GLOUCESTER COUNTY IMPROVEMENT AUTHORITY

MINUTES OF THE SEPTEMBER 15, 2011 REGULAR MEETING

The regular meeting of the Gloucester County Improvement Authority was called to order by Chairman Fentress. Certification of the Open Public Meetings Act Requirement was read by Solicitor Michael Angelini. The salute to the flag was lead by Chairman Fentress.

Roll call: Joseph Brigandi, Sr., Frank Caligiuri, Daniel Christy, Paul Lenkowski, and Chairman Charles Fentress.

Staff present: George Strachan, Acting Executive Director; Michelle Baylor, Shady Lane Home Administrator; Carmen Trifiletti, Projects Coordinator/HR Director; Joseph Holovachuk, Director of Finance; Carmen Malignaggi, EEO; Donna Clement, DREAM Park Administrator; Michael Angelini, Solicitor; Tim Scaffidi, Co-Solicitor; Deb Peters, Administrative Assistant; and Barbara Cramer, Recording Secretary.

Also present: David Munion of T&M Associates.

Public Portion

Motion to open was made by Mr. Lenkowski, seconded by Mr. Christy and unanimously approved. There being no participation, motion to close was made by Mr. Caligiuri, seconded by Mr. Lenkowski and unanimously approved.

Approval of Minutes

Motion to approve of the August 18, 2011 regular meeting minutes was made by Mr. Christy, seconded by Mr. Brigandi and unanimously approved.

Approval of Bill Lists

Motion to approve of all bill lists as presented was made by Mr. Lenkowski, seconded by Mr. Brigandi and unanimously approved.

Operating: $1,611,281.41
Contracts/Capital: $29,016.96
RRIT: $1,543.19
Child Development Center Operating: $204,820.58
Child Development Center Capital: $2,084.96
Shady Lane Home Operating: $992,502.66
Shady Lane Home Capital: $10,424.80
Logan Operating: $143,631.39
Logan Capital: $1,042.48
2003A Board of Elections Bond: $250,456.02
2008 Court Bond: $862,545.38

Paulsboro Port Overpass/Terminal: $4,502,939.07
Landfill Bond: $7,453.75

Reports

There were no additions to the monthly reports. There was a report submitted by Carmen Malignaggi, EEO Officer, summarizing his conference that he attended entitled 2011 National Equal Opportunity Training Symposium hosted by the United States Department of Labor.

Regular New Business

A single motion was made to approve of all Regular New Business items by Mr. Christy, seconded by Mr. Lenkowski and unanimously approved.

a) Authorizing the Designation of Solid Waste Coordinator, George Strachan, as Signatory for Official Documents Required by New Jersey Department of Environmental Protection; The resolution authorizes George Strachan to sign certain official reports and documents as required.

b) Honoring David P. Shields for His Dedicated Service as Executive Director to the Gloucester County Improvement Authority; The resolution was read honoring David Shields who retired on August 31, 2011 after working for the GCIA for over fifteen years. He had been involved in numerous projects over the years which have benefited Gloucester County residents. Solicitor Angelini, George Strachan and Chairman Fentress each spoke expressing their kind thoughts of Mr. Shields from knowing him personally or professionally over the many years and wishing him well in his retirement.

c) Appointing Custodians of Government Records; Resolution designates Barbara Cramer, Executive Assistant, and Danae Ciociola, Director of Programs as the official Custodians of Records for the GCIA.

d) Authorizing Contracts with Certain Approved State Contract Vendors for Contracting Units Pursuant to N.J.S.A. 40A:11-12a; Approves the updated list of vendors authorized for the GCIA to purchase items or services.

e) Authorizing a Contract Increase to Remington & Vernick Engineers for Professional Planning Services for the Redevelopment Program; The contract amendment was approved for an increase in the amount not to exceed $7,000.00.

f) Approving Contract with Shade Environmental for Asbestos Removal at the Gloucester County Civil Court Building; The contract was approved in the amount not to exceed $3,700.00.

g) Approving the Award of Contract for the Family Court Building & Leslie Building Façade Repointing and Caulking Project; The contract was awarded to Masonry Preservation Group, Inc. in the amount of $57,000.00.

h) Authorizing a Shared Services Agreement with the County of Gloucester for Predevelopment Costs and Environmental Due Diligence for the Repauno Site; The Agreement was approved allowing for

the preliminary predevelopment funding for the site, including but not limited to site appraisal, survey and engineering environmental, and legal expenses.

i) Authorizing a Shared Services Agreement with the City of Woodbury for Economic Development Assistance to Main Street Woodbury, Inc.; The Agreement was approved authorizing assistance at a not to exceed amount of $45,000.00.

j) Authorizing a Shared Services Agreement Between the GCIA, Gloucester County College, and Gloucester County Institute of Technology for the Project Procurement and Installation of Solar Photovoltaic Systems; The Agreement was authorized which will provide benefits from a coordinated approach in the procurement and installation of solar photovoltaic systems at both locations.

k) Approval of Change in Services No. 8 to Pennoni Associates for Supplemental Professional Engineering and Related Services for the Paulsboro Marine Terminal Project; The Change Order No. 8 was approved in the amount not to exceed $60,000.00.

l) Approval of Change in Services No. 9 to Pennoni Associates for Supplemental Professional Engineering and Related Services for the Paulsboro Marine Terminal Project; The Change Order No. 9 was approved in the amount not to exceed $130,000.00.

Shady Lane Complex New Business

A single motion was made to approve of all Shady Lane Complex New Business items by Mr. Caligiuri, seconded by Mr. Christy and unanimously approved.

a) Authorizing Execution of Nursing Program Clinical Education Agreement Between GCIA/Shady Lane Nursing Home and Gloucester County College for Clinical Site Training and Instructional Purposes; The resolution was authorized which allows for clinical observations and experiences for it's students at the Shady Lane Home.

b) Authorizing a Nurse Aide Program Agreement with the Brooks Alternative Technical School for a Clinical Program; The resolution was authorized which allows for the provision of clinical education for the Nurse Aide Program.

Adjournment

Motion to adjourn was made by Mr. Lenkowski, seconded by Mr. Caligiuri and unanimously approved.