

BURLINGTON COUNTY BRIDGE COMMISSION

MEETING MINUTES

January 15, 2014

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 14, 2013 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 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
Stanley Ozalis, Manager, Technical Operations
Clara Ruvolo, Director, Palmyra Cove Nature Park
James Fletcher, Manager, Tacony-Palmyra Bridge
Phillip Adams, Manager, Burlington-Bristol Bridge
Patrick Reilly, Director of Public Safety and Security
Dave Leh, Accountant
Michelle Chiemiego, Procurement Officer
Nancy Johnson, Payroll Clerk
Marie Ozalis, Administrative Assistant
Mark Remsa, Director Economic Development & Regional Planning
Edward Fox, Regional Planning Coordinator
Ellen Brennan, Health and Benefits Coordinator
Lawrence Egan, Pennoni Engineering
Sascha Harding, Pennoni Engineering
Russell Adams, Maintenance Superintendent
Sergeant William DeGross
Diane Wolf, Lead Toll Auditor
Kathleen Hanuscin, Receptionist
Raymond H. Warmkessel
Kathy Warmkessel

Chairman Comegno led the flag salute followed by a moment of silence.

APPROVAL OF THE MINUTES

Vice-Chairman Fattorini moved to adopt the minutes of December 18, 2013. Commissioner Singleton seconded the motion. The motion passed unanimously.

DISBURSEMENTS LIST

Commissioner Singleton moved to approve disbursements made from December 19, 2013 through January 15, 2014 as included in the list as presented. Vice-Chairman Fattorini seconded the motion. The motion passed with the following abstentions:

Chairman Comegno abstained from Voucher Number 14-00083; Vice-Chairman Fattorini abstained from Voucher Numbers 14-00092 and 14-00622; and Commissioner Singleton abstained from Voucher Numbers 14-00090, 14-00278, 14-00535, 14-00669, and 14-00627.

Executive Director Jeffers presented Diane Wolf and Kathleen Hanuscin with the donations collected from the employees' participation in "Denim Day" in support of breast cancer research. The money will be split between the two charities with whom Diane Wolf and Kathleen Hanuscin are involved, Susan G. Komen and the Abramson Cancer Center Special Needs Fund.

EXECUTIVE DIRECTOR'S REPORT

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

RESOLUTION NO. 2014-1

RESOLUTION AMENDING THE CONTRACT WITH GSE, LLC. FOR ENGINEERING DESIGN FOR COLUMBUS VILLAGE WASTEWATER COLLECTION AND TREATMENT FACILITIES.

WHEREAS, the Burlington County Bridge Commission ("Commission") has determined that it requires the services of an engineering firm capable of performing professional engineering/design services for the Columbus Village wastewater collection and treatment facilities in the Township of Mansfield, Burlington County; and

WHEREAS, pursuant to Resolution No. 2012-12, the Commission entered into a contract with GSE, LLC ("GSE") to provide those professional engineering services; and

WHEREAS, additional engineering services under this contract are required to assist the Township of Mansfield to develop an Engineering and Environmental Planning Report Package, and it is necessary to increase the appropriation for such services by an additional Fifteen Thousand Dollars (\$15,000.00) and to extend the contract for a period to expire when the current project is concluded or until February 3, 2015, whichever occurs first.

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

1. The terms, conditions and duties outlined in Resolution No. 2012-12 appointing GSE are incorporated herein by reference, and for the reasons hereinabove expressed, the contract is hereby extended for a period to expire when the current project is concluded or until February 3, 2015, whichever occurs first and an additional sum of Fifteen Thousand Dollars (\$15,000.00) be and hereby is appropriated to pay the fees, expenses and costs pursuant to the existing contract between the Commission and GSE.

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

3. Notice of adoption of this Resolution shall be published in the Courier Post, as required by law.

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

RESOLUTION NO. 2014-2

RESOLUTION REJECTING THE BIDS RECEIVED FOR THE BURLINGTON BRISTOL BRIDGE COUNTERWEIGHT REPAIRS.

WHEREAS, the Burlington County Bridge Commission ("Commission") solicited bids for the project titled "Burlington Bristol Bridge Counterweight Repairs (BCBC-201401)"; and

WHEREAS, four bids were received for this project on January 7, 2014, at which time the bids were opened and reviewed by Commission staff and the consulting engineer; and

WHEREAS, the four bids received were more than 20 percent above the engineer's estimate; and

WHEREAS, it is the desire and determination of the Commission to reject all bids which were received for the aforesaid project based upon the recommendation of the

administrative staff of the Commission, its consulting engineer and its solicitor for the aforementioned reasons.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission that for the reasons hereinabove expressed, the Commission hereby rejects the bids received on January 7, 2014 for the project titled "Burlington Bristol Bridge Counterweight Repairs (BCBC-201401)" and authorizes the Executive Director to rebid the services.

