

**BURLINGTON COUNTY BRIDGE COMMISSION**  
**MEETING MINUTES**  
**JANUARY 14, 2025**

*Meeting held via phone conference.*

Chairwoman Nunes 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 22, 2024 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: Chairwoman Sandra Nunes  
Vice-Chairwoman Jaclyn Veasy  
Commissioner Brian Woods

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  
Frederick Gabriele, Director of Maintenance  
Rob Wells, Director, Economic Development &  
Regional Planning  
Nicole L. Tavares, Director of Improvement Authority  
Michael McCarron,  
Director of Tolls and Tower Operations  
Ronald Cesaretti, Director/IT & ETC  
John Moore, Director, Palmyra Cove Nature Park/Institute  
for Earth Observations  
Sean P. Hasson, Manager, Shared Services  
Manvir S. Pandher, Information Technician  
Stephanie Reinhardt, Accounting Manager  
Geneva Rijs, Assistant Director, HR  
Peter Taylor, Economic Development Analyst  
Mary Norman, Administrative Assistant

Commissioner Woods led the flag salute followed by a moment of silence.

### **APPROVAL OF MINUTES**

Vice-Chairwoman Veasy moved to approve the minutes of the November 13, 2024 Commission Meeting and the December 13, 2024 Special Commission Meeting. Commissioner Woods seconded the motion. The motion passed unanimously.

### **DISBURSEMENTS LIST**

Vice-Chairwoman Veasy moved to approve disbursements made from November 14, 2024 through January 14, 2025 as included in the list as presented. Commissioner Woods seconded the motion. The motion passed unanimously.

### **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Andl asked the Commission to consider the following resolution.

#### **RESOLUTION NO. 2025-01**

#### **RESOLUTION AUTHORIZING APPLICATION TO THE LOCAL FINANCE BOARD PURSUANT TO N.J.S.A. 40A:5A-6 AND 40A:5A-24**

**WHEREAS**, the Burlington County Bridge Commission ("Commission") desires to make application to the Local Finance Board for its review, pursuant to N.J.S.A. 40A:5A-6 and N.J.S.A. 40A:5A-24, the proposed permanent financing of Lease Revenue Notes which mature on April 8, 2025 and were initially issued to finance certain capital improvements undertaken by the County of Burlington pursuant to its 2018 capital programs; and

**WHEREAS**, the Commission believes that:

- (a) it is in the public interest to accomplish such purpose;
- (b) said purpose or improvements are for the health, welfare, convenience or betterment of the inhabitants of the County of Burlington, New Jersey ("County");
- (c) the amounts to be expended for said purpose or improvements are not unreasonable or exorbitant; and
- (d) the proposal is an efficient and feasible means of providing services for the needs of the inhabitants of the County and will not create an undue financial burden to be placed upon the County.

**NOW, THEREFORE, BE IT RESOLVED** by the Burlington County Bridge

Commission as follows:

**Section 1.** The application to the Local Finance Board is hereby approved, and the Commission's bond counsel and financial advisor, along with other representatives of the commission, are hereby authorized to file such application and to represent the commission in matters pertaining thereto.

**Section 2.** The Executive Director of the Commission is hereby directed to prepare and file a copy of the proposed resolution authorizing the issuance of the bonds with the Local Finance Board as part of such application.

**Section 3.** The Local Finance Board is hereby respectfully requested to consider such application and to record its findings, recommendations and/or approvals as provided by the applicable New Jersey Statute.

**Section 4.** This Resolution shall take effect immediately.

**RECORDED VOTE**

NAME	AYE	NO	ABSTAIN	ABSENT
Sandra Nunes, Chairwoman	x			
Jaclyn Veasy, Vice-Chairwoman	x			
Brian Woods, Commissioner	x			

The foregoing is a true copy of a resolution adopted by the governing body of the Burlington County Bridge Commission on January 14, 2025.

[SEAL]

\_\_\_\_\_  
Kathleen M. Wiseman  
01/14/2025

Vice-Chairwoman Veasy moved to approve. Commissioner Woods seconded the motion. The motion passed unanimously.

