



**Atlantic County Improvement Authority**  
1333 Atlantic Avenue, Suite 700 · Atlantic City, NJ 08401  
Phone: 609-343-2390 Fax: 609-343-2188

John C. Lamey, Jr.  
Executive Director

## **MINUTES OF THE BOARD MEETING**

**Wednesday, December 14, 2016**

**THE ATLANTIC COUNTY IMPROVEMENT AUTHORITY**  
**1333 Atlantic Avenue, Suite 700**  
**Atlantic City, NJ 08401**

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 Commissioner Mr. Gross at 4:15 p.m. in the 7th Floor Conference Room at the Atlantic County Improvement Authority, 1333 Atlantic Avenue, Suite 700, Atlantic City, New Jersey 08401.

### **COMMISSIONERS IN ATTENDANCE**

Robert P. Gross, Commissioner was present at today's meeting and Roy M. Foster, Chairperson, attended by telephone until he arrived in person.

Neil McPeak, Treasurer; Mayor John Armstrong, Commissioner; and Joseph Ingemi, Commissioner, attended by telephone.

Robert J. Tarby, Sr., Vice-Chairperson; Edwin G. Blake, Secretary; Rev. Milton Hendricks, Asst. Secretary, and Mayor Guardian were absent from the meeting.

### **STAFF IN ATTENDANCE**

John C. Lamey, Jr., Executive Director; Lori Riggs, Program Manager; Timothy Edmunds, Director of Projects; Dianilda Torres, Finance Manager; Robert McGuigan, Community Development Program Coordinator; and Lisa Duffner, Administrative Assistant, were in attendance.

### **OTHERS IN ATTENDANCE**

Randolph Lafferty, Esquire, from the Law Firm of Cooper Levenson, Authority General Counsel.

### **I. OPENING STATEMENT AND ROLL CALL**

Mr. Gross conducted the meeting and read the Notice of Public Meeting as Chairperson Foster arrived late. Roll was then called.

**II. MINUTES**

**Minutes of the November 17<sup>th</sup>, 2016, Board Meeting**

**Attachment #1**

The Board was asked to approve the minutes of the November 17<sup>th</sup>, 2016 Board meeting.

A motion was made by Mr. Ingemi, and seconded by Mayor Armstrong, to approve the Minutes of the November 17<sup>th</sup>, 2016 Board Meeting. By a roll-call vote of 5-0-0, the Minutes were approved.

**III. FINANCIAL REPORT**

**A. Financial Report from October 2016**

**Attachment #2**

The Board was asked to approve the expenditures contained in the Financial Report for October 2016.

A motion was made by Mr. Ingemi, and seconded by Mayor Armstrong, to approve the Financial Report for October 2016. By a roll-call vote of 5-0-0, the October 2016 Financial Report was approved.

**B. 2016 Budget Amendment**

**Attachment #3**

The Board was asked to amend the 2016 Authority Budget to create a Capital Budget related to the Stockton Aviation Research & Technology Park (SARTP). At the time of adoption of the 2016 budget, when adopted, the Authority's role in the development of Building 1, Site 3 was undetermined and the budget did not include a capital budget. However, since it has been determined that the Authority is undertaking the project and issued notes in 2016, it is necessary to amend the budget to include a Capital Budget/Program that reflects the project.

A motion was made by Mayor Armstrong, and seconded by Mr. McPeak, to amend the 2016 Authority Budget. By a roll-call vote of 4-0-1, with Mr. Ingemi recusing himself, the resolution to amend the 2016 Authority Budget was approved.

**C. 2017 Budget Amendment**

**Attachment #4**

The Board was asked to amend the 2017 Authority Budget to create a Capital Budget related to the Stockton Aviation Research & Technology Park (SARTP). Because payment of all costs of the project are being paid from bond proceeds of a County guaranteed issue, or by the County if the guaranty is ever called, and no expenses will actually be paid by the Authority, staff required guidance on how the project should be reflected in our budget. On the advice of the Authority's auditor, Holman, Frenia and Allison; and the State Local Finance Board it was determined that the Authority should include a Capital Budget/Plan reflecting the project. The initial approval of the Budget in October did not include a Capital Budget. Base on the amendment submitted to and approved by the Local Finance Board, the Board was asked to approve the amendment.

A motion was made by Mayor Armstrong, and seconded by Mr. McPeak, to amend the 2017

Authority Budget. By a roll-call vote of 4-0-1, with Mr. Ingemi recusing himself, the resolution to amend the 2017 Authority Budget was approved.

**D. Adoption of the 2017 ACIA Annual Budget**

**Attachment #5**

The Board was asked to adopt a resolution approving the ACIA Budget for the Fiscal Year January 1, 2017 to December 31, 2017. The Board approved the Budget in October, and it has been approved by NJDCA Division of Local Government Services, as modified to include the pension liability in accordance with GASB 68, which was implemented in last year's audit and the Capital Budget as approved by the previous resolution. The next step is for the Authority to formally adopt it and send it back to DCA. The budget, as approved in October, reflects Total Revenues of \$2,979,416.00, and Total Appropriations, including any Accumulated Deficit, if any, of \$2,916,318.00 and Total Unrestricted Net Position utilized of \$0.00.

