



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, March 14, 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 4:06 p.m. The Board of Commissioners held their public meetings as designated below both in-person and via Zoom conference on March 14, 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: March 14, 2024, 04:00 PM Eastern Time (US and Canada)

Join Zoom Meeting at the following link:

<https://zoom.us/j/99055411038?pwd=dXEwbFc0M2l1SXcwR3BlQjN2YytSZz09>

Meeting ID: 990 5541 1038

Passcode: 864063

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; Joseph J. Giraldo, Treasurer; Don Guardian, Commissioner; Robert Gross, Commissioner; and India Still, Commissioner.

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 and Jessica Parada, Financial Specialist.

OTHERS IN ATTENDANCE

Randolph C. Lafferty, Esquire, Cooper Levenson and Todd Reitzel, Atlantic County Comptroller.

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 February 8, 2024, Board Meeting

Attachment #1

The Board was asked to approve the Minutes of the February 8, 2024, 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 February 8, 2024, Regular Board Meeting. By a roll-call vote of 7-0-1, the Minutes were approved.

III. FINANCIAL REPORT

A. Financial Report from January 2024

Attachment #2

The Board was asked to approve, by resolution, the expenditures contained in the January 2024 Financial Report.

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

IV. 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.

V. COMMUNITY DEVELOPMENT

A. Atlantic City Homebuyers Down Payment Assistance Program

Attachment #3

The Board was asked to authorize a resolution to make changes to the shared appreciation and forgiveness provisions of the Atlantic City Homebuyers Down Payment Assistance Program.

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. USDA Intermediary Relending Program

Attachment #4

The Board was asked to authorize the Executive Director to submit an Intermediary Relending Program (IRP) application for up to \$1,000,000 to the USDA, authorizing acceptance of the funds awarded and authorizing the Executive Director to execute the loan application and all other documents necessary for implementation of the IRP.

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

C. Grant Writing Agreement - Triad Associates

Attachment #5

The Board was asked to authorize an amendment to extend the termination date of the Professional Services Agreement with Triad Associates for Grant Writing Services to February 28, 2025.

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

D. CDBG Consultant Service- Triad Associates

Attachment #6

The Board was asked to authorize an amendment to extend the termination date of the Professional Services Agreement with Triad Associates for CDBG Consultant Services to February 28, 2025.

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

VI. GOLF COURSE OPERATIONS

A. Ground Supplies Award

Attachment #7

The Board was asked to authorize the purchase of certain fertilizers, pesticides, seed and other grounds supplies in amounts as needed in accordance with the bid responses and the recommendations of the Director of Golf and the Golf Course Superintendent and identified on the attached list of vendors and products in amounts not to exceed the respective approved Golf Course Budgets.

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

VII. PROJECT MANAGEMENT

A. Atlantic City Demolition Shared Services Agreement

Attachment #8

The Board was asked to authorize a shared service agreement with Atlantic City for the Authority to serve as Project Manager for the City's Demolition Program.

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

VIII. NARTP BUILDING #3

A. Window Cleaning Contract

Attachment #9

The Board was asked to authorize the execution of a contract with Premier Window Cleaning for exterior window cleaning of Building #3 at NARTP.

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.

IX. OTHER BUSINESS - none

IX. OPEN SESSION - none

X. EXECUTIVE SESSION -

Executive Director, Timothy Edmunds, requested that the Board go into Executive Session to discuss personnel matters.

A motion was made by Mr. Giraldo and seconded by Mr. Gross to go into Executive Session. By a roll-call vote of 7-0-0, the Board agreed to go into Executive Session.

The Board returned from Executive Session at 4:45 PM.

XI. XII. ADJOURNMENT - A motion was made by Mr. Blake and seconded by Mr. Gross, to adjourn the meeting. By a unanimous vote, the meeting adjourned at 4:47 p.m.

Respectfully,

A handwritten signature in black ink, appearing to read 'Edwin G. Blake', is written over a horizontal line. The signature is somewhat stylized and includes a flourish at the end.

Edwin G. Blake
Secretary

MEMORANDUM

RECEIVED

MAR 25 2024

A.C.I.A.

Date: March 15, 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 March 14, 2024.

I. The Minutes of the above-referenced meeting were submitted pursuant to N.J.S.A. 40:41A-37 et seq., on March 15, 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.

 3/18/24

 Dennis Levinson
 Atlantic County Executive

 3/18/2024

 James Ferguson, Esquire
 Approved as to Form & Entry

cc: Jim Ferguson, Atlantic County Counsel

ATTACHMENTS: _____ Minutes
 _____ Veto Message