

MINUTES OF MEETING

THE DELAWARE RIVER AND BAY AUTHORITY

December 16, 2003

Commissioners from Delaware

Commissioners from New Jersey

PRESENT

F. Michael Parkowski, Chairman
Thomas J. Cooper
Verna W. Hensley
William F. Lowe, III
Gary B. Patterson

Warren S. Wallace, Vice Chairman
Edward W. Dorn
Robert Y. McWilliams
Charles E. Pessagno

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The meeting convened at 11:06 a.m. with Chairman Parkowski presiding.

The opening prayer was given by Father Stanley Drupieski followed by the Pledge of Allegiance led by Col. John R. McCarnan.

Commissioner Patterson noted the passing of Delaware’s former U.S. Senator Bill Roth and requested a moment of silence in tribute of his exemplary service.

The Chairman of the Authority called the meeting to order. The 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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8960. APPROVAL OF MINUTES: Commissioner Patterson requested that the November 18, 2003 minutes of the Board of Commissioners regarding the discussion on the adoption of the 2004 Operating Budget be amended as follows. Change his comment “signal to the public” on page 5 to “signal to Wall Street.” In the same paragraph and after the word “adopted” add: “Commissioner Patterson suggested that the budget process began in September at the planning meeting in Rehoboth at which the NJ Governor’s office counsel was present. October and November budget meetings were also open to the public and that the November 17 committee meeting, open to the public, was conducted from 4:00 p.m. to 6 p.m. Commissioner Patterson expressed a willingness to schedule evening meetings at the Budget & Finance committee as part of the 2004 calendar.”

With the above amendment to the minutes, a motion was made by Mr. Pessagno, seconded by Reverend Dorn. The minutes of the November 18, 2003 meeting was approved by a voice vote of 9-0.

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8961. EXECUTIVE DIRECTOR’S REPORT: The Executive Director presented the following highlights which occurred within the Authority during the month of November:

AIRPORTS

A meeting with New Castle Airport’s corporate tenants was held on November 20th in the terminal building. DRBA airport staff and officials provided information and addressed comments and questions from attendees. Corporate users were informed of upcoming airport projects, security issues and snow removal procedures.

Jet U.S., a new charter service, began operations out of the Gore hangar at New Castle Airport. Charter jets are arriving and departing New Castle on a bi-weekly basis.

Approximately five hundred people attended the Millville Army Airfield Museum's second annual Veteran's Appreciation Day event on Saturday, November 8th, to recognize all Veterans and to commemorate the 50th Anniversary of the Korean War. Thirty-seven Millville High School history students dressed in military uniforms, conducted tours, served lunch, and provided entertainment. A tribute ceremony included comments from local and federal officials: Frank LoBiondo, Nick Asselta, Jeff Van Drew, Lou Magguzzu, and Mayor Jim Quinn.

The Millville Airport hosted the Cumberland Boy Scout Camporee from October 31st through November 2nd and drew approximately two hundred scouts. On November 1st, Airport Operations, provided airfield escorts for approximately 8-10 groups of scouts. The scouts visited Dallas Airmotive, the Millville Jet Center, the Millville Army Airfield Museum, and the Millville Automotive Flight Service Station.

CAPE MAY-LEWES FERRY

The Executive Director noted that the financial report presented here will differ from the one given by the CFO because of the 30-day lag on receipts due to the electronic tolls.

In comparison to 2002, vehicle traffic was up 8.9% for November, representing our third highest November in the 40-year Ferry history. Total vehicle traffic year-to-date is down 8.1% from 2002. Passenger traffic was up 9.4% in November from 2002, representing our fourth highest November ever. Total passenger traffic year-to-date is down 10.1%. While the recent trend is favorable, total vehicle and passenger counts in 2003 ranked 14th and 15th in the last 15 years.

At 5:40 p.m. on December 1st while attempting to dock with a sustained 40 mph wind and ebb tide condition in Cape May, the MV Cape Henlopen struck the end of the finger pier causing damage to the vessel and the pier. There were two minor injuries, neither required medical attention. Upon investigation and inspection, it was determined that the vessel suffered minor damage to the forward starboard rub rail and connecting deck area which will be repaired at the next scheduled drydocking in December 2004. The damage to the vessel does not jeopardize the seaworthiness or operation of the vessel, and is cosmetic in nature. Damage to the pier encompassed two fender panels; repairs will be completed in December. DRBA and US Coast Guard investigations concluded that there was no human error or mechanical failure as contributing factors for the incident.

J. Walls, COO, and J. Johnson, Executive Director, attended MarineLog's three-day Ferries 2003 Conference, November 12-14. This ferry conference and trade show is a valuable forum for ferry owners, operators, designers, builders, regulators and suppliers to exchange information and share ideas. The trade show hosted exhibits on the latest hull designs, propulsion and equipment, interior outfitting and services available to the ferry industry. Discussions and presentations covered a range of topics, including: legislative updates from Washington, DC, high-speed ferry service initiation, ferry vessel and facilities security, and the latest developments in ferry systems.

The Executive Director stated that the Florida trade show was well attended and will encourage our attendance next year. He would like one or two Commissioners to attend as well.

The MV New Jersey departed for the shipyard on November 30th for a scheduled drydocking. Commissioners W. Lowe and E. Dorn, Executive Director J. Johnson, Chief Operations Officer J. Walls, and Director of Engineering J. Jones inspected the MV New Jersey in drydock at Norfolk, VA on December 04. Winter maintenance is underway on the remaining vessels in Cape May, as scheduled.

The Executive Director stated that this short trip was worthwhile. The group walked under the MV New Jersey and visited three shipyards.

DELAWARE MEMORIAL BRIDGE

During November 2003, total traffic on the Delaware Memorial Bridge increased by approximately 5% over 2002 and established a new monthly record for November. This marks the second consecutive month of record monthly traffic and the year-to-date traffic has increased by approximately 100,000 vehicles (+ 0.6%) vs. the first 11 months of 2002. Traffic during the six-day Thanksgiving holiday weekend increased slightly (+1.9%) and averaged over 62,750 vehicles per day, with the highest total (76,739) passing through the toll plaza on Sunday, November 30th.

