

**MINUTES OF MEETING  
THE DELAWARE RIVER AND BAY AUTHORITY  
Tuesday, October 15, 2013  
James Julian Boardroom  
Delaware Memorial Bridge Plaza  
New Castle, Delaware 19720**

The meeting convened at 10:50 a.m. with Chairperson Hogan presiding.

The opening prayer was given by Reverend Dorn, followed by the Pledge of Allegiance led by the Chairperson.

Chairperson Hogan called on the Authority Assistant Secretary to read the meeting notice and take roll.

The Assistant Secretary announced that a notice of the meeting had been distributed to the offices of the Governor of New Jersey and the Governor of Delaware, to appropriate staff members and consultants, to the press in both States and to any other individuals who had indicated an interest in receiving a copy of the meeting notice.

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Commissioners from New Jersey

Commissioners from Delaware

PRESENT

James N. Hogan, Chairperson  
Edward Dorn  
Richard S. Mroz  
Ceil Smith  
Shirley R. Wilson  
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William E. Lowe, Vice-Chairperson  
Richard W. Downes  
Fernando N. Guajardo  
Samuel E. Lathem  
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Gary F. Traynor

ABSENT

Douglas Van Sant

Terri C. Murphy

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Chairperson Hogan called for the acceptance of the Agenda.

Commissioner Lowe motioned to accept the Agenda, seconded by Commissioner Lathem, and the motion carried by a voice vote of 10-0.

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10723. APPROVAL OF THE SEPTEMBER 17, 2013 MINUTES

Commissioner Downes motioned to approve the September 17, 2013 meeting minutes, seconded by Commissioner Wilson, and unanimously approved by a voice vote of 10-0.

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10724. DELAWARE RIVER AND BAY AUTHORITY – TRAFFIC AND REVENUE SUMMARY.

The Chief Financial Officer (CFO) presented a chart showing Actual versus Projected Revenues for the Delaware Memorial Bridge, the Cape May-Lewes Ferry, Airports, Three Forts Ferry Crossing, and Food Services for the month of September.

Without objection, the chart was ordered filed with the permanent records of the Authority.

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10725. DELAWARE RIVER AND BAY AUTHORITY – STATEMENT OF INCOME AND EXPENSE.

The CFO presented a chart showing statements of income and expenses for the month of September with comparisons to the same period last year.

Without objection, the chart was ordered filed with the permanent records of the Authority.

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10726. DELAWARE RIVER AND BAY AUTHORITY – OPERATING EXPENSE BY DIVISION.

The CFO presented a chart for September showing expenses by division for the quarter to date vs. the projected quarter and for year to date vs. total budget.

Without objection, the chart was ordered filed with the permanent records of the Authority.

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10727. DELAWARE RIVER AND BAY AUTHORITY – CAPITAL IMPROVEMENT PROGRAM.

The CFO presented chart for the month of September showing the capital budget for crossing and economic development projects and dollars committed to date for the projects. The chart also included cash expenditures spent to date for the committed projects.

Without objection, the chart was ordered filed with the permanent records of the Authority.

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10728. DELAWARE RIVER AND BAY AUTHORITY – CASH POSITION (MARKET VALUE) AS OF SEPTEMBER 30, 2013.

The CFO presented a chart indicating the cash fund balances for the entire Authority.

Without objection, the chart was ordered filed with the permanent records of the Authority.

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10729. AUTHORITY CUSTOMER TRENDS (ACT) REPORT

The CFO stated that the Authority Customer Trends (ACT) Report included in the financials allows management to view on a month-to-date basis trends in areas such as traffic, customer service, aircraft landings, and workplace incidents. Copies are distributed daily to employees via email and posted on bulletin boards for those without computers.

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10730. PUBLIC COMMENT ON ACTION ITEMS

Chairperson Hogan noted that there are two (2) Contract Awards, one (1) Contract Close Out, and five (5) Resolutions to be considered today. All action items have been reviewed and recommended for consideration during today’s Committee meetings. He then called for public comments.

There were no public comments.

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10731. VESSEL DRYDOCKING AND REPAIRS M/V TWIN CAPES - CONTRACT #CMLF-12-08R

The COO noted that a public bid opening was held on August 23, 2013 in which three (3) bids were received. The COO stated that the Board of Commissioners has refocused on the disposition of the M/V Twin Capes and recommended the rejection of all three bids. The Projects Committee concurred with the COO's recommendation.

A motion to reject Contract #CMLF-12-08R was made by Commissioner Dorn, seconded by Commissioner Lathem, and approved by a voice vote of 10-0..

