

ESSEX COUNTY IMPROVEMENT AUTHORITY  
ESSEX COUNTY, NEW JERSEY

REGULAR BOARD MEETING ) TRANSCRIPT OF  
 ) PROCEEDINGS  
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27 Wright Way  
Fairfield, New Jersey

Tuesday, December 19, 2023  
Commencing at 4:00 p.m.

M E M B E R S P R E S E N T:

- COMMISSIONER STEVEN H. KLINGHOFFER, CHAIRMAN
- COMMISSIONER RONALD J. BROWN, VICE CHAIRMAN
- COMMISSIONER JACQUELINE YUSTEIN, SECRETARY
- COMMISSIONER ANTHONY S. NARDONE

M E M B E R S A B S E N T:

- COMMISSIONER GERARD M. SPIESBACH
- COMMISSIONER CLIFFORD ROSS

**LYNANN DRAGONE**  
**CERTIFIED COURT REPORTER**  
**54 STIRLING TERRACE**  
**TOTOWA, NEW JERSEY 07512**  
**(973) 519-9562**  
**lynanna220@gmail.com**

## A L S O P R E S E N T :

NIA H. GILL, ESQ. General Counsel  
LUCY SAPINSKI, Director of Operations  
BETSY WILLIAMSON, Administrative Assistant  
STEVEN C. ROTHER, Executive Director  
JOSEPH CALI, Airport Manager

1 CHAIRMAN KLINGHOFFER: Notice was duly  
2 given by regular mail and electronic mail and  
3 facsimile to the Essex County Executive, the Essex  
4 County Clerk, and the Clerk of the Board of County  
5 Commissioners, County Commissioner President  
6 Richardson, the News Editor of The Herald News,  
7 the News Editor of The Star-Ledger and notice ws  
8 posted on the bulletin board in the Office of  
9 Essex County Improvement Authority stating the  
10 time, date, and location of this Regular Meeting.

11 Roll call, please.

12  
13 (Roll call was taken, all Commissioners  
14 present respond in the affirmative)

15  
16 **PUBLIC COMMENTS**

17  
18 CHAIRMAN KLINGHOFFER: Do we have any  
19 members of the public present for comments?

20 MS. SAPINSKI: No, there's nobody here and  
21 there's nobody on the phone.

22  
23 **ACCEPTANCE OF MINUTES**

24  
25 CHAIRMAN KLINGHOFFER: Okay. Then we'll

1 move to Acceptance of Minutes.

2 Would someone like to move to accept the  
3 minutes of the regular board meeting and Executive  
4 Session of November 28, 2023?

5 COMMISSIONER BROWN: I'll move it.

6 COMMISSIONER YUSTEIN: Second.

7

8 (Roll call was taken, all Commissioners  
9 present respond in the affirmative)

10

11 CHAIRMAN KLINGHOFFER: Going forward if  
12 you would just identify who's moving to make it  
13 easier for our court reporter, Lyn, and also for  
14 Lucy.

15

16 Whereupon, the Board discussed and took  
17 action on the following items:

18

19 **RESOLUTIONS**

20 **ADMINISTRATIVE**

21

22 1. #23-223 Resolution ratifying payment to Lynann  
23 Dragone, Certified Court Reporter for stenographic  
24 transcript of ECIA Regular Board Meeting on 11-28-23

