

BURLINGTON COUNTY BRIDGE COMMISSION
MEETING MINUTES
AUGUST 9, 2022

Meeting held via phone conference due to the COVID-19 crisis.

Chairman Riggins called the meeting to order. The Compliance Statement was read by the Commission Secretary:

“This meeting is to be conducted in accordance with notice requirements of P.L. 1975, CH. 231. A ‘Notice of Meeting’ was posted in a public place on November 17, 2021 at the entrance to the Administration Building, Headquarters of this Commission, with copies of such notice being delivered to the Camden *Courier Post* and *Burlington County Times* for publication and posted on the Burlington County Bridge Commission Website.”

Commissioners Present: Chairman Matthew J. Riggins
Vice-Chairwoman Sandra Nunes
Commissioner Latham Tiver

Others Present: Joseph Andl, Executive Director
Christine J. Nociti, Chief Financial Officer
Kathleen M. Wiseman, Secretary/Office Mgr/Mgr of Records
Anthony T. Drollas Jr., Solicitor
Constance Borman, Human Resources Director
Patrick Reilly, Director of Public Safety and Security
Rob Wells, Director, Economic Development &
Regional Planning
John Moore, Director, Palmyra Cove Nature Park/Institute
for Earth Observations
Jay Springer, Jr., Manager, Burlington-Bristol Bridge
Sascha Harding, Director of Engineering
Ronald Cesaretti, Director/IT & ETC
Stephanie Brandt, Accounting Manager
Geneva Rijs, Assistant Director, HR
Kathleen Hanuscin, Senior Administrative Assistant
Daniel J. O’Connell, County Commissioner

Vice-Chairwoman Nunes led the flag salute followed by a moment of silence.

APPROVAL OF MINUTES

Vice-Chairwoman Nunes moved to approve the minutes of the June 14, 2022 Commission Meeting. Commissioner Tiver seconded the motion. The motion passed unanimously.

DISBURSEMENTS LIST

Vice-Chairwoman Nunes moved to approve disbursements made from June 15, 2022 through August 9, 2022 as included in the list as presented. Commissioner Tiver seconded the motion. The motion passed with the following abstentions:

Commissioner Tiver abstained from Voucher Numbers 22-00729, 22-00732, 22-00669 and 22-00727.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Andl asked the Commission to consider the following resolutions. Chairman Riggins suggested that they move Resolutions 2022-62 through 2022-66 by block. For those resolutions, Vice-Chairwoman Nunes moved to approve. Commissioner Tiver seconded the motion. The motion passed unanimously.

The Commission considered the following resolutions:

RESOLUTION NO. 2022-62

RESOLUTION INTRODUCING THE 2023 BUDGET FOR THE FISCAL YEAR PERIOD: OCTOBER 1, 2022 TO SEPTEMBER 30, 2023

WHEREAS, the Annual Budget and Capital Budget Program (together, the "Budget") for the Burlington County Bridge Commission ("Commission") for the fiscal year period beginning October 1, 2022 and ending September 30, 2023 has been introduced before the governing body of the Commission at its meeting of August 9, 2022; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$40,002,580; Total Appropriations of \$40,002,580; and

WHEREAS, the Capital Budget Program as introduced reflects Total Appropriations of \$18,050,000 and Total Unrestricted Net Assets planned to be utilized as funding thereof, of \$18,050,000 and

WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Commission, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Commission's planning and management objectives. Specific

authorization to expend funds for the purposes described in this section of the budget must be granted elsewhere; by bond resolution, by project financing agreement, by resolution appropriating funds from the Renewal and Replacement reserve or other means provided by law; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Commission, at an open public meeting held on August 9, 2022, that the Annual Budget and Capital Budget Program of the Commission for the fiscal year period beginning October 1, 2022 and ending September 30, 2023, is hereby introduced; and

BE IT FURTHER RESOLVED, that the revenues as reflected in the Annual Budget and Capital Budget Program are of sufficient amount to meet anticipated appropriations and all covenants as stipulated in the Commission’s outstanding debt obligations, capital lease arrangements, service agreements and other pledged agreements; and

BE IT FURTHER RESOLVED, that the schedule for introduction of the 2022-2023 Budget has supported the Commission’s goal of providing the new administration with sufficient time for fiscal analysis and review; and

BE IT FURTHER RESOLVED, that the members of the Commission will consider the Annual Budget and Capital Budget Program for Adoption on September 13, 2022.