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10732. AWARD OF MISCELLANEOUS STEEL REPAIRS, FIRST AND SECOND STRUCTURES - CONTRACT #DMB-13-02R

The COO noted that a public bid opening was held on September 9, 2013 in which three (3) bids were received. The COO and the Projects Committee recommended awarding the contract to the lowest responsive bidder, Cornell and Company, Inc., of Woodbury, NJ, in the amount of \$2,250,000.00

A motion to award Contract #DMB-13-02R to the aforementioned firm in the amount of \$2,250,000.00 was made by Commissioner Downes, seconded by Commissioner Smith, and approved by a voice vote of 10-0.

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10733. CONTRACT CLOSE-OUT - 2013 BRIDGE PAINTING-SPOT REPAIR EAST GIRDER SPAN WITH 100% OVERCOAT OF NORTH FASCIA AND SIDEWALKS DELAWARE MEMORIAL BRIDGE - CONTRACT #DMB-12-01

On February 12, 2013 Contract No. DMB-12-01, 2013 Bridge Painting-Spot Repair Girder Span with 100% Overcoat of North Fascia and Sidewalks, was awarded to Allied Painting Inc., of Cherry Hill, New Jersey for the bid price of \$900,100.00

During the contract period Change Order No. 1 was approved for the project.

Subtract: \$60.00.

It is recommended that the Authority accept the project and make final payment to the contractor. The total price for this project is \$900,040.00.

A motion to close-out Contract #DMB-12-01 was made by Commissioner Smith, seconded by Commissioner Wilson. With Commissioner Traynor abstaining, the motion was approved by a voice vote of 9 yes, 0 no, and 1 abstention..

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10734. CHAIRPERSON'S CALL FOR RESOLUTIONS BEFORE THE BOARD

**RESOLUTION 13-39 CONSOLIDATING STANDING RESOLUTIONS RELATING TO THE OPERATION OF AUTHORITY FACILITIES**

WHEREAS, The Delaware River and Bay Authority (the "Authority") adopted Resolution 96-02 (amended by 97-12 and 09-16), authorizing the Executive Director of the Authority or his/her designee to execute and deliver, with the advice of counsel as appropriate, certain certificates, agreements, leases, contracts, as he/she may deem necessary or appropriate in connection with the operation of the New Castle County Airport; and

WHEREAS, the Authority adopted Resolution 01-32 (amended by 10-22), authorizing the Executive Director of the Authority or his/her designee to execute and deliver, with the advice of counsel as appropriate, certain certificates, agreements, leases, contracts, as he/she may deem necessary or appropriate in connection with the operation of Delaware Airpark ; and

WHEREAS, the Authority adopted Resolution 99-69 (amended by 10-22), authorizing the Executive Director of the Authority or his/her designee to execute and deliver, with the advice of counsel as appropriate, certain certificates, agreements, leases, contracts, as he/she may deem necessary or appropriate in connection with the operation of Cape May County Airport ; and

WHEREAS, the Authority adopted Resolution 99-70 (amended by 10-22), authorizing the Executive Director of the Authority or his/her designee to execute and deliver, with the advice of counsel as appropriate, certain certificates, agreements, leases, contracts, as he/she may deem necessary or appropriate in connection with the operation of the Millville Municipal Airport ; and

WHEREAS, the Authority adopted Resolution 99-71 (amended by 10-22), authorizing the Executive Director of the Authority or his/her designee to execute and deliver, with the advice of counsel as appropriate, certain certificates, agreements, leases, contracts, as he/she may deem necessary or appropriate in connection with the operation of the Civil Air Terminal ; and

WHEREAS, the Authority adopted Resolution 06-04 which authorizes the Executive Director to execute License, Event and Program Agreements and other agreements related to tourism and special events at all authority facilities.

WHEREAS, the Authority desires to respond in a commercially reasonable manner to the business needs of Authority operations and desires to authorize the Executive Director or his/her designee to execute and deliver with the advice of counsel as appropriate similar documents in connection with all of the Authority's facilities and business units;

WHEREAS, it is in the best interest of the Authority to rescind Resolutions 96-2, 97-12, 99-69, 99-70, 99-71, 01-32, 06-04, 09-16 and 10-22 and replace them with one comprehensive Resolution to clarify the Executive Director's authority across all of its' facilities and business units.