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

RESOLUTION NO. 2014-3

**RESOLUTION TRANSFERRING OWNERSHIP OF A VEHICLE TO THE
MEDFORD LAKES POLICE DEPARTMENT.**

WHEREAS, the Burlington County Bridge Commission ("Commission") is the owner of a 2008 Ford Crown Victoria Police Interceptor, VIN #2FAFP71V18X162621; and

WHEREAS, it has been determined by the Commission that said vehicle is no longer needed for Commission transportation; and

WHEREAS, the Commission has been advised that the Medford Lakes Police Department has a need for said vehicle.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission that title to said vehicle shall be transferred to the Medford Lakes Police Department, and that the insurance agent for the Commission shall be advised that the Commission no longer owns said vehicle.

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

The following Resolution was read in its entirety by Patrick J. Reilly, Jr., Director of Public Safety & Homeland Security.

RESOLUTION NO. 2014-4

**RESOLUTION REGARDING THE RETIREMENT OF
RAYMOND H. WARMKESSEL**

WHEREAS, Raymond H. Warmkessel has been a regular employee of the Burlington County Bridge Commission ("Commission") for twenty six (26) years and ten (10) months, during which time he has served in the Police Department at both the Tacony Palmyra and Burlington Bristol Bridges, rising to the rank of Sergeant; and

WHEREAS, Raymond H. Warmkessel has been a good, loyal and faithful employee of the Commission; and

WHEREAS, Raymond H. Warmkessel has requested the Commission for permission to retire effective January 1, 2014.

NOW, THEREFORE, BE IT RESOLVED that the retirement of Raymond H. Warmkessel be granted at the January 15, 2014 meeting effective January 1, 2014 with the benefits requested by Mr. Warmkessel and which may be allowed by law and Commission policies and procedures; and

BE IT FURTHER RESOLVED that each Commissioner and member of the Commission staff joins in wishing Mr. Warmkessel a safe, healthy, and prosperous retirement and the best in all future endeavors.

Chairman John B. Comegno, II _____

Vice-Chairman James D. Fattorini _____

Commissioner Troy E. Singleton _____

Director Reilly thanked Raymond H. Warmkessel for his many years of dedication and service to the Burlington County Bridge Commission Police Department and noted his constant professionalism throughout his career. Sergeant William DeGroff presented a plaque and gift to Raymond Warmkessel on behalf of the Police Department and the F.O.P. Lodge #115. Well wishes were extended to Mr. Warmkessel for a safe and happy retirement.

Mr. Warmkessel thanked the Police Department for the opportunity and noted that it was "one heck of a ride" working with them.

Chairman Comegno thanked Mr. Warmkessel for his service and noted that he will be sorely missed. Executive Director Jeffers echoed the Chairman's comments and further wished Mr. Warmkessel the best of luck in his retirement.

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

ECONOMIC DEVELOPMENT AND REGIONAL PLANNING

Mark Remsa, Director Economic Development & Regional Planning, and Edward Fox, Regional Planning Coordinator, reported that in 2013 alone, Burlington County municipalities saved \$395,200 by using the regional planning services provided by the department. Twenty-seven of the forty Burlington County towns availed themselves of this shared service; without this service, towns would have had to hire outside consultants to perform this work.

PALMYRA COVE NATURE PARK

Ms. Ruvolo reported that the winter program of Nature, Craft and Story Time began on January 6th and occurs three mornings per week. Bookings have begun for field trips in the Spring and it appears that all available dates will be taken. The artwork for the month of January features the work of Rik Viola who specializes in watercolor, oil and acrylic. Lastly, the much anticipated Frost & Feathers Ball 2014 will be held on Saturday, February 8th.

HUMAN RESOURCES

Executive Director Jeffers reported on the following personnel issues for Commission approval.

| <u>PROBATION – Requires Commission Approval</u> | | <u>Effective</u> |
|--|--------------------|-------------------------|
| Denise Westinburger | P/T Toll Collector | 12/19/13 |
| Michael Jones | P/T Police | 1/2/14 |

Commissioner Singleton moved to approve. Vice-Chairman Fattorini 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 a motion to convene executive session.