Kathleen M. Wiseman, Secretary

(date)

Member	Recorded Vote			
	Aye	Nay	Abstain	Absent
Matthew Riggins	x			
Sandra Nunes	x			
Latham Tiver	x			

Vice-Chairwoman Nunes moved to approve. Commissioner Tiver seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2022-63

**RESOLUTION AWARDING A CONTRACT TO CENTRAL
JERSEY EQUIPMENT LLC FOR THE PURCHASE OF
LAWN EQUIPMENT/PARTS**

WHEREAS, the Burlington County Bridge Commission (“Commission”) desires to purchase various lawn equipment/parts for the Commission’s use; and

WHEREAS, the purchase of such goods by contracting units, including the Commission, is authorized by the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, based upon the bids received by the Commission on June 15, 2022, the Commission’s Contracting and Procurement Officers have recommended that the Commission award this contract to Central Jersey Equipment LLC; and

WHEREAS, the total amount of this contract shall be One Hundred Two Thousand Four Hundred Twenty-One Dollars and Ten Cents (\$102,421.10) and sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto:

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Commission hereby awards a contract entitled “Lawn Equipment/Parts (BCBC-202204)” as set forth above to Central Jersey Equipment LLC;

2. Central Jersey Equipment LLC shall receive a sum not to exceed One Hundred Two Thousand Four Hundred Twenty-One Dollars and Ten Cents (\$102,421.10) for the lawn equipment as required by and in accordance with the awarded contract;

3. Sufficient funds are available for payment for the above purchase provided under the contract, as evidenced by the Certificate of Availability of Funds, attached hereto; and

4. The Commission hereby authorizes payment in accordance with the contract when the ordered lawn equipment has been delivered and accepted by the Commission.

Vice-Chairwoman Nunes moved to approve. Commissioner Tiver seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2022-64

**RESOLUTION AMENDING A CONTRACT WITH PENNONI
FOR ENGINEERING AND TECHNICAL DESIGN
CONSTRUCTION SERVICES FOR THE BURLINGTON
BRISTOL BRIDGE LIFT AND TOWER SPANS
MISCELLANEOUS REPAIRS PROJECT**

WHEREAS, pursuant to Resolution 2022-10, the Burlington County Bridge Commission ("Commission") entered into a contract with Pennoni Associates, Inc. ("Pennoni") to perform engineering and technical design construction services for the Burlington Bristol Bridge ("BBB") Lift and Tower Spans Miscellaneous Repairs Project; and

WHEREAS, the Commission has determined that it is necessary to authorize the performance of additional engineering and technical design construction services work under the contract, and to increase the contract amount by an additional Twenty Thousand Dollars (\$20,000.00).

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The terms, conditions and duties outlined in Resolution 2022-10, and the contract executed pursuant thereto, are incorporated herein by reference, and for the reasons hereinabove expressed, the required additional services are hereby authorized, and an additional sum of Twenty Thousand Dollars (\$20,000.00).

2. Sufficient funds are available for payment for the above services provided under the contract, as evidenced by the Certificate of Availability of Funds, attached.

Vice-Chairwoman Nunes moved to approve. Commissioner Tiver seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2022-65

**RESOLUTION AWARDING A CONTRACT TO WISS,
JANNEY, ELSTNER ASSOCIATES FOR INSPECTION
SERVICES FOR THE SHEAVE REPLACEMENT PROJECT**

WHEREAS, the Burlington County Bridge Commission ("Commission") has determined that it requires the services of a consulting engineer with expertise in inspection services for the Commission's Burlington-Bristol Bridge sheave replacement project; and

WHEREAS, by way of a fair and open process authorized by N.J.S.A. 19:44A-20.4 et seq., and upon receipt and review of a proposal submitted in response to the Commission's RFP for specialized engineering services, the Commission determined that Wiss, Janney, Elstner Associates ("WJE") was qualified to serve the Commission; and

WHEREAS, the Commission also determined that WJE submitted a proposal that provided favorable contract terms and conditions for the Commission; and

WHEREAS, the Commission wishes to award a contract to WJE, in the maximum amount of Seventy-Five Thousand Dollars (\$75,000.00), to provide inspection services for the Commission's Burlington-Bristol Bridge sheave replacement project, and

WHEREAS, sufficient funds are available for payment for those engineering services, as evidenced by the attached Certificate of Availability of Funds; and

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Executive Director and Secretary of the Commission are hereby authorized to execute an Agreement with WJE for design services for the Commission's inspection services for the sheave replacement project at the Burlington-Bristol Bridge.