**RESOLUTION NO. 2025-02**

**RESOLUTION AUTHORIZING PARTICIPATION IN THE  
NATIONAL COOPERATIVE CONTRACT WITH  
SOURCEWELL**

**WHEREAS**, N.J.S.A. 52:34-6.2 (b) (P.L. 2011, c.139) permits local government agencies like the Burlington County Bridge Commission, (“the Commission”), to utilize national purchasing cooperatives in order to efficiently obtain goods and services in the most economical manner; and

**WHEREAS**, the Commission desires to participate in National Cooperative Contracts established by the Sourcewell firm (“Sourcewell”) in order to effect substantial economies in the purchase of materials, supplies and services; and

**WHEREAS**, Sourcewell has contracted with various vendors and suppliers for a wide variety of goods and services; and

**WHEREAS**, it is the Commission’s intent to utilize the services of the Sourcewell cooperative on as needed basis; and

**WHEREAS**, through the authorization of this Resolution, the Commission intends to enter into contractual agreements with Sourcewell and its vendors and supplies, subject to the applicable provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq.

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

1. The Commission’s Purchasing Agent is authorized to purchase, as needed, those goods or services from approved Sourcewell vendors, consistent with the rules of the purchasing cooperative and the applicable provisions of the Local Public Contracts Law; and

2. Where the identity of Sourcewell vendors, and the goods or services that they can provide, may change during the Commission’s participation in the cooperative, the Commission’s Purchasing Agent is authorized to make all necessary adjustments for the Commission to continue its procurement practices in the cooperative; and

3. Pursuant to N.J.A.C. 5:30-5.5(b), a certification of available funds will be approved, and no contract amount shall be chargeable or certified, until such times as the goods or services are ordered or otherwise called for, prior to placing the order, and the

certification of available funds shall be made by the Commission's Chief Financial Officer;  
and

4. The duration of the contracts between the Commission and Sourcewell shall be for the time period awarded for each approved Sourcewell vendor's contract.

Vice-Chairwoman Veasy moved to approve. Commissioner Woods seconded the motion. The motion passed unanimously.

### **RESOLUTION NO. 2025-03**

#### **RESOLUTION AUTHORIZING 2025 TRAVEL FOR IBTTA AND EZ PASS GROUP EMC MEETINGS AND CONFERENCES**

**WHEREAS**, the Burlington County Bridge Commission ("Commission") is a member of both the International Bridge, Tunnel and Turnpike Association ("IBTTA") and the EZ Pass Group, Executive Management Committee ("EMC") organizations; and

**WHEREAS**, the Commission provides a policy for Commissioners and Commission employees to travel and attend work-related conferences and meetings; and

**WHEREAS**, the Commission has determined that travel for attendance at IBTTA and EMC conferences and meetings is consistent with this policy.

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

1. The Commission hereby authorizes travel for the Commissioners, the Executive Director and/or other employees or Executive Director designee(s) to attend IBTTA and EMC conferences in 2025.

Vice-Chairwoman Veasy moved to approve. Commissioner Woods seconded the motion. The motion passed unanimously.

### **HUMAN RESOURCES**

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

**RESIGNATION – Requires Commission Approval**

Michael J. Sapp                      F/T Police

**Effective**  
01/01/2025

**PROBATION – Requires Commission Approval**

Sean P. Hasson                      Director of Public Safety  
Nicole L. Tavares                      Director of Improvement Authority

**Effective**  
11/29/2024  
01/08/2025

Chairwoman Nunes requested to approve by block. Vice-Chairwoman Veasy moved to approve. Commissioner Woods seconded the motion. The motion passed unanimously.

**OLD BUSINESS**

Chairwoman Nunes called for any old business to come before the Commission. There was no old business reported to the Commission.

**NEW BUSINESS**

Chairwoman Nunes called for any new business to come before the Commission. There was no new business reported to the Commission.

**PUBLIC COMMENT**

Chairwoman Nunes called for any public comment to come before the Commission. The Commission received no public comment, and Chairwoman Nunes closed the public comment portion of the meeting accordingly.

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

Respectfully submitted,

  
Kathleen M. Wiseman  
Secretary