

**South Jersey Economic Development District, Inc.**  
**Regular Meeting Minutes**  
**October 3, 2022**

The October 3, 2022 regular meeting of the SJEDD was called to order at 6:35 PM by Chairman Risley. Commissioner Risley read the OPMA notice and led the Flag salute.

**Roll call:**

**Cape May County**

Commissioner Will Morey  
Leslie Gimeno

**Atlantic County**

Commissioner John Risley  
Max Slusher  
Francis Kuhn (AC WDB)

**Salem County**

Commissioner Edward Ramsay  
Carey Italiano  
Charles Hassler

**Cumberland County**

Commissioner Donna Pearson  
Sandra Forosisky  
Anthony Stanzione

Christy DiLeonardo (C/S/CM WDB)

Absent: John Bobbitt, Jerry Velazquez

**Staff:** Louis C. Joyce, Executive Director, Francine Springer, Treasurer, Jumba Mugwanya, Counsel

Public participant: Nancy Ridgway

**Approval of Minutes:** August 1, 2022 Regular Meeting

Motion by Mr. Stanzione, 2<sup>nd</sup> by Mr. Hassler to approve passed unanimously.

September 28, 2022 Executive Committee Notes

Motion to accept by Mr. Hassler, 2<sup>nd</sup> by Commissioner Ramsay, all in favor.

**Chairman's Report:**

The report of the 2022 Audit was presented by Mr. Steven Smith of Ford Scott & Associates. He indicated they have issued an unmodified opinion which is their highest level of assurance.

He indicated that they conducted a "yellow book" level audit due to expending more than \$100,000 in federal funds which required looking at additional information related to the internal controls. The audit did not identify any deficiencies in internal controls that could be considered to be a material weakness. The summary schedule of financial statement finding and responses reported an unmodified opinion and no findings or responses.

Mr. Smith complimented the staff for their cooperation.

Board members were complimentary of staff, as well, noting the tremendous progress from previous era of financial difficulties.

**Executive Director Report:**

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Mr. Joyce provided some details on upcoming RFP's for website updating and legal services for the next calendar year. He indicated that semi-annual reports on the Planning and CARES Act grants will be completed in October. He is doing an analysis of the CARES Act funds and will contact the Counties to discuss possible additional project funds for the remainder of the year but all expenditures must be incurred by 12/31/22. He will send the monthly report after the meeting.

**Treasurer's Report**

- Treasurer's Report: The September 30 report was detailed by Ms. Springer. The adjusted bank balance on September 30 was \$271,300.67.
- Authorization to pay bills: July and August, 2022 bills of \$1,478.41 and \$8,535.28 previously authorized by Executive Committee, and the September bills of \$9,760.35 were presented.

Motion to ratify the payment of bill made by Ms. Italiano, 2<sup>nd</sup> by Ms. Forosisky and approved unanimously.

**Public Comment on Forthcoming Resolutions:**

Nancy Ridgway congratulated the Board on the audit report.

**Resolutions:**

**13 – 22      RESOLUTION AUTHORIZING AMENDMENT 6 TO THE AGREEMENT FOR SOUTH JERSEY ECONOMIC DEVELOPMENT DISTRICT TO PROVIDE TECHNICAL ASSISTANCE FOR COOPERATIVE BUSINESS ASSISTANCE CORP. (CBAC)**

Motion to Take from Table by Commissioner Pearson, 2<sup>nd</sup> by Mr. Kuhn. Passed unanimously.

Motion to approve by Mr. Hassler, 2<sup>nd</sup> by Commissioner Pearson with discussion regarding the technical assistance activities and disclosure of business relationship provision.

Approved by unanimous vote.

**14 – 22      RESOLUTION IN SUPPORT OF SALEM CITY, LOCATED IN THE COUNTY OF SALEM AND STATE OF NEW JERSEY, BEING DESIGNATED HOME TO THE WIND INSTITUTE FOR THE STATE OF NEW JERSEY**

Motion to Take from Table by Ms. Italiano, 2<sup>nd</sup> by Ms. DiLeonardo. Approved by unanimous vote.

Motion to approve by Commissioner Pearson, 2<sup>nd</sup> by Mr. Stanzione. Discussion indicated substitute language was provided. The title of the approved replacement language is: **“RESOLUTION IN SUPPORT OF THE SOUTH JERSEY ECONOMIC DEVELOPMENT DISTRICT BEING DESIGNATED HOME TO THE NEW JERSEY WIND INSTITUTE FOR INNOVATION AND TRAINING”**

Approved by unanimous vote.

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**15 – 22        RESOLUTION ACKNOWLEDGING ACCEPTANCE OF THE AUDIT  
REPORT FOR THE YEARS ENDING MARCH 31, 2022 AND 2021**

Motion to approve by Ms. Forosisky, 2<sup>nd</sup> by Mr. Stanzione, this follows report from auditor under Chairman's report,

Approved by unanimous vote.

**Old Business:** None.

**New Business:**

Mr. Joyce indicated that he discussed with the Executive Committee getting memberships in the various county chambers of commerce throughout the SJEDD region. He investigated costs and estimated approximately \$1,500 per year total. The Board concurred with the action.

County activity updates were discussed.

**Public Comment:**

Ms. Ridgway offered no formal comment but good wishes until next meeting.

Next Regular Meeting is scheduled for January 9, 2023 at the CCIA Training room.

**Adjournment:** Meeting was adjourned at 8:04PM on motion by Mr. Stanzione, 2<sup>nd</sup> by Ms. Italiano, unanimously approved.

Edward Ramsay  
Secretary

APPROVED: January 9, 2023