A motion was made by Mayor Armstrong, and seconded by Mr. McPeak, to adopt a resolution approving the ACIA Budget for the Fiscal Year, January 1, 2017 to December 31, 2017. By a roll-call vote of 5-0-0, 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. BARLINVIS APARTMENTS**

**A. Budget Presentation – PHCDC**

**B. Barlinvis Management Agreement & Budget Approval**

**Attachment #6**

The Board was asked to authorize the renewal of the Management Agreement with the PV Community Development Corporation and approve the 2017 Annual Operating Budget for the Barlinvis Apartments. Staff is satisfied with the performance of PVCDC and recommends renewal of the agreement.

A motion was made by Mr. Ingemi, and seconded by Mr. Gross, to adopt a resolution authorizing the renewal of the Management Agreement with the PV Community Development Corporation and approve the 2017 Annual Operating Budget for the Barlinvis Apartments. By a roll-call vote of 5-0-0, the resolution was approved.

**VI. ADMINISTRATIVE**

**A. Health Benefits/State Health Plan – NJSHBP Contract**

**Attachment #7**

The Board was asked to approve a resolution authorizing the Executive Director to enter in a contract with the State of New Jersey Health Benefits for health insurance for 2017 for an amount not-to-exceed \$26,626.00 per month, for an annual amount not to exceed \$319,156.00.

A motion was made by Chairperson Foster, and seconded by Mr. Gross, to approve the resolution. By a roll-call vote of 5-0-0, the resolution was approved.

**B. Health Benefits/Vision & Dental Plan – Atlantic County** **Attachment #8**

The Board was asked to approve a resolution authorizing the Executive Director to enter into a contract with Atlantic County for dental and vision insurance for 2017 for \$4,709.00 per quarter, for an annual amount not-to-exceed \$18,835.00.

A motion was made by Mayor Armstrong, and seconded by Mr. McPeak, to approve the resolution. By a roll-call vote of 5-0-0, the resolution was approved.

**C. 2016 Lease Agreement – Atlantic County** **Attachment #9**

The Board was asked to approve a resolution authorizing the Executive Director to execute a contract with the Count of Atlantic for rent for 2017 for \$43,732.50.

A motion was made by Chairperson Foster, and seconded by Mr. Ingemi, to approve the resolution. By a roll-call vote of 5-0-0, the resolution was approved.

**D. Atlantic County Joint Insurance Fund (JIF) Commission** **Attachment #10**

The Board was asked to approve a resolution authorizing the Executive Director to execute documents required to continue its participation in the Atlantic County Joint Insurance Commission for an amount not-to-exceed \$77,250.00.

A motion was made by Chairperson Forster, and seconded by Mr. McPeak, to approve the resolution. By a roll-call vote of 5-0-0, the resolution was approved.

**E. Atlantic County Economic Alliance Membership Fee** **Attachment #11**

The Board was asked to authorize a membership fee in the Atlantic County Economic Alliance for an amount not-to-exceed \$10,000.00.

A motion was made by Chairperson Foster, and seconded by Mr. Gross, to approve the resolution. By a roll call vote of 4-0-1, with Mr. Ingemi recusing himself, the resolution was approved.

**F. Designation of Public Agency Compliance Officer** **Attachment #12**

The Board was asked to designate a Public Safety Compliance Officer in accordance with N.J.A.C. 1717:27-3.2.

A motion was made by Chairperson Foster, and seconded by Mr. McPeak, to approve a resolution designating Lori Riggs as the Public Safety Compliance Officer for the ACIA. By a roll call vote of 5-0-0, the resolution was approved.

**VII. COMMUNITY DEVELOPMENT PROGRAM**

**A. Foreclosure Registry – Community Champions**

**Attachment #13**

The Board was asked to approve a resolution authorizing the Executive Director to execute an amended to the agreement with Community Champions, Inc. for the administration of the Atlantic County Foreclosure Registry Program.

A motion was made by Chairperson Foster, and seconded by Mr. Gross, to approve the resolution. By a roll-call vote of 5-0-0, the resolution was passed.

**B. Shared Services Agreement – Foreclosure Registry**

**Attachment #14**

The Board was asked to adopt a resolution authorizing the Executive Director to execute an amendment extending the term of the Shared Services Agreement with Atlantic City for their participation in the Foreclosure Registry Program to December 31, 2017.

A motion was made by Chairperson Foster, and seconded by Mr. McPeak, to approve the resolution. By a roll-call vote of 5-0-0, the resolution was passed.

**VIII. GOLF COURSE OPERATIONS**

**A. Green Tree Golf Course Shared Services Agreement Renewal**

**Attachment #15**

The Board was asked to approve a resolution authorizing the renewal of the Shared Services Agreement with Atlantic County for the Authority to provide management services for the John F. Gaffney Green Tree Golf Course.

A motion was made by Chairperson Foster, and seconded by Mayor Armstrong, to approve the resolution. By a roll-call vote of 5-0-0, the resolution was passed.