Commissioner Singleton moved for a motion to adjourn to Executive Session. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2014-5

RESOLUTION TO CONVENE EXECUTIVE SESSION MEETING

WHEREAS, the Burlington County Bridge Commission ("Commission") is subject to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6, et seq.; and

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and

WHEREAS, it is necessary for the Commission to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

- (1) Matters Required by Law to be Confidential: Any matter which, by express provision of Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.
- (2) Matters Where the Release of Information Would Impair the Right to Receive Funds: Any matter in which the release of information would impair a right to receive funds from the Government of the United States.
- (3) Matters Involving Individual Privacy: Any material, the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to, information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.
- (4) Matters Relating to Collective Bargaining Agreements: Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of

the terms and conditions thereof with employees or representatives of employees of the public body.

- (5) Matters Relating to the Purchase, Lease or Acquisition of Real Property or the Investment of Public Funds: Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.
- (6) Matters Relating to Public Safety and Property: Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations of possible violations of the law.
- (7) Matters Relating to Litigation, Negotiations and the Attorney-Client Privileges. Any pending or anticipated litigation or contract negotiation in which the public body is, or may become, a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.
- (8) Matters Relating to the Employment Relationship: Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.
- (9) Matters Relating to Potential Imposition of a Penalty: Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party bears responsibility.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission, County of Burlington, State of New Jersey, assembled in public session, that an Executive Session executive to the public shall be held in the Administration Building of the Commission, 1300 Route 73 North, Palmyra, New Jersey, for the discussion of matters relating to the specific items designated above.

It is anticipated that the deliberations conducted in executive session may be disclosed to the public upon the determination of the Commission that the public interest will no longer be served by such confidentiality.

MOTION TO RETURN TO PUBLIC SESSION

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

RESOLUTION NO. 2014-6

RESOLUTION RATIFYING THE CONTRACT BETWEEN THE BURLINGTON COUNTY BRIDGE COMMISSION AND LOCAL 194A, INTERNATIONAL FEDERATION OF PROFESSIONAL AND TECHNICAL ENGINEERS, AFL-CIO FOR THE PERIOD APRIL 1, 2010 THROUGH SEPTEMBER 30, 2014.

WHEREAS, the Burlington County Bridge Commission (the "Commission"), through its authorized employees and legal counsel, identified and negotiated certain contract terms which address the provisions and conditions of employment for the members of Local 194A, International Federation of Professional and Technical Engineers, AFL-CIO (the "Maintenance, Toll, and Part-Time Toll Unions") for the period April 1, 2010 through September 30, 2014 (the "Contract Period"); and

WHEREAS, the Commission has been presented with the salient terms and conditions of employment and compensation of those bargaining units which terms and conditions are contained in the Summary of Terms annexed hereto, and which the Commission has been advised the respective bargaining units have taken action to ratify on or about December 19, 2013; and

WHEREAS, the Commission is desirous of approving the terms of said agreements as embodied in the annexed Summary of Terms and authorizing implementation of the terms of the negotiated agreements as soon as is practicably possible;

NOW THEREFORE, BE IT RESOLVED, the Commission is satisfied that the terms of the Agreements satisfy the mission and goals of the Commission; and,

BE IT FURTHER RESOLVED, that the Commission hereby ratifies and approves the terms of the settlements outlined in the Summary of Terms and authorizes the Executive Director to take any and all actions to implement said agreements with the Maintenance, Toll, and Part-Time Toll Unions for the period April 1, 2010 through September 30, 2014, and to execute respective agreements with those bargaining units in forms approved by the Commission's solicitor.

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

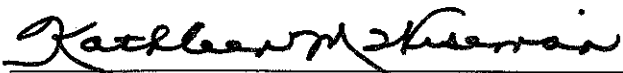
EXECUTIVE DIRECTOR'S REPORT

Executive Director Jeffers requested permission for Director of Economic Development & Regional Planning and Regional Planning Coordinator to travel to Atlanta, Georgia from April 26, 2014 through April 30, 2014, to attend the American Planning Association's conference; permission for three members of the BCBC Police Department to attend the Burlington County Police Chief's Installation dinner on January 30, 2014; permission to attend the Burlington County Chamber of Commerce's Installation dinner on January 27, 2014; permission to attend the Burlington County 200 Club Annual Dinner on February 21, 2014; permission to go out for professional consulting services for the Conversion of the Real Time Software Applications and Hardware Engineering for the existing electronic toll collection system; request for annual donation to Palmyra Ambulance Association; and permission to bid toll and maintenance uniforms.

Chairman Comegno moved to approve by block the above permissions. Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

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

Respectfully submitted,



Kathleen M. Wiseman
Secretary