NOW THEREFORE BE IT RESOLVED, that Resolutions 96-2, 97-12, 99-69, 99-70, 99-71, 01-32, 06-04, 09-16 and 10-22 are hereby rescinded and replaced with this new resolution as follows::

Section 1. Authorized Representative. The Executive Director or his/her designee is hereby appointed Authority Representative with full power and authority to execute and deliver, with the advice of counsel as appropriate, any of the following certificates, agreements, leases, contracts and other documents as he/she may deem necessary or appropriate in connection with the operation of all of the Authority's facilities and business units:

- (a) Lease-Related Documents: Leases of T-hangar space or space in the Terminal Building or the Riverfront Market; consents to assignments by tenants of their leasehold interests and other consents requested by various tenants; notices to tenants under tenant leases, including without limitation, notices of default, late payment, increases in rent or other escalations; such affidavits, certificates complaints or other documents necessary in connection with the eviction or commencement of summary proceedings against defaulting T-hangar or Terminal Building tenants; and such amendments, modifications and extensions of tenant leases which do not materially adversely affect the stream of income from such leases.

- (b) Documents relating to the Authority as Mortgagee: Such notices, satisfactions, partial releases, termination statements, settlement agreements and deed in lieu of foreclosure agreements as may be necessary or appropriate in connection with any mortgages held by the Authority as mortgagee thereunder.
- (c) Contracts for Services: Such contracts and agreements between the Authority and contractors providing services to any Authority facilities, including without limitation, garbage and refuse removal, extermination and gas delivery, provided the contract amount payable by the Authority under any given contract or agreement does not exceed Twenty-Five Thousand Dollars (\$25,000.00).
- (d) Contracts for Capital Improvements: Such contracts or agreements relating to capital improvements at any Authority facilities as the Executive Director shall deem necessary or appropriate provided that (i) such capital improvements can be performed by employees of the Authority or (ii) the contract amount payable by the Authority under any given contract or agreement does not exceed Twenty-Five Thousand Dollars (\$25,000.00).
- (e) License, Event and Program Agreements: License, Event and Program agreements and other agreements related to tourism and special events at all Authority facilities.
- (f) Planning and Grant Documents: Such plans, affidavits, certificates, agreements commissioning appraisals and other reports, easement agreements and other documents which are required or appropriate in connection with obtaining planning approvals and/or the subdivision and development of various portions of Authority facilities; and applications, amendments, agreements, certificates contracts or other required documents in connection with any federal, state or local grant programs.
- (g) Short-Term Revenue Generating Documents: Except as otherwise specifically provided in (a) through (f) above, leases and other agreements or contracts that generate revenue for the Authority; provided such leases, agreements or contracts are for a period of twelve (12) months or less.
- (h) Miscellaneous: Such certificates, affidavits, agreements, contracts and other documents which the Executive Director shall deem necessary and/or appropriate in connection with the ordinary course of operation of all authority facilities.
- (i) Any agreement, contract or lease executed pursuant to the authority granted in sections (g) and (h) above, shall not be renewed or extended beyond a term of twelve (12) months without prior review and approval by the Commissioners of the Authority.
- (j) Any agreement, contract or lease executed pursuant to the authority granted in sections (a) through (h) above for the procurement of professional services, materiel and supplies, construction and construction management contracts and transfer of funds shall be made in accordance with the provisions of Resolution 98-31 (as amended).
- (k) The Executive Director or his/her designee shall report at each monthly meeting as to the execution of any such agreement entered into within the prior 30 days.

Section 2. Effective Date: This Resolution shall take effect immediately upon its passage.

A motion to approve Resolution 13-39 was made by Commissioner Lowe, seconded by Commissioner Traynor, and approved by a roll call vote of 10-0.

**Resolution 13-39 Executive Summary Sheet**

**Resolution:** Resolution 13-39 – Amending Standing Resolutions Relating To The Operation of Authority Facilities

**Committee:** Economic Development

**Committee Date:** September 17, 2013

**Board Date:** September 17, 2013

**Purpose of Resolution:**

Resolution 13-39 formally consolidates various standing resolutions relating to the operation of Authority Facilities