25

- 1           2. #23-224 Resolution ratifying payment of recurring  
2           bills (Bill List)  
3
- 4           3. #23-225 Resolution adopting Holiday Schedule for the  
5           year 2024  
6
- 7           4. #23-226 Resolution adopting the Cash Management Plan,  
8           pursuant to N.J.S.A. 40A:5-16  
9
- 10          5. #23-227 Resolution designating Public Agency  
11          Compliance Officer (P.A.C.O.) for the Authority for the  
12          year 2024, pursuant to N.J.S.C. 17:27-3.2  
13
- 14          6. #23-228 Resolution authorizing Agreement with Lynann  
15          Dragone for stenographic transcribing of ECIA 2024 Board  
16          Meetings in the amount not to exceed of \$10,000.00  
17
- 18          7. #23-229 Resolution authorizing purchase of ECIA  
19          Insurance Policies: General Liability, Property,  
20          Automobile, Umbrella, Public Officials and Floor for the  
21          period 1-1-24 to 12-31-24  
22
- 23          8. #23-230 Resolution authorizing payment to Chiesa,  
24          Shahinian, Giantomasi in the amount of \$710.50 for legal  
25          service rendered in connection with environmental matters

1 for October and November 2023

2  
3 9. #23-231 Resolution authorizing an Agreement with  
4 Chiesa, Shahinian, Giantomasi for legal services in  
5 connection with environmental matters in the amount not  
6 to exceed \$100,000.00 from January 1, 2024 to December  
7 31, 2024

8  
9 10. #23-232 Resolution authorizing payment in the amount  
10 of \$10,967.00 to Buchanan, Ingersoll & Rooney, PC for  
11 legal services rendered in connection with occidental  
12 litigation and environmental matters in the month of  
13 November 2023

14  
15 CHAIRMAN KLINGHOFFER: Would someone like  
16 to Administrative Resolutions 1 through 10?

17 COMMISSIONER NARDONE: Move.

18 MS. SAPINSKI: Jackie, do you want to  
19 second?

20 COMMISSIONER YUSTEIN: I'll second.

21 MS. SAPINSKI: Thank you.

22  
23 (Roll call was taken, all Commissioners  
24 present respond in the affirmative)

25

1                   Whereupon, the Board discussed and took  
2                   action on the following items:

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4                   **PARKING FACILITIES**

5  
6                   11. #23-233 Resolution authorizing payment to Arocho  
7                   Services, LLC in the amount of \$1,900.00 for landscaping,  
8                   elevator, and stairwells cleaning services in November

9  
10                  12. #23-234 Resolution authorizing payment to Noor Star  
11                  Properties, LLC in the amount of \$1,950.00 for cleaning  
12                  services in November 2023

13  
14                  13. #23-235 Resolution authorizing a Memorandum of  
15                  Agreement with Positive Electric for all electric related  
16                  issues in the amount not to exceed \$44,000.00 for the  
17                  year 2024

18  
19                  14. #23-236 Resolution authorizing a Memorandum of  
20                  Agreement with Arocho Services for general maintenance  
21                  services for the year 2024 in the amount not to exceed  
22                  \$44,000.00

23  
24                  15. #23-237 Resolution authorizing a Memorandum of  
25                  Agreement with Noor Star Properties, LLC for general

1 maintenance services for the year 2024 in the amount not  
2 to exceed \$44,000.00

3  
4 16. #23-238 Resolution authorizing a Memorandum of  
5 Agreement with Hudson Community Enterprises for litter  
6 patrol services in the amount not to exceed \$74,485.00  
7 for the year 2024

8  
9 17. #23-239 Resolution authorizing a Memorandum of  
10 Agreement with Schindler Elevator Corporation for full  
11 maintenance service for two Schindler hydraulic passenger  
12 elevators in the amount not to exceed \$15,000.00 for the  
13 year 2024

14  
15 18. #23-240 Resolution authorizing a Memorandum of  
16 Agreement with Protective Measures System and Fire Safety  
17 for fire alarm monitoring for the year 2024 in the amount  
18 of \$1,128.00

19  
20 19. #23-241 Resolution authorizing a Memorandum of  
21 Agreement with Jersey Elevator for elevator maintenance  
22 services in the amount not to exceed \$3,584.40 (\$298.70  
23 per month) for the year 2024

