ACIA
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, September 11, 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 Robert J. Tarby, Sr, Vice Chairperson, at 4:00 p.m. The Board of Commissioners held their public meetings as designated below both in-person and via Teams conference on September 11, 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:
September 11, 2025, 04:00 PM Eastern Time
Meeting ID: 256 982 513 374 2
Passcode: r2w9NX2K

COMMISSIONERS PARTICIPATING IN THE MEETING

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

Roy Foster, Chairperson; Rev. Milton Hendricks, Assistant Secretary; and India Still, Commissioner were unable to attend.

STAFF PARTICIPATING IN THE MEETING

Timothy D. Edmunds, Executive Director; Edward Perkins, Director of Projects; Bob McGuigan, CDBG Director; 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 August 14th, 2025, Regular Board Meeting — Attachment #1

The Board was asked to approve the Minutes of the August 14, 2025, Regular Board Meeting as presented or as corrected.

A motion was made by Mr. Giralo and seconded by Mr. Gross to approve the Minutes of the August 14, 2025, Regular Board Meeting. By a roll-call vote of 6-0-0, the Minutes were approved.

III. FINANCIAL REPORT

A. Financial Reports of July 2025 — Attachment #2

The Board was asked to approve, by resolution, the expenditures contained in the Financial Reports for July 2025

A motion was made by Mr. Giralo and seconded by Ms. Bartlett 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

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. ADMINISTRATIVE

A. Assistant Director of Projects — Attachment #3

The Board was asked to adopt a resolution appointing Brandon Wheeley as Assistant Director of Projects.

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

B. Housing Program Inspector/Assistant Project Manager — Attachment #4

The Board was asked to authorize the creation of the position Housing Program Inspector / Assistant Project Manager at a salary of $72,000.00 per year, and to further authorize filling that position with a qualified individual as determined by the Executive Director and the Director of Projects.

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

C. Policy and Procedures Manual — Attachment #5

The Board was asked to approve changes to Section 2.11 Health Insurance in the Policy and Procedures Manual.

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

VI. PROJECT MANAGEMENT

A. Atlantic County Canale Training Center Fire Gear Storage — Attachment #6

The Board was asked to authorize the execution of a Shared Services Agreement with Atlantic County for the Authority to provide Project Management services for the County's Canale Training Center Fire Gear Storage Project in the amount of $ $9,652.00.

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.

B. Atlantic County Canale Maintenance Driveway **Attachment #7**

The Board was asked to authorize the execution of a Shared Services Agreement with Atlantic County for the Authority to provide Project Management services for the County's Canale Training Center Maintenance Driveway and Inlet Repairs Project in the amount of $7,220.00.

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

C. Demolition of 1430 Madison Avenue **Attachment #8**

The Board was asked to authorize the Executive Director to execute a contract with American Demolition in the amount of $114,400.00 for the demolition of 1430 Madison Avenue.

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

VII. COMMUNITY DEVELOPMENT

A. Pleasantville Midtown Neighborhood Revitalization Committee **Attachment #9**

The Board was asked to authorize the Executive Director to execute a Memorandum of Understanding (MOU) with the Pleasantville Midtown Neighborhood Revitalization Committee.

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

B. Somers Point Northeast Development Corporation **Attachment #10**

The Board was asked to authorize the Executive Director to execute a Memorandum of Understanding (MOU) with the Somers Point Northeast Development Corporation

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

VIII. OPEN SESSION - none

IX. OTHER BUSINESS – none

X. EXECUTIVE SESSION – none

XI. ADJOURNMENT - A motion was made by Mr. Giralo and seconded by Mr. Gross, to adjourn the meeting. By a unanimous vote, the meeting adjourned at 4:22 p.m.

Respectfully,

Edwin G. Blake
Secretary

MEMORANDUM

Date: September 12, 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 September 11, 2025

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

AC_ACIA\Share_All\Board\Minutes