

BURLINGTON COUNTY BRIDGE COMMISSION
MEETING MINUTES
JANUARY 12, 2021

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 19, 2020 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 John B. Comegno II

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
James Fletcher, Director of Maintenance
John Moore, Director, Palmyra Cove Nature Park/Institute
for Earth Observations
Dennis Stewart, Assistant Manager,
Burlington-Bristol Bridge
Sascha Harding, Director of Engineering
Michael McCarron,
Director of Tolls and Tower Operations
Elizabeth Verna, Director, Economic Development &
Regional Planning
Ronald Cesaretti, Acting Director/IT & ETC
Stephanie Brandt, Accounting Manager
Kathleen Hanuscin, Senior Administrative Assistant

Commissioner Comegno led the flag salute.

Chairman Riggins expressed his anger and sadness on the recent attack on the Capitol Building and stressed that loving our Country means loving one another. Chairman Riggins noted that we have to rediscover our compassion for one another and the courage to stand up for the truth; that is real patriotism. Chairman Riggins asked that during our moment of silence we remember the lives lost during the attack and for the

bravery of the Capitol Police who put their lives on the line to save others.

Vice-Chairwoman Nunes echoed Chairman Riggins' remarks and noted that we, as Americans, are all connected and that we should strive to be one big happy and safe Country.

Commissioner Comegno echoed Chairman Riggins comments and noted that we need to listen to one another. Commissioner Comegno further remarked that the Bridge Commission is an example of listening to one another and stated that even while having differences of opinion those differences can be strength! Commissioner Comegno further noted that his prayer is that we, as a Country, can move past this quickly and remember that peaceful demonstration and exercise of differences of opinion is a precious civil right.

Chairman Riggins led the moment of silence.

APPROVAL OF THE MINUTES

Vice-Chairwoman Nunes moved to approve the minutes of the November 13, 2020 Commission Meeting. Commissioner Comegno seconded the motion. The motion passed unanimously.

DISBURSEMENTS LIST

Vice-Chairwoman Nunes moved to approve disbursements made from November 14, 2020 through January 12, 2021 as included in the list as presented. Commissioner Comegno seconded the motion. The motion passed unanimously.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Joseph Andl asked the Commission to consider the following resolutions:

RESOLUTION NO. 2021-01

RESOLUTION AWARDING YEAR THREE OF A CONTRACT TO COMCAST BUSINESS COMMUNICATIONS, LLC. FOR VOICE, DATA, & INTERNET SERVICES

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

WHEREAS, proposals were solicited by the Commission for a contract entitled "Voice, Data, and Internet Services" for the first year ending December 31, 2019 with options for the periods January 1, 2020 to December 31, 2020 and January 1, 2021 to

December 31, 2021 pursuant to N.J.S.A. 40A:11-15(6); and

WHEREAS, Commission staff recommended that the Commission award the contract for Year Three (January 1, 2021 through December 31, 2021) to Comcast Business Communications, LLC. ("Comcast") in the amount of \$100,000.00; 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 Commission hereby awards a contract for Voice, Data, and Internet Services 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 One Hundred Thousand Dollars (\$100,000.00), and the contract shall extend from January 1, 2021 to and until December 31, 2021.

3. Notice of adoption of this resolution shall be published in the Burlington County Times, as required by law.

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

RESOLUTION NO. 2021-02

**RESOLUTