

**Cumberland Empowerment Zone Corporation
Board of Directors Meeting
Monday, December 18, 2017 12:30 PM
Cumberland County Improvement Authority, 2 North High Street
Millville, NJ 08332**

Present: Cindy Angelo, Don Ayres, Freeholder Darlene Barber, Ed Bethea, Jessica Cruz, Rita Danna, Mayor Anthony Fanucci, Carol Hickman, Mayor Albert Kelly (12:45), Jeannine MacDonald, Susan Martine, Freeholder James Quinn, Kevin Rabago, Dante Rieti, Arnold Robinson, Heather Santoro, Shelly Schneider, Wade Sjogren and Mayor Ron Sutton

Absent: Mayor Michael Santiago

Guests: Jerry Velazquez

Newspapers: None

WELCOME AND INTRODUCTIONS

Ms Barber called the meeting to order at 12:35 PM.

MEETING NOTIFICATION PROCESS

Meeting notice was given in accordance with the Open Public Meetings Act.

CONFLICT OF INTEREST STATEMENT

In accordance with the new IRS requirements, members were asked to make known any conflict of interest for agenda items. Mr. Bethea noted a conflict with 8b River Grove.

ROLL CALL

Ms MacDonald took roll.

APPROVAL OF MINUTES –November 6, 2017

Mr. Bethea made the motion to dispense with the reading of the November 6, 2017 Open Session minutes and approve as written. Ms Schneider seconded. Roll call was taken and all voted to approve the motion with the exception of Mr. Quinn, Mr. Sjogren and Ms Martine who abstained.

Mr. Bethea made the motion to dispense with the reading of the November 6, 2017 Closed Executive Session minutes and approve as written. Ms Schneider seconded. Roll call was taken and all voted to approve the motion with the exception of Mr. Quinn, Mr. Sjogren and Ms Martine who abstained.

EXECUTIVE SESSION

A motion to go into closed executive session to discuss contractual negotiations was made by Mr. Sjogren and seconded by Mr. Rabago. Roll call was taken and all voted to approve the motion.

RETURN TO OPEN SESSION

A motion to adjourn closed executive session was made by Ms Schneider and seconded by Ms Hickman. Roll call was taken and all voted to approve the motion.

2017 OPERATIONS

CONTRACT RENEWALS

The option to renew for a second year was provided last year as part of all the contracts for services. Staff recommends exercising that option for 2018 and renew all services at no additional cost.

A motion to approve Robinson and Robinson as legal counsel was made by Mr. Sjogren and seconded by Mr. Quinn. Roll call was taken and all voted to approve the motion.

A motion to approve Grace and Marmora as special counsel was made by Mr. Bethea and seconded by Mr. Rieti. Roll call was taken and all voted to approve the motion.

A motion to approve Triad for grants management was made by Mr. Ayres and seconded by Mr. Quinn. Roll call was taken and all voted to approve the motion.

A motion to approve Stringari and Stringari for accounting services was made by Mr. Bethea and seconded by Ms Schneider. Roll call was taken and all voted to approve the motion.

A motion to approve Martini and Martini for auditing services was made by Mr. Bethea and seconded by Ms Martine. Roll call was taken and all voted to approve the motion.

2018 BUDGET

A motion to approve the 2018 Operating Budget, including adjustments to staff salaries as recommended in the budget, was made by Mr. Sjogren and seconded by Mr. Bethea. Roll call was taken and all voted to approve the motion.

2018 MEETING SCHEDULE

This was included in the board packet. It can be adjusted as needed during the year. A motion to approve the 2018 meeting schedule was made by Ms Schneider and seconded by Mr. Kelly. Roll call was taken and all voted to approve the motion.

PROJECTS/PROGRAMS

CCIA PARTNERSHIP

This is an opportunity for the CEZC to work with CCIA on the development of the administration building at the Solid Waste Complex. As discussed in Executive Session and presented by Mr. Velazquez, staff is requesting board approve for the proposed development plan. Mr. Fanucci made the motion and Mr. Kelly seconded to accept the proposal as follows: CCIA leases to CEZC the SWC land for \$1; CEZC enters into a development agreement with CCIA to develop the project; CEZC provides funding by loaning CCIA \$1m at 3% similar to the loan for the Arts and Innovation Center; CEZC facilitates a \$2.5m permanent loan from TD Bank for the project; CCIA provides \$1.5m in funding for the project; CCIA will lease the building from CEZC, monthly lease to include loan payment and all maintenance for the building; CCIA has the option to buy the building from CEZC for \$1 at the end of the term; CEZC has space in the building at no cost in perpetuity. Roll call was taken and all voted to approve the motion with the exception of Mr. Kelly who abstained.

RIVER GROVE

This is moving forward at a rapid pace. The Bridgeton City Council confirmed vote, meetings have been held with USDA and HFMA. Closing and construction will take place this year.

FOOD INDUSTRY SPECIALIZATION CENTER

Staff continues to work with CCIA on this. The special entity was formed for the tax credits. Talks with EDA are moving the New Market Tax Credits forward. Tenants have been lined up.

MILLVILLE NEIGHBORHOOD ALLIANCE

A report was included in the board packet. MNA is still under consideration for receiving the Wells Fargo neighborhood planning grant.

ONE STOP CENTER COORDINATOR UPDATE

Shantay Clark continues to work with WIB providing services to the One Stop Centers and regional WIB. She is finalizing the execution of MOUs with the counties for the coming year.

21ST CCLC PROGRAM

Ms Angelo provided an update grant funding and applications. Brochures from the Holiday Showcase were distributed to members. Staff is working with Kim Ayres on a middle school version of Leadership Cumberland County. CU Maurice River is working with Lakeside on a community garden. Karen Barnett of Bridgeton Youth to Youth is working with Cherry Street on gender-specific clubs.

BUDGET REVIEW/PAYMENT OF BILLS

BUDGET REVIEW

Budget information for October and November 2017 was included in the board packet.

PAYMENT OF BILLS

A motion to approve the December 18, 2017 Payment of Bills was made by Mr. Bethea and seconded by Mr. Rieti. Roll call was taken and all voted to approve the motion.

EXECUTIVE DIRECTOR'S REPORT

This was included in the board packet.

OLD BUSINESS

There was none at this time.

NEW BUSINESS

There was none at this time.

PUBLIC COMMENT PERIOD

There was none at this time.

ADJOURN

A motion was made by Mr. Bethea to adjourn and it was seconded by Mr. Quinn. All approved the motion. The meeting was adjourned at 1:30 PM.