

SOUTH AMBOY REDEVELOPMENT AGENCY

June 25, 2024

6:30 p.m.

140 North Broadway

South Amboy, N.J.

1. Call to Order by Legal Counsel

2. Chairperson's Statement of Compliance with Open Public Meetings Act (R.S.10:4-6, et seq.)

The Notice requirements provided in the Open Public Meetings Act have been satisfied. Notice of this meeting was published in The Home News & Tribune on **December 15, 2023**, provided to the Star Ledger, filed with the City Clerk and posted in the City Municipal Building on **December 8, 2023**.

3. Salute to the Flag and Prayer

4. ROLL CALL:

Commissioner	Present	Absent
Kevin Meszaros (Chair)		
Camille Tooker (Vice Chair)		
Zusetta Dato		
Rachael Draudt		
Gary Forshner		
Tony Gonsalves		
Christine Noble		

Also in Attendance:

Eric Chubenko, Executive Director _____

C.J. Coughlin, Esq., General Counsel _____

5. Correspondence:

6. Grant Activity:

7. Consent Agenda:
 - A. Professional Appointments/Agency Resolutions:
(Resolution to be distributed at meeting.)

1. Resolution of The South Amboy Redevelopment Agency to appoint Agency Chairman. (M: 06-25-24 :01)
2. Resolution of The South Amboy Redevelopment Agency to appoint Agency Vice Chairman. (M: 06-25-24 :02)
3. Resolution Of The South Amboy Redevelopment Agency Regarding The 2025 Adopted Budget (M: 06-58-24 :03)
4. South Amboy Redevelopment Agency Resolution Designating Official Bank (M: 06-25-24 :04)
5. South Amboy Redevelopment Agency Resolution Designating Official Newspapers (M: 06-25-24 :05)
6. Authorizing Salaries for The Redevelopment Agency (M: 06-06-24 :06)
7. Cash Management Plan (M: 06-25-24 :07)
8. South Amboy Redevelopment Agency Resolution Awarding Of A Professional Services Contract for Legal Services Pursuant To A Fair And Open Process (M: 06-25-24 :08)
9. South Amboy Redevelopment Agency Resolution Awarding Of A Professional Services – Auditing Contract Pursuant To A Fair And Open Process (M: 06-25-24 :09)
10. South Amboy Redevelopment Agency Resolution Awarding Of A Professional Services – Redevelopment Consultants Pursuant To A Fair And Open Process (M: 06-25-24 :10)
11. South Amboy Redevelopment Agency Resolution Approving Qualified Respondents To Perform Professional Services – Environmental Engineering Pursuant To A Fair And Open Process (M: 06-25-24 :11)
12. South Amboy Redevelopment Agency Resolution Approving Qualified Respondents To Perform Services As A Financial Advisor – Pursuant To A Fair And Open Process (M: 06-25-24 :12)
13. South Amboy Redevelopment Agency Resolution Approving Qualified Respondents To Perform Professional Services – Special Legal Counsel Pursuant To A Fair And Open Process (M: 06-25-24 :13)
14. South Amboy Redevelopment Agency Resolution Approving Qualified Respondents To Perform Planning Services – Pursuant To A Fair And Open Process (M: 06-25-24 :14)
15. South Amboy Redevelopment Agency Resolution Approving Qualified Respondents To Perform Valuation Consulting Services – Pursuant To A Fair And Open Process (M: 06-25-24 :15)
16. South Amboy Redevelopment Agency Resolution Approving Qualified Respondents To Perform Special Services Engineering Services– Pursuant To A Fair And Open Process (M: 06-25-24 :16)
17. South Amboy Redevelopment Agency Resolution Approving Qualified Respondents To Perform Architectural Services – Pursuant To A Fair and Open Process (M: 06-25-24 :17)

- B. Payment of Invoices:
(Bill lists to be distributed at meeting.)
 - 1. Bill List payable 06/25/2024 – SARA Accounts
 - 2. Bill List payable 06/25/2024 – ESCROW Accounts

- 8. Executive Director's Report:
- 9. Planning Report:
- 10. Legal Report:
- 11. Old Business:
- 12. New Business:
(Minutes to be distributed at meeting.)
 - A. Approval of May 2, 2024 Agency Meeting Minutes
- 13. Project updates:
- 14. Discussion:
- 15. Executive Session:
- 16. General Comments by Commissioners:
- 17. General Comments by Public:
- 18. Adjournment

M: 06-25-24 :01

SOUTH AMBOY REDEVELOPMENT AGENCY

RESOLUTION

APPOINTING A CHAIRMAN

BE IT RESOLVED by the South Amboy Redevelopment Agency that _____ is hereby appointed as the Chairman for the year July 1, 2024 through June 30, 2025.

BE IT FURTHER RESOLVED, that the Chairman shall have all the responsibility and authority set forth in the Agency By-Laws and New Jersey statutes.

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately.

Kevin F. Meszaros, Chairman

Attested to:

Kelly A. Wolff, Secretary

Meeting Date: June 25, 2024

Member:	Moved	Seconded	Ayes	Nays	Abstain	Absent
Kevin Meszaros (Chair)						
Camille Tooker (Vice Chair)						
Zusette Dato						
Rachael Draudt						
Gary Forshner						
Tony Gonsalves						
Christine Noble						

M: 06-25-24 :02

SOUTH AMBOY REDEVELOPMENT AGENCY

RESOLUTION

APPOINTING A VICE-CHAIRMAN

BE IT RESOLVED by the South Amboy Redevelopment Agency that _____ is hereby appointed as the Vice-Chairman for the year July 1, 2024 to June 30, 2025.

BE IT FURTHER RESOLVED, that the Vice-Chairman shall have all the responsibility and authority set forth in the Agency By-Laws and New Jersey statutes.

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately.

