

South Jersey Economic Development District
Regular Meeting Agenda
April 5, 2021 rescheduled to April 12, 2021
(amended April 12, 2021)

6:30 pm, SJEDD, 782 S. Brewster Road, Vineland, NJ 08361
Via Remote Zoom platform per State of NJ Emergency Declaration

Roll Call

Meeting ID: 823 9514 9802

Passcode: 083380

Pledge of Allegiance

Approval of Minutes: January 11, 2021 Regular Meeting
 January 11, 2021 Closed Session
 February 23, 2021 Executive Committee

Chairman's Report

Executive Director Report

- Technical Assistance activities
- Resiliency Report
- CEDS Update

Treasurer Report

- Treasurer's Report
- Authorization to pay bills: January, February, March 2021 Bills

Public Comment on Forthcoming Resolutions

Resolutions

1– 21 RESOLUTION APPROVING SCOPE AND CONTRACT WITH TRIAD ASSOCIATES OF VINELAND, N.J FOR SALEM COUNTY ECONOMIC RECOVERY AND RESILIENCY STRATEGY

2 – 21 RESOLUTION ADOPTING FY2021 BUDGET

3 – 21 RESOLUTION ADOPTING 2020-25 SOUTH JERSEY CEDS REPORT

4 – 21 RESOLUTION ACCEPTING AMENDMENT #2 TO ED19PHI3020025 USED A PARTNERSHIP PLANNING GRANT

5 – 21 RESOLUTION AUTHORIZING FORD SCOTT & ASSOCIATES TO PERFORM THE ANNUAL AUDIT FOR FISCAL YEAR ENDING MARCH 31, 2021

6 – 21 RESOLUTION PROVIDING RETROACTIVE AND PROSPECTIVE SALARY ADJUSTMENT FOR EXECUTIVE DIRECTOR

South Jersey Economic Development District
Regular Meeting Agenda
April 5, 2021 rescheduled to April 12, 2021
(amended April 12, 2021)

Old Business:

New Business: County Update Reports

Executive Session (if required)

Public Comment

Adjourn

Next Regular Meeting: **TBD** (Originally July 5, 2021)

Zoom Link:

Join Zoom Meeting

<https://us02web.zoom.us/j/82395149802?pwd=b2hvR1JkRGVaeEtuNWkwMHNnSEhtUT09>

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One tap mobile

+13017158592,,82395149802#,,,,*083380# US (Washington DC)

+13126266799,,82395149802#,,,,*083380# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 929 205 6099 US (New York)

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SOUTH JERSEY ECONOMIC DEVELOPMENT DISTRICT

Resolution 1 - 21

RESOLUTION APPROVING SCOPE AND CONTRACT WITH TRIAD ASSOCIATES OF VINELAND, N.J FOR SALEM COUNTY ECONOMIC RECOVERY AND RESILIENCY STRATEGY

WHEREAS, the Salem County Economic Development Advisory Committee and Salem County Board of Commissioners have requested the assistance of SJEDD in furthering the County and regional economic development capacity; and

WHEREAS, the South Jersey Economic Development District ("SJEDD") advertised and sought Proposals for Competitive Contracting in accordance with N.J.S.A. 40A:11-4.1 *et seq.* and N.J.A.C. 5:34-4.1 *et seq.* under the Fair and Open Process for the provision of Economic Recovery and Resiliency Planning; and

WHEREAS, Triad Associates has provided the Scope of Services and contract for preparation and completion of an Economic Development Recovery and Resiliency Strategy for Salem County; and

WHEREAS, a contract has been reviewed and approved by the Executive Committee and SJEDD Counsel as authorized in Resolution 9-20 and authorized with Triad Associates, Inc; and

WHEREAS, funding for the preparation of specific economic recovery and resiliency planning has been granted to SJEDD from USEDA through the CARES Act Supplemental Planning Grant;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the South Jersey Economic Development District that the proper officers of the Board, to wit, the Chairman and the Executive Director, be and they are hereby authorized and directed to execute a Letter of Authorization with TRIAD ASSOCIATES of Vineland, N.J. in the form attached hereto and by this reference made a part hereof as Schedule "A", for the preparation and completion of an Economic Development Recovery and Resiliency Strategy for Salem County.

I certify that this Resolution was formally adopted by the Board of Directors of the South Jersey Economic Development District at a meeting duly held on April 5, 2021.

Edward Ramsay, Secretary

SOUTH JERSEY ECONOMIC DEVELOPMENT DISTRICT

RESOLUTION 2-21

RESOLUTION ADOPTING FY 2021 BUDGET

WHEREAS, the Board has reviewed the proposed FY 2021 Budget for the fiscal year beginning 04-01-2021 through 03-31-2022, and

WHEREAS, after discussion and review of revenue and expense projections finds that the proposed budget is appropriate to guide the operations and debt service of the District for the fiscal year;

NOW, THEREFORE BE IT RESOLVED, by the **SOUTH JERSEY ECONOMIC DEVELOPMENT DISTRICT**, that it hereby adopts the FY2021 Budget attached hereto.