E-ZPass traffic again represented over 45% of the total traffic during November. Year-to-date, E-ZPass traffic has increased by over 500,000 vehicles (+8.4%) and represents 43.7% total traffic vs 40.6% during 2002. An average of 20,600 vehicles per day used E-ZPass on the Delaware Memorial Bridge during 2003 vs 19,100 per day last year.

Authority employees and the DRBA Cafeteria provided over 500 meals to the United Methodist Church in Sharptown, NJ and boxed 500 additional meals, which were distributed by the Basket Brigade of Delaware to needy families in the New Castle, DE area.

The Authority hosted the annual Veterans Day memorial service sponsored by the Delaware Commission of Veterans Affairs and the Disabled American Veterans at the Veterans Memorial Park on November 11th. Approximately 450 attendees participated in the ceremony which was attended by Lt. Governor John Carney, Senators Joe Biden and Tom Carper, and many local officials. Representative Mike Castle presented a Bronze Star Medal to John Griffiths, a WWII veteran. The National Service Director of the Disabled American Veterans organization provided the formal remarks for the ceremony.

HUMAN RESOURCES

The Authority teamed with Rockford Pensions to implement the next stages of the Authority's Section 125 Plan. Highlights of the Section 125 Plan include:

- Administration of the Authority's Dependent Care Plan by Rockford Pensions. The DRBA previously self-administered the Dependent Care Plan.
- A Flexible Spending Account that allows employees to set up a pre-tax savings account to spend toward medical or prescription drug expenses.
- A Cafeteria Plan that offers employees voluntary supplemental benefits.

Approximately 10 informational meetings were held throughout the Authority with over 175 employees in attendance. To date, 94 employees have chosen to participate in these new benefits.

The employee benefits annual open enrollment period commenced November 24, 2003 and will continue through December 12, 2003. The open enrollment period is the time of the year in which employees may change their health benefit coverage, verify dependant coverage or elect to participate in voluntary plans.

Several members of the HR department attended the annual Delaware Chapter SHRM (Society for Human Resources Management) Conference on November 18th, held at the BankOne Center in Wilmington.

During the month, the following employees retired from service to the Authority:

- Gregory M. Duber, Sr., Maintenance Specialist (DMB), retired November 17, 2003 with 26 years of service;
- William E. Carey, Sr., Grounds Maintenance Crew Chief (DMB) retired November 28, 2003 with 29 years of service.

Personnel Status

	<u>Authorized Positions</u>	<u>Filled Positions</u>
Permanent Full-Time:	522	440
Permanent Part-Time:	32	27
Total Permanent:	554	467

The Executive Director stated that, during the Thanksgiving Day holiday, the DRBA furnished 500 meals to the United Methodist Church in Sharptown, NJ. It also provided 500 families (approximately 2,000 people) with dinners through the Basket Brigade of Delaware.

POLICE

On December 3rd, the Police Department conducted its 10th annual Career Ladder Promotion and Awards ceremony. Three officers were promoted to the rank of Corporal and three officers were promoted to the rank of Master Corporal. Six “Life-Saving” awards were presented as a result of successful interventions in two separate suicide attempts. The first incident occurred on the Rt. 9/I-295 overpass and was successfully handled by A/Sgt. Jannaman and Pfc. Moudy. The second suicide attempt took place at the top of the 440’ foot eastbound Delaware tower requiring the combined effort of police and maintenance personnel. Maintenance personnel Vincent Manetti, Jack Jaeger and Bernie Nutter were presented a “Citizens Award;” police personnel Major (Father) Drupieski, A/Sgt. Canning, Dispatcher Timmons and PSA Nichols were presented a “Life-Saving” award for their efforts. This was a dangerous situation involving high winds (40-50 mph) and a distraught, intoxicated subject.

Summary of Police activities:

<u>Enforcement/Activity</u>	<u>Nov 2002</u>	<u>Nov 2003</u>
Traffic Summons	402	401
Criminal Arrests	26	25
Traffic Accidents	27	29
Traffic Reprimands	1024	554
<u>Aid to Motorists</u>	<u>Nov 2002</u>	<u>Nov 2003</u>
Disabled Vehicles	165	135
Public Assists	53	53
Medical Assists	5	4
Acrophobiacs	26	25

Without objection, the Chairman ordered the Executive Director’s report filed with the permanent records of the Authority.

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8962. COMMITTEE REPORTS – PERSONNEL & INSURANCE

CHR Officer Spence-Parker presented the following minutes of the Budget & Finance Committee meeting held November 17, 2003 at the Delaware Memorial Bridge Administration Building.

Commissioners from Delaware

Commissioners from New Jersey

PRESENT

Committee Chair Lathem
Commissioner Cooper, Committee Member
Commissioner Lowe
Staff

Commissioner Koebig, Committee Member

Invited Guests

Jim Johnson
Trudy Spence-Parker
Don Rainear
Brad Hopkins
Jim Walls
Tom Pankok
Linda Murphy
TJ Murray

Hay Group
Matthew Gurin
Amber Chandler

I Committee Chair Lathem welcomed the Personnel and Insurance Committee and opened the meeting at approximately 2:10 p.m. The Authority Secretary announced the Meeting of the Personnel & Insurance Committee was duly advertised in accordance with the Authority's Freedom of Information regulations, read the Statement of Notice, and called roll. The meeting would be preceded by an Executive Session, closed to the public, to discuss matters of a confidential nature. On motion by Commissioner Koebig, seconded by Commissioner Cooper, the session was closed. The following confidential items were discussed in Executive Session.

- Personnel Matters
- Long Range Planning Alternatives

Committee Chair Lathem motioned to open the Public Session and there being no further business to discuss in the Public Session, the meeting was adjourned at 3:55 p.m.

CHR Officer Spence-Parker noted that several members of the HR department attended the annual Delaware Chapter of the Society of Human Resources Management (SHRM) Conference on November 18, in Wilmington.

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8963. COMMITTEE REPORTS – BUDGET & FINANCE

Commissioner Patterson presented the following minutes of the Budget & Finance Committee meetings held November 17 and December 2, 2003.

NOVEMBER 17, 2003

A public meeting of the Delaware River and Bay Authority's Budget & Finance Committee was held on Monday, November 17, 2003, at Delaware Memorial Bridge Complex New Castle, Delaware, Delaware.

