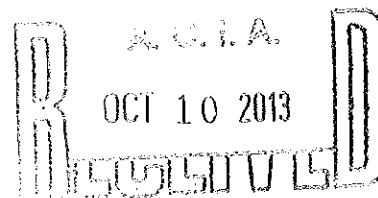


MEMORANDUM

Date: October 3, 2013

To: John C. Lamey, Jr., Executive Director
Atlantic County Improvement Authority



From: Honorable Dennis Levinson
Atlantic County Executive

Re: Minutes of the Regular Board Meeting on October 2, 2013

I. The Minutes of the above referenced meeting were submitted pursuant to N.J.S.A. 40:41A-37 et seq., on October 3, 2013.

- (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

James Ferguson, Esquire
Approved as to Form & Entry

cc: Jim Ferguson, Atlantic County Counsel

ATTACHMENTS: Minutes
 Veto Message



Atlantic County Improvement Authority
5909 Main Street, 2nd Floor, Mays Landing, N.J. 08330
Phone: 609-645-5838 Fax: 609-645-5813

John C. Lamey, Jr.
Executive Director

MINUTES OF THE BOARD MEETING

October 2nd, 2013

THE ATLANTIC COUNTY IMPROVEMENT AUTHORITY
5909 Main Street, 2nd Floor
Mays Landing, NJ 08330

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 Mr. Blake, Secretary, at 4:03 pm in the Conference Room at the Atlantic County Improvement Authority, 5909 Main Street, Mays Landing, NJ 08330.

COMMISSIONERS IN ATTENDANCE

Rev. Milton Hendricks, Commissioner; Edwin G. Blake, Secretary; Joseph Ingemi, Commissioner; Neil McPeak, Treasurer attended, Robert Tarby, Sr., Assistant Secretary; Roy M. Foster, Chairperson; were absent.

STAFF IN ATTENDANCE

John C. Lamey, Jr., Executive Director; Kimberly Quigley, Administrative Assistant; and Kristin Cullinane, Director of Finance

OTHERS IN ATTENDANCE

Jim Franklin, ACIA Counsel; Bonnie Lindaw, County Treasurer; Marie DeMari, Homeowner

I. OPENING STATEMENT AND ROLL CALL

Mr. Blake read the Notice of Public Meeting and the roll was called.

II. OPEN SESSION

Following the Roll Call Mr. Lamey requested that the Chairman pro tempore move the public portion of the agenda to the first item for consideration in order to allow Ms. Marie DeMari the opportunity to address the Board without having to wait until the end of the Agenda to do so. With the concurrence of the Board, Acting Chairman Blake invited Ms. DeMari to speak.

Ms. Marie DeMari stated that she is a resident of Somers Point, New Jersey who has participated in rehabilitation projects through the Authority's Rehabilitation Program. The most recent project is under a contract for rehabilitation work being performed on Ms. DeMari's residence at 55 Bucknell Road in Somers Point.

Ms. DeMari referred to an earlier project on a prior residence completed through the Rehabilitation Program and then presented several complaints regarding the performance of the work accomplished to date on her Bucknell road property expressing dissatisfaction with the contractor (K & H Construction), Executive Director Lamey, Program Administrator Mr. Joseph Giraldo and Inspector Mr. Richard McGonigal. More specifically, Ms. DeMari referred to the condition of an exterior electrical cable, the replacement of the roof, the repair and replacement of certain windows, the relocation of an electrical panel, and an issue regarding the number of doors to be replaced under the contract. She circulated copies of photographs she had taken, a copy of the original Property Condition Report she had had prepared prior to purchase of the property, and a copy of a proposal she had received from a contractor, Royal Arms Construction which had been submitted to the Authority after the time specified for receipt of bids and had to be rejected for that reason.

Ms. DeMari stated her belief that she is not being treated fairly and requested that the Board take action to investigate her claims. She further stated that she will now permit the contractor, K & H, to return to the property upon the advice of her attorney, Mr. Robert Boney, although she indicated she had not yet retained him.

