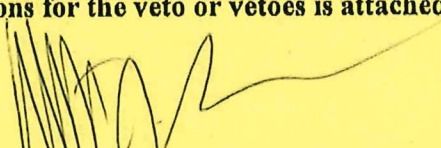
II. I hereby return the Minutes of the above referenced meeting to the Authority and to the Board of Freeholders, on the date set forth above, which is:

- (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


Arthur J. Murray, Assistant County Counsel
Approved as to Form & Entry

cc: N. Lynne Hughes, Esquire, County Counsel

ATTACHMENTS: ☐ Minutes
☐ Veto Message