

**DELAWARE RIVER PORT AUTHORITY**

**BOARD MEETING**

**One Port Center  
2 Riverside Drive  
Camden, NJ 08103  
Wednesday, April 19, 2017**

**PRESENT**

**Pennsylvania Commissioners**

Ryan Boyer, Chairman of DRPA/PATCO Boards  
Marian Moskowitz  
Carl Singley, Esq.  
Joseph Martz  
Donna Powell  
Victoria Madden, Esq. (for Pennsylvania Auditor General Eugene DePasquale; via telephone)  
Christopher Craig, Esq. (for Pennsylvania Treasurer Joseph Torsella; via telephone)

**New Jersey Commissioners**

Jeffrey Nash, Esq., Vice Chairman  
Albert Frattali  
E. Frank DiAntonio  
Charles Fentress  
Richard Sweeney  
Tamarisk Jones

**DRPA/PATCO Staff**

John Hanson, Chief Executive Officer, DRPA / President, PATCO  
Maria Wing, Deputy Chief Executive Officer  
Raymond J. Santarelli, General Counsel and Corporate Secretary  
Stephen Holden, Deputy General Counsel  
Kathleen Vandy, Assistant General Counsel  
Richard Mosback, Assistant General Counsel  
James White, Chief Financial Officer  
Toni P. Brown, Chief Administrative Officer  
Robert P. Hicks, Chief Operating Officer  
Michael Venuto, Chief Engineer  
William Shanahan, Director, Government Relations  
Tonyelle Cook-Artis, Manager, Government Relations  
Barbara Holcomb, Manager, Capital Grants  
Michael Williams, Acting Manager, Corporate Communications  
Christina Maroney, Director, Strategic Initiatives  
Jack Stief, Chief of Police, DRPA/PATCO  
Larry Walton, Bridge Director, Walt Whitman and Commodore Barry Bridges

**DRPA/PATCO Staff (Continued)**

John Rink, General Manager, PATCO  
Rohan Hepkins, Assistant General Manager, PATCO  
John Lotierzo, Director of Finance, DRPA  
Orville Parker, Budget/Financial Analysis, Finance  
Darlene Callands, Manager, Community Relations  
Mark Ciechon, Director of Finance, PATCO  
David Aubrey, Manager, Internal Audit  
Amy Ash, Manager, Contract Administration  
Steve Reiners, Director, Fleet Management  
Sheila Milner, Administrative Coordinator, Corporate Secretary  
Elizabeth Saylor, Administrative Coordinator, Corporate Secretary  
Nancy Farthing, Executive Assistant to the CEO

**Others Present**

Thomas Huth, Associate Counsel, New Jersey Governor's Authorities Unit  
Chelsea Rosebud Guzowski, Director of Economic & Strategic Initiatives, Pennsylvania  
Governor's Office of the Budget  
Christopher Gibson, Esq., Archer & Greiner (New Jersey Counsel)  
Jessica Priselac, Esq., Duane Morris LLP (Pennsylvania Counsel)  
Tony DeSantis, Citizens Advisory Committee  
Liz Thomas, Thomas Boyd Communications  
Peter Fedun, HDR, Inc.  
David Schwartz, CH Planning  
Michael Conallen, Pennoni  
Olivia Glenn, Regional Manager, New Jersey Conservation Foundation  
Joe Quigley

**OPEN SESSION**

**Notice**

The Corporate Secretary announced that pursuant to its by-laws, public notice of this meeting of the DRPA Board of Commissioners had been given by posting proper notice in the lobby at One Port Center and by issuing proper notice to the public and news media.

**Roll Call**

Chairman Boyer called the meeting to order at 9:10 a.m. and asked that the Corporate Secretary call the roll. The following Commissioners were present, constituting a quorum: Chairman Boyer, Vice Chairman Nash, DiAntonio, Singley, Frattali, Powell, Sweeney, Fentress, Martz, Moskowitz, Jones, Madden and Craig.

**Public Comment**

There was no public comment.

### **Report of the Chief Executive Officer**

CEO Hanson advised that his report stood as submitted, but he wanted to highlight several items. He stated that under his CEO Emergency Powers he had approved a request to correct transmission problems at the WWB caused by damaged cabling and antenna location. The degraded transmissions, which resulted in poor radio coverage from Public Safety and PATCO, cost a total of \$63,654.68 to modify, relocate and replace. There were no questions or comments. Chairman Boyer called for a motion to approve the CEO's Report. Commissioner Frattali moved to adopt the CEO's Report and Commissioner DiAntonio seconded the motion. All Commissioners in attendance voted in the affirmative, approving the CEO's Report.

### **Report of the Chief Financial Officer**

CFO White advised that his report stood as submitted, but he wanted to highlight several items. Mr. White stated that January 2017 audited traffic and revenue numbers had increased over January 2016 and the unaudited numbers for February and March 2017 indicated that this positive trend had continued. Mr. White also noted that on March 31, 2017, the Authority had filed its 2016 Annual Report to the Governors and Legislatures of New Jersey and Pennsylvania in compliance with the Authority's Compact.

### **Approval of Fourth Quarter Financials – Period Ending December 31, 2016**

Chairman Boyer called for a motion to receive and file the 2016 Fourth Quarter Financials. Commissioner Fentress moved the motion and Commissioner DiAntonio seconded the motion. There were no questions or comments. All Commissioners in attendance voted in the affirmative to receive and file the 2016 Fourth Quarter Financials.

