

**BURLINGTON COUNTY BRIDGE COMMISSION**

**MEETING MINUTES**

**January 12, 2016**

Chairman Comegno called the meeting to order. The Compliance Statement was read by the 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 18, 2015 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 John B. Comegno II  
Vice-Chairman James D. Fattorini  
Commissioner Troy E. Singleton

Others Present: John D. Jeffers, Executive Director  
Christine J. Nociti, Chief Financial Officer  
Kathleen M. Wiseman, Secretary  
Anthony T. Drollas Jr., Solicitor  
Elizabeth Verna, Director of Communications  
Constance Borman, Human Resource Director  
Patrick Reilly, Director of Public Safety and Security  
James Fletcher, Manager, Tacony-Palmyra Bridge  
Phillip Adams, Manager, Burlington-Bristol Bridge  
Stanley Ozalis, Manager, Technical Operations  
Mark A. Remsa, Director of Economic Development and  
Regional Planning  
Ellen Brennan, Health and Benefits Coordinator  
Dave Leh, Accountant  
Michelle Chiemiego, Procurement Officer  
Sascha Harding, Pennoni Engineering  
John Zarsky, Pennoni Engineering  
Marsha Comegno  
Sarah Comegno  
Jack Comegno  
Annie Comegno  
Bernie Comegno  
Judy Comegno  
Honorable Judy Hall  
James Mallett  
Nancy Mallett  
Al Thomas  
Roseanne Thomas  
Maribeth Reyes  
Nelson Reyes  
Nicholas Reyes

Chairman Comegno made opening remarks to acknowledge special guests in attendance for his re-appointment to the Burlington County Bridge Commission by the Burlington County Chosen Freeholders for an additional term.

Nicholas Reyes led the flag salute followed by a moment of silence.

The Oath of Allegiance was recited by Chairman Comegno with the Honorable Judy Hall doing the honors.

Chairman Comegno thanked the Freeholders for their continued support in reappointing him to the Commission for his fourth three-year term. Chairman Comegno expressed how proud he was of the work that has been accomplished in the past nine years since he came on board with the Commission. He added that the Commission's focus has been and remains providing safe and efficient travel for its customers, all while employing state-of-the-art methods to monitor our historically significant structures.

Chairman Comegno also noted how proud he is of the money that the Commission has saved the residents of Burlington County through the Commission's work with Community Grants, Planning & Housing, securing nearly twenty million dollars in grant monies for Burlington County municipalities, at no cost to the towns that benefitted and with an impressive 14 to 1 return on the Commission's investment.

Vice-Chairman Fattorini and Commissioner Singleton congratulated Comegno on his reappointment and commended him on his previous work as Chairman.

### **APPROVAL OF THE MINUTES**

Commissioner Singleton moved to adopt the minutes of December 16, 2015. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

### **DISBURSEMENTS LIST**

Vice-Chairman Fattorini moved to approve disbursements made from December 17, 2015 through January 12, 2016 as included in the list as presented. Commissioner Singleton seconded the motion. The motion passed with the following abstentions:

Chairman Comegno abstained from Voucher Number 16-00123; Vice-Chairman Fattorini abstained from Voucher Numbers 16-00026 and 16-00237; and Commissioner Singleton abstained from Voucher Numbers 15-02345, 15-02346, 15-02347, 15-02348, 16-00402, 16-00236, 16-00235, 15-02344, 16-00419, 16-00491, 16-00413, 16-00490, 16-00416, 16-00482, 16-00484 and 16-00485.

## **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Jeffers congratulated Chairman Comegno on his reappointment and Commissioner Singleton on his new term as Assemblyman.

Executive Director Jeffers asked the Commission to consider the following resolutions.

### **RESOLUTION NO. 2016-1**

#### **RESOLUTION AWARDING YEAR TWO OF DATA AND INTERNET COMMUNICATIONS CONTRACT TO COMCAST BUSINESS COMMUNICATIONS, LLC.**

**WHEREAS**, the Burlington County Bridge Commission ("Commission") requires the services of a firm to provide various data and internet communication services for the Commission; and

**WHEREAS**, proposals were solicited by the Commission for a contract entitled "Data and Internet Communication Services" for the first year ending December 31, 2015 with options for the periods January 1, 2016 to December 31, 2016 and January 1, 2017 to December 31, 2017 pursuant to N.J.S.A. 40A:11-15(6); and

**WHEREAS**, Commission staff recommended that the Commission award the contract for Year One (January 1, 2015 through December 31, 2015) to Comcast Business Communications, LLC. ("Comcast") in the amount of \$85,000.00 with the option to award the contract to Comcast for Year Two in the amount of \$85,000.00; and

**WHEREAS**, Commission staff has recommended that the Commission award the contract for Option Year Two to Comcast, based upon satisfactory performance during the previous year; and

**WHEREAS**, the Chief Financial Officer of the Commission has determined that sufficient funds are available for payment for said services, as evidenced by the Certificate of Availability of Funds attached hereto and made a part hereof.

