

CAMDEN COUNTY IMPROVEMENT AUTHORITY
BOARD MEETING
December 15, 2016

The meeting of the Camden County Improvement Authority was held on December 15, 2016 at the offices of the Authority, 2220 Voorhees Town Center, Voorhees New Jersey at 8:00 a.m. Chairman Hosey presided over the meeting, and Maryanne Manning recorded the minutes thereof:

Chairman Hosey called the meeting to order at 8:00 a.m. and began the meeting with the Pledge of Allegiance.

Ms. Manning called the roll:

Ms. Rohrer
Mr. Schooley
Mr. Spearman (arrived at 8:20 a.m.)
Mr. Stevenson
Chairman Hosey

PRESENT:	Ms. Rohrer	ABSENT: None
	Mr. Schooley	
	Mr. Spearman	
	Mr. Stevenson	
	Chairman Hosey	

ALSO PRESENT: Mr. Christopher Orlando, Interim Executive Director
Mr. David Patterson, Solicitor
Mr. James Lex, Chief Operating Officer
Mr. Patrick Shuttleworth, Director of Administration
Mr. David McCollum, Chief Financial Officer
Mr. Ralph Condo, Financial & Operational Analyst
Mr. Gino Lewis, Director of Community Development
Mr. Michael Hagarty, Director of Project Management
Mr. Harry Collins, Senior Project Manager
Mr. Andrew Levecchia, Senior Planner
Ms. Tracy Wilson, Executive Assistant
Ms. Maria Mamas, Administrative Assistant
Freeholder Director Louis Cappelli, Jr.,
Ms. Holly Cass, County Deputy Administrator
Mr. Robert Klaus, HIP Program Coordinator
Mr. George Bakey, Project Manager
Mr. Jack Coyle, Project Manager
Mr. Alex Greenwald, FTN Financial Capital Markets

Ms. Manning read the Notice in accordance with the open public meetings law. Public Notice of the Time and Date for this meeting appeared in Resolution #187-15 dated December 10, 2015. This notice was mailed to the Courier Post and the South Jersey Times newspaper as a legal notice in compliance with the Open Public Meetings Act. It is also posted on the Authority bulletin board and filed with the Camden County Clerk.

Before voting on the October minutes, Mr. Patterson told the Commissioners that the minutes were sent to the County Freeholder Board for review as required by law and no veto of the minutes was received within the 10 day time period. Therefore, the minutes may be approved as submitted.

Motion was made by **Mr. Schooley** seconded by **Mr. Stevenson**, with four ayes, to approve the minutes from the November 10, 2016 Board Meeting

AYES:	Ms. Rohrer Mr. Schooley Mr. Stevenson Chairman Hosey	ABSENT:	Mr. Spearman
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NAYS:	None	ABSTAIN:	None
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Motion was made by **Mr. Schooley**, seconded by **Ms. Rohrer** with four ayes to approve the closed session minutes from the November 10, 2016 Board Meeting

AYES:	Ms. Rohrer Mr. Schooley Mr. Stevenson Chairman Hosey	ABSENT:	Mr. Spearman
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NAYS:	None	ABSTAIN:	None
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Mr. Orlando presented the Executive Director's Report. A copy is on file at the Authority's office.

After review and discussion and upon motion by **Mr. Schooley**, seconded by **Mr. Stevenson**, with five ayes, the following Resolution was adopted:

RESOLUTION 181-16

RESOLUTION OF THE CAMDEN COUNTY IMPROVEMENT AUTHORITY
APPROVING A SHARED SERVICES AGREEMENT BETWEEN THE COUNTY OF
CAMDEN AND THE CAMDEN COUNTY IMPROVEMENT AUTHORITY FOR
APPOINTMENT OF AN INTERIM EXECUTIVE DIRECTOR

AYES:	Ms. Rohrer Mr. Schooley Mr. Spearman Mr. Stevenson Chairman Hosey	ABSENT:	None
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NAYES:	None	ABSTAIN:	None
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Approving a Shared Services Agreement between the County and the CCIA appointing Christopher A. Orlando, County Counsel as Executive Director on an interim basis due to the existing vacancy in that position

After review and discussion and upon motion by **Chairman Hosey**, seconded by **Mr. Stevenson**, with five ayes, the following Resolution was adopted:

RESOLUTION 182-16

RESOLUTION OF THE CAMDEN COUNTY IMPROVEMENT AUTHORITY
AMENDING BY-LAWS OF THE CAMDEN COUNTY IMPROVEMENT
AUTHORITY

AYES:	Ms. Rohrer Mr. Schooley Mr. Spearman Mr. Stevenson Chairman Hosey	ABSENT:	None
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NAYES:	None	ABSTAIN:	None
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Amending the CCIA By-Laws designating the following officers: Christopher A. Orlando, Esquire, Interim Executive Director; James Lex, Secretary; Maryanne Manning, Assistant Secretary