Commissioners from Delaware

Commissioners from New Jersey

PRESENT

Committee Chair Patterson
Commissioner Hensley, Committee Member
Commissioner Cooper, Committee Member
Commissioner Lathem
Commissioner Lowe

Committee Vice-Chair McWilliams
Commissioner Dorn
Commissioner Koebig

Staff

Jim Johnson
Don Rainear

Brad Hopkins
Jim Walls
Trudy Spence-Parker
Joe Larotonda
Victor Ferzetti
Ken Hynson

- I Committee Chair Patterson welcomed the Budget & Finance Committee and opened the meeting at approximately 4:20 p.m. The Authority Secretary reported that the public meeting of the Budget & Finance Committee had been duly advertised in accordance with the Authority's Freedom of Information Regulations, read the statement of notice, and called the roll.
- II The Committee Chair presented the changes to the proposed FY 2004 Operating Budget which were recommended by the Committee at the November 11, 2003 Budget & Finance Committee meeting. It was recommended that the marketing and public relations budget be increased by \$90,000. The Committee Chair reported that the revised FY 2004 Operating Budget total would be \$63,595,474 or 3.15% increase over 2003.

Staff then reviewed the FY 2004 Potential Major Increases and the 2000-2004 Expenditure Analysis by Division. Staff provided line by line explanations and the Committee discussed each line. The Committee Chair questioned the lack of funding for the Cape May Airport Restaurant. After discussion, the Committee recommended funding the Cape May Airport Restaurant in the amount of \$12,500, subject to full Board approval.

Staff reviewed the Authority's Financial Model. It was noted that the model reflects the staff recommendations for the Five Year Capital Expenditure Plan, which will be presented in December's Projects Committee Meeting for consideration and subsequent Board approval. The CFO noted that the Authority's Trust Indenture requires that the Authority's FY Operating Budget be approved by December 1 of each year. If not approved, the Authority will continue to operate under the current approved budget.

A Resolution reflecting the additional \$12,500 funding in the Airports Division will be prepared for full Board consideration. This will bring the total FY 2004 Operating Budget to \$63,607,974 for an additional 3.17% increase over the FY 2003 Operating Budget. The CFO also noted that the Resolution states that \$6 million of the General Fund Reserve is restricted for use as the self insurance fund of the Authority. This policy statement identifies the Authority's liability to fund payments within the deductible limits of the Authority's various insurance policies.

There being no further business, on motion by Commissioner McWilliams, the Budget and Finance Committee Meeting was adjourned at 5:30 p.m.

DECEMBER 2, 2003

A public meeting of the Delaware River and Bay Authority's Budget & Finance Committee was held on Tuesday, December 2, 2003, at Delaware Memorial Bridge Complex New Castle, Delaware, Delaware.

Commissioners from Delaware

PRESENT

Committee Chair Patterson
Commissioner Hensley, Committee Member
Commissioner Cooper, Committee Member
via Phone
Commissioner Lowe
Chairperson Parkowski

Commissioners from New Jersey

Committee Vice-Chair McWilliams
Commissioner Pessagno, Committee Member
Commissioner Koebig
Commissioner Dorn

Staff

Jim Johnson
Don Rainear
Brad Hopkins
Joe Larotonda
Victor Ferzetti
Ken Hynson
Tom Pankok

I Committee Chair Patterson welcomed the Budget & Finance Committee and opened the meeting at approximately 9:15 a.m. The Authority Secretary reported that the public meeting of the Budget & Finance Committee had been duly advertised in accordance with the Authority's Freedom of Information Regulations, read the statement of notice, and called the roll.

II Committee Chair Patterson reviewed the Community Contribution requests for the Month of December. The Committee denied the \$35,000 request from Slam Dunk to the Beach; however, recommended that the \$10,000 that had been held over from last year's unused funds for scholarships be utilized for reimbursable expenses of the tournament subject to the submission of verifiable receipts from the tournament director. In addition, the Authority will provide reasonable transportation for the tournament. After review of the requested contributions, the Committee approved requests from New Jersey totaling \$28,005 and requests from Delaware totaling \$35,500 for a grand total of \$63,505. A Resolution authorizing a total of \$61,505 for Community Contributions will be presented for full Board consideration at the December Commission meeting.

III The Committee then reviewed the proposed Resolution for Authority Expenditures in excess of \$25,000 for FY 2004. Committee Chair Patterson reviewed the New Jersey Governors Authorities Unit assessment. It was reported that the Delaware Governor's Office does not submit an annual assessment and requested that staff remove the NJ Governors Authorities Unit Annual Assessment expenditure from the list pending further discussion with the Commission.

The Executive Director reported that IBTTA had been added to the expenditure list due to the Authority participating as a member of the host committee for the 2004 IBTTA Annual meeting to be held in Philadelphia, Pennsylvania in September, 2004. The Executive Director further reported that IBTTA will need to provide the Authority with a full accounting of any expenditures. The Authority will also be providing either the M/V Twin Capes or the M/V Cape May for use in conjunction with the opening ceremony event to be held at the Riverfront in Philadelphia.

The Committee recommended approval of the Resolution and will be presented to the full Board for consideration at the December Commission meeting. Committee Chair Patterson noted that, due to a conflict, he would not be voting on that particular Resolution.

IV The Chief Financial Officer reviewed the Authority's Plan of Finance noting that the figures for Capital Expenditures - 5 Year Plan, designated on Line 30, are based on the projects that will be presented and discussed in the December Projects Committee meeting.

V The Chief Financial Officer updated the Committee on the status of the disposition of Authority Surplus Property. It was reported that the Carousel had generated interest and staff had received an offer from an interested party. Staff received the necessary direction and will be placing the item at auction.

The Chief Financial Officer reported that staff had not received an updated appraisal on the property located on Sandman Boulevard, adjacent to the Cape May Ferry Terminal. Staff has been directed to move forward to obtain a drive-by appraisal and comparable market values. After discussion, the Committee recommended that staff send notification in writing offering the tenant the right of first refusal, as well as documenting the process for the sale of the property.

VI The Chief Financial Officer reviewed the Operating Budget Surplus for FY 2003. It was reported that the FY 03 Budget will have a surplus of approximately \$2.4M consisting of the following:

- Wages
- Benefits
- Bridge Painting
- E-ZPass Transactions
- Operations

The CFO reviewed each category. It was further reported that the Authority's Trust Indenture requires a sweep of funds each month; however, the Authority's Reserve Maintenance Fund, which is funded at \$175,000 per month, and anything in excess of the fully funded maximum of \$4M is swept into the general fund at the end of each year. This year, a \$2.2M excess will be swept into the general fund in December.

