



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, November 14, 2024

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 Chairperson Roy Foster, at 4:03 p.m. The Board of Commissioners held their public meetings as designated below both in-person and via Teams conference on November 14, 2024, 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:

November 14, 2024, 04:00 PM Eastern Time

Meeting ID: 223 547 334 69

Passcode: ZEI8qb

### COMMISSIONERS PARTICIPATING IN THE MEETING

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

### STAFF PARTICIPATING IN THE MEETING

Timothy D. Edmunds, Executive Director; Jessica Wheeley, Comptroller; Edward Perkins, Director of Projects; Bob McGuigan, CDBG Director; Ellen Hiltner, HOME Program Manager; 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. Foster read the Notice of Public Meeting, and the roll was called.

## II. MINUTES

### A. Minutes of the October 10<sup>th</sup>, 2024, Board Meeting

**Attachment #1**

The Board was asked to approve the Minutes of the October 10, 2024, Regular Board Meeting as presented or as corrected.

A motion was made by Mr. Giraldo and seconded by Mr. Tarby to approve the Minutes of the September 14, 2024, Regular Board Meeting. By a roll-call vote of 7-0-2, the Minutes were approved.

## III. FINANCIAL REPORT

### A. Financial Report from September 2024

**Attachment #2**

The Board was presented a preliminary Financial Report of September 2024 and was requested to approve by resolution, the expenditures contained therein.

A motion was made by Mr. Giraldo and seconded by Mr. Tarby to approve the expenditures contained therein. By a roll-call vote of 9-0-0, the Board agreed to approve the resolution.

## IV. EXECUTIVE DIRECTOR'S REPORT

There were no contracts awarded under the public bidding threshold of \$17,500.

## V. ADMINISTRATIVE

### A. ACIA Annual Audit Contract

**Attachment #3**

The Board was asked to approve a resolution authorizing the Executive Director to execute a professional services agreement with Holman Frenia Allison, P.C. to perform an accounting audit for the years ending December 31, 2024, December 31, 2025, and December 31, 2026, in the amounts of \$42,050, \$44,100 and \$46,300 respectively.

A motion was made by Mr. Giraldo and seconded by Mr. Tarby, to table the resolution. By a roll-call vote of 9-0-0, the resolution was tabled.

## VI. PROJECT MANAGEMENT

### A. Atlantic County Justice Facility Repaving

**Attachment #4**

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 Justice Facility Campus Repaving Project in the amount of \$ \$38,000.

A motion was made by Rev. Hedricks and seconded by Mr. Blake, to approve the resolution. By a roll-call vote of 9-0-0, the resolution was approved.

### B. Atlantic County Galloway Library HVAC Upgrades

**Attachment #5**

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 County's Galloway Library HVAC Upgrades and Natural Gas Generator in the amount of \$65,830.00.

A motion was made by Mr. Giraldo and seconded by Mr. Tarby, to approve the resolution. By a roll-call vote of 9-0-0, the resolution was approved.

**C. Atlantic County Galloway Storm Drainage Improvements**

**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 Galloway Library Storm Drainage Improvements project in the amount of \$30,546.50.

A motion was made by Mr. Tarby and seconded by Mr. Guardian, to approve the resolution. By a roll-call vote of 9-0-0, the resolution was approved.

**VII. COMMUNITY DEVELOPMENT PROGRAM**

**A. Home Rehab Lead-Based Paint Inspections**

**Attachment #7**

The Board was asked to approve a resolution authorizing the Executive Director to execute contracts with LEW Environmental Services and Lead Professionals, Inc. for lead-based paint inspection services as needed for the Authorities HOME Rehabilitation Program.

A motion was made by Mr. Blake and seconded by Mr. Giralto to approve the resolution. By a roll-call vote of 9-0-0, the resolution was approved.

**B. Midtown Rehab and Façade Program**

**Attachment #8**

The Board was asked to authorize the Executive Director to execute an Agreement with the Inlet Community Development Corporation (CDC) for the Authority to administer the Inlet CDC's 2024 Home Rehab Façade Program.

A motion was made by Mr. Giralto and seconded by Mr. Tarby to approve the resolution. By a roll-call vote of 9-0-0, the resolution was approved.

**VIII. EXECUTIVE SESSION** – at 4:28 Executive Director, Timothy Edmunds, requested that the Board go into Executive Session to discuss contractual matters related to the construction of Building 2 at the NARTP. No formal action was taken.


**IX. NEW BUSINESS** – none

**X. OLD BUSINESS** - none

**XI. PUBLIC COMMENTS** - none

**XII. ADJOURNMENT** - A motion was made by Mr. Giralto and seconded by Mr. Tarby, to adjourn the meeting. By a unanimous vote, the meeting adjourned at 4:55 p.m.

Respectfully,



Edwin G. Blake  
Secretary

MEMORANDUM

Date: November 15, 2024

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 November 14, 2024.

I. The Minutes of the above-referenced meeting were submitted pursuant to N.J.S.A. 40:41A-37 et seq., on November 15, 2024.

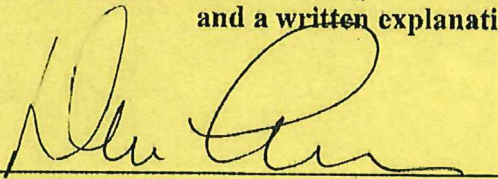
- (a)  by the end of the fifth business day following the meeting.
- (b)  as soon as practicable following the meeting where emergency action has been taken.
- (c)  beyond the statutory period for submission.

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



~~N. Lynne Hughes, Esquire, County Counsel~~  
Approved as to Form & Entry

cc: N. Lynne Hughes, Esquire, <sup>County</sup> ~~Acting~~ Counsel

Asst. County Counsel  
Arthur S Murray

ATTACHMENTS:  Minutes  
 Veto Message