Kevin F. Meszaros, Chairman

Attested to:

Kelly A. Wolff, Secretary

Meeting Date: June 25, 2024

Member:	Moved	Seconded	Ayes	Nays	Abstain	Absent
Kevin Meszaros (Chair)						
Camille Tooker (Vice Chair)						
Zusette Dato						
Rachael Draudt						
Gary Forshner						
Tony Gonsalves						
Christine Noble						

2025 ADOPTED BUDGET RESOLUTION

South Amboy Redevelopment Agency

FISCAL YEAR: July 01, 2024 to June 30, 2025

WHEREAS, the Annual Budget and Capital Budget/Program for the South Amboy Redevelopment Agency for the fiscal year beginning July 01, 2024 and ending June 30, 2025 has been presented for adoption before the governing body of the South Amboy Redevelopment Agency at its open public meeting of June 25, 2024; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget presented for adoption reflects Total Revenues of \$263,000.00, Total Appropriations, including any Accumulated Deficit, if any, of \$613,038.00, and Total Unrestricted Net Position utilized of \$350,038.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$0.00 and Total Unrestricted Net Position Utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the South Amboy Redevelopment Agency at an open public meeting held on June 25, 2024 that the Annual Budget and Capital Budget/Program of the South Amboy Redevelopment Agency for the fiscal year beginning July 01, 2024 and ending June 30, 2025 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

(Secretary's Signature)

June 25, 2024
(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Kevin Meszaros				
Camille Tooker				
Zusette Dato				
Christine Noble				
Tony Gonsalves				
Gary Forshner				
Rachael Draudt				

M: 06-25-24 :04

SOUTH AMBOY REDEVELOPMENT AGENCY

RESOLUTION

DESIGNATING OFFICIAL BANK

WHEREAS, the South Amboy Redevelopment Agency (the "Agency") pursuant to N.J.S.A. 40A: 12A- 1 *et seq.* is a validly created municipal entity in the State of New Jersey; and

WHEREAS, the Agency has been charged by the South Amboy City Council with the responsibility of redeveloping the City's waterfront and related properties; and

NOW, THEREFORE, IT IS RESOLVED, by the South Amboy Redevelopment Agency that the following banks are designated as the Agency's official depositories of funds for the fiscal year July 1, 2024-June 30, 2025:

- 1) Amboy National Bank
- 2) The Provident Bank

BE IT FURTHER RESOLVED, that this resolution shall be effective immediately.

BE IT FURTHER RESOLVED, that an executed copy of this Resolution shall be filed with the minutes of the meeting at which this Resolution was approved and a separate copy shall be placed on file by the Secretary as evidence of the Agency's action in this regard.

Kevin F. Meszaros, Chairman

Attested to:

Kelly A. Wolff, Secretary

Meeting Date: June 25, 2024

Member:	Moved	Seconded	Ayes	Nays	Abstain	Absent
Kevin Meszaros (Chair)						
Camille Tooker (Vice Chair)						
Zusette Dato						
Rachael Draudt						
Gary Forshner						
Tony Gonsalves						
Christine Noble						

M: 06-25-24 :05

SOUTH AMBOY REDEVELOPMENT AGENCY

RESOLUTION

DESIGNATING OFFICIAL NEWSPAPERS

BE IT RESOLVED by the South Amboy Redevelopment Agency that the following newspapers are hereby designated the official newspapers of the Agency for the fiscal year July 1, 2024-June 30, 2025:

- (1) The Home News and Tribune
- (2) The Star Ledger

BE, IT FURTHER RESOLVED that this Resolution shall take effect immediately.

Kevin F. Meszaros, Chairman

Attested to:

Kelly A. Wolff, Secretary

Meeting Date: June 25, 2024

Member:	Moved	Seconded	Ayes	Nays	Abstain	Absent
Kevin Meszaros (Chair)						
Camille Tooker (Vice Chair)						
Zusette Dato						
Rachael Draudt						
Gary Forshner						
Tony Gonsalves						
Christine Noble						

M: 06-25-24 :06

SOUTH AMBOY REDEVELOPMENT AGENCY

RESOLUTION

AUTHORIZING SALARIES FOR THE REDEVELOPMENT AGENCY

**EMPLOYEES TO BE REIMBURSED BY THE AGENCY
TO THE CITY OF SOUTH AMBOY**

WHEREAS, the City of South Amboy utilizes its payroll system to advance payment of the salaries of certain employees of the South Amboy Redevelopment Agency (the "Agency"), with the understanding that the Agency will reimburse said salaries.

NOW, THEREFORE, BE AND IT HEREBY IS RESOLVED by the South Amboy Redevelopment Agency, that the Agency authorizes the reimbursement to the City of the following employees' salaries plus fringe (i.e., applicable federal taxes):

- | | |
|-------------------|--------------|
| 1) Eric Chubenko | \$ 41,303.00 |
| 2) Kelly Wolff | \$ 8,137.00 |
| 3) Daniel Balka | \$ 6,077.00 |
| 4) Kristal Manion | \$ 7,495.00 |

Kevin F. Meszaros, Chairman

Attested to:

Kelly Wolff, Secretary

Meeting Date: June 25, 2024

Member:	Moved	Seconded	Ayes	Nays	Abstain	Absent
Kevin Meszaros (Chair)						
Camille Tooker (Vice Chair)						
Zusette Dato						
Rachael Draudt						
Gary Forshner						
Tony Gonsalves						
Christine Noble						

SOUTH AMBOY REDEVELOPMENT AGENCY

RESOLUTION

ADOPTING CASH MANAGEMENT AND CHECK WRITING POLICY

WHEREAS, the South Amboy Redevelopment Agency desires to adopt a formal cash management and check writing policy;

NOW THEREFORE BE AND IT HEREBY IS RESOLVED, by the South Amboy Redevelopment Agency that the following CASH MANAGEMENT AND CHECK WRITING POLICY is hereby adopted:

Policy:

The South Amboy Redevelopment Agency hereby establishes a cash management and check writing policy that outlines internal controls over our financial matters, specifically for receipts and deposits, and identifies the individuals who are authorized to sign checks on its behalf. This will be utilized to maintain appropriate internal controls as well as to offer instructions to depositories so that there is a clear understanding regarding this matter.