After review and discussion and upon motion by **Chairman Hosey**, seconded by **Mr. Schooley**, with five ayes, the following Resolution was adopted:

RESOLUTION 183-16

RESOLUTION OF THE CAMDEN COUNTY IMPROVEMENT AUTHORITY
ADOPTING THE 2017 BUDGET

AYES:	Ms. Rohrer Mr. Schooley Mr. Spearman Mr. Stevenson Chairman Hosey	ABSENT:	None
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NAYES:	None	ABSTAIN:	None
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Adopting the CCIA 2017 Annual Budget and Capital Budget Program

After review and discussion and upon motion by **Mr. Schooley**, seconded by **Mr. Stevenson**, with five ayes, the following Resolution was adopted:

RESOLUTION 184-16

RESOLUTION OF THE CAMDEN COUNTY IMPROVEMENT AUTHORITY
ESTABLISHING SCHEDULE OF MEETING DATES AND TIMES FOR THE YEAR
2017

AYES:	Ms. Rohrer Mr. Schooley Mr. Spearman Mr. Stevenson Chairman Hosey	ABSENT:	None
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NAYES:	None	ABSTAIN:	None
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Approving the Authority's schedule of meeting dates and times for the year 2017

After review and discussion and upon motion by **Ms. Rohrer**, seconded by **Mr. Stevenson**, with five ayes, the following Resolution was adopted:

RESOLUTION 185-16

RESOLUTION OF THE CAMDEN COUNTY IMPROVEMENT AUTHORITY
ESTABLISHING SCHEDULE OF HOLIDAYS FOR THE YEAR 2017

AYES:	Ms. Rohrer Mr. Schooley Mr. Spearman Mr. Stevenson Chairman Hosey	ABSENT:	None
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NAYES:	None	ABSTAIN:	None
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Approving the Authority's schedule of Holidays for the year 2017

After review and discussion and upon motion by **Mr. Schooley**, seconded by **Mr. Stevenson**, with five ayes, the following Resolution was adopted:

RESOLUTION 186-16

RESOLUTION OF THE CAMDEN COUNTY IMPROVEMENT AUTHORITY
APPOVING A SHARED SERVICES AGREEMENT BETWEEN THE COUNTY OF
CAMDEN AND THE CAMDEN COUNTY IMPROVEMENT AUTHORITY FOR
REIMBURSEMENT TO THE AUHORITY RELATIVE TO CERTAIN PROGRAMS
AND SERVICES

AYES:	Ms. Rohrer Mr. Schooley Mr. Spearman Mr. Stevenson Chairman Hosey	ABSENT:	None
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NAYES:	None	ABSTAIN:	None
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Approving a Shared Services Agreement between the County of Camden and the Camden County Improvement Authority for reimbursement to the Authority relative to certain programs and services

After review and discussion and upon motion by **Ms. Rohrer**, seconded by **Mr. Stevenson**, with five ayes, the following Resolution was adopted:

RESOLUTION 187-16

RESOLUTION OF THE CAMDEN COUNTY IMPROVEMENT AUTHORITY
APPROVING A SHARED SERVICES AGREEMENT WITH CAMDEN COUNTY
FOR PROCUREMENT MANAGEMENT SERVICES FOR A PERIOD OF FIVE-
YEARS

AYES: Ms. Rohrer ABSENT: None
Mr. Schooley
Mr. Spearman
Mr. Stevenson
Chairman Hosey

NAYES: None ABSTAIN: None

Approving a Shared Services Agreement with the County of Camden for providing Procurement Management Services through its Qualified Purchasing Agent for a period of five (5) years

After review and discussion and upon motion by **Mr. Schooley**, seconded by **Ms. Rohrer**, with five ayes, the following Resolution was adopted:

RESOLUTION 188-16

RESOLUTION OF THE CAMDEN COUNTY IMPROVEMENT AUTHORITY
APPROVING A SHARED SERVICES AGREEMENT WITH CAMDEN COUNTY TO
PROVIDE ASSISTANCE BY QUALIFIED AUTHORITY PERSONNEL FOR SNOW
REMOVAL SERVICES

AYES: Ms. Rohrer ABSENT: None
Mr. Schooley
Mr. Spearman
Mr. Stevenson
Chairman Hosey