Mr. Lamey explained that as a result of Ms. DeMari's August 7th letter where she said that she has "an exposed wire on her home that can catch fire and kill her and her any of her neighbors" he contacted the Somers Point Code Enforcement Officer who promptly inspected the property and determined that the wire is not exposed and it is not a fire hazard. In addition he explained that the terms of the contract provided for the replacement of one (1) door rather than two the (2) doors being requested by Ms. DeMari. He also noted that he and Mr. Giraldo had investigated the matter, had sent several responses to Ms. DeMari, and that Ms. DeMari had refused to permit the contractor to return to the site.

The circulated materials were reviewed by the members and returned to Ms. DeMari. Acting Chairman Blake thanked Ms. DeMari for coming before the Board and assured her that the matter would be investigated. He requested Mr. Lamey and his staff to further review the matter to determine if any further action is appropriate.

There being no other public present, the public session was closed and the board continued in general session.

III. MINUTES

A. **Minutes of the August 7, 2013 Board Meeting**

The Board was asked to approve the minutes of the August 7, 2013 Board Meeting.

A motion was made by Mr. Ingemi to approve the minutes of the August 7, 2013 Board Meeting, seconded by Rev. Hendricks. By a vote of 4-0 the minutes were approved.

IV. FINANCIAL REPORT

A. Financial Report from July 2013

The Board was asked to adopt a resolution approving the Financial Report for July 2013.

A motion was made by Mr. Ingemi to adopt the resolution and seconded by Mr. McPeak. By a vote of 4-0 the resolution was approved.

B. Financial Report from August 2013

The Board was asked to adopt a resolution approving the Financial Report for August 2013.

A motion was made by Rev. Hendricks to adopt the resolution and seconded by Mr. Ingemi. By a vote of 4-0 the resolution was approved.

V. EXECUTIVE DIRECTORS REPORT

A. AUTHORITY UPDATE

Commissioner Ingemi presented the details of a project that he has been advancing on behalf of the Authority. Last year Mr. Ingemi suggested to the Board that that the Authority may want to explore a potential opportunity to assist in diversifying the regional economy by taking the lead in investigating the feasibility of the creation of a Foreign Trade Zone in Atlantic County. At the time Mr. Ingemi offered to investigate the idea and move the project forward. After some preliminary research, he determined that the first step would be to assess the Air Cargo Capacity at the Atlantic City International Airport.

Mr. Ingemi pursued the possibility of using interns to provide the framework for a Cost-Benefit Analysis with various educational institutions to determine the viability of Air-Cargo. The Wharton School of the University of Pennsylvania, agreed to participate and has offered a Field Application Project to graduate students in the MBA program as part of their Fall 2013 course offerings. They have six qualified students who were accepted for the project which will be completed this semester. The project will be completed by the interns at no cost to the Authority by the end of December 2013.

The benefits of the project to the Authority include the potential to provide project management services related to the management of the trade zone, construction management as well supporting our efforts to enhance the economy of the region. Commissioner's McPeak, Hendricks and Blake all expressed their support of the project and look forward to the results.

B. 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.

VI. BOARD ACTIONS

A. COMMUNITY DEVELOPMENT PROGRAM

1. CDBG and HOME Programs/ County Contract

The Board was asked to approve a resolution authorizing the Executive Director to enter into a shared service agreement with Atlantic County to administer its FY2013 Community Development Block Grant Entitlement Program and the Atlantic County HOME Investment Partnership Program.

A motion was made by Mr. Ingemi to authorize the Executive Director to enter into a contract with Atlantic County to administer its FY2013 Community Development Block Grant Entitlement Program and the Atlantic County HOME Investment Partnership Program, seconded by Rev. Hendricks. By a vote of 4-0 the resolution was approved.