The Committee questioned whether E-ZPass transponders could be used for travel on the Cape May-Lewes Ferry. It was reported that staff is currently exploring the possibility of utilizing an on-line reservation system. Staff will also explore the possibility of utilizing E-ZPass transponders for these transactions and report back to the Committee.

VII Committee Chair Patterson reported that the Delaware River & Bay Lighthouse organization, which currently operates the Harbor Refuge Lighthouse at Cape Henlopen, has expressed interest in taking over the Authority's Lease of the Breakwater Lighthouse. The Authority currently leases the Breakwater Lighthouse from the State of Delaware. It was further reported that the organization would also be interested in docking space at the Lewes Terminal. After discussion of possible terms and conditions, staff was directed to investigate and report back to the Committee.

VIII The Deputy Executive Director requested a closed session to discuss matters of a confidential nature. On motion by Commissioner McWilliams, seconded by Commissioner Pessagno, the session was closed. The following matters of a confidential nature were discussed.

- Contract Negotiations
- Current Litigation

There being no further business, on motion by Committee Chair Patterson, the Budget and Finance Committee Meeting was adjourned at 10:28 a.m.

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8964. COMMITTEE REPORT - PROJECTS COMMITTEE

Commissioner Lowe presented the following minutes of the Projects Committee meeting held December 2, 2003.

A public meeting of the Delaware River and Bay Authority's Projects Committee was held on Tuesday, December 2, 2003, at the Delaware Memorial Bridge Complex, New Castle, Delaware.

Commissioners from New Jersey

Commissioners from Delaware

PRESENT

Committee Chair Koebig
Commissioner Dorn, Committee Member

Committee Vice Chair Lowe

Staff

Brad Hopkins, CFO
Thomas Pankok, Secretary
John Jones, Director of Engineering

- I The Projects Committee convened at approximately 11:10 a.m.. The Director of Engineering provided those in attendance with an information package consisting primarily of a coordinating draft of the Five-Year Capital Improvement Program (CIP) Budget for both Crossing and Airports, contract close-out information, three draft CIP-related resolutions, and a monthly contractor payment chart.
- II Contract Close-Out: John Jones recommended that Contract No. NCA-02-02, Runway 14-32 Reconstruction at New Castle Airport be closed out at the final contract price of \$3,183,514.11. The Projects Committee supported the recommendation and directed that a contract close-out recommendation be presented at the December Board meeting.
- III Miscellaneous On-going Actions:
- MV New Jersey Drydocking Update: This project (CMLF-03-06) entails routine maintenance and repairs in accordance with US Coast Guard regulations. The vessel arrived in Norfolk, Virginia on December 1st. Contract work is on-going and is expected to be complete by December 18th. The vessel is scheduled to return to Cape May on December 19th.
 - MV Cape May Emergency Drydocking: It was reported that this vessel sustained damage to the bow thruster, which requires an emergency drydocking. Three (3) emergency bids were solicited and received on November 26th. John Jones recommended award to the lowest responsive bidder, Lyon Shipyard in the amount of \$26,200. An emergency declaration was recommended by the Acting Director of Ferry Operations and approved by the Executive Director. Drydocking will occur in early January.
 - MV Delaware Emergency Drydocking: John Jones reported that the MV Delaware recently sustained propeller damage which will likely require an emergency dry docking. If so, emergency bids will be solicited and an award made.
 - Cape May Terminal Pier Damage: John Jones reported that the MV Cape Henlopen struck the end of the Cape May Terminal Pier that services Slips #1/#2, our primary ferry docking slips. The use of Slip #1 is compromised and warnings have been issued to vessel Captains of the situation. The damage appears to be limited to two fender systems, which will require replacement. The repair will be done immediately to prevent further damage, which could result in significantly increased repair costs/operational impacts. Although the MV Cape Henlopen was damaged, the US Coast Guard has approved the plan to repair the vessel during its normally scheduled 2004 dry-docking. Continued vessel operations does not compromise safety of the vessel or its passengers. We identified and qualified a panel manufacturer and a marine construction contractor who are familiar with this pier, have excellent performance qualifications, and can mobilize immediately. The total estimated cost of the repair is \$200,000. The Projects Committee was informed of this situation and concurred with he proposed course of action. The Director of Engineering recommended an emergency declaration. The repair is estimated to be complete by December 24th, weather permitting.
- IV Capital Improvement Program (CIP) Budget Briefing: The Director of Engineering provided the Committee with a Coordinating Working Draft of the Five-Year and One-Year CIP Budget for both Crossings and Airports. The proposed CIP budgets have been synchronized with the Authority's financial model and current budget guidance. John Jones presented a CIP comparative analysis between the 2004 CIP submission and 2003. This CIP will assure that the public continues to enjoy quality transportation services in a safe and efficient manner as well as prudently maintain and enhance facilities as necessary. John Jones also presented three draft resolutions regarding CIP Budget adoption. After questions and review by the Projects Committee, John Jones was directed to present the three CIP-related resolutions for adoption at the December Board meeting.

V Contractor Payment Review (thru November): The Director of Engineering provided the Committee with a November summation of payments that will be paid towards active construction contracts in December.

VI There being no further business for the Projects Committee, the public meeting was adjourned at approximately 12:05 p.m..

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8965. DELAWARE RIVER AND BAY AUTHORITY - TRAFFIC AND REVENUE SUMMARY: The CFO began by noting the 30-day lag on receipts due to electronic tolling and then 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.

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

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8966. DELAWARE RIVER AND BAY AUTHORITY - STATEMENT OF INCOME AND EXPENSE: The CFO presented a chart showing a statement of income and expenses 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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8967. DELAWARE RIVER AND BAY AUTHORITY - OPERATING EXPENSE BY DIVISION: The CFO presented a chart 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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8968. DELAWARE RIVER AND BAY AUTHORITY - CAPITAL IMPROVEMENT PROGRAM: The CFO presented a chart showing the capital budget for crossing and economic development projects and dollars committed to date for the projects. The chart also includes 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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8969. DELAWARE RIVER AND BAY AUTHORITY - CASH POSITION (MARKET VALUE) AS OF OCTOBER 31, 2003: 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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8970 REVIEW OF CONSTRUCTION CONTRACTS: The Director of Engineering noted the Summary of Authorized Contract Payments as of December 16 and that there is one contract close-out for Contract NCA-02-02, Runway 14-32 Reconstruction.