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

1. The Burlington County Bridge Commission hereby awards a contract for Data and Internet Communications as set forth above to Comcast, and the Executive Director and the Secretary of the Commission are hereby authorized to execute a contract with Comcast.

2. The maximum amount of this contract shall not exceed Eighty-Five Thousand Dollars and (\$85,000.00), and the contract shall extend from January 1, 2016 to and until December 31, 2016.

3. The Commission will determine in the next subsequent year whether to exercise its option for Year Three.

Vice-Chairman Fattorini moved to approve. Chairman Comegno seconded the motion.

<b>VOTE:</b>	<b>Yeas -</b>	<b>Comegno</b>
		<b>Fattorini</b>
	<b>Abstain -</b>	<b>Singleton</b>

**RESOLUTION NO. 2016-2**

**RESOLUTION AWARDDING YEAR TWO OF A VOICE  
COMMUNICATION SERVICES CONTRACT TO WINDSTREAM  
CORPORATION.**

**WHEREAS**, the Burlington County Bridge Commission ("Commission") requires the services of a firm to provide various voice communication services for the Commission; and

**WHEREAS**, proposals were solicited by the Commission for a contract entitled "Voice Communication Services" for the first year ending December 31, 2015 with options for the periods January 1, 2016 to December 31, 2016 and January 1, 2017 to December 31, 2017 pursuant to N.J.S.A. 40A:11-15(6); and

**WHEREAS**, Commission staff recommended that the Commission award the contract for Year One (January 1, 2015 through December 31, 2015) to Windstream Corporation ("Windstream") in the amount of \$25,000.00 with the option to award the contract to Windstream for Year Two in the amount of \$25,000.00; and

**WHEREAS**, Commission staff has recommended that the Commission award the contract for Option Year Two to Windstream, based upon satisfactory performance during the previous year; and

**WHEREAS**, the Chief Financial Officer of the Commission has determined that sufficient funds are available for payment for said services, as evidenced by the Certificate of Availability of Funds attached hereto and made a part hereof.

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

1. The Burlington County Bridge Commission hereby awards a contract for Voice Communication Services as set forth above to Windstream, and the Executive Director and the Secretary of the Commission are hereby authorized to execute a contract with Windstream.

2. The maximum amount of this contract shall not exceed Twenty-Five Thousand Dollars and (\$25,000.00), and the contract shall extend from January 1, 2016 to and until December 31, 2016.

3. The Commission will determine in the next subsequent year whether to exercise its option for Year Three.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

**RESOLUTION NO. 2016-3**

**RESOLUTION AWARDING A CONTRACT FOR ELECTRICAL PARTS AND SUPPLIES TO FRANKLIN ELECTRIC CO.**

**WHEREAS**, the Burlington County Bridge Commission (“Commission”) requires an electrical supply house to provide various electrical parts and supplies to be used for maintenance on all bridges and facilities; and

**WHEREAS**, bids were solicited by the Purchasing Agent for a contract entitled “Electrical Parts & Supplies (BCBC-201504)” for the period January 1, 2016 to December 31, 2016 with an option of a one (1) year extension expiring on December 31, 2017 pursuant to N.J.S.A. 40A:11-16(6); and

**WHEREAS**, Commission staff have received and reviewed one (1) bid, and have recommended that the Commission award a contract to Franklin Electric Co. (“Franklin”); and

**WHEREAS**, the maximum amount of this contract shall be One Hundred Thousand Dollars (\$100,000.00), and sufficient funds are available for payment for this commodity as evidenced by the Certificate of Availability of Funds, attached hereto:

**NOW, THEREFORE, BE IT RESOLVED** by the Commission as follows:

1. The Commission hereby awards a contract for electrical parts and supplies as set forth above to Franklin, and the Executive Director and the Secretary of the Commission are hereby authorized to execute a contract with Franklin.

