

WOODBINE PORT AUTHORITY

Meeting Minutes 6/27/2016

Present: William Pikolycky, Chairman
Jeff Doran, Vice-Chairman
John Sturm, Board Member
Cliff Anderson, Board Member
Kyle Weinberg, Solicitor
Kan Liu, DY Consultants
Wayne Rumble, Airport Maintenance Manager
Melissa Rodriguez, Secretary

Absent: Michael Benson, Board Member

Meeting Called to Order at 5:00 p.m.

TOPIC

DISCUSSION/ACTION

I. Approval of Minutes 5/23/2016

Minutes were approved for the meeting held on May 23, 2016 without corrections.

Motion by: J. Sturm

2nd: J. Doran

Roll Call: C. Anderson – Abstain

M. Benson – Absent

J. Doran – Yes

W. Pikolycky – Yes

J. Sturm – Yes

II. Unfinished Business:

A. Review of Grants

See monthly status report submitted by DY Consultants. The status report was summarized by Kan Liu and reviewed with the Board.

Item #4 – A resolution was approved awarding the bid to South State for Taxiway A Rehab – Stage 1 in the amount of \$282,062.00.

(Resolution #12-2016)

Motion by: J. Sturm

2nd: C. Anderson

Roll Call: C. Anderson – Yes

M. Benson – Absent

J. Doran – Yes

W. Pikolycky – Yes

J. Sturm – Yes

Item #5 – A resolution was approved authorizing the acceptance of a NJDOT grant to fund the ceilometer (AWOS) and REIL unit replacement.

The anticipated budget for the project work is \$46,857.37, the NJDOT share (75%) of which would be \$35,143.03, with a Sponsor's share (25%) of \$11,714.34. **(Resolution #14-2016)**

Motion by: J. Sturm

2nd: C. Anderson

Roll Call: C. Anderson – Yes

M. Benson – Absent

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J. Doran – Yes
W. Pikolycky – Yes
J. Sturm – Yes

Item #7 – After discussion by the board, the Board approved to submit a grant application to the FAA for the Taxiway A Rehab – Stage 2 project (\$57,000).

Motion by: J. Sturm
2nd: C. Anderson
Roll Call: C. Anderson – Yes
M. Benson – Absent
J. Doran – Yes
W. Pikolycky – Yes
J. Sturm – Yes

B. RFQ's

The committee reviewed the RFQ's that were received for airport engineer consultant services. After the evaluation was completed, the committee agreed to recommend DY Consultants. A resolution was made appointing DY Consultants with a term to be determined. Mr. Doran will contact the FAA via email to determine what term is required. **(Resolution #13-2016)**

Motion by: J. Doran
2nd: J. Sturm
Roll Call: C. Anderson – Yes
M. Benson – Absent
J. Doran – Yes
W. Pikolycky – Yes
J. Sturm – Yes

C. Delinquent Tenants

In regards to Mr. Hartley, Mr. Weinberg will follow up with a call. Mr. Hartley's rental status continues to be delinquent on a monthly basis. Late fees are being assessed accordingly.

No recent payment has been received from Mr. Roddy. Mr. Weinberg will also follow up with a call to Mr. Roddy. Mr. Roddy's agreement requires him to pay \$1000.00 monthly.

D. MedTrans Helicopter

The trailer has been delivered. The electric meter still needs to be installed. There will be a slight change in the fence design. They will continue to pay \$1700.00 monthly, and the WPA will continue to invoice them monthly.

III. New Business:

A. Airport Insurance – Liability

In regards to the self service fuel, it will need to be determined if the airport has enough coverage in regards to insurance. Marsh and McLennan Agency will be contacted to see what

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the airport's current coverage is, and if the airport will need to increase its coverage.

IV. Airport Maintenance Report

See report submitted by Wayne Rumble which covers the period of 5/21/2016 through 6/24/2016.

V. Treasurer's Report

A motion was made and approved to pay WPA invoices as presented by the Treasurer.

Motion by: C. Anderson
2nd: J. Sturm
Roll Call: C. Anderson – Yes
M. Benson – Absent
J. Doran – Yes
W. Pikolycky – Yes
J. Sturm – Yes

A motion was made and approved to process a payment to C&H Disposal as per funds recently received from the NJDOT (includes retainage).

Motion by: J. Sturm
2nd: C. Anderson
Roll Call: C. Anderson – Yes
M. Benson – Absent
J. Doran – Yes
W. Pikolycky – Yes
J. Sturm – Yes

VI. Audience Participation

None

VII. Motion to Adjourn at 6:05 p.m.

Motion by: C. Anderson
2nd: J. Sturm
Roll Call: C. Anderson – Yes
M. Benson – Absent
J. Doran – Yes
W. Pikolycky – Yes
J. Sturm – Yes

Minutes respectfully submitted by:

Melissa Rodriguez, Secretary