NAYES: None ABSTAIN: None

Approving a Shared Services Agreement with the County of Camden to provide assistance for snow removal services by qualified personnel

After review and discussion and upon motion by **Mr. Stevenson**, seconded by **Ms. Rohrer**, with five ayes, the following Resolution was adopted:

RESOLUTION 189-16

RESOLUTION OF THE CAMDEN COUNTY IMPROVEMENT AUTHORITY
CONFIRMING THE AUTHORIZATION OF THE USE OF COMPETITIVE
CONTRACTING FOR PROCURING SERVICES FOR A TRANSPORTATION
CONSULTANT

AYES:	Ms. Rohrer Mr. Schooley Mr. Spearman Mr. Stevenson Chairman Hosey	ABSENT:	None
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NAYES:	None	ABSTAIN:	None
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Confirming the authorization for the use of Competitive Contracting by the Authority to obtain Request for Proposals for a Transportation Consultant

After review and discussion, and upon motion by **Ms. Rohrer**, seconded by **Mr. Stevenson**, with four ayes and one abstention, the following Resolution was adopted:

RESOLUTION 190-16

RESOLUTION OF THE CAMDEN COUNTY IMPROVEMENT AUTHORITY
AUTHORIZING AWARD OF CONTRACT TO EAGLE CONSTRUCTION COMPANY
FOR CONSTRUCTION SERVICES FOR THE WATERFORD TOWNSHIP PUBLIC
SAFETY BUILDING IN AN AMOUNT OF \$2,639,514 CONTINGENT ON
AVAILABILITY OF FUNDS

AYES:	Ms. Rohrer Mr. Schooley Mr. Spearman Mr. Stevenson	ABSENT:	None
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NAYES:	None	ABSTAIN:	Chairman Hosey
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Authorizing an award of contract to Eagle Construction Company for construction services for the Waterford Township Public Safety Building in the amount of \$2,639,514

After review and discussion, and upon motion by **Mr. Schooley**, seconded by **Mr. Stevenson**, with five ayes, the following Resolution was adopted:

RESOLUTION 191-16

RESOLUTION OF THE CAMDEN COUNTY IMPROVEMENT AUTHORITY
AUTHORIZING AWARD OF CONTRACT FOR WINTERIZATION OF THE
BASEBALL STADIUM TO LGB MECHANICAL

AYES:	Ms. Rohrer Mr. Schooley Mr. Spearman Mr. Stevenson Chairman Hosey	ABSENT:	None
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NAYES:	None	ABSTAIN:	None
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Authorizing an award of contract to LGB Mechanical for winterization services at the Baseball Stadium in the City of Camden in an amount of \$4,800.00

After review and discussion, and upon motion by **Mr. Schooley**, seconded by **Mr. Stevenson**, with five ayes, the following Resolution was adopted:

RESOLUTION 192-16

RESOLUTION OF THE CAMDEN COUNTY IMPROVEMENT AUTHORITY
AWARDING APPRAISAL CONTRACT TO ASPEN VALUATION GROUP FOR
APPRAISAL SERVICES FOR VARIOUS PROPERTIES ON FEDERAL STREET AND
MARTIN LUTHER KING BOULEVARD IN CAMDEN CITY

AYES:	Ms. Rohrer Mr. Schooley Mr. Spearman Mr. Stevenson Chairman Hosey	ABSENT:	None
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NAYES:	None	ABSTAIN:	None
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Authorizing an award of contract to Aspen Valuation Group for Appraisal Services for various properties on Federal Street and Martin Luther King Boulevard in the City of Camden

After review and discussion, and upon motion by **Ms. Rohrer**, seconded by **Mr. Stevenson**, with five ayes, the following Resolution was adopted:

RESOLUTION 193-16

RESOLUTION OF THE CAMDEN COUNTY IMPROVEMENT AUTHORITY
APPROVING LIABILITY AND EXCESS LIABILITY INSURANCE COVERAGE
FOR THE CCIA PARKING CENTER

AYES:	Ms. Rohrer Mr. Schooley Mr. Spearman Mr. Stevenson Chairman Hosey	ABSENT:	None
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NAYES:	None	ABSTAIN:	None
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Awarding the Garage Liability and Excess Liability Insurance coverage for the CCIA Parking Center to Scottsdale Insurance Company in the amount of \$25,050.00

After review and discussion, and upon motion by **Chairman Hosey**, seconded by **Mr. Schooley**, with five ayes, the following Resolution was adopted:

RESOLUTION 194-16

RESOLUTION OF THE CAMDEN COUNTY IMPROVEMENT AUTHORITY
APPROVING SALARY ADJUSTMENT FOR DESIGNATED AUTHORITY
EMPLOYEES

AYES:	Ms. Rohrer Mr. Schooley Mr. Spearman Mr. Stevenson Chairman Hosey	ABSENT:	None
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NAYES:	None	ABSTAIN:	None
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Approving salary adjustments for designated Authority employees

After review and discussion, and upon motion by **Mr. Schooley**, seconded by **Mr. Stevenson**, with five ayes, the following Resolution was adopted:

RESOLUTION 195-16

RESOLUTION OF THE CAMDEN COUNTY IMPROVEMENT AUTHORITY
APPROVING OR RATIFYING THE AUTHORITY OPERATING AND PROJECT
EXPENDITURES

AYES:	Ms. Rohrer Mr. Schooley Mr. Spearman Mr. Stevenson Chairman Hosey	ABSENT:	None
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NAYES:	None	ABSTAIN:	Ms. Rohrer on Cooper Medical School of Rowan University
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After review of the Operating and Project expenditures, Chairman Hosey asked if all expenses were in budget to which Mr. McCollum confirmed.

At this time, Chairman Hosey presented a plaque to Mr. Gino Lewis, Director of Community Development for recognition of his 35 years of service to Camden County and the Camden County Improvement Authority. Mr. Lewis will be retiring at the end of 2016.

After review and discussion and upon motion by **Mr. Schooley**, seconded by **Chairman Hosey**, with five ayes, the following Resolution was adopted:

RESOLUTION 196-16

RESOLUTION OF THE CAMDEN COUNTY IMPROVEMENT AUTHORITY
AUTHORIZING THE AUTHORITY TO GO INTO CLOSED SESSION

AYES:	Ms. Rohrer Mr. Schooley Mr. Spearman Mr. Stevenson Chairman Hosey	ABSENT:	None
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NAYES:	None	ABSTAIN:	None
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The Commissioners went into closed session at 8:43 a.m. to discuss: Finance Department operation, J. Blanda Separation Agreement, credit card issue, 101 Haddon Avenue Project, Joint Board Project, new hire, pension contribution issues, two (2) proposed salary increases, CCIA Parking Center Bid Award and two (2) administrative matters

*A motion was made by **Mr. Schooley**, seconded by **Chairman Hosey**, to return to Open Session at 9:40 a.m.*

There were nine (9) walk-on Resolutions

After review and discussion and upon motion by **Mr. Schooley**, seconded by **Mr. Spearman**, with five ayes, the following Resolution was adopted:

RESOLUTION 197-16

**RESOLUTION OF THE CAMDEN COUNTY IMPROVEMENT AUTHORITY
AWARDING COMPETITIVE CONTRACT TO SP+ FOR OPERATOR OF THE
AUTHORITY PARKING CENTER IN CAMDEN CITY**

AYES:	Ms. Rohrer Mr. Schooley Mr. Spearman Mr. Stevenson Chairman Hosey	ABSENT:	None
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NAYES:	None	ABSTAIN:	None
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Authorizing an award of contract to SP Plus as a qualified Parking Center Operator to operate the Authority Parking Center in the City of Camden

After review and discussion and upon motion by **Ms. Rohrer**, seconded by **Mr. Spearman**, with five ayes, the following Resolution was adopted:

RESOLUTION 198-16

**RESOLUTION OF THE CAMDEN COUNTY IMPROVEMENT AUTHORITY
AWARDING CONTRACT TO ADVANTAGE ENGINEERS FOR PHASE 1
ENGINEERING SERVICES FOR THE 101 HADDON AVENUE PROJECT**

AYES:	Ms. Rohrer Mr. Schooley Mr. Spearman Mr. Stevenson Chairman Hosey	ABSENT:	None
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NAYES:	None	ABSTAIN:	None
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Authorizing an award of contract to Advantage Engineers for Phase 1 Engineering Services for the Haddon Avenue Project in the City of Camden in an amount of \$2,950.00

After review and discussion and upon motion by **Mr. Spearman**, seconded by **Ms. Rohrer**, with five ayes, the following Resolution was adopted:

RESOLUTION 199-16

**RESOLUTION OF THE CAMDEN COUNTY IMPROVEMENT AUTHORITY
AWARDING CONTRACT TO ADVANTAGE ENGINEERING FOR THE JOINT
BOARD PROJECT IN CAMDEN CITY**

AYES:	Ms. Rohrer Mr. Schooley Mr. Spearman Mr. Stevenson Chairman Hosey	ABSENT:	None
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NAYES:	None	ABSTAIN:	None
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Authorizing an award of contract to Advantage Engineering for Engineering Services for the Joint Board Project in the City of Camden in an amount of \$2,400.00