**Background for Resolution:**

The Authority has adopted numerous Resolutions authorizing the Executive Director or his/her designate to execute various documents related to the routine operations of Authority facilities. However, these resolutions were done piecemeal each time another issue arose, leading to overlapping and sometimes conflicting Resolutions depending upon the particular business unit or location affected. In order to streamline the Authority’s operations and clarify the limits of the Executive Director’s Authority, this Resolution is being adopted to have one Resolution that sets forth clearly and concisely what can be done across all the Authority’s facilities. Section 1, paragraphs (a)-(f) and paragraph (h) contain the same language as in the underlying resolutions, but instead of applying to only one location, make clear that they apply to all Authority locations and business units. In addition, a distinction has been made between the handling of planning and grant documents and other documents necessary for ordinary Authority operations. Section 1, paragraph g has been expanded to allow short-term revenue generating leases of up to one year. The prior resolutions allowed short-term revenue generating leases of up to 90 days. The Authority has found that this 90-day time-frame is not commercially viable and increasing this to one-year will allow the Authority to act more appropriately to respond to business needs. Section 1, paragraphs (i) through (k) contain new language to ensure that the Commissioners are kept fully informed when the Executive Director is exercising his delegated authority and that the delegated authority is exercised in conformance with purchasing controls already set forth in Resolution 98-31 (as amended).

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**RESOLUTION 13-40 - AUTHORIZING AUTHORITY EXPENDITURES PURSUANT TO RESOLUTION 01-84 FOR THE PERIOD, JANUARY 1, 2013 THROUGH DECEMBER 31, 2013**

WHEREAS, The Delaware River and Bay Authority (the “Authority”) adopted Resolution 01-84 requiring Commissioner review and approval of all Authority expenditures in excess of \$25,000; and

WHEREAS, the Authority anticipates expenditures at or over the \$25,000 amount to the following vendors:

DELAWARE RIVER & BAY AUTHORITY  
PROJECTED VENDORS TO BE PAID OVER \$25,000  
OPERATION EXPENDITURES

VENDOR	SERVICE DESCRIPTION	DETERMINATION	APPROX. ESTIMATED \$
Norfolk Bearings & Supply Co.	Reduction Gear Bearings for Emergency Rebuilds	Quotes	\$29,000
GTI Millwork	E-ZPass Customer Service Counter at DMB Julia Building	Quotes	\$46,000

NOW, THEREFORE, BE IT RESOLVED, that the Authority authorizes expenditures to the above listed vendors for the described purposes and authorizes payment.

A motion to approve Resolution 13-40 was made by Commissioner Traynor, seconded by Commissioner Mroz, and approved by a roll call vote of 10-0.

**Resolution 13-40 Executive Summary Sheet**

**Resolution:** Authorizing Authority Expenditures Pursuant to Resolution 01-84 for the period, January 1, 2013 through December 31, 2013.

**Committee:** Budget & Finance

**Committee and Board Date:** October 15, 2013

**Purpose of Resolution:**

Authorizes the expenditure of \$25,000 or greater with the identified vendors for the calendar year.

**Background for Resolution:**

The proposed Resolution meets the requirements of Resolution 01-84, whereby the Authority shall not enter into any contract committing the Authority to spend or make any other expenditures relating to services, material and supplies in the amount of \$25,000 or more unless it has first been approved by a vote of Commissioners.

**Background for the specific purchases:**

Reduction Gear Bearings for Emergency Rebuilds

The Authority's vessel operations require the purchase of one spare set of ten (10) reduction gear bearings for emergency rebuilds. The DRBA requested three (3) quotes from suppliers and received responses from Norfolk Bearings & Supply Co. (\$29,000), Kaman Industrial Technologies (\$32,000), and Bartlett Bearing Company (\$37,400). Norfolk Bearings & Supply Co. submitted the lowest-cost quote.

E-ZPass Customer Service Counter at DMB Julia Building

The Authority seeks to hire an architectural millwork contractor to fabricate and install a customer service counter in coordination with our E-ZPass customer service department relocation. The contractor will provide all custom woodwork, a raised floor installation, countertops, cabinets, hardware, and glass countertop partitions. The DRBA requested quotes from three (3) contractors and received responses from GTI Millwork (\$46,000) and Delaware Millwork, Ltd. (\$57,000). Robert Treat Hogg Cabinetmakers were unable to quote the project due to prior

commitments of their production team. GTI Millwork submitted the lowest-cost quote.

**Background for Determination category:**

**Quotes:** Quotes items are purchases that are anticipated to be between \$25,000 and \$49,999 for the year for which the Authority has solicited written quotes. Resolution 98-31 (paragraph 4) provides that purchases “more than \$25,000 but less than \$50,000 in the aggregate require the solicitation of three written quotes or all available sources, whichever is less...”

