



Atlantic County Improvement Authority
600 Aviation 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, June 8, 2023

THE ATLANTIC COUNTY IMPROVEMENT AUTHORITY

600 Aviation Research Blvd

Egg Harbor Township, NJ 0823

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 Foster, at 4:07 p.m. The Board of Commissioners held their public meetings as designated below both in-person and via Zoom conference on June 8, 2023, at the ACIA Conference Room located on the second floor of Building 3, National Aerospace Research & Technology Park, 600 Aviation Research Boulevard, Egg Harbor Township, New Jersey.

Zoom Meeting Time: June 8, 2023, 04:00 PM Eastern Time (US and Canada)

Join Zoom Meeting at the following link:

<https://zoom.us/j/93737383592?pwd=b0FzWVFmZm5LQ2R6RmNPTitKTzZudz09>

Meeting ID: 937 3738 3592

Passcode: 325475

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

COMMISSIONERS PARTICIPATING IN THE MEETING

Roy Foster, Chairperson; Robert J. Tarby, Sr, Vice Chairperson; Edwin G. Blake, Secretary; Rev. Milton Hendricks, Assistant Secretary; Don Guardian, Commissioner; and India Still.

Robert Gross, Commissioner, and Joseph J. Giraldo, Commissioner, were unable to attend the meeting.

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 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 May 11th, Regular Board Meeting Attachment #1

The Board was asked to approve the Minutes of the May 11th, 2023, Regular Board Meeting as presented or as corrected.

A motion was made by Mr. Tarby and seconded by Mr. Blake to approve the Minutes of the May 11th, 2023, Regular Board Meeting. By a roll-call vote of 4-0-2, the Minutes were approved.

III. FINANCIAL REPORT

A. Financial Report from April 2023 Attachment #2

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

A motion was made by Mr. Tarby and seconded by Mr. Blake, 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

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. RESOLUTIONS

A. ADMINISTRATIVE

Shared Service Agreement-ACUA Attachment #3

The Board was asked to authorize a shared service agreement with the Atlantic County Utilities Authority for them to provide certain administrative services to the Authority for an amount not to exceed \$10,000.

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

B. PROJECT MANAGEMENT

Cape May Tech Hangers 2 Building Project Attachment #4

The Board will be asked to authorize an addendum to the Shared Services Project Management Agreement with Cape May County in the amount of \$40,000 to cover the costs of a professional services agreement for third party testing with Colliers and further authorize a professional services agreement with Colliers in the amount of \$40,000 for the Cape May County Tech Hangers 2 Building Project.

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

C. FINANCING

Financial Advisory Services- NW Financial

Attachment #5

The Board was asked to authorize the renewal of the agreement with NW Financial for Financial Advisory Services as needed for an amount not to exceed \$10,000.00 and to appoint them as Financial Advisor in connection with the sale of bonds or notes or general consulting engagements and for the review of prior and current secondary market disclosure requirements and to complete and post the necessary continuing disclosure filings and postings to EMMA.

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

D. COMMUNITY DEVELOPMENT

Grant Writing Agreement -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 Grant Writing Services to May 31, 2024.

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

Hammonton CDBG-COVID-19 Sub-Grantee Agreement

Attachment #7

The Board was asked to authorize a Sub-Grantee Agreement with the Town of Hammonton to administer a Small Business Assistance Grant program implemented under the Small Cities COVID-19 CDBG-CV 2020 Program.

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

VI. EXECUTIVE SESSION – none


VII. OLD BUSINESS – none

VIII. NEW BUSINESS – none

IX. PUBLIC COMMENTS – none

X. ADJOURNMENT

Respectfully,


Edwin G. Blake
Secretary

MEMORANDUM

Date: June 9, 2023

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 June 8, 2023.

I. The Minutes of the above-referenced meeting were submitted pursuant to N.J.S.A. 40:41A-37 et seq., on June 9, 2023.

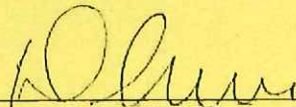
- (a) by the end of the fifth business day following the meeting.
- (b) _____ as soon as practicable following the meeting where emergency action has been taken.
- (c) _____ beyond the statutory period for submission.

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

 6/13/2023

James Ferguson, Esquire
Approved as to Form & Entry

cc: Jim Ferguson, Atlantic County Counsel

ATTACHMENTS: _____ Minutes
 _____ Veto Message