On motion by Commissioner McWilliams and seconded by Commissioner Dorn Contract NCA-02-02, Runway 14-32 Resconstruction project was unanimously approved for close-out by a voice vote of 9-0.

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8971. THE EXECUTIVE DIRECTOR PRESENTED THE FOLLOWING RESOLUTIONS:

RESOLUTION 03-45 - ADOPTION OF THE DELAWARE RIVER AND BAY AUTHORITY'S FIVE (5) YEAR CROSSINGS CAPITAL IMPROVEMENT PROGRAM (CIP) BUDGET

WHEREAS, The Delaware River and Bay Authority (the "Authority") has developed a Five (5) Year Capital Improvement Program ("CIP") for the development of capital improvement crossing projects at the Delaware Memorial Bridge, Cape May-Lewes Ferry, and the Three Forts Crossing; and

WHEREAS, the Five (5) Year Crossings CIP budget is adopted in its entirety each year; and

WHEREAS, the current Five (5) Year Crossings CIP (2004-2008) totals \$155,585,000; and

WHEREAS, the Projects Committee has conducted publicly advertised meetings on the proposed Five (5) Year Crossings CIP Budget; and

WHEREAS, the Authority's Projects Committees has developed, reviewed, and approved the proposed Five (5) Year Crossings CIP Budget and recommends its adoption to the Board of Commissioners; and

NOW, THEREFORE, BE IT RESOLVED, that the Authority hereby adopts a Five (5) Year Crossings CIP Budget of \$155,585,000, and authorizes the Executive Director to proceed on these projects as they are individually reviewed by the Projects Committee and approved by the Authority. Resolution 03-45 was moved by Commissioner Cooper and seconded by Commissioner Lowe and unanimously approved by a roll call vote of 9-0.

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RESOLUTION 03-46 - ADOPTION OF THE DELAWARE RIVER AND BAY AUTHORITY'S 2004 CROSSINGS CAPITAL IMPROVEMENT PROGRAM (CIP) BUDGET

WHEREAS, The Delaware River and Bay Authority (the "Authority") has adopted a Five (5) Year Crossings Capital Improvement Program ("CIP") for the development of capital improvement projects at the Delaware Memorial Bridge, Cape May-Lewes Ferry, and the Three Forts Crossing; and

WHEREAS, the 2004 Crossings CIP budget is \$31,270,000; and

WHEREAS, the Projects Committee has conducted publicly advertised meetings on the proposed 2004 Crossings CIP Budget; and

WHEREAS, the Authority's Projects Committees has developed, reviewed, and approved the proposed 2004 Crossings CIP Budget and recommends its adoption to the Board of Commissioners; and

NOW, THEREFORE, BE IT RESOLVED, that the Authority hereby adopts a 2004 Crossings CIP Budget of \$31,270,000, and authorizes the Executive Director to proceed on these projects as they are individually reviewed by the Projects Committee and approved by the Authority.

Resolution 03-46 was moved by Commission Dorn and seconded by Commissioner Pessagno and unanimously approved by a roll call vote of 9-0. Chairman Parkowski noted that there will be more public involvement next year during the budget cycle. One public hearing in New Jersey and one in Delaware.

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RESOLUTION 03-47 - ADOPTION OF THE DELAWARE RIVER AND BAY AUTHORITY'S 2004 AIRPORT CAPITAL IMPROVEMENT PROGRAM (CIP) BUDGET

WHEREAS, The Delaware River and Bay Authority (the "Authority") has adopted a Five (5) Year Capital Improvement Plan for the development of airport capital improvement projects; and

WHEREAS, the Five (5) Year CIP for airport infrastructure projects will be adopted on an annual basis for the next fiscal year (2004); and

WHEREAS, the Airports CIP budget for FY 2004 is \$7,390,000; and

WHEREAS, the Projects Committee has conducted publicly advertised meetings on the proposed 2004 Airports CIP Budget; and

WHEREAS, the Authority's Projects Committees has, developed, reviewed, and approved the proposed 2004 Airports CIP Budget and recommends its adoption to the Board of Commissioners; and

NOW, THEREFORE, BE IT RESOLVED, that the Authority hereby adopts a CIP Budget of \$7,390,000 for FY 2004 for the Airports Division, and authorizes the Executive Director to proceed on these projects as they are individually reviewed by the Projects Committee and approved by the Authority.

Resolution 03-47 was moved by Commissioner McWilliams and seconded by Commissioner Pessagno and unanimously approved by a roll call vote of 9-0.

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RESOLUTION 03-48 - LEASE AGREEMENT BETWEEN THE DELAWARE RIVER AND BAY AUTHORITY AND DASSAULT FALCON JET-WILMINGTON CORPORATION

WHEREAS, the Delaware River and Bay Authority (the "Authority"), is the operator of the New Castle Airport; and

WHEREAS, Dassault Falcon Jet-Wilmington Corporation desires to lease 100% of the Hangar and office and shop space located at 10 DRBA Way, New Castle Airport and commonly referred to as Hangar 9; and

WHEREAS, 100% of Hangar 9 equals approximately 15,500 square feet of hangar space and approximately 7,800 square feet of office and shop space; and

WHEREAS, Dassault Falcon Jet-Wilmington Corporation agrees to pay the Authority annual base rent for Hangar 9 in the amount of \$240,00.00 during the initial term of the agreement; and

WHEREAS, the initial term of this agreement is for five (5) years; and

WHEREAS, Dassault Falcon Jet-Wilmington Corporation shall have the option of renewing this Lease for two (2) periods of five (5) years each; and

NOW, THEREFORE, BE IT RESOLVED, that the Executive Director is hereby authorized to finalized the terms and conditions of the Lease Agreement with Dassault Falcon Jet-Wilmington Corporation and, with the advice and consent of Counsel, to have such an Agreement executed by the Chairperson, Vice Chairperson, and Executive Director.

Resolution 03-49 was moved by Commissioner Patterson and seconded by Commissioner McWilliams and unanimously approved by a roll call vote of 9-0.

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RESOLUTION 03-49 - APPROVAL OF COMMUNITY CONTRIBUTION REQUESTS.