**B. Brigantine Golf Links Shared Services Agreement**

**Attachment #16**

The Board was asked to approve a resolution authorizing the renewal of the Shared Services Agreement with Brigantine for the Authority to provide management services for the Links at Brigantine Golf Course.

A motion was made by Chairperson Foster, and seconded by Mr. Gross, to approve the resolution. By a roll-call vote of 5-0-0, the resolution was passed.

**C. Grounds Supplies Award**

**Attachment #17**

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 Grounds 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 Chairperson Foster, and seconded by Mr. McPeak, to approve the resolution. By a roll-call vote of 5-0-0, the resolution was approved.

**IX. PROJECT MANAGEMENT**

**A. SARTP Design Contract Modification #2 – AECOM**

**Attachment #18**

The Board was asked to authorize an amendment to the design contract with AECOM for the first Building at the Stockton Aviation Research & Technology Park to provide an additional \$28,031.00 for an amended contract in the amount of \$766,421.00.

A motion was made by Mr. McPeak, and seconded by Chairperson Foster, to approve the resolution. By a roll-call vote of 4-0-1, with Mr. Ingemi recusing himself from the vote, the motion was approved.

**B. Atlantic City Demolition – Shared Services Agreement**

**Attachment #19**

The Board was asked to authorize the Executive Director to extend the term of the Shared Services Agreement with the City of Atlantic City for the Authority to provide Project Management services for the City-Wide Demolition Program to December 31, 2017.

A motion was made by Chairperson Foster, and seconded by Mr. Gross. By a roll-call vote of 5-0-0, the resolution was approved.

**C. Demolition Agreement – Delphi Contracting**

**Attachment #20**

The Board was asked to authorize the Executive Director to execute an agreement with Delphi Contracting for the demolition of 618, 620 and 622 Drexel Avenue, Block 430; Lots 7, 8 and 9 in Atlantic City, for an amount not-to-exceed \$30,763.70.

A motion was made by Chairperson Foster, and seconded by Mr. Gross. By a roll-call vote of 5-0-0, the resolution was approved.

**D. Demolition Agreement - Yannuzzi Group, Inc.**

**Attachment #21**

The Board was asked to authorize the Executive Director to execute an agreement with the Yannuzzi Group, Inc., for the demolition of 2909 Arctic Avenue, Block 346, Lot 37 in Atlantic City, for an amount not-to-exceed \$29,797.70.

A motion was made by Chairperson Foster, and seconded by Mr. Gross. By a roll-call vote of 5-0-0, the resolution was approved.

**E. Demolition Agreement - Delphi Contracting**

**Attachment #22**

The Board was asked to authorize the Executive Director to execute an agreement with Delphi Contracting for the demolition of 208 N. South Carolina Avenue, Block 405, Lot 11, in Atlantic City, for an amount not-to-exceed \$17,578.00.

A motion was made by Chairperson Foster, and seconded by Mr. Gross. By a roll-call vote of 5-0-0, the resolution was approved.

**F. Demolition Agreement – Delphi Contracting**

**Attachment #23**

The Board was asked to authorize the Executive Director to execute an agreement with Delphi Contracting for the demolition of 104 Albion Place, Block 34; Lot 2 in Atlantic City for an amount not-to-exceed \$74,030.00.

A motion was made by Chairperson Foster, and seconded by Mr. Gross. By a roll-call vote of 5-0-0, the resolution was approved.

**G. Demolition Agreement - Delphi Contracting**

**Attachment #24**

The Board was asked to authorize the Executive Director to execute an agreement with Delphi Contracting for the demolition of 2415 Arctic Avenue, Block 339; Lot 52 in Atlantic City for an amount not-to-exceed \$41,525.00.

A motion was made by Chairperson Foster, and seconded by Mr. Gross. By a roll-call vote of 5-0-0, the resolution was approved.

**H. Change Order – Demolition Agreement - Gassis Brothers**

**Attachment #25**

The Board was asked to approve a change order in the amount of \$2,375.00 to the contract for the demolition of 711 ½ Indiana Avenue in Atlantic City.

A motion was made by Chairperson Foster, and seconded by Mr. Gross. By a roll-call vote of 5-0-0, the resolution was approved.

**X. OPEN SESSION** - There was no public comment at today's meeting.

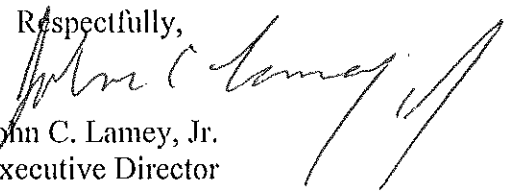
**XI. OTHER BUSINESS** – None.

**XII. EXECUTIVE SESSION** - There was no Executive Session.

**XIII. ADJOURNMENT**

A motion was made by Chairperson Foster, and seconded by Mr. McPeak, to adjourn the Board Meeting at 4:55 p.m. By a roll-call vote of 5-0-0, the meeting was adjourned.

Respectfully,

  
John C. Lamey, Jr.  
Executive Director