24  
25 CHAIRMAN KLINGHOFFER: Next we have

1                   Parking Facilities, Resolutions 11 through 19.

2                   Would someone like to move them?

3                   COMMISSIONER BROWN: Move.

4                   COMMISSIONER YUSTEIN: Second.

5                   MS. SAPINSKI: Thank you.

6  
7                   (Roll call was taken, all Commissioners  
8                   present respond in the affirmative)

9  
10                  Whereupon, the Board discussed and took  
11                  action on the following items:

12  
13                  **AIRPORT**

14  
15                  20. #23-242 Resolution authorizing payment in the amount  
16                  of \$158.39 to Air Power for electric repairs at the  
17                  Airport

18  
19                  21. #23-243 Resolution authorizing payment in the amount  
20                  of \$4,500.00 to Thomas J. O'Bierne & Co for facility  
21                  maintenance and repairs at the Airport

22  
23                  22. #23-244 Resolution authorizing payment in the amount  
24                  of \$975.00 to CarloPiking Construction for facility  
25                  maintenance and services at the Airport

1 23. #23-245 Resolution accepting a proposal from Paving  
2 Materials & Contracting to resurface a compass rose area  
3 at the Airport in the amount of \$36,790.00  
4

5 24. #23-246 Resolution authorizing payment to H2M  
6 Associates Inc. in the amount of \$918.75 for engineering  
7 services in connection with the Underground Storage Tank  
8 compliance as per DEP regulations  
9

10 25. #23-247 Resolution authorizing payment to H2M  
11 Associates Inc. in the amount of \$536.50 for engineering  
12 services, site remediation at Hangar 1 Area  
13

14 REHABILITATION OF APRON B PROJECT

15 Project Funded: FAA, NJDOT AND ECIA/AIRPORT 2019 BOND  
16

17 26. #23-248 Resolution authorizing payment to Paving  
18 Materials & Contracting in the total amount of  
19 \$643,621.09 for services rendered in connection with  
20 Rehabilitation of Apron B Project at the Airport  
21

22 27. #23-249 Resolution authorizing an Agreement with  
23 Chiesa, Shahinian, Giantomasi for legal services in  
24 connections with Airport matters in the amount not to  
25 exceed \$100,000.00 from January 1, 2024 to December 31,

1 2024

2  
3 28. #23-25 Resolution authorizing an Agreement with  
4 Galleros Robinson for accounting services in connection  
5 with the monthly preparation of the Airport Motor Fuel  
6 Tax Returns for the fiscal year 2024 in the amount of  
7 \$3,360.00 (\$280.00 per month)

8  
9 29. #23-251 Resolution authorizing a Memorandum of  
10 Agreement with Interstate Waste Services for solid waste  
11 removal in the amount not to exceed \$6,169.80 at the  
12 Airport for the year 2024

13  
14 30. #23-252 Resolution authorizing an Agreement with  
15 Rachles/Michele Oil Co. for vehicle fuel delivery in an  
16 amount not to exceed \$50,000.00 for the year 2024

17  
18 31. #23-253 Resolution authorizing a Memorandum of  
19 Agreement with Air Power for all electric and HVAC  
20 related issues at all Airport buildings and hangars in  
21 the amount not to exceed \$44,000.000 for the year 2024

22  
23 32. #23-254 Resolution authorizing a Memorandum of  
24 Agreement with Arrow Elevator Incorporated for a full  
25 maintenance service of the hydraulic elevator at

1 Hangar/Building M in an amount not to exceed \$2,360.00  
2 for the year 2024

3  
4 33. #23-255 Resolution authorizing a Memorandum of  
5 Agreement with Thomas J. O'Bierne & Co. for all plumbing  
6 related issues at all Airport buildings and hangars in  
7 the amount not to exceed \$44,000.00 for the year 2024

8  
9 34. #23-256 Resolution authorizing a Memorandum of  
10 Agreement with S.J. Carney for all roof related issues at  
11 all Airport buildings and hangars in the amount not to  
12 exceed \$44,000.00 for the year 2024

