

**South Jersey Economic Development District
Regular Meeting Minutes
October 4, 2021 (DRAFT)**

The Regular October meeting of the SJEDD was held on-line via Zoom conference call hosted from the SJEDD offices. The meeting was called to order at 6:30 P.M by Chairman Morey. Mr. Morey led the Flag salute.

Roll call: all members attended via conference call number which was advertised:

Cape May County

Commissioner Will Morey
Leslie Gimeno

Atlantic County

Commissioner John Risley
Max Slusher

Salem County

Commissioner Edward Ramsay
Carey Italiano
Robert Zuest

Cumberland County

Commissioner James Quinn
Sandra Forosisky

Christy DiLeonardo (C/S/CM WDB)

Francis Kuhn (AC WDB)

Absent: John Bobbitt, Jeannine MacDonald, Anthony Stanzione,

Staff: Louis C. Joyce, Executive Director, County Counsel John Carr, Francine Springer, CFO,
Auditors John Sabella and Steven Smith, Ford Scott & Associates

Public participant: Nancy Ridgway attended via phone.

Approval of Minutes: The Regular Meeting Minutes of the July 12, 2021 were approved on motion by Mr. Ramsay, 2nd by Ms. Forosisky. All in favor with abstentions by Mr. Kuhn, Ms. Italiano.

Chairman's Report:

Chairman Morey reported on the meeting of the Executive Committee who reviewed the agenda and approved of the contents of the resolutions for presentation to the Board. He stressed the commitment of the Executive Committee members to meet regularly with the staff.

Chairman Morey introduced Auditors Sabella and Smith to review and explain the 2021 Audit Report. They indicated that they have issued an "unmodified Opinion" with no findings of deficiencies or issues with accounting procedures or practices.

Executive Director Report:

Mr. Joyce indicated that he has circulated his monthly report and filled in additional details on other projects;

- Prepared quarterly grant draws for Planning and CARES Act grants;
- Worked with Cape May County planners to evaluate proposals and recommend contract;
- Kicked off work of SGA/CCLR on Technical Assistance;

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- Continued to work with Salem County on Economic strategy and implementation of the Triad report;
- Provided support letters for grant applications for North Wildwood and Atlantic City boardwalk reconstruction projects and working with Triad on SJ Career Institute proposal in Vineland City;
- Participated on NJEDA Windport diversity and local engagement committee;
- Made notes at Executive Board pre-meeting to review agenda items.
- Mentioned completion of Redevelopment plan for the Wildwood Pacific Avenue corridor; Mr. Joyce reported to the Board that he has agreed to work directly for Cape May County on the Project Review Committee for the implementation of the Wildwood redevelopment project. It was confirmed that he can have outside work, separate from the District responsibilities, as long as no conflict of interest results. The outside work has been discussed in past meetings and Mr. Joyce will disclose those activities as they arise. Both the Chairman and Attorney concurred with the explanation.
- Will look to update the CEDS with current data, and do and RFP for the website;

Treasurer's Report:

Mr. Joyce reviewed the Treasurer's Report for the month of September. The beginning balance on September 1, 2021 was \$234,643.50. Receipts for the month totaled \$18,524.94 from interest, dues assessments and a refund. Disbursements for the month totaled \$20,241.81 leaving an operating account balance of \$232,926.63 (accounting for outstanding checks). The account balance in the ACIA loan account was \$8,629.66.

Outstanding balance on the ACIA loan was reported as \$40,136.27, not counting for accrued interest.

Bill lists were presented. The bill lists for July of \$10,631.89 and August of \$14,455.08 were presented for ratification as being previously approved by the Executive Committee. The September bill list of \$5,637.66 was presented for approval.

Motion to ratify the July and August bills and approve the September bills made by Ms. DiLeonardo and 2nd by Ms. Italiano. Bills were approved by unanimous voice vote, abstention by Ms. DiLeonardo.

Public Comment on Forthcoming Resolutions:

No Comments were received.

Resolutions:

**12 – 21 RESOLUTION ACKNOWLEDGING ACCEPTANCE OF THE AUDIT
REPORT FOR THE YEARS ENDING MARCH 31, 2021 AND 2020 Moved**

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by Ms. DiLeonardo, 2nd by Commissioner Quinn; Following the presentation of the Audit report and with no further questions; Approved by unanimous vote.

13 – 21 RESOLUTION ADOPTING MODIFICATION TO GRANT ADMINISTRATION PLAN FOR CARES ACT SUPPLEMENTAL GRANT PROGRAM IMPLEMENTATION Moved by Commissioner Risley, 2nd by Ms. Forosisky; Mr. Joyce explained the modifications to the Plan that are needed to reflect actual costs for the projects; a new proposal from CCIA/Millville is listed as “to be determined” and with reference to resolution 09-20 and will be considered by the executive committee; Approve by unanimous vote.

14 - 21 RESOLUTION APPROVING SCOPE AND CONTRACT WITH ECONSULT SOLUTIONS, INC. FOR CAPE MAY COUNTY ECONOMIC RECOVERY REPORT AND RESILIENCY PLAN Moved by Commissioner Ramsay, 2nd by Ms. Italiano; Ms. Gimeno explained the process for evaluation of the proposals received for the report and plan; the evaluators ranked Econsult Solutions as most responsive to the scope; Approved by unanimous vote.

15 – 21 RESOLUTION IN SUPPORT OF ATLANTIC COUNTY ECONOMIC ALLIANCE'S APPLICATION FOR A U.S. DEPARTMENT OF COMMERCE ECONOMIC DEVELOPMENT ADMINISTRATION BUILD BACK BETTER REGIONAL CHALLENGE GRANT Moved by Commissioner Risley, 2nd by Ms. DiLeonardo; Mr. Slusher described the grant application process and referred to the projects that are listed for funding; he stressed the regional nature of the projects and indicated that the scope will include activities in all counties in the district; the current application is for phase I planning with the goal to be awarded phase II funds for implementation; Approved by unanimous vote, abstention by Mr. Slusher.

Old Business: The Board reviewed the contents of Resolution 09-20 and affirmed the authorization for the Executive Committee to act on contracts and sub-award agreements pertaining to the CARES Act grant. Solicitor Carr provided his opinion for the Board’s guidance.

New Business: County activity updates were discussed. Members acknowledged Commissioner Quinn for his work on the Board and wished him well in the next year.

Public Comment:
Ms. Ridgway offered no formal comment.

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Next Meeting (reorganization and regular) is scheduled for January 10, 2022.

Adjournment: Meeting was adjourned at 8:05 PM on motion by Ms. Forosisky, 2nd by Ms. Italiano and was unanimously approved.

Edward Ramsay
Secretary

APPROVED: Draft