2. This contract is awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.

3. The amount of the contract shall not exceed Seventy-Five Thousand Dollars (\$75,000.00), and the contract shall extend from August 9, 2022 through and until the completion of the project.

4. Sufficient funds are available for payment of those services as evidenced by the Certificate of Availability of Funds, attached hereto.

Vice-Chairwoman Nunes moved to approve. Commissioner Tiver seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2022-66

RESOLUTION ENDORSING THE COMMISSION'S ENHANCED PARTICIPATION IN ONGOING CLEAN ENERGY INITIATIVES THROUGHOUT BURLINGTON COUNTY, AND THE EXPLORATION OF THE COMMISSION'S LEADERSHIP IN THE DEVELOPMENT OF SOLAR POWER PROJECTS

WHEREAS, the Burlington County Bridge Commission (the "Commission") plays an important role in the smooth functioning of the regional transportation network, and in

the vitality of the regional economy, and

WHEREAS, the Commission also realizes that conserving natural resources and the use of renewable and affordable energy has become more critical with the pressures of climate change; and

WHEREAS, the Commission is also sensitive to the costs of energy use, both for the Commission's own functions, and also for the Commission's toll payers, and to the extent to which controlling the Commission's energy costs can have a favorable impact on toll payers and the regional economy; and

WHEREAS, the Commission is aware that the installation of solar facilities on Commission property presents the Commission with the opportunity to develop its own renewable energy resources, and the Commission wishes to explore the development of the most effective solar energy projects, particularly where advancements in solar energy technology, and the efficiency in the delivery of solar power, can provide the Commission and its ratepayers with sustainable energy resources for generations; and

WHEREAS, the Commission wishes to enhance its participation in ongoing clean energy initiatives throughout Burlington County, and the Commission thereby wishes to explore how the Commission, along with its powers of economic development, can serve as a leader in the development of solar energy projects throughout the region, and to commence deliberate steps toward the construction of viable solar energy power projects at the Commission;

NOW, THEREFORE, BE IT RESOLVED that:

1. The Board of Commissioners declares its desire to enhance the Commission's participation in ongoing and new clean energy initiatives throughout Burlington County, including the use of solar power; and

2. Commission staff, and its qualified professionals, shall collaborate on the development of viable solar energy power projects at the Commission, including but not limited to, and as appropriate, the review of proposals from the private sector for the construction of solar energy facilities at the Commission, consistent with law and regulation, and with evolving state and federal energy policy promoting renewable energy technology and the development of renewable energy facilities.

Vice-Chairwoman Nunes moved to approve. Commissioner Tiver seconded the motion. The motion passed unanimously.

HUMAN RESOURCES

Director Constance Borman reported on the following personnel issues for Commission approval:

<u>NEW HIRES – Requires Commission Approval</u>		<u>Effective</u>
Danielle L. Cubas	P/T Tolls	07/13/2022
<u>PROBATION – Requires Commission Approval</u>		<u>Effective</u>
Daniel J. Mackafee, III	F/T Tolls	07/23/2022
Janet W. Williams	F/T Tolls	07/23/2022
<u>Resignation – Requires Commission Approval</u>		<u>Effective</u>
Keith U. Flores	P/T Tolls	08/03/2022
<u>Termination – Requires Commission Approval</u>		<u>Effective</u>
James E. Fletcher	Director of Maintenance	07/22/2022

Chairman Riggins requested to approve by block. Vice-Chairwoman Nunes moved to approve. Commissioner Tiver seconded the motion. The motion passed unanimously.

OLD BUSINESS

Chairman Riggins called for any old business to come before the Commission.

NEW BUSINESS

Chairman Riggins called for any new business to come before the Commission.

PUBLIC COMMENT

Chairman Riggins called for any public comment to come before the Commission.

Patrick Duff commented about a pending litigation matter. James Griffin, Jonathan Reuther and Ted Zellers requested that the Commission revisit its policy concerning the opening of the pedestrian walkway on the Tacony Palmyra Bridge.

Chairman Riggins asked for any further business to come before the Commission. Hearing none, Vice-Chairwoman Nunes moved to adjourn the meeting. Commissioner Tiver seconded the motion. The motion passed unanimously.

Respectfully submitted,



Kathleen M. Wiseman
Secretary