An approved Corporate Authorization Resolution shall be maintained at each designated financial institution bearing authorized check writing signatures and the number of signatures required. All deposits are required to be 100% secured and collateralized regardless of type (i.e. checking, savings, CD, etc.) as required by State and Federal Law. The Agency adheres to the practice of maintaining its deposits in only permitted investments, with the highest possible yield and the greatest liquidity.

Check Writing:

A check register shall be maintained at all times indicating the date, payee and amount of each check issued as well as a copy of each check voucher accompanied by full back up documentation such as authorized purchase orders, invoices, receipts, etc.

All checks shall bear two signatures, which may be the Executive Director, Treasurer, Chairman or Vice Chairman. The supporting data for each check shall be available for the signer to review at the time of signing.

The Board of Commissioners shall review the bill list each month and shall approve by verbal resolution their concurrence with the payment of such bills.

The South Amboy Redevelopment Agency may establish procedures for automated signatures.

Receipts and Deposits:

The South Amboy Redevelopment Agency will receive all payments pertaining to the Agency both over the counter and through the mail. No cash is allowed to be received without authorization of the Executive Director. The Agency bookkeeping staff will then endorse all checks and money orders with the Authority's designated bank deposit account number and deposit as soon as possible thereafter. The Agency bookkeeping staff will apply the receipts to the receipts ledger. A copy of the deposit tickets and payments are then filed in the Agency bookkeeping staff office and maintained in the receipts ledger. The bookkeeper will reconcile the receipts ledger against the bank statement.

This policy rescinds all previous authorization policies and shall become effective upon its adoption.

BE IT FURTHER RESOLVED, this Resolution shall take effect immediately.

Kevin F. Meszaros, Chairman

Attested to:

Kelly A. Wolff, Secretary

Meeting Date: June 25, 2024

Member:	Moved	Seconded	Ayes	Nays	Abstain	Absent
Kevin Meszaros (Chair)						
Camille Tooker (Vice Chair)						
Zusette Dato						
Rachael Draudt						
Gary Forshner						
Tony Gonsalves						
Christine Noble						

M: 06-25-24 :08

SOUTH AMBOY REDEVELOPMENT AGENCY

RESOLUTION

**AWARDING OF A PROFESSIONAL SERVICES
CONTRACT PURSUANT TO A FAIR AND OPEN PROCESS**

WHEREAS, N.J.S.A. 19-44a-20.4 et seq., The "New Jersey Local Pay-to Play" Law (the "Statute") establishes certain requirements for retaining professional services; and

WHEREAS, the South Amboy Redevelopment Agency (the "Agency") is in need of certain legal services to assist the Agency in connection with various legal matters; and

WHEREAS, the Agency has undertaken a fair and open process as defined in the Statute to obtain candidates to provide said services; and

WHEREAS, the Agency has reviewed the submission of the candidate(s), and determined in accordance with established criteria that Rainone Coughlin Minchello ("RCM") is the best qualified candidate for the position; and

WHEREAS, RCM has proposed to provide the services, described in the attached proposal for a sum not to exceed \$30,600.00 (exclusive of separate specific engagements for special matters as determined by the Agency from time to time); and

WHEREAS, in accordance with the Local Public Contracts Law and the Regulations promulgated thereunder, N.J.A.C. 5:34-1 et seq., the Agency desires to retain RCM to provide the services set forth in the proposal annexed hereto and incorporated herein; and

WHEREAS, as required by N.J.A.C. 5:34-5.5 et seq., prior to the undertaking of any services specified herein, the Agency Treasurer shall certify in writing the availability of the sum of \$ 30,600.00 therefore and a copy of said certification shall be attached to this resolution.

NOW, THEREFORE, BE IT RESOLVED by the SOUTH AMBOY REDEVELOPMENT

AGENCY that Rainone Coughlin Minchello shall be and is hereby retained to represent the Agency in the capacity of General Counsel for the period July 1, 2024 through June 30, 2025, and to perform the duties set forth in the attached proposal, at the rate of \$2,500.00 per month and limited in aggregate to an amount not to exceed \$ 30,600.00, (exclusive of separate specific engagements for special matters as determined by the Agency from time to time); SUBJECT TO the attachment to this Resolution of the certification of the Agency Treasurer as to the availability and source of the funds as required by N.J.A.C. 5:34-5.5 et seq.

BE IT FURTHER RESOLVED, that, subject to the attachment of the certifications referred to above, the Chairman and the Agency Secretary are hereby authorized to execute the attached Agreement.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

Kevin Meszaros, Chairman

Attested to:

Kelly Wolff, Secretary

Meeting Date: June 25, 2024

Member:	Moved	Seconded	Ayes	Nays	Abstain	Absent
Kevin Meszaros (Chair)						
Camille Tooker (Vice Chair)						
Zusette Dato						
Rachael Draudt						
Gary Forshner						
Tony Gonsalves						
Christine Noble						

M: 06-25-24 :09

SOUTH AMBOY REDEVELOPMENT AGENCY

RESOLUTION

**AWARDING OF A PROFESSIONAL SERVICES-AUDITING
CONTRACT PURSUANT TO A FAIR AND OPEN PROCESS**

WHEREAS, N.J.S.A. 19-44a-20.4 et seq., The "New Jersey Local Pay-to Play" Law (the "Statute") establishes certain requirements for retaining professional services; and

WHEREAS, the South Amboy Redevelopment Agency (the "Agency") is in need of auditing; and accounting services to the Agency in connection with the annual budget and various matters; and

WHEREAS, the Agency has undertaken a fair and open process as defined in the Statute to obtain candidates to provide said services; and