WHEREAS, The Delaware River and Bay Authority (the "Authority") is a bi-state agency with public crossing facilities and assets in the State of New Jersey and Delaware; and

WHEREAS, the Authority has developed a Community Contributions Policy which outlines the purpose of the program and process for consideration of requests; and

WHEREAS, the policy requires full board approval for any Community Contribution request; and

WHEREAS; the Budget and Finance Committee met and approved Community Contribution requests for the month of December, 2003; and

NOW, THEREFORE, BE IT RESOLVED that the Authority hereby approves the following Community Contribution requests.

Community Contributions

New Jersey

Access to Art Incorporated	\$ 5,000
Boardwalk Basketball Classic	\$ 4,000
Boys and Girls Club of Paulsboro	\$ 4,517
Crisis Pregnancy Center of South Jersey Incorporated	\$ 6,488
Salem Old House Foundation Incorporated	\$ 5,000
Woodstown Pirates	\$ 3,000

Total **\$ 28,005**

Delaware

Air Mobility Command Museum Foundation	\$ 5,000
American Diabetes Association	\$ 2,500
Delaware Ecumenical Council on Children and Families	\$ 2,000
Epilepsy Foundation of Delaware	\$ 2,500
Girls Incorporated	\$ 2,500
Kalmar Nyckel Foundation	\$ 10,000
Lewes Public Library	\$ 2,500
Main Street Dover Incorporated	\$ 1,000
Society of St. Vincent Depaul	\$ 5,000
The Overfalls Maritime Museum Foundation	\$ 2,500

Total **\$ 35,500**

Grand Total (New Jersey and Delaware) **\$ 63,505**

Commissioner Patterson requested an amendment to the Resolution to provide a \$10,000 contribution to the Slam Dunk to the Beach event in Lewes upon submission of receipts.

Commissioner Patterson also noted that the Commissioners agreed to give 13 area volunteer fire companies that serve DRBA facility locations in the States of Delaware and New Jersey \$2,500 each. The appropriations will come out of the operating budget and thus, will not affect the Community Contribution Resolution. The fire companies are Holloway Terrace, Minquadale, Wilmington Manor, Delaware City, Cheswold, Little Creek, and Lewes in Delaware and Deepwater, Carney's Point, Pennsville, Millville, Erma, and Town Bank in New Jersey. The fire companies respond immediately to assist DRBA employees during emergency circumstances.

Resolution 03-49, with the aforementioned amendment, was moved by Commissioner Lowe and seconded by Commissioner McWilliams and unanimously approved by a roll call vote of 9-0.

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RESOLUTION 03-50 - ADOPTION OF THE DELAWARE RIVER AND BAY AUTHORITY'S 2004 OPERATING BUDGET

WHEREAS, Section 505 of the Trust Agreement dated October 1, 1993, requires that

the Authority adopt a budget for the ensuing fiscal year; and

WHEREAS, the operating expenses for FY2004 excluding the Airports division are \$59,040,211; and

WHEREAS, the budget includes funds for salaries and wages of Authority personnel, materials and services for Authority activities; and

WHEREAS, for FY2004, interest on outstanding bonds is currently approximately \$16,537,358.76, and amortization of principal will be \$6,345,000 for a total debt service of approximately \$22,882,358.76; and

WHEREAS, the amount to be deposited to the credit of the Reserve Maintenance Fund with respect to Crossing Facilities shall be \$175,000 per month or \$2,100,000 for FY2004; and

WHEREAS, the projected revenue of the Authority for FY2004 excluding the Airports division is approximately \$91,807,598 resulting in a debt service coverage of 1.43, meeting the toll covenant; and

WHEREAS, the operating budget for the Airports division operated by the Authority is \$4,567,763; and

WHEREAS, the Budget and Finance Committee has conducted publicly advertised meetings on the proposed 2004 Operating Budget; and

WHEREAS, the Budget and Finance Committee has, developed, reviewed, and approved the proposed 2004 Operating Budget and recommends its adoption to the Board of Commissioners; and

NOW, THEREFORE, BE IT RESOLVED, that the Commission hereby adopts an operating budget of \$59,040,211 for the Bridge, Ferry, Food Services, Three Forts Crossing, Police, and Administration Divisions, and a budget of \$4,567,763, for the Airports division operated by the Authority for a total of \$63,607,974 for FY2004, and authorizes the Executive Director to spend within the approved FY2004 budget.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that \$6 million of the General Fund Reserve is hereby designated and restricted for the Fiscal Year 2004 as the self insurance fund of the Authority to cover any payments required within the deductible limits of the Authority's various insurance policies.

Resolution 03-50 was moved by Commissioner Lowe and seconded by Commissioner McWilliams and unanimously approved by a roll call vote of 9-0.

* * * * *

RESOLUTION 03-51 - AUTHORIZING AUTHORITY EXPENDITURES PURSUANT TO RESOLUTION 01-84 FOR THE PERIOD, JANUARY 1 THROUGH DECEMBER 31, 2004.

WHEREAS, The Delaware River and Bay (the "Authority") adopted Resolution 01-84 requiring Commission 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
FOR THE PERIOD 1/1/04 THROUGH 12/31/04