13  
14 35. #23-257 Resolution authorizing payment a Memorandum  
15 of Agreement with Gary Kubiak & Son Electric Inc. for  
16 electrical maintenance and troubleshooting services of  
17 airfield lighting circuits in the amount not to exceed  
18 \$44,000.00 for the year 2024

19  
20 36. #23-258 Resolution authorizing a Memorandum of  
21 Agreement with Groome Door & Mechanical Systems for all  
22 Hangars and T-Hangars door related issues at the Airport  
23 in the amount not to exceed \$44,000.00 for the year 2024

24  
25 37. #23-259 Resolution authorizing payment a Memorandum

1 of Agreement with Security 101 for maintenance of  
2 security equipment in an amount not to exceed \$18,682.00  
3 for the year 2024  
4

5 CHAIRMAN KLINGHOFFER: Next, Airport  
6 Resolutions 20 through 37.

7 Would someone like to move them?

8 COMMISSIONER YUSTEIN: I'll move them.

9 COMMISSIONER NARDONE: Second.  
10

11 (Roll call was taken, all Commissioners  
12 present respond in the affirmative)  
13

14 Whereupon, the Board discussed and took  
15 action on the following items:  
16

17 **FINANCE**  
18

19 38. #23-260 Resolution authorizing an Agreement with  
20 Galleros Robinson, LLP as Financial Consultant/Program  
21 Administrator for the PGLP Program from 1-1-24 to  
22 12-31-24 in the amount of \$24,000.00  
23

24 39. #23-261 Resolution ratifying payment of charges and  
25 expenses of the Authority's \$150,000,000.00 Pooled

1 Government Loan Program, Series 1986

2  
3 Payments for PGLP Services

4 Galleros-Robinson LLP \$2,000.00  
5 Program Administrator

6 Ecia-Admin Fee \$10,000.00

7  
8 CHAIRMAN KLINGHOFFER: Next we have  
9 Finance Resolutions 38 and 39.

10 Would someone like to move them?

11 COMMISSIONER NARDONE: Move.

12 COMMISSIONER YUSTEIN: Second.

13 MS. SAPINSKI: Thank you.

14  
15 (Roll call was taken, all Commissioners  
16 present respond in the affirmative)

17  
18 **EXECUTIVE SESSION**

19  
20 CHAIRMAN KLINGHOFFER: Mr. Rother, do we  
21 have a need for Executive Session?

22 MR. ROTHER: I don't believe so. In fact,  
23 the matter that we discussed previously in  
24 Executive Sessions we no longer have, the easement  
25 litigation. That litigation is, it's over and we

1 have taken title to the property and in fact, the  
2 trees have been removed. So things have moved  
3 along rather rapidly and there's no longer any  
4 need to discuss that in Executive Session.

5 CHAIRMAN KLINGHOFFER: Thank you. That's  
6 good news.

7 COMMISSIONER YUSTEIN: It's exciting.

8

9 **ADJOURNMENT**

10

11 CHAIRMAN KLINGHOFFER: I believe our  
12 agenda is complete.

13 Would someone like to move to adjourn?

14 COMMISSIONER BROWN: Move.

15 COMMISSIONER YUSTEIN: Second.

16

17 (Roll call was taken, all Commissioners  
18 present respond in the affirmative)

19

20 (Whereupon, the proceedings concluded at  
21 4:06 p.m.)

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C E R T I F I C A T E

I, LYNANN DRAGONE, License No. XIO1388, a Certified Court Reporter and Notary Public of the State of New Jersey, certify that the foregoing is a true and accurate transcript of the hearing at the time and the date hereinbefore set forth.

I further certify that I am neither attorney nor Counsel for, nor employed by any of the parties to the action in which this hearing was taken.

I further certify that I am not an employee of anyone employed in this case, nor am I financially interested in this action.

*Lynann Dragone*  
\_\_\_\_\_  
LYNANN DRAGONE, CCR  
Certified Court Reporter