2. Atlantic County CDBG Entitlement Grant Program/ Municipalities Agreements

The Board was asked to approve a resolution authorizing the Executive Director to enter into shared service agreements with various municipalities to implement the FY 2013 CDBG Entitlement Grant Program.

A motion was made by Rev. Hendricks to authorize the Executive Director to enter into shared service agreements with various municipalities to implement the FY 2013 CDBG Entitlement Grant Program, seconded by Mr. Ingemi. By a vote of 4-0 the resolution was approved.

3. Continuum of Care Shared Service Agreement

The Board was asked to approve a resolution authorizing the Executive Director to enter into a shared service agreement with Atlantic County for reimbursement of Consulting Services related to the Continuum of Care for an amount not to exceed \$12,000.00.

A motion was made by Mr. Ingemi to authorize the Executive Director to enter into a shared service agreement with Atlantic County for reimbursement of Consulting Services related to the Continuum of Care for an amount not to exceed \$12,000.00, seconded by Rev. Hendricks. By a vote of 4-0 the resolution was approved.

4. Amendment to the Agreement with Mullin & Lonergan

The Board was asked to amend the Professional Services Agreement with Mullin & Lonergan for additional expenses related to the Continuum Care application process for an amount not to exceed \$12,000.00.

A motion was made by Rev. Hendricks to authorize the Executive Director to enter into a shared service agreement with Atlantic County for reimbursement of Consulting Services related to the Continuum of Care for an amount not to exceed \$12,000.00, seconded by Mr. Ingemi. By a vote of 4-0 the resolution was approved.

5. Housing Rehabilitation Shared Service Agreements with certain Municipalities

The Board was asked to authorize the Executive Director to enter into shared service agreements with certain Municipalities for the administration of their recaptured funds for Municipality Wide Housing Rehabilitation Programs.

A motion was made by Mr. Ingemi to authorize the Executive Director to enter into shared service agreements with certain Municipalities for the administration of their recaptured funds for Municipality Wide Housing Rehabilitation Programs, seconded by Rev. Hendricks. By a vote of 4-0 the resolution was approved.

B. PROJECT MANAGEMENT

1. Atlantic Cape Community College Project Management Agreement

The Board was asked to approve a Shared Services Agreement with Atlantic Cape Community College for the Authority to provide Project Management Services for twelve (12) projects being undertaken at the Mays Landing and Atlantic City campuses for fee equal to 5% of construction costs.

A motion was made by Mr. Ingemi to approve a Shared Services Agreement with Atlantic Cape Community College for the Authority to provide Project Management Services for twelve (12) projects being undertaken at the Mays Landing and Atlantic City campuses for fee equal to 5% of construction costs, seconded by Rev. Hendricks. By a vote of 4-0 the resolution was approved.

C. 2014 BUDGET

1. Presentation and Approval of 2014 Budget

The Board was asked to approve the proposed 2014 Budget.

The Budget Committee, Mr. McPeak, Mr. Ingemi, and Chairmen Foster met with Kristin Cullinane and Executive Director Lamey, prior to the meeting to discuss the 2014 budget.

A motion was made by Mr. Ingemi to approve the proposed 2014 Budget, seconded by Rev. Hendricks. By a vote of 4-0 the resolution was approved.

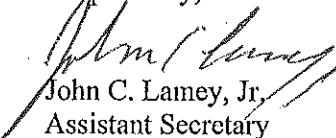
VIII. EXECUTIVE SESSION

A motion to enter into Executive Session at 4:42 pm was made by Rev. Hendricks and seconded by Mr. Ingemi. The Board returned to regular session at 5:12 pm on a motion made by Mr. Ingemi seconded by Rev. Hendricks.

IX. ADJOURNMENT

A motion was made by Rev. Hendricks and seconded by Mr. Ingemi to adjourn the meeting at 5:28 p.m. All were in favor.

Respectfully,


John C. Lamey, Jr.
Assistant Secretary