VENDOR	SERVICE DESCRIPTION
ABS Americas	Inspection Services - Vessels
Aetna US Healthcare	Medical & Prescription Coverage
Allied Marine Service	Vessel Vacuum Toilet Parts
Amorica Sales Inc.	Vessel Paint
Anite Systems	Maint. Agreement Ferry Resv. System
Artesian Water Company	Water
Atlantic Cape Community	Education
Bayshore Ford	Dump Trucks
Blue Cross Blue Shield of DE	Medical, Prescription & Dental Coverage
Blue Cross Blue Shield of NJ	Medical, Prescription & Dental Coverage
Board of Public Works	Water/Sewer/Electric - Lewes
Bruce Industrial	Davits and Jibs
Building Systems & Services	HVAC Services
Canon Business Solutions	Copier Leases/Supplies-All Facilities
Carlisle Machine Works	Vessel Chair Fabrication
Carney's Point Tax Office	Taxes - Business Center
Cavanaugh Capital Management	Financial Investment Advisor
Chef Solutions	FDA/USDA Certified Supplier of Prepared Food
Cingular Wireless	Cellular Phone Service
Coltec Industries/Fairbanks-Morse	Vessel Engine Parts
Concentra Medical	Employee Physicals
Conectiv Power Delivery	Electric -Bridge, Cape May & Airports
Crest Cash Register	Cash Registers Maint. Contract
DBC Marine Safety Systems	Servicing/Deployment of Vessel
Delaware River Port Authority	Credit Card Equity Fees - E-ZPass
Delaware Tech	College Tuition Expenses
Deloitte & Touche	Audit Fees
Div of Child Support Enforce	Employee Withholding
DRBA EFCU	Employee WH Credit Union
DRBA/PNC	Employee/Employer Pension W/H
Duramax Marine LLC	Vessel Keel Cooler Tubes
EFKON	Overhead Vehicle Profiler Purchase
Exxon Company	Vessel M.E., Gear & Steering Oil
Giles & Ransome, Inc.	Bowthrusters & Generator Parts
H.A. DeHart & Sons	Snow Equipment Parts
Hanover Insurance Company	Employee W/H - Auto Insurance
Harrison Beverage Co.	Purchase of Alcohol Beverages
Hartford Life Insurance Co.	LTD & Workers' Comp. Insurance
Hay Group	HR Consulting
Hertrich Fleet	Police/Staff, Pick Ups and Vans
Horizon BCBS of New Jersey	Medical & Prescription Coverage
IBTTA	Conference Contribution
IHI Marine	Vessel Reduction Gear Parts
Info Systems	Professional Services
ING/Aetna	Defined Contribution Plan
Intermedia Communications	Data Networking
Internal Revenue Service	Federal/FICA/Medicare Withholding
J & J Truck Bodies	Truck Bodies
Johnson & Towers	Vessel Generator Parts
Johnson Controls	HVAC Maint./Training
Kramer Beverage Co.	Purchase of Alcohol Beverages
L.S. Riggins Oil Company	Gasoline
Lamorte Burns & Company	P & I Services

Liberty Mutual Insurance	Workers Comp Services
Litton Marine Systems	Vessel Radar Repair
Mansfield	Diesel Fuel
Marine Engineers' Beneficial	Employee Withholding
MARK IV IVHS	EZPass Transponders
Mercer Human Resources Consult	Pension Actuarial Servcies
Metlife	Life Insurance/Deferred Comp.
Morris Nichols Arshnt & Tunnell	Legal Services
MTA Bridge & Tunnel Authority	E-Zpass Reimbursement - Credit Card Fees
MUNIS	Finanical/HR Software Yearly Maint.
New Castle County Sewer	Sewer - DMB/Airports
New Jersey Division of Revenue	Employee Withholding
New Jersey Family Support	Employee Withholding
New Jersey Regional Consortium	E-Zpass Reimbursement - Credit Card
NY State Thruway Agency	E-Zpass Reimbursement - Credit Card
Neumann College	College Tuition Expenses
Oberly, Jennings & Rhodunda	Legal Services
Oceanport Ind.	Roadway Salt Purchase
Omnithuster, Inc.	Vessel Bowthruster Parts
Parker McCay & Criscuolo	Legal Services
Philadelphia Gear Co.	Cape Henlopen Reduction Gear
PNC Bank	Investment/Banking Services
Port Authority of NY & NJ	E-Zpass Reimbursement - Credit Card
Reitman Div. – R&R Marketing	Purchase of Alcohol Beverages
Rockford Benefits	Section 125 Plan Admin-Employee W
Rolls-Royce/Ulstein	Vessel Steering Parts
Rowland Company	Vessel Clutches
Sales & Use Tax	New Jersey State Sales Tax
Sanitary Supply Specialities	Cleaning Supply Products
Sea Safety Services	Inspection/Safety Supplies - Vessels
Software Specialists, Inc	Software Support/Programming - Toll System
South Jersey Gas Co.	Heat & Cooking Utilities
South Jersey Newspapers	Advertisement/Subscriptions
Sperry Marine	Voyage Management System
Standard Distributing Co., Inc.	Alcohol Beverage Distributor
State of Delaware	Unemployment Ins / Withholding Taxes
State of New Jersey Div of Parks	Fort Mott Doc Fee
State of New Jersey Unemploy Ins	Unemployment Ins. Taxes
The PMA Group	Insurance - Workers Comp./LTD
Total Asphalt	Pavement Rejuvenator Product
Township of Lower MUA	Water & Sewer Utilities
Transdyn Controls	Traffic Mgmt System
Triborough Bridge & Tunnel Auth	E-Z Pass Reimbursement - Credit Card
Tri-City Products	Various Cleaning Supplies
United States Postal Service	Postage Expenses
University of Delaware	College Tuition Expenses
Verizon – DE	Local Telephone Services
Verizon – PA	Data Networking Expense
Widner University	College Tuition Expenses
Wilmington College	College Tuition Expenses
Wilmington Trust	Trustee/Banking Services
Wingfoot/Goodyear	Purchase of Fleet Tires
Worldcom Technologies, Inc.	Data Networking Expense
York Int c/o Building System Serv	HVAC Repairs
Young, Conaway Starget	Legal Fees
Zellar & Bryant	Legal Fees

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

Resolution 03-51 was moved by Commissioner Pessagno and seconded by Commissioner Hensley and approved by a roll call vote of 8-0 and one abstention from Commissioner Patterson.

* * * * *

RESOLUTION 03-52 - RECOGNIZING AND APPLAUDING OUTSTANDING EMPLOYEE PERFORMANCE

WHEREAS, the Delaware River and Bay Authority (“the Authority”) is the owner and operator of the Delaware Memorial Bridge and;

WHEREAS, the Delaware Memorial Bridge is subject to more than 34 million vehicle crossings annually resulting in dangerous situations from time to time and;

WHEREAS, on November 13, 2003 a member of the public placed their self in harms way, which could have resulted in serious injury or death to their self or to other members of the public or Authority employees and;

WHEREAS, the Authority employs caring, dedicated and highly trained individuals to respond to all types of emergency situations and;

WHEREAS, from the first notice of the incident to the successful conclusion of a high-angle rescue, the Authority employees acted responsively, professionally and as a coordinated team and;

WHEREAS, Authority employees put themselves in harms way to rescue a member of the motoring public and;

WHEREAS, Authority employees from the Police and Maintenance departments acted in a coordinated fashion under extremely difficult conditions to ensure a safe and successful rescue and;

WHEREAS, the Commissioners of the Authority desire to formally recognize these employees for their individual and collective sacrifice and dedication and;

WHEREAS, the following employees were instrumental in the successful resolution of this incident;

- E. Patrick Canning
- Father Stanley Drupieski
- John K. Jaeger, Jr.
- Vincent J. Manetti
- Thomas E. Nichols
- Bernard A. Nutter, III
- Shirley A. Timmons

NOW THEREFORE BE IT RESOLVED that the preceding employees are hereby recognized and applauded for outstanding service to the public and the Authority and formally recognized for their dedication and professionalism.