I certify that this Resolution was formally adopted by the Board of Directors of the South Jersey Economic Development District at a meeting duly held on April 5, 2021.

Edward Ramsay, Secretary

SOUTH JERSEY ECONOMIC DEVELOPMENT DISTRICT

RESOLUTION 3 - 21

RESOLUTION ADOPTING THE 2020 -2025 COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDs)

WHEREAS, the SJEDD is required by the USEDAs to annually review and update its Comprehensive Economic Development Strategy (CEDs); and

WHEREAS, through the efforts of staff, consultants and the CEDs committee there was prepared an annual update for the District’s fiscal year 2020 and dated March 2021;

NOW, THEREFORE BE IT RESOLVED, by the **SOUTH JERSEY ECONOMIC DEVELOPMENT DISTRICT**, that the “2020 – 2025 Southern New Jersey Comprehensive Economic Development Strategy” that has been prepared and is dated March 2021 is hereby approved and adopted and shall be submitted to USEDAs as required in the work plan for the FY2020 EDA Planning Partnership Grant.

I certify that this Resolution was formally adopted by the Board of Directors of the South Jersey Economic Development District at a meeting duly held on April 5, 2021.

Edward Ramsay, Secretary

SOUTH JERSEY ECONOMIC DEVELOPMENT DISTRICT

RESOLUTION 4 - 21

**RESOLUTION ACCEPTING AMENDMENT #2 TO USED
PARTNERSHIP PLANNING GRANT ED19PHI3020025**

WHEREAS, the South Jersey Economic Development District, Inc. receives funding from the United States Economic Development Administration to provide planning and technical assistance to the Economic Development District; and,

WHEREAS, the Grant funds are received annually in support of SJEDD's programs; and,

WHEREAS, SJEDD submitted an application to the USED for year three of the FY19 the Partnership Planning Grant Program which has been subsequently approved.

NOW, THEREFORE BE IT RESOLVED, by the **SOUTH JERSEY ECONOMIC DEVELOPMENT DISTRICT**, that it hereby accepts Amendment #2 to the Partnership Planning Grant Fund for the FY2021 grant round and authorizes the appropriate District officials to execute the grant documents.

I certify that this Resolution was formally adopted by the Board of Directors of the South Jersey Economic Development District at a meeting duly held on April 5, 2021.

Edward Ramsay, Secretary

SOUTH JERSEY ECONOMIC DEVELOPMENT DISTRICT

RESOLUTION 5 - 21

**RESOLUTION AUTHORIZING FORD SCOTT & ASSOCIATES TO PERFORM
THE ANNUAL AUDIT FOR FISCAL YEAR ENDING MARCH 31, 2021**

WHEREAS, the South Jersey Economic Development District requires an appointment for the annual audit of the District for the Fiscal Year 2010; and

WHEREAS, past audit services by Ford Scott and Associates in their preparation of the annual audit have been performed to the satisfaction of the Directors;

NOW, THEREFORE BE IT RESOLVED, by the **SOUTH JERSEY ECONOMIC DEVELOPMENT DISTRICT**, that it hereby formally authorizes its approval for a contract with Ford Scott and Associates to perform the annual audit of the District for the Fiscal Year 2020 which ended March 31, 2021 to be billed at the normal hourly rates not to exceed \$8,000.00 and hereby authorizes the Executive Director to execute the letter of authorization for said services.

I certify that this Resolution was formally adopted by the Board of Directors of the South Jersey Economic Development District at a meeting duly held on April 5, 2021.

Edward Ramsay, Secretary

SOUTH JERSEY ECONOMIC DEVELOPMENT DISTRICT

RESOLUTION

6 - 21

APPROVING RETROACTIVE AND CURRENT SALARY ADJUSTMENT AND DATE FOR EXECUTIVE DIRECTOR

WHEREAS, after discussion and review of past salary adjustment and performance of the Executive Director; and

WHEREAS, the Board would like to establish the date for annual adjustment to coincide with the SJEDD fiscal year of April 1 to March 31; and

WHEREAS, after consideration of the terms of the employment agreement the Board has determined to provide a 2.5% increase in compensation of \$1,519.88, retroactive to April 1, 2020, the start of the SJEDD fiscal year and further to provide a 2.5% increase of \$1,557.80 for the current fiscal year beginning April 1, 2021 through March 31, 2022.

NOW, THEREFORE, BE IT RESOLVED, by the **SOUTH JERSEY ECONOMIC DEVELOPMENT DISTRICT** that it hereby authorizes an increase in salary to Louis C. Joyce to retroactive to July 1, 2020, for a period of one year from July 1, 2020 to June 30, 2021 and an increase of 2.5% beginning April 1, 2021, establishing the current annual salary to be \$63,868.80 according to the terms thereof.

I hereby certify that this Resolution was duly approved by the Board of Directors of the South Jersey Economic Development District at a meeting duly held on April 12, 2021.

Edward Ramsay, Secretary