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**RESOLUTION 13-41 - AUTHORIZES AN INCREASE TO THE NOT-TO-EXCEED LIMIT OF CONTRACT CS-10-03 PROFESSIONAL “ON-CALL” GENERAL ENGINEERING AND CONSULTING SERVICES FOR THE DELAWARE RIVER & BAY AUTHORITY WITH AECOM USA, INC.**

WHEREAS, The Delaware River and Bay Authority (the “Authority”) is a bi-state Authority of the State of Delaware and the State of New Jersey created by Compact for the purpose of owning, operating and controlling both Crossing and Non-Crossing facilities; and

WHEREAS, the Authority approved and executed Contract CS-10-03 Professional “On-Call” General Engineering and Consulting Services for New Castle Airport, Delaware Air Park and the Civil Air Terminal; and

WHEREAS, the term of such Services is for three (3) years with the Authority to have the option to renew the agreement for one (1) consecutive, additional year with a Not-To-Exceed Limit (“NTE”) of \$2,250,000 for the initial three (3) year term and a NTE of \$750,000 for the optional one (1) year renewal; and

WHEREAS, the Authority’s use of AECOM USA, Inc.’s services to provide “on-call” professional general engineering and consulting services at New Castle Airport, Delaware Air Park and the Civil Air Terminal have caused the Authority’s expenditures with AECOM USA, Inc. to exceed the original forecasted amounts; and

WHEREAS, the Authority desires to increase the NTE for the initial three (3) year term to \$3,000,000; and

WHEREAS, the Authority’s Budget and Finance Committee reviewed the recommendation and concurs with the evaluation.

NOW, THEREFORE, BE IT RESOLVED, that the Executive Director is hereby authorized to finalize the terms and conditions of the formal amendment to the aforementioned contract and to have such amendment, upon review and advice of counsel, executed by the Chairperson, Vice-Chairperson and Executive Director.

A motion to approve Resolution 13-41 was made by Commissioner Wilson, seconded by Commissioner Traynor, and approved by a roll call vote of 10-0.

**Resolution 13-41 Executive Summary Sheet**

**Resolution:** Authorizing the Authority to increase the Not-To-Exceed Limits (“NTE”) of Contract CS-10-03 Professional “On-Call” General Engineering and Consulting Services for New Castle Airport, Delaware Air Park and the Civil Air Terminal

**Committee:** Budget & Finance Committee

**Committee Date:** October 15, 2013

**Board Date:** October 15, 2013



**Purpose of Resolution:** To increase NTE limits of Contract CS-10-03, Professional “On-Call” General Engineering and Consulting Services for New Castle Airport, Delaware Air Park and the Civil Air Terminal.

**Background for Resolution:**

In 2010, the Authority initially estimated its requirements for service under this contract to cost approximately \$750,000 per year and awarded the contract for three years from 2010-2013 with the Authority to have the option to renew the agreement for one (1) consecutive, additional year with a Not-To-Exceed Limit (“NTE”) of \$2,250,000 for the initial three year term and a NTE of \$750,000 for the optional one year renewal.

In the last year of the contract (2013), the Authority requested that AECOM USA, Inc. provide more services than initially anticipated; the Authority’s expenditures have almost exhausted the initial NTE of \$2,250,000 and the Authority needs to increase the NTE to cover the expenditures for the additional services associated with general engineering and consulting services at New Castle Airport, Delaware Air Park and the Civil Air Terminal.

The Authority’s new estimate for services is \$1,500,000 for 2013. Therefore, the Authority plans to increase the NTE of the initial three year term to \$3,000,000. There is no request to increase the NTE for optional one (1) year renewal. This resolution does not extend or modify the term or rates of the original contract.

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**RESOLUTION 13-43 - RESOLUTION BY THE DELAWARE RIVER AND BAY AUTHORITY AUTHORIZING MODIFICATIONS TO THE BENEFITS PLAN DESIGN**

WHEREAS, The Delaware River and Bay Authority (the “Authority”) is committed to providing its employees and retirees a comprehensive core benefit program; and

WHEREAS, the Authority is responsible for prudent financial governance with respect to those core benefit programs; and

WHEREAS, the Authority is responsible for taking appropriate action to control escalating core benefit costs; and

WHEREAS, the Personnel Committee has each reviewed the proposed recommendations to the Authority’s changes to its health and disability benefit programs and recommends approval thereof to the Commissioners.

NOW, THEREFORE, BE IT RESOLVED that the Delaware River and Bay Authority hereby approves the following modifications to be implemented January 1, 2014 (as described in detail on Exhibit A, which is incorporated herein by reference):

1. Implement OB/Gyn well visits at 100% (no copays).
2. Implement preventive medications at 100% (no copays).
3. Implement lab copay per visit for all non-preventive care procedures.
4. Increase copays for primary care physician and specialist office visits (copays will not apply to preventive care office visits).

