

MINUTES OF THE BOARD MEETING

January 14, 2015

**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 Chairperson Foster at 4:05 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

Roy M. Foster, Chairperson; Robert Tarby, Sr., Vice Chairperson; Edwin G. Blake, Secretary; Rev. Milton Hendricks, Asst. Secretary; John Armstrong, Commissioner, and Joseph Ingemi, Commissioner (via speakerphone) attended.

Mayor Don Guardian, Commissioner, Neil McPeak, Treasurer, and Commissioner Robert Gross were absent.

OTHERS IN ATTENDANCE

Arch Liston, Business Administrator for the City of Atlantic City and Randy Lafferty, General ACIA Counsel.

STAFF IN ATTENDANCE

John C. Lamey, Jr., Executive Director; Max Slusher, Director of Economic Development, Lori Riggs, Program Manager, Joseph J. Giraldo, Program Manager, Timothy Edmunds, Project Manager, Mily Torres, Senior Accountant; and Lisa Duffner, Administrative Assistant.

I. OPENING STATEMENT AND ROLL CALL

Chairperson Foster read the Notice of Public Meeting and the roll was called.

II. MINUTES

A. Minutes of the December 3, 2014, Board Meeting

The Board was asked to approve the Minutes of the December 3, 2014, Board Meeting.

A motion was made by Rev. Hendricks to approve the Minutes of the December 3, 2014 Board Meeting, seconded by Mr. Blake. By a vote of 7-0-1, the Minutes were approved, with 1

abstention by Mr. Tarby.

III. FINANCIAL REPORT

Executive Director Lamey stated that it was necessary to revise the Financial Reports from September 2014 and October 2014 and November 2014. Some of the expenditure and revenue items needed to be reclassified to ensure that they are properly presented in those statements.

A motion was made by Rev. Hendricks to approve the Revised Financial Report for September 2014, seconded by Mayor Armstrong. By a vote of 8-0-0, the Revised Financial Report for September 2014 was approved.

A motion was made by Mayor Armstrong to approve the Revised Financial Report for October 2014, seconded by Mr. Tarby. By a vote of 8-0-0, the Revised Financial Report for October 2014 was approved.

Mily Torres presented the November 2014 Financial Report. A motion was made by Mr. Blake to approve the Financial Report for November 2014, seconded by Rev. Hendricks. By a vote of 8-0-0, the Revised Financial Report for November 2014 was approved.

IV. EXECUTIVE DIRECTOR'S REPORT

A. AUTHORITY UPDATE

1. ECONOMIC DEVELOPMENT

Mr. Lamey introduced Max Slusher, Director of Economic Development to the Board. Mr. Slusher spoke briefly about the Atlantic County Economic Development Strategy and Action Plan. The consultant, Angelou Economics, is scheduled to come to the Atlantic City area from January 20th through January 23rd. There will be a series of focus groups, which will be held at Atlantic Cape Community College on the following dates/times:

Wednesday, January 21 st :	2 p.m. – Education 4 p.m. – Medical / Healthcare
Thursday, January 22 nd :	9 a.m. – Farming & Fisheries 11 a.m. – Wholesale, Distribution & Trucking 1 p.m. – Tourism 3 p.m. – Retail
Friday, January 23 rd :	9 a.m. – Technology

Mr. Slusher asked the Board members to contact him if they have anyone that they feel should

be in any of the above-named focus groups.

Mr. Slusher also said that on Wednesday, January 20th the Authority is hosting an event at the Linwood Country Club facilitated by the Greater Atlantic City Chamber of Commerce to introduce Angelou Economics to the community and give them the opportunity to present their strategy to develop the Atlantic County Economic Development Strategy and Action Plan.

Mr. Armstrong asked about employee re-training and the Workforce Investment Board. Mr. Slusher said that they were invited to the Greater Atlantic City Chamber of Commerce event, and that they are included in the groups that the consultant will meet with.

Mr. Slusher handed out an information packet to all Board members entitled, "Business Focus Groups and the Atlantic County Economic Development Strategy and Action Plan." He pointed out that at the back of the information packet there is an outline, which was given out at the Steering Committee meeting. This outline lays out Atlantic County's plan and the coordination with Angelou

2. PROJECT MANAGEMENT

A. Demolition Contractor Pool

Mr. Lamey explained that the proposal contemplated that under a shared service agreement with Atlantic City the ACIA would be able to streamline the process by establishing a pool of qualified demolition contractors up front and then as individual properties are identified and cleared for demolition by the City we would solicit prices from the pool and award to the lowest bidder.

However, upon further review of Counsel, it was determined that the Authority will only be able to use that pool up to the aggregate bid threshold, which is \$17,500 and in emergency situations. That scenario still provides the ability to move forward quickly in certain situations and staff and counsel recommend moving forward with the appointment.

Tim Edmunds explained to the Board Members that the ACIA had 13 demolition contractors pick up bid packets regarding the demolition contractor pool. The ACIA received 5 responses: Iaconelli Contracting, Winzinger, Transformation, JCC Group and Earth Tech Contracting. All 5 of these contractors are qualified, according to Mr. Edmunds. Earth Tech is currently demolishing properties for Atlantic City and is well-versed in the project.

The Board was asked to approve a resolution appointing a pool of Demolition Contractors for the Atlantic City Demolition Program. A motion was made by Mr. Blake and seconded by Rev. Hendricks. By a vote of 8-0-0, a resolution to appoint a pool of Demolition Contractors for the Atlantic City Demolition Program was approved.