Executive Director Johnson noted that this Resolution recognizes outstanding employees that risk their lives to save others.

Resolution 03-52 was moved by Commissioner Patterson and seconded by Commissioner McWilliams and unanimously approved by a roll call vote of 9-0. Each employee listed was congratulated and will receive a framed copy of the Resolution.

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RESOLUTION 03-53 - LEASE AGREEMENT BETWEEN THE DELAWARE RIVER AND BAY AUTHORITY AND NORTHROP GRUMMAN SYSTEMS CORPORATION

WHEREAS, the Delaware River and Bay Authority (the “Authority”), is the operator of the New Castle Airport; and

WHEREAS, Northrop Grumman Systems Corporation desires to lease 100% of the Hangar and office and shop space located at 13 DRBA Way, New Castle Airport and commonly referred to as Hangar 8; and

WHEREAS, 100% of Hangar 9 equals approximately 15,500 square feet of hangar space and approximately 7,800 square feet of office and shop space; and

WHEREAS, Northrop Grumman Systems Corporation agrees to pay the Authority annual base rent for Hangar 8 in the amount of \$22,500 per month for the first of the lease; \$22,500 per month for the second year of the lease; \$22,500 for the third year; \$25,000 per month for the fourth year with CPI increases for year five during the initial term of the agreement; and

WHEREAS, the initial term of this agreement is for five (5) years; and

WHEREAS, Northrop Grumman Systems Corporation shall have the option of renewing this Lease for three (3) periods of three (3) years each; and

NOW, THEREFORE, BE IT RESOLVED, that the Executive Director is hereby authorized to finalized the terms and conditions of the Lease Agreement with Northrop Grumman Systems Corporation and, with the advice and consent of Counsel, to have such an Agreement executed by the Chairperson, Vice Chairperson, and Executive Director.

Resolution 03-53 was moved by Commissioner Pessagno and seconded by Commissioner Cooper and unanimously approved by a roll call vote of 9-0.

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RESOLUTION 03-54 - DESIGNATING AND AUTHORIZING DECEMBER 26, 2003 AS AN OFFICIAL AUTHORITY HOLIDAY

WHEREAS, the Delaware River & Bay Authority (the “Authority”) recognizes the significant contributions and sacrifices its employees make throughout the course of a year and;

WHEREAS, due to the success of an Early Retirement Option and a proposed personnel restructuring, significant vacancies occurred during 2003 and;

WHEREAS, as a result of these significant vacancies, many employees contributed additional energy and effort resulting in a successful 2003 and;

WHEREAS, in recognition of the dedication and sacrifice exhibited by the Authority employees, the Commission desires to designate December 26, 2003 as an additional official holiday and;

WHEREAS, this holiday designation applies to calendar year 2003 exclusively and;

NOW THEREFORE BE IT RESOLVED, that the Authority hereby designates December 26, 2003 as an additional Authority holiday.

Commissioner Patterson proposed Resolution 03-54 designating December 26, 2003 an official holiday for all DRBA employees in honor of their contributions to the Authority during the past year. Commissioner Hensley stated that she attends the monthly Commission meetings for DRBA

employees. The tribute is minor but a way to acknowledge them.

Resolution 03-54 was moved by Commissioner Patterson and seconded by Commissioner McWilliams and unanimously approved by a roll call vote of 9-0.

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8972. COMMISSIONERS PUBLIC FORUM: Chairman Parkowski stated that the Authority has adopted a number of reforms over the past year including travel, spending restrictions, diversity, the conduct of open public committee and commission meetings as well as beginning discussions on the possibility of conducting evening meetings. He stated that the Authority has a good, equitable relationship between the States. In particular, he cited employment figures between the two States (as of September, New Jersey has approximately 216 permanent employees versus 240 for Delaware). Recently, the Authority advertised 14 positions and 13 were for positions in New Jersey. Additionally, when it comes to senior management – 8 personnel reside in Delaware (3 of those moved from New Jersey), 5 reside in New Jersey, and 2 reside in other States. However, concerning professional contract fees over the past two years, New Jersey firms have obtained twice as many as Delaware firms. Community contributions have been evenly split between the two States. The Chairman also stated that he and the Vice-chairman were attempting to resolve the difference between the states regarding the issue of the Deputy Executive Director’s position.

Next, Chairman Parkowski questioned whether any member of the public requested to address the Commission.

Vincent Ascione, Local 542 Representative, thanked the Board for the opportunity to speak. He stated that today was a perfect example of how hard employees are working and that its been a long 9-month road to get this far but feels Local 542 and the Authority can work hand in hand. He also wished everyone a happy holiday.

Joseph Scarpa, Legend Properties Inc., spoke. He stated that the Washington Post reported that FuelCell Energy, Inc. received a contract award for participation in the US Navy Marine Fuel Cell Technology Verification Trainer Program. The purpose is to accelerate introduction of fuel cell power plants to US naval ships and facilities. He also brought to everyone’s attention the 100-year anniversary of the Wright Brothers flight.

Commissioner Dorn thanked the Commission for approving his trip to Norfolk to inspect the MV New Jersey. He was impressed with staff and, in particular, vessel engineer Bill Harner. He requested that his comments be placed in Mr. Harner’s personnel file.

Vice-chairman Wallace thanked Rowan University for hosting today’s meeting and Chairman Parkowski for his vision and direction. He wished everyone a happy holiday season.

* * * * *

There being no further business before the Commission, a motion to adjourn was made by Commissioner McWilliams, seconded by Commissioner Pessagno and unanimously carried.

The meeting was adjourned at 12:08 p.m.

Respectfully submitted,
THE DELAWARE RIVER AND BAY AUTHORITY

Thomas A. Pankok
Secretary