After review and discussion and upon motion by **Mr. Spearman**, seconded by **Mr. Stevenson**, with five ayes, the following Resolution was adopted:

RESOLUTION 200-16

**RESOLUTION OF THE CAMDEN COUNTY IMPROVEMENT AUTHORITY
AWARDING APPRAISAL CONTRACT TO J. MCHALE & ASSOCIATES FOR
APPRAISAL SERVICES FOR THE 101 HADDON AVENUE PROJECT IN
CAMDEN CITY**

AYES:	Ms. Rohrer Mr. Schooley Mr. Spearman Mr. Stevenson Chairman Hosey	ABSENT:	None
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NAYES:	None	ABSTAIN:	None
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Authorizing an award of contract to J. McHale & Associates for Appraisal Services for the 101 Haddon Avenue Project in Camden City in an amount of \$7,500.00

After review and discussion and upon motion by **Mr. Schooley**, seconded by **Mr. Spearman**, with five ayes, the following Resolution was adopted:

RESOLUTION 201-16

**RESOLUTION OF THE CAMDEN COUNTY IMPROVEMENT AUTHORITY
AMENDING RESOLUTION #154-14 WHICH AUTHORIZED AN AWARD OF
HUD FUNDS FOR VARIOUS COUNTY HOUSING PROJECTS**

AYES:	Ms. Rohrer Mr. Schooley Mr. Spearman Mr. Stevenson Chairman Hosey	ABSENT:	None
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NAYES:	None	ABSTAIN:	None
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Rescinding Resolution #154-14 authorizing the award of HUD Home Investment Partnership Funds for County approved projects

After review and discussion and upon motion by **Mr. Schooley**, seconded by **Mr. Spearman**, with five ayes, the following Resolution was adopted:

RESOLUTION 202-16

**RESOLUTION OF THE CAMDEN COUNTY IMPROVEMENT AUTHORITY
REQUIRING POLITICAL CONTRIBUTION FORM FROM H&H LANDSCAPE
COMPANY**

AYES: Ms. Rohrer ABSENT: None
Mr. Schooley
Mr. Spearman
Mr. Stevenson
Chairman Hosey

NAYES: None ABSTAIN: None

The Contract for H&H Landscape Company will now exceed \$17,500 which will require the filing of a Political Contribution Disclosure Form

After review and discussion and upon motion by **Mr. Schooley**, seconded by **Mr. Spearman**, with five ayes, the following Resolution was adopted:

RESOLUTION 203-16

**RESOLUTION OF THE CAMDEN COUNTY IMPROVEMENT AUTHORITY
AUTHORIZING THE HIRING OF KRISTEN CASS AS DIRECTOR OF
COOPER RIVER OPERATIONS**

AYES: Ms. Rohrer ABSENT: None
Mr. Schooley
Mr. Spearman
Mr. Stevenson
Chairman Hosey

NAYES: None ABSTAIN: None

Authorizing the hiring of Ms. Kristen Cass as Director of Cooper River Operations at an annual salary of \$65,000.00

After review and discussion and upon motion by **Mr. Schooley**, seconded by **Mr. Spearman**, with five ayes, the following Resolution was adopted:

RESOLUTION 204-16

**RESOLUTION OF THE CAMDEN COUNTY IMPROVEMENT AUTHORITY
ACKNOWLEDGING JAMES P. BLANDA'S SEPARATION FROM
EMPLOYMENT WITH THE AUTHORITY AND CONFIRMING APPROVAL
OF A SEPARATION AGREEMENT WITH JAMES P. BLANDA**

AYES:	Ms. Rohrer Mr. Schooley Mr. Spearman Mr. Stevenson Chairman Hosey	ABSENT:	None
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NAYES:	None	ABSTAIN:	None
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Acknowledging James P. Blanda's separation from employment with the Camden County Improvement Authority effective on November 2, 2016.

After review and discussion and upon motion by **Mr. Spearman**, seconded by **Mr. Stevenson**, with five ayes, the following Resolution was adopted:

RESOLUTION 205-16

**RESOLUTION OF THE CAMDEN COUNTY IMPROVEMENT AUTHORITY
AUTHORIZING A PENSION RECAPTURE AGREEMENT WITH MARK
MANNEL**

AYES:	Ms. Rohrer Mr. Schooley Mr. Spearman Mr. Stevenson Chairman Hosey	ABSENT:	None
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NAYES:	None	ABSTAIN:	None
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Authorizing a pension recapture agreement with Mark Mannel