B. Somers Point Library - ADA Improvements

Mr. Lamey explained that under a shared service agreement with Atlantic County the Authority is serving as project manager for ADA Improvements to certain County Owned/Operated Buildings which includes the Somers Point Library, the Shoreview Building and the Stillwater building.

Mr. Edmuds explained that four (4) contractors, MJJ Construction, MB Markland Contracting Co., Levy Construction and GFS Construction responded to the RFP. The apparent low bidder was GFS who subsequently withdrew their bid when they realized their concrete subcontractor based his pricing on non-prevailing wage rates. The next lowest bidder, MB Markland was disqualified because they failed to submit the "Information Regarding Subcontractors in Specialty Trade Categories", which is required by N.J.S.A. 40A- New Jersey Local Public Contracts Law.

After evaluating pricing from the two remaining proposers, MJJ and Levy, for the Shoreview and Stillwater Entrance projects, the County requested that we rebid the Shoreview and Stillwater buildings together. Although the County initially request a wooden ADA Ramp at Shoreview with a concrete ramp and an alternate, they have subsequently determined that they desire to remove the concrete ramp as an alternate, and instead request pricing for only a concrete ramp instead of the previously designed wooden ramp. The Architect, Cristina Buendicho is to provide to the County a proposal for reformatting/revising the drawings for Shoreview and Stillwater together as one (1) project.

The County wishes to proceed with the Somers Point Library and staff recommends the award to the lowest responsible bidder, MJJ Construction, in accordance with their proposal for an amount not to exceed \$62,040.and the County suggested as awarded to them.

The Board was asked to approve a resolution authorizing the Executive Director to execute a contract with MJJ Construction for ADA Improvements to the Somers Point Library.

A motion was made by Mayor John Armstrong and seconded by Rev. Hendricks. By a vote of 7-0-1, the resolution was approved with 1 abstention by Mr. Tarby.

C. Atlantic City Boardwalk Project

The Board was asked to approve a resolution to authorize the Executive Director to execute an agreement with Dixon Associates for an amount not to exceed \$17,000 for the development of design documents required for the development of bid specifications and the land use application to CRDA for the Boardwalk Project.

Mr. Lamey explained that at the December 3rd Meeting the Board of Commissioners

authorized the Authority to submit an application to CRDA for funding for additional elements of the Boardwalk Project that we are undertaking in behalf of the City. Upon approval of the CRDA funds, we will need to seek land use approval for the project and develop bid specifications. In order to do that we will need to enlist the services of an engineer to provide the design documents.

Adoption of this resolution will authorize an agreement with Dixon Associates of Galloway to provide the required design documents for an amount not to exceed \$17,000. It is contemplated that in accordance with the action taken last month to approve the application that the successful respondent to the competitive process for the project will be required to reimburse all costs incurred by the authority related to the development of those design documents.

A motion was made by Rev. Hendricks and seconded by Mr. Tarby to approve the resolution. By a vote of 8-0-0, the resolution was approved.

D. Barlinvis Flood Insurance

Mr. Lamey explained that in December, the Board authorized the ACIA to join with the county in the Joint Insurance Fund (JIF) Program. Under the JIF Program, the policy provides flood coverage in high-hazard flood areas with a very high deductible of \$500,000 for the building and \$500,000 for its contents. The fund recommended that entities with properties in high-hazard areas go through the National Flood Insurance Program to get additional coverage to offset the high deductible.

In January, it is anticipated that the Authority will close on the Barlinvis apartments which are located in a high hazard area.

The Board was asked to adopt a resolution authorizing the Executive Director to procure Flood Insurance for the Barlinvis Apartments in order to offset those high deductibles.

A motion was made by Mr. Blake and seconded by Mr. Tarby to approve the resolution. By a vote of 8-0-0, the resolution was approved.

V. ADMINISTRATIVE

1. Financial Management Services

The Board was asked to authorize the Executive Director to execute an agreement with former Atlantic County Treasurer, Jane Lugo, to provide the ACIA with financial management services. Ms. Lugo will provide recommendations for the streamlining and improvement of the ACIA's financial management system, including the procedures, reporting and software for an amount not to exceed \$3,600. Mayor Armstrong asked if there is any issue with post-employment restrictions. Mr. Lamey said that Ms. Lugo did check into this and there are no issues.

A motion was made by Mr. Tarby and seconded by Mayor Armstrong. By a vote of 8-0-0, the Board authorized the Executive Director to execute an agreement with Jane Lugo to provide the

ACIA with financial management services.

2. Check Signer Authorization

The Board was asked to approve a resolution replacing retired Director of Projects, Jerome Cormier, with Max Slusher, Director of Economic Development, as an authorized check signer for the balance of the 2014-2015 year.

A motion was made by Mr. Blake and seconded by Rev. Hendricks to approve a resolution authorizing Max Slusher as an authorized check signer for the balance of 2014-2015. By a vote of 8-0-0, the Board approved the resolution.

VI. NEW BUSINESS

1. Nominating Committee

Roy Foster, ACIA Chairman, was asked to appoint a committee to nominate a slate of officers to serve for the period of February 2015 to January 2016 for consideration at the February ACIA Board Meeting. The nominating committee is Mr. Blake, Rev. Hendricks, Mr. Tarby and Mr. Ingemi.

VII. OLD BUSINESS

No old business was discussed

VII. ADJOURNMENT

A motion was made by Mr. Tarby, and seconded by Mayor Armstrong, to adjourn the meeting at 4:40 p.m. All were in favor.

Respectfully,

John C. Lamey, Jr.
Assistant Secretary