WHEREAS, the Agency has reviewed the submission of the candidate, and determined in accordance with established criteria that PKF O'Connor Davies LLP is the best qualified candidate for the position; and

WHEREAS, PKF O'Connor Davies LLP has proposed to provide the auditing services, described in the attached agreement for a sum not to exceed \$ 10,500.00; and accounting support services on an individual engagement basis, in accordance with the rate schedule included in the proposal

WHEREAS, in accordance with the Local Public Contracts Law and the Regulations promulgated thereunder, N.J.A.C. 5:34-1 et seq., the Agency desires to retain PKF O'Connor Davies LLP to provide the services set forth in the proposal annexed hereto and incorporated herein; and

WHEREAS, as required by N.J.A.C. 5:34-5.5 et seq., prior to the undertaking of any services specified herein, the Agency Treasurer shall certify in writing the availability of the sum of \$10,500.00 therefore and a copy of said certification shall be attached to this resolution.

NOW, THEREFORE, BE IT RESOLVED by the SOUTH AMBOY REDEVELOPMENT AGENCY that PKF O'Connor Davies LLP shall be and is hereby retained to perform auditing services, and accounting support services, for the Agency for the period July 1, 2024 through June 30, 2025, and to perform the duties set forth in the attached engagement letter and limited in aggregate to an amount not to exceed \$ 10,500.00, SUBJECT TO the attachment to this Resolution of the certification of the Agency Treasurer as to the availability and source of the funds as required by N.J.A.C. 5:34-5.5 et seq.

BE IT FURTHER RESOLVED, that PKF O'Connor Davies LLP shall perform budget preparation services in accordance with the attached proposal.

BE IT FURTHER RESOLVED, that subject to the attachment of the certifications referred to above, the Chairman and the Agency Secretary are hereby authorized to execute the attached Agreement.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

Kevin Meszaros, Chairman

Attested to:

Kelly A. Wolff, Secretary

Meeting Date: June 25, 2024

Member:	Moved	Seconded	Ayes	Nays	Abstain	Absent
Kevin Meszaros (Chair)						
Camille Tooker (Vice Chair)						
Zusette Dato						
Rachael Draudt						
Gary Forshner						
Tony Gonsalves						
Christine Noble						

M: 06-25-24 :10

SOUTH AMBOY REDEVELOPMENT AGENCY

**RESOLUTION
AWARDING A CONSULTING AGREEMENT**

WHEREAS, the South Amboy Redevelopment Agency (the "AGENCY") has the need for consulting services to assist the Agency in various aspects of the redevelopment process and in the negotiations, management and oversight of the Agency's various redevelopment agreements; and

WHEREAS, the consulting to be provided by Beacon Planning and Consulting Services, LLC, Colts Neck, New Jersey; NW Financial Group LLC, Hoboken, New Jersey; ("The FIRM") are being obtained through a fair and open process; and

WHEREAS, the Qualified Firms have each proposed to provide the services, described in the attached proposals, at the rates set forth therein; and

WHEREAS, in accordance with the Local Public Contracts Law and the Regulations promulgated thereunder, N.J.A.C. 5:34-1 et seq., the Agency desires to appoint the Qualified Firms as consultants to provide special services set forth in the proposal annexed hereto and incorporated herein; and

BE IT FURTHER RESOLVED, that the Agency Executive Director and Agency Secretary on behalf of the Agency are authorized to execute the agreement with the Firm.

Kevin Meszaros, Chairman

Attested to:

Kelly A. Wolff, Secretary

Meeting Date: June 25, 2024

Member:	Moved	Seconded	Ayes	Nays	Abstain	Absent
Kevin Meszaros (Chair)						
Camille Tooker (Vice Chair)						
Zusette Dato						
Rachael Draudt						
Gary Forshner						
Tony Gonsalves						
Christine Noble						

M: 06-25-24 :11

SOUTH AMBOY REDEVELOPMENT AGENCY

RESOLUTION

APPROVING QUALIFIED RESPONDANTS TO PERFORM PROFESSIONAL SERVICES-ENVIRONMENTAL ENGINEERING PURSUANT TO A FAIR AND OPEN PROCESS

WHEREAS, N.J.S.A. 19-44a-20.4 et seq., The "New Jersey Local Pay-to Play" Law (the "Statute") establishes certain requirements for retaining professional services; and

WHEREAS, the South Amboy Redevelopment Agency (the "Agency") is in need of environmental engineering services from time to time to assist the Agency in connection with various redevelopment and other projects; and

WHEREAS, the Agency has undertaken a fair and open process as defined in the Statute to obtain candidates to provide said services; and

WHEREAS, the Agency has reviewed the submission of the candidates, and determined in accordance with established criteria that the firms of Potomac Hudson Environmental, Inc., South Amboy, New Jersey; French and Parrello Associates Inc., Wall, New Jersey; Suburban Consulting Engineers, Flanders, New Jersey; LAN Associates., Midland Park, New Jersey; CME Associates, Monmouth Junction, New Jersey; Entech, Iselin, New Jersey are qualified candidate for the position of environmental engineer, (the "Qualified Firms"); and

WHEREAS, the Qualified Firms have each proposed to provide the services, described in the attached proposals, at the rates set forth therein; and

WHEREAS, in accordance with the Local Public Contracts Law and the Regulations promulgated thereunder, N.J.A.C. 5:34-1 et seq., the Agency desires to approve the Qualified Firms as environmental engineers to provide the services set forth in their respective proposals

annexed hereto and incorporated herein; and

WHEREAS, as required by N.J.A.C. 5:34-5.5 et seq., prior to the undertaking of any services specified herein, a letter of engagement specifying the exact services and the not to exceed amount shall be authorized by the Agency, and the Agency Treasurer shall certify in writing the availability of the funds.