### **Approval of the March 15, 2017, DRPA Board Meeting Minutes**

Chairman Boyer announced that the Minutes of the March 15, 2017 DRPA Board Meeting had been previously provided to the Governors of New Jersey and Pennsylvania and to the DRPA Commissioners. Commissioner Fentress moved to approve the Minutes and Commissioner Frattali seconded the motion. There were no comments or corrections. All Commissioners in attendance voted in the affirmative to approve the Minutes.

### **Receipt and Filing of the Monthly Lists of Payments, Purchase Orders and Contracts Covering the Month of March 2017**

Chairman Boyer announced that the Monthly List of Payments and the Monthly List of Purchase Orders and Contracts covering the month of March 2017 were previously provided to all Commissioners. Commissioner Moskowitz moved to receive and file the Lists and Commissioner DiAntonio seconded the motion. There were no questions or comments. All Commissioners in attendance voted in the affirmative and the motion carried.

### **Approval of Operations & Maintenance Committee Meeting Minutes of April 4, 2017**

Chairman Boyer announced that the Minutes of the April 4, 2017 Operations & Maintenance Committee Meeting were previously provided to all Commissioners. Commissioner Frattali moved to approve the Minutes and Commissioner Singley seconded the motion. There were no questions or corrections. All Commissioners in attendance voted in the affirmative to approve the Minutes as submitted.

**Adoption of Resolutions Approved by the Operations & Maintenance Committee on April 4, 2017**

Chairman Boyer announced that there were four Resolutions from the April 4, 2017 Operations & Maintenance Committee Meeting for consideration. The first Resolution was as follows:

|                    |   |
|--------------------|---|
| <b>DRPA-17-026</b> | <b>Contract No. WW-28-2016, Walt Whitman Bridge Centerline Catwalk Rehabilitation</b> |
| <b>DRPA-17-027</b> | <b>Capital Project Contract Modification</b>  |
| <b>DRPA-17-028</b> | <b>Design Services for Betsy Ross Bridge NJ Route 90 Resurfacing</b>                  |
| <b>DRPA-17-029</b> | <b>Rentals of Aerial Lift Equipment</b>   |

Commissioner Fentress moved to adopt the four Resolutions and Commissioner DiAntonio seconded the motion. There were no questions or comments. All Commissioners in attendance voted in the affirmative to adopt the Resolutions.

**Approval of Labor Committee Meeting Minutes of April 4, 2017**

Chairman Boyer announced that the Minutes of the April 4, 2017 Labor Committee Meeting were previously provided to all Commissioners. Commissioner Frattali moved to approve the Minutes and Commissioner Martz seconded the motion. All Commissioners in attendance voted in the affirmative to approve the Minutes as submitted.

**Approval of Finance Committee Meeting Minutes of April 5, 2017**

Chairman Boyer announced that the Minutes of the April 5, 2017 Finance Committee Meeting were previously provided to all Commissioners. Commissioner Fentress moved to approve the Minutes and Commissioner Singley seconded the motion. There were no questions or corrections. All Commissioners in attendance voted in the affirmative to approve the Minutes as submitted.

**Procurement Task Force Status Update**

Mr. Hanson introduced Mark Ciechon, Director of Finance at PATCO, Team Leader of the Authority's Procurement Task Force. Mr. Ciechon discussed the Task Force's goal to improve and streamline the procurement process and its use of the Lean Six Sigma methodology to achieve that goal. CEO Hanson noted that Commissioner Powell had been asked to assist the Procurement Task Force due to her background in the area. Chairman Boyer requested that a member of the Authority's Human Resource Services Department be placed on the project team in order to ensure that the Authority's commitment to diversity and equal opportunity was complied with.

**Adoption of Resolution Approved by the Executive Committee on March 7, 2017**

Chairman Boyer announced that there were two Resolutions from the March 7, 2017 Executive Committee Meeting for consideration: DRPA-17-021, Employee Access to DRPA/PATCO Property and DRP-17-022, Commissioner Briefings. Commissioner Fentress moved to table both Resolutions and Commissioner Frattali seconded the motion. All Commissioners in attendance voted in the affirmative to table the Resolutions.

**Unfinished Business**

There was no DRPA Unfinished Business.

**Citizens Advisory Committee (CAC) Report**

There was no report from the Citizens Advisory Committee.

**New Business**

Chairman Boyer noted that there was one (1) item of New Business for consideration. It was as follows:

**DRPA-17-030**

**Consideration of Pending DRPA Contracts  
(Between \$25,000 and \$100,000)**

Commissioner Fentress moved to adopt the Resolution and Commissioner Moskowitz seconded the motion. There were no questions or comments on the Resolution. All Commissioners in attendance voted in the affirmative to adopt the Resolution.

**Meeting Held in Abeyance**

At 9:59 a.m., Chairman Boyer stated that the DRPA Board meeting would be held in abeyance and the PATCO Board Meeting would convene.

Mr. Santarelli announced that next month's Board meeting will be held in the Boardroom, at SEPTA Headquarters, 1234 Market Street, Mezzanine Level, Philadelphia, Pennsylvania at 6:00 p.m.

**Adjournment**

With no further business, Commissioner Fentress moved to adjourn and Commissioner Martz seconded the motion. All Commissioners in attendance voted to approve the motion and the meeting adjourned at 10:25 a.m.

Respectfully Submitted,

Raymond J. Santarelli, Esquire  
General Counsel and Corporate Secretary