5. Add election for coverage for spouse and/or dependent life insurance to be fully paid by the employee.
6. Add spousal coordination of benefits (effective January 1, 2015)

## Exhibit A

### Proposed Benefit Changes for 2014

Medical	Savings/(Cost)
<b>Increase:</b> Primary Care Office Visit: \$10 to \$15 Specialist: \$15 to \$20	<b>\$115,000</b>
<b>Add:</b> OB/GYN visits at 100% (Health Care Reform)	<b>(\$1,000)</b>
<b>Add:</b> Lab copay of \$10	<b>\$49,000</b>
<b>Total</b>	<b>\$163,000</b>
Prescription	
<b>Add:</b> 100% of Health Care Reform preventive medications	<b>(\$6,000)</b>
<b>Total</b>	<b>(\$6,000)</b>
Basic Life & AD&D	
<b>Add:</b> Election for coverage for Spouse and/or Dependents	No cost to DRBA
<b>Total</b>	<b>\$0</b>
<b>GRAND TOTAL (Potential Savings)</b>	<b>\$157,000</b>
Spousal Coordination of Benefits (January 1, 2015)	
<b>Add:</b> Employee with employed spouse must obtain health care coverage through their own employer	<b>\$350,000</b>
<b>GRAND TOTAL (Potential Savings)</b>	<b>\$350,000</b>

A motion to approve Resolution 13-43 was made by Commissioner Traynor, seconded by Commissioner Lowe, and approved by a roll call vote of 10-0.

#### Resolution 13-43 Executive Summary Sheet

**Resolution:** Authorizing Modifications to the Authority's Benefits Plan Design

**Committee:** Personnel Committee

**Committee Date:** October 15, 2013

**Board Date:** October 15, 2013

**Purpose of Resolution:** To approve proposed recommendations to benefits plan designs for active and pre-65 retirees (as described in detail on Exhibit A, which is incorporated herein by reference) as presented by the Chief Human Resources Officer and the Pension and Benefits Manager.

**Background for Resolution:** The Delaware River and Bay Authority is committed to the health and well being of our employees and retirees.

During annual renewals, the Authority reviews administration and costs of benefits for determination of any recommended modifications including but not limited to benefit plan design changes, vendor/carrier changes, in comparison to industry trends and employee/retiree population utilization.

For 2014, recommendations are being presented for medical (including prescription drugs) plan design changes to coincide with preventative care under the Affordable Care Act (ACA) and also to begin addressing benefit plan designs (i.e., copays, deductibles, etc.) that may have a

negative impact on the Cadillac Tax under the ACA which is scheduled to take effect in 2018.

For supplemental life insurance and accidental death and dismemberment coverage, DRBA is recommending an enhancement to the program which offers a voluntary, fully employee paid option to purchase spouse and/or dependent life insurance through payroll deduction.

Effective January 1, 2015, DRBA recommends implementing spousal coordination of benefits where the employed spouse must obtain health care coverage through their own employer. If they wish to continue coverage under the DRBA, DRBA's coverage would be secondary.

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10735. EXECUTIVE DIRECTOR'S COMMENTS

The Executive Director distributed a draft Resolution proposing to change the Board meeting dates in January and February due to scheduling conflicts with Martin Luther King Day and New Jersey's Inauguration Day in January and President's Day in February. The Resolution will be brought before the November Board meeting for approval.

Next, the Executive Director briefed the Board on the activities in and around the Authority including the Cape May City Chamber of Commerce Dragon Boat Race in which employees and their families participated; Garden State Wine Growers Association Wine Fest took place Sunday, October 13<sup>th</sup> at the Cape May Terminal; The first new Passenger Loader Tube was delivered to the Lewes Terminal; October 6<sup>th</sup> was an employee Family Fun Day at the Cape May Zoo; New Jersey Commissioners are reminded to participate in the NJ Ethics training on-line.

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10736. COMMISSIONERS PUBLIC FORUM

Chairperson Hogan asked if anyone from the public would like to speak.

There were no comments.

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There being no further business, a motion to adjourn was made by Commissioner Lowe, seconded by Commissioner Downes, and unanimously carried.

The meeting was adjourned at 11:16 pm.

Respectfully submitted,

THE DELAWARE RIVER AND BAY AUTHORITY

Frank W. Minor  
Assistant Secretary