NOW, THEREFORE, BE IT RESOLVED by the SOUTH AMBOY REDEVELOPMENT AGENCY that Potomac Hudson Environmental, Inc., South Amboy, New Jersey; French and Parrello Associates Inc., Wall, New Jersey; Suburban Consulting Engineers, Flanders, New Jersey; LAN Associates., Midland Park, New Jersey; CME Associates, Monmouth Junction, New Jersey; Entech, Iselin, New Jersey are qualified candidate for the position of environmental engineer, (the "Qualified Firms"); shall be and are hereby approved to represent the Agency in the capacity of Environmental Engineer for the period July 1, 2024 through June 30, 2025, and to perform the duties as determined by the Agency in separately determined amounts.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

Kevin Meszaros, Chairman

Attested to:

Kelly A. Wolff, Secretary

Meeting Date: June 25, 2024

Member:	Moved	Seconded	Ayes	Nays	Abstain	Absent
Kevin Meszaros (Chair)						
Camille Tooker (Vice Chair)						
Zusette Dato						
Rachael Draudt						
Gary Forshner						
Tony Gonsalves						
Christine Noble						

M: 06-25-24 :12

SOUTH AMBOY REDEVELOPMENT AGENCY

RESOLUTION

**APPROVING QUALIFIED RESPONDANTS TO PERFORM SERVICES AS A
FINANCIAL ADVISOR-PURSUANT TO A FAIR AND OPEN PROCESS**

WHEREAS, N.J.S.A. 19-44a-20.4 et seq., The "New Jersey Local Pay-to Play" Law (the "Statute") establishes certain requirements for retaining professional services; and

WHEREAS, the South Amboy Redevelopment Agency (the "Agency") is in need of financial advisory services from time to time to assist the Agency in connection with various redevelopment and other projects; and

WHEREAS, the Agency has undertaken a fair and open process as defined in the Statute to obtain candidates to provide said services; and

WHEREAS, the Agency has reviewed the submission of the candidates, and determined in accordance with established criteria that the firm of Acacia Financial Group, Inc, Marlton, New Jersey and NW Financial Group LLC, Hoboken, New Jersey are qualified for the position, (the "Qualified Firm"); and

WHEREAS, the Qualified Firm has proposed to provide the services, described in the attached proposals, at the rate set forth therein; and

WHEREAS, in accordance with the Local Public Contracts Law and the Regulations promulgated thereunder, N.J.A.C. 5:34-1 et seq., the Agency desires to designate the Qualified Firm to provide the services set forth in their proposal annexed hereto and incorporated herein from time to time, as required; and

WHEREAS, as required by N.J.A.C. 5:34-5.5 et seq., prior to the undertaking of any

services specified herein, a letter of engagement specifying the exact services and the not to exceed amount shall be authorized by the Agency, and the Agency Treasurer shall certify in writing the availability of the funds.

NOW, THEREFORE, BE IT RESOLVED by the SOUTH AMBOY REDEVELOPMENT AGENCY that, Acacia Financial Group, Inc and NW Financial Group shall be and are hereby approved to represent the Agency in the capacity of financial advisors for the period July 1, 2024 through June 30, 2025, and to perform the duties as determined by the Agency in separately determined amounts.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

Kevin Meszaros, Chairman

Attested to:

Kelly A. Wolff, Secretary

Meeting Date: June 25, 2024

Member:	Moved	Seconded	Ayes	Nays	Abstain	Absent
Kevin Meszaros (Chair)						
Camille Tooker (Vice Chair)						
Zusetta Dato						
Rachael Draudt						
Gary Forshner						
Tony Gonsalves						
Christine Noble						

SOUTH AMBOY REDEVELOPMENT AGENCY

RESOLUTION

APPROVING QUALIFIED RESPONDANTS TO PERFORM PROFESSIONAL SERVICES-SPECIAL LEGAL COUNSEL PURSUANT TO A FAIR AND OPEN PROCESS

WHEREAS, N.J.S.A. 19-44a-20.4 et seq., The "New Jersey Local Pay-to Play" Law (the "Statute") establishes certain requirements for retaining professional services; and

WHEREAS, the South Amboy Redevelopment Agency (the "Agency") is in need of certain Special Legal Counsel services to assist the Agency in connection with specialized areas of the law including but not limited to financing in connection with redevelopment projects, litigation, and bonding; and

WHEREAS, the Agency has undertaken a fair and open process as defined in the Statute to obtain candidates to provide said services; and

WHEREAS, the Agency has reviewed the submission of the candidates, and determined in accordance with established criteria that the Firms of McManimon, Scotland, and Baumann Roseland, New Jersey; Florio, Kenny, Raval, Lyndhurst, New Jersey; Rainone Coughlin Minchello, Iselin, New Jersey; are qualified candidates for the position, (the "Qualified Firm"); and

WHEREAS, the Qualified Firm has proposed to provide the services, described in the attached proposals, at the rates set forth therein; and

WHEREAS, in accordance with the Local Public Contracts Law and the Regulations promulgated thereunder, N.J.A.C. 5:34-1 et seq., the Agency desires to approve the Qualified Firm as special counsel to provide the services set forth in the proposal annexed hereto and

incorporated herein; and

WHEREAS, as required by N.J.A.C. 5:34-5.5 et seq., prior to the undertaking of any services specified herein, a letter of engagement specifying the exact services and the not to exceed amount shall be authorized by the Agency, and the Agency Treasurer shall certify in writing the availability of the funds.

