



Atlantic County Improvement Authority

600 Aviation Research Boulevard · Egg Harbor Township, NJ 08234

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Timothy D. Edmunds, P.E.

Executive Director

MINUTES OF THE BOARD MEETING

Thursday, February 13, 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 Chairperson Roy Foster, at 4:04 p.m. The Board of Commissioners held their public meetings as designated below both in-person and via Teams conference on February 13, 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:

February 13, 2025, 04:00 PM Eastern Time

Meeting ID: 276 927 422 463

Passcode: uE9Pf9xh

COMMISSIONERS PARTICIPATING IN THE MEETING

Roy Foster, Chairperson; Robert J. Tarby, Sr, Vice Chairperson; Edwin G. Blake, Secretary; Rev. Milton Hendricks, Assistant Secretary, joined the meeting at 4:20 p.m.; Joseph J. Giraldo, Treasurer; Don Guardian, Commissioner; India Still, Commissioner; Robert Gross, 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; 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 January 16, 2025, Board Meeting

Attachment #1

The Board was asked to approve the Minutes of the January 16, 2025, Regular Board Meeting as presented or as corrected.

A motion was made by Mr. Giraldo and seconded by Mr. Blake to approve the Minutes of the January 16, 2025, Regular Board Meeting. By a roll-call vote of 8-0-0, the Minutes were approved.

III. ELECTION OF OFFICERS

A. Election of Officers for the 2025 – 2026 Year

Attachment #2

The Board was asked to elect a slate of Officers for the 2025– 2026 Year.

Mr. Tarby addressed the Board and stated that the Nominating Committee met and nominates the following slate of Officers to the ACIA Board:

Chairperson:	Roy M. Foster
Vice-Chairperson:	Robert J. Tarby
Secretary:	Edwin G. Blake
Assistant Secretary:	Rev. Milton Hendricks
Treasurer:	Joseph G. Giraldo

The Authority's Executive Director shall serve as Assistant Secretary in the absence of the Secretary and Assistant Secretary.

A motion was made by Mr. Tarby and seconded by Ms. Bartlett to approve the slate of Officers. By a roll-call vote of 8-0-0, the Board agreed to approve the resolution.

IV. FINANCIAL REPORT

A. Financial Report from December 2024

Attachment #3

The Board was presented a preliminary Financial Report of December 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 8-0-0, the Board agreed to approve the resolution.

B. Approval of Depositories

Attachment #4

The Board was asked to approve a resolution authorizing specific Banking Institutions to be used as the Authority's depositories.

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

C. Approval of Eligible Investments

Attachment #5

The Board was asked to approve a resolution authorizing Eligible Investments of its various bond funds.

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

V. EXECUTIVE DIRECTOR'S REPORT

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

VI. ADMINISTRATIVE

A. Check Signer Authorization

Attachment #6

The Board was asked to approve a resolution naming the authorized check signers for the 2025-2026 year.

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

B. Annual Schedule of Board Meeting Dates

Attachment #7

The Board was asked to approve a resolution adopting the annual schedule of regular meetings of the Atlantic County Improvement Authority pursuant to the Open Public Meetings Act.

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. Agreement – Accounting Services Ford, Scott Associates, LLC

Attachment #8

The Board was asked to authorize the Executive Director to enter into a contract with Ford, Scott Associates, LLC to provide accounting services on an hourly basis for Atlantic County NJ Aerospace, LLC.

A motion was made by Rev. Henricks and seconded by Mr. Tarby, to approve the resolution. By a roll-call vote of 8-0-1, the resolution was approved.

D. Section 125 Premium Only Plan

Attachment #9

The Board was asked to authorize participation in the Section 125 Premium Only Plan to continue to allow health care benefits to be taken out of pay checks pre-tax.

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.

E. Thunderbolt Software LLC Escrow Account

Attachment #10

The Board was asked to authorize an escrow account held at Ocean First Bank be renamed from Thunderbolt Software LLC Held in Escrow to NARTP Tenant Security Deposit Escrow.

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.

F. Agreement- 2025-2026 Legal Services Cooper-Levenson

Attachment #11

The Board was asked to authorize the Executive Director to enter into a contract with Cooper Levenson to provide legal services for the period March 1, 2025, to February 28, 2026, at an hourly rate of \$235 for Partners and \$175 for Paralegals and certain reimbursables for an

amount not to exceed \$25,000.

A motion was made by Rev. Hendricks and seconded by Mr. Tarby, to approve the resolution. By a roll-call vote of 8-0-1, the resolution was approved.

G. Health Benefits/State Health Plan – NJSHBP Contract **Attachment #12**

The Board was asked to approve a resolution authorizing the Executive Director to enter into a contract with the State of New Jersey Health Benefits Plan for health insurance for eligible participating employees for 2025, for an amount not-to-exceed \$37,078.00 per month for an annual amount not to exceed \$444,938.00.

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

H. Health Benefits/Vision and Dental Plan – Atlantic County **Attachment #13**

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 eligible participating employees for 2025 for \$3,892.00 per quarter for an annual amount not-to-exceed \$15,568.00.

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

VII. PROJECT MANAGEMENT

A. Property Management Services – NARTP **Attachment #14**

The Board was asked to Authorize the renewal of the Professional Services Agreement with New Vistas Corporation to provide Property Management Services for 600 Aviation Research Boulevard at the National Aerospace Research and Technology Park.

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

B. Property Management Services – Cape May Tech Village **Attachment #15**

The Board was asked to Authorize the renewal of a Professional Services Agreement with New Vistas Corporation to provide Property Management Services for Building 1 at the Hangars at Tech Village.

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

VIII. COMMUNITY DEVELOPMENT

A. Lead Based Paint Inspection Program **Attachment #16**

The Board was asked to authorize the Executive Director to renew Interlocal-Services Agreements with Municipalities who have been participating in a program to reduce the rates of lead-based paint inspections now required by State law for rental properties.

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

B. CDBG Consultant Services- Triad Associates **Attachment #17**

The Board was asked to authorize the renewal of the Professional Services Agreement with Triad Associates for CDBG Consultant Services to February 28, 2026.

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 City Foreclosure Registry Agreement

Attachment #18

The Board was asked to authorize the renewal of the Foreclosure Registry Agreement with Atlantic City.

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

IX. **OPEN SESSION** - none

X. **OTHER BUSINESS** - none

XI. **EXECUTIVE SESSION** - none

XII. **ADJOURNMENT** - A motion was made by Mr. Blake and seconded by Mr. Tarby, to adjourn the meeting. By a unanimous vote, the meeting adjourned at 4:39 p.m.

Respectfully,



Edwin G. Blake
Secretary