2. The maximum amount of this contract shall not exceed One Hundred Thousand Dollars (\$100,000.00), and the contract shall extend for the period January 1, 2016 through December 31, 2016 with the option of one (1) year extension expiring December 31, 2017.

Vice-Chairman Fattorini moved to approve. Commissioner Singleton seconded the motion. The motion passed unanimously.

**RESOLUTION NO. 2016-4**

**RESOLUTION APPROVING CHANGE ORDER NO. 4 FOR THE BURLINGTON-BRISTOL BRIDGE BRIDGE MOUNTED STRUCTURES REHABILITATION PROJECT (NO ADDITIONAL APPROPRIATION).**

**WHEREAS**, pursuant to Resolution No. 2013-2, the Burlington County Bridge commission ("Commission") awarded a contract to A.P. Construction, Inc. ("A.P.") for the project titled "Burlington-Bristol Bridge Bridge Mounted Structures Rehabilitation Project (BCBC-201220); and

**WHEREAS**, the Project Engineer recommended by memorandum on January 6, 2016 that Change Order No. 4 be approved for extension of time by 252 Calendar days bringing the new contract completion date to May 6, 2016, to allow for the completion of authorized additional work.

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

1. The terms, conditions and duties outlined in Resolution No. 2013-2 appointing A.P. are incorporated herein by reference, and for the reasons hereinabove expressed, the existing contract between the Commission and A.P. is hereby extended a total of 252 Calendar days bringing the new contract completion date to May 6, 2016.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

**RESOLUTION NO. 2016-5**

**RESOLUTION APPROVING CHANGE ORDER NO. 5 FOR MULHERN ELECTRIC COMPANY FOR THE TACONY-PALMYRA BRIDGE PA POWERHOUSE REPLACEMENT PROJECT.**

**WHEREAS**, pursuant to Resolution No. 2013-98, the Burlington County Bridge

Commission (“Commission”) awarded a contract to Mulhern Electric Company (“Mulhern”) for the project titled “Tacony-Palmyra Bridge PA Powerhouse Replacement (BCBC-201314)”; and

**WHEREAS**, due to adjustments to unanticipated field conditions resulting in changes to the original contract drawing details and existing contaminated oil within Pier E transformers, the Project Engineer recommended on January 8, 2016 that Change Order No. 5 be approved; and

**WHEREAS**, this Change Order No. 5 requires an increase of \$175,543.54 in the contract price, bringing the new contract total to \$2,200,415.93.

**NOW, THEREFORE, BE IT RESOLVED** by the Burlington County Bridge Commission that, based upon the recommendation of its engineer, and after a thorough review of this matter, the Commission hereby approves Change Order No. 5 for Mulhern for the project titled “Tacony-Palmyra Bridge PA Powerhouse Replacement (BCBC-201314)”.

Vice-Chairman Fattorini moved to approve. Commissioner Singleton seconded the motion. The motion passed unanimously.

### **HUMAN RESOURCES**

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

<b><u>NEW HIRES – Requires Commission Approval</u></b>		<b><u>Effective</u></b>
Ernest McGill	F/T Police	11/25/15
Denise Westenberger	P/T Tolls	12/15/15
Annette Gibbs	F/T Administration	12/29/15
Kevin Wright	P/T Police	12/30/15
<b><u>RESIGNATION - Requires Commission Approval</u></b>		<b><u>Effective</u></b>
Ernest McGill	F/T Police	01/01/16

Chairman Comegno requested to approve by block with the exception of the new hire and resignation of Ernest McGill. Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

Chairman Comegno moved to approve the new hire and resignation of Ernest McGill. Commissioner Singleton seconded the motion.

**VOTE:**            **Yeas    -- Comegno**  
                          **Singleton**  
                          **Abstain  Fattorini**

Executive Director Jeffers requested permission for Mark Remsa and Ed Fox to travel to and attend the 2016 American Planning Association (APA) Conference in Phoenix, Arizona from April 2, 2016 through April 5, 2016.

Vice-Chairman Fattorini moved to approve. Commissioner Singleton seconded the motion. The motion passed unanimously.

### **OLD BUSINESS**

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

### **NEW BUSINESS**

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

### **PUBLIC COMMENT**

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

Chairman Comegno asked for any further business to come before the Commission.

Chairman Comegno asked for a motion to adjourn the meeting. Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

Respectfully submitted,

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Kathleen M. Wiseman  
Secretary