NOW, THEREFORE, BE IT RESOLVED by the SOUTH AMBOY REDEVELOPMENT AGENCY that the Firm of McManimon, Scotland, and Baumann Roseland, New Jersey; Florio, Kenny, Raval, Lyndhurst, New Jersey; Rainone Coughlin Minchello, Iselin, New Jersey; are qualified candidates for the position, (the "Qualified Firm"); in the capacity of Special Counsel for the period July 1, 2024 through June 30, 2025, and to perform the duties as determined by the Agency from time to time, at separately determined amounts.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

Kevin Meszaros, Chairman

Attested to:

Kelly A. Wolff, Secretary

Meeting Date: June 25, 2024

Member:	Moved	Seconded	Ayes	Nays	Abstain	Absent
Kevin Meszaros (Chair)						
Camille Tooker (Vice Chair)						
Zusette Dato						
Rachael Draudt						
Gary Forshner						
Tony Gonsalves						
Christine Noble						

M: 06-25-24 :14

SOUTH AMBOY REDEVELOPMENT AGENCY

RESOLUTION

APPROVING QUALIFIED RESPONDANTS TO PERFORM PLANNING SERVICES-PURSUANT TO A FAIR AND OPEN PROCESS

WHEREAS, N.J.S.A. 19-44a-20.4 et seq., The "New Jersey Local Pay-to Play" Law (the "Statute") establishes certain requirements for retaining professional services; and

WHEREAS, the South Amboy Redevelopment Agency (the "Agency") is in need of planning services from time to time to assist the Agency in connection with various redevelopment and other projects; and

WHEREAS, the Agency has undertaken a fair and open process as defined in the Statute to obtain candidates to provide said services; and

WHEREAS, the Agency has reviewed the submission of the candidates, and determined in accordance with established criteria that the firms of Harbor Consultants, Cranford, New Jersey and Beacon Planning and Consulting services, L.L.C., Colts Neck, New Jersey; (the "Qualified Firms"); are qualified to provide the services; and

WHEREAS, the Qualified Firms has proposed to provide the services, described in the attached proposals, schedule 1, at the rates set forth therein; and

WHEREAS, in accordance with the Local Public Contracts Law and the Regulations promulgated thereunder, N.J.A.C. 5:34-1 et seq., the Agency desires to designate the Qualified Firms as planners to provide the services set forth in the proposal annexed hereto and incorporated herein from time to time, as required; and

WHEREAS, as required by N.J.A.C. 5:34-5.5 et seq., prior to the undertaking of any

services specified herein, a letter of engagement specifying the exact services and the not to exceed amount shall be authorized by the Agency, and the Agency Treasurer shall certify in writing the availability of the funds.

NOW, THEREFORE, BE IT RESOLVED by the SOUTH AMBOY REDEVELOPMENT AGENCY that Harbor Consultants and Beacon Planning and Consulting Services shall be and are hereby approved to represent the Agency in the capacity of Planner for the period July 1, 2024 through June 30, 2025, and to perform the duties as determined by the Agency in separately determined amounts.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

Kevin Meszaros, Chairman

Attested to:

Kelly A. Wolff, Secretary

Meeting Date: June 25, 2024

Member:	Moved	Seconded	Ayes	Nays	Abstain	Absent
Kevin Meszaros (Chair)						
Camille Tooker (Vice Chair)						
Zusette Dato						
Rachael Draudt						
Gary Forshner						
Tony Gonsalves						
Christine Noble						

M: 06-25-24 :15

SOUTH AMBOY REDEVELOPMENT AGENCY

RESOLUTION

**APPROVING QUALIFIED RESPONDANTS TO PERFORM VALUATION
AND CONSULTING SERVICES-PURSUANT TO A FAIR AND OPEN PROCESS**

WHEREAS, N.J.S.A. 19-44a-20.4 et seq., The "New Jersey Local Pay-to Play" Law (the "Statute") establishes certain requirements for retaining professional services; and

WHEREAS, the South Amboy Redevelopment Agency (the "Agency") is in need of valuation and assessing services from time to time to assist the Agency in connection with various redevelopment and other projects; and

WHEREAS, the Agency has undertaken a fair and open process as defined in the Statute to obtain candidates to provide said services; and

WHEREAS, the Agency has reviewed the submission of the candidates, and determined in accordance with established criteria that the firms of Sterling, DiSanto & Associates, LLC., Somerville, New Jersey; NJ Realty, Iselin, New Jersey are qualified for the position, (the "Qualified Firms"); and

WHEREAS, the Qualified Firms have proposed to provide the services, described in the attached proposals, at the rate set forth therein; and

WHEREAS, in accordance with the Local Public Contracts Law and the Regulations promulgated thereunder, N.J.A.C. 5:34-1 et seq., the Agency desires to designate the Qualified Firms to provide the services set forth in their proposals annexed hereto and incorporated herein from time to time, as required; and

WHEREAS, as required by N.J.A.C. 5:34-5.5 et seq., prior to the undertaking of any services specified herein, a letter of engagement specifying the exact services and the not to exceed amount shall be authorized by the Agency, and the Agency Treasurer shall certify in writing the availability of the funds.

NOW, THEREFORE, BE IT RESOLVED by the SOUTH AMBOY REDEVELOPMENT AGENCY that Sterling, DiSanto & Associates, LLC and NJ Realty, Iselin, New Jersey shall be and is hereby approved to represent the Agency in the capacity of assessor and valuation consultants for the period July 1, 2024 through June 30, 2025, and to perform the duties as determined by the Agency in separately determined amounts.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

 Kevin Meszaros, Chairman

Attested to:

 Kelly A. Wolff, Secretary

Meeting Date: June 25, 2024

Member:	Moved	Seconded	Ayes	Nays	Abstain	Absent
Kevin Meszaros (Chair)						
Camille Tooker (Vice Chair)						
Zusetta Dato						
Rachael Draudt						
Gary Forshner						
Tony Gonsalves						
Christine Noble						

M: 06-25-24 :16

SOUTH AMBOY REDEVELOPMENT AGENCY

RESOLUTION

APPROVING QUALIFIED RESPONDANTS TO PERFORM PROFESSIONAL SERVICES- SPECIAL ENGINEERING SERVICES PURSUANT TO A FAIR AND OPEN PROCESS

WHEREAS, N.J.S.A. 19-44a-20.4 et seq., The "New Jersey Local Pay-to Play" Law (the "Statute") establishes certain requirements for retaining professional services; and

WHEREAS, the South Amboy Redevelopment Agency (the "Agency") is in need of special engineering services from time to time to assist the Agency in connection with various redevelopment and other projects; and

WHEREAS, the Agency has undertaken a fair and open process as defined in the Statute to obtain candidates to provide said services; and

WHEREAS, the Agency has reviewed the submission of the candidates, and determined in accordance with established criteria that the firms of French and Parrello Associates, Wall, New Jersey; Center State Engineering Associates, Monroe Township, New Jersey; Suburban Consulting Engineers, Wall, New Jersey; CME Associates, Parlin, New Jersey; Harbor Consultants, Cranford, New Jersey; Boswell Engineering, South Hackensack, New Jersey are qualified candidate for the position, together (the "Qualified Firms"); and

WHEREAS, the Qualified Firms have each proposed to provide the services, described in the attached proposals, at the rates set forth therein; and

WHEREAS, in accordance with the Local Public Contracts Law and the Regulations promulgated thereunder, N.J.A.C. 5:34-1 et seq., the Agency desires to appoint the Qualified Firms as engineers to provide special services engineering services set forth in the proposal annexed hereto and incorporated herein; and

WHEREAS, as required by N.J.A.C. 5:34-5.5 et seq., prior to the undertaking of any services specified herein, a letter of engagement specifying the exact services and the not to exceed amount shall be authorized by the Agency, and the Agency Treasurer shall certify in writing the availability of the funds.

NOW, THEREFORE, BE IT RESOLVED by the SOUTH AMBOY REDEVELOPMENT AGENCY that French and Parrello Associates, Center State Engineering Associates, Suburban Consulting Engineers, Harbor Consultants, Boswell Engineering, CME Associates are hereby qualified to represent the Agency in the capacity of Special Services Engineer for the period July 1, 2024 through June 30, 2025, and to perform the duties as determined by the Agency from time to time, in separately determined amounts.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

Kevin Meszaros, Chairman

Attested to:

Kelly A. Wolff, Secretary

Meeting Date: June 25, 2024

Member:	Moved	Seconded	Ayes	Nays	Abstain	Absent
Kevin Meszaros (Chair)						
Camille Tooker (Vice Chair)						
Zusetta Dato						
Rachael Draudt						
Gary Forshner						
Tony Gonsalves						
Christine Noble						

M: 06-25-24 :17

SOUTH AMBOY REDEVELOPMENT AGENCY

RESOLUTION

**APPROVING QUALIFIED RESPONDANTS TO PERFORM ARCHITECTURAL
ARCITECTURAL SERVICES-PURSUANT TO A FAIR AND OPEN PROCESS**

WHEREAS, N.J.S.A. 19-44a-20.4 et seq., The "New Jersey Local Pay-to Play" Law (the "Statute") establishes certain requirements for retaining professional services; and

WHEREAS, the South Amboy Redevelopment Agency (the "Agency") is in need of architectural services from time to time to assist the Agency in connection with various redevelopment and other projects; and

WHEREAS, the Agency has undertaken a fair and open process as defined in the Statute to obtain candidates to provide said services; and

WHEREAS, the Agency has reviewed the submission of the candidates, and determined in accordance with established criteria that the firm of **Michael Testa**, Manalapan, New Jersey and **LAN Associates**, Midland Park, New Jersey; and

WHEREAS, the Qualified Firms has proposed to provide the services, described in the attached proposals, Schedule 1, at the rates set forth therein; and

WHEREAS, in accordance with the Local Public Contracts Law and the Regulations promulgated thereunder, N.J.A.C. 5:34-1 et seq., the Agency desires to designate the Qualified Firms as architects to provide the services set forth in the proposal annexed hereto and incorporated herein from time to time, as required; and

WHEREAS, as required by N.J.A.C. 5:34-5.5 et seq., prior to the undertaking of any services specified herein, a letter of engagement specifying the exact services and the not to exceed amount shall be authorized by the Agency, and the Agency Treasurer shall certify in writing the availability of the funds.

NOW, THEREFORE, BE IT RESOLVED by the SOUTH AMBOY REDEVELOPMENT AGENCY that Michael Testa and LAN Associates shall be and are hereby approved to represent the Agency in the capacity of Architect for the period July 1, 2024 through June 30, 2025, and to perform the duties as determined by the Agency in separately determined amounts.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

Kevin Meszaros, Chairman

Attested to:

Kelly Wolff, Secretary

Meeting Date: June 25, 2024

Member:	Moved	Seconded	Ayes	Nays	Abstain	Absent
Kevin Meszaros (Chair)						
Camille Tooker (Vice Chair)						
Zusetta Dato						
Rachael Draudt						
Gary Forshner						
Tony Gonsalves						
Christine Noble						

South Amboy Redevelopment Agency BILL LIST

May 3 through June 25, 2024

10:02 AM

06/19/24

Accrual Basis

Date	Num	Name	Memo	Account	Amount
May 3 - Jun 25, 24					
06/06/2024	2868	PSEG CO	Natural Gas @ 141 N Broadway 4/4-5/2 ARTS	560 · Utilities	108.43
06/06/2024	2869	PSEG CO	Natural Gas @ 141 N Broadway 4/4-5/2 HISTORY & OFFICE	560 · Utilities	41.81
06/06/2024	2870	JCP&L	Electric @ 141 N Broadway for 4/18 to 5/17	560 · Utilities	152.53
06/06/2024	2871	City of South Amboy	Reimburse for Phone/Internet @ 141 N Broadway MAY	432 · Telepho...	160.01
06/06/2024	2872	City of South Amboy	Reimburse for Phone/Internet @ 141 N Broadway JUNE	432 · Telepho...	160.01
06/06/2024	2875	Historic Downtown Property M...	Reimburse City for Payroll Exp January - June 2024	501 · Salaries...	33,080.46
06/25/2024	2875	Historic Downtown Property M...	Water Chrgs 2/26/24-5/24/24 ARTS & OFFICE-141 N Broadway	560 · Utilities	38.83
06/25/2024	2875	Historic Downtown Property M...	Water Chrgs 2/26/24-5/24/24 HISTORY- 141 N Broadway	560 · Utilities	38.82
06/25/2024	2876	PKF O'Connor Davies, LLP	Preparation of FY 2025 Budget	404 · Other P...	740.00
06/25/2024	2877	PSEG CO	Natural Gas-141 N Broadway 5/3 to 6/3 HISTORY & OFFICE	560 · Utilities	28.34
06/25/2024	2878	PSEG CO	Natural Gas 141 N Broadway 5/3-6/3 ARTS	560 · Utilities	29.18
					34,578.42

May 3 - Jun 25, 24

South Amboy Redevelopment Agency

ESCROW BILL LIST

June 6, 2024

<u>Invoice Date</u>	<u>Check #</u>	<u>Name</u>	<u>Memo</u>	<u>Escrow Account</u>	<u>Amount</u>
5/21/2024	1657	McMaimon,Scotland,Baumann	Prof Svcs - through 4/30/24 inv#224257	5045-March Development/Clairemont Redevelop	103.50
6/3/2024	1658	Rainone Coughlin Minchello, LLC	Prof Svcs - through 5/31/24 inv#19246	5048-LE Development-2050 Main St	2,192.55
TOTAL					2,296.05

SOUTH AMBOY REDEVELOPMENT AGENCY

MINUTES OF THE May 02, 2024 MEETING

Public Session

Kevin Meszaros called the meeting to order and led the Agency Commissioners, professionals and attending public in the Salute to the Flag. He then certified that this meeting had been advertised as prescribed by law.

ROLL CALL: Kevin Meszaro, Zusette Dato, Rachael Draudt, Gary Forshner, Tony Gonsalves

ABSENT: Camille Tooker, Christine Noble

Also, in attendance: Eric Chubenko, Executive Director
Craig Coughlin, Esq., General Counsel
Dan Balka, CFO

Kevin Meszaros introduced this evening's resolution. The Resolution Recommending City Council Remove Block 51, Lot 10 (211 First Street) from Broadway Main Street Redevelopment Plan.

A motion to approve this evening's resolution was made by Zusette Dato. Tony Gonsalves seconded the motion.

ROLL CALL: Meszaros – Yes; Dato – Yes; Draudt – Yes; Forshner – Yes; Gonsalves – Yes

Kevin Meszaros introduced the evening's bill lists and said the general bill list contained fees for monthly legal services, rent and utilities. (*Agenda Items no. 7.B.1.*) Eric Chubenko stated they are all standard bills for the monthly expenses.

A motion to approve this evening's bill list was made by Rachael Draudt. Gary Forshner seconded the motion.

ROLL CALL: Meszaros – Yes; Dato – Yes; Draudt – Yes; Forshner – Yes; Gonsalves – Yes

Kevin Meszaros called for a motion to approve the April 04, 2024, Agency Meeting Minutes (*Agenda item no. 12. A.*)

A motion to approve the April 04, 2024, Agency Meeting Minutes as presented was made by Gary Forshner. Rachael Draudt seconded the motion.

ROLL CALL: Meszaros – Yes; Dato – Yes; Draudt – Yes; Forshner – Yes; Gonsalves – Abstain

Eric Chubenko updated on various projects. There will be a presentation for 205 Main Street.

Gary Forshner asked when the building on Broadway is coming down, bids did come in, Mayor Henry stated they are working with transit.

Presentation for 205 Main St.

Kevin Meszaros opened the meeting to the public.

Brandon Russell – 327 Fourth St. - I hope these meetings can start on time; I don't come to a lot of them. The one I come to starts 10 minutes late, I get things happen, I have places to be too, I appreciate if they start the meetings as advertised. I do want to ask the attorney: are commissioners considered local government officials or employees?

Attorney Coughlin – Are you asking because of a letter that went out?

Brandon Russell - Answer the question first then I will get to my next question.

Attorney Coughlin - They are appointed commissioners, appointed by the council they are not employees.

Brandon Russell - Does that make them a local government officers?

Attorney Coughlin – I believe it does.

Brandon Russell – Local government law states that local government officers are not supposed to use or attempt to use their position for advantages for himself or others, I assume this applies to women as well. So, I am wondering if someone can justify why a letter did go out from one of the SARA commissioners endorsing a candidate from this year's primary and if anything is going to be done to rectify that. I think it is clearly an ethical violation.

Attorney Coughlin – This is your opinion. I think the letter went representing the persons title and she has the right to use her title. She didn't use agency letter head, so there is no confusion as to where it came from or written on stationary that would lead anyone to believe this was a statement of the agency and she is entitled to use her title.

Brandon Russell – What are you basing your opinion off of?

Attorney Coughlin – My experience, my opinion.

Brandon Russell - I would appreciate if we could put some type of procedure in place so this doesn't happen again, I trust that SARA does act independently and in the best interest of the city. I do think it is in poor taste for a commissioner to send out a letter using their title that they were appointed and lucky enough to get, to influence voters in any way she could have used her title as former council member. She chose one that she was given by the governing body. I really think SARA, the council and the mayor should look into this further and do something about it. It shouldn't happen again and it shouldn't have happened this time. I appreciate your opinion but we are going to have to agree to disagree on that because it is pretty clearly wrong.

Mayor Henry – The prospective developer has been very cooperative with the city; this would be good for the city.

Kevin Meszaros closed the public portion of the meeting.

Kevin Meszaros then requested a Motion to adjourn.

A Motion to adjourn was made by Zusette Dato.

Voice vote taken: All in favor.

Meeting adjourned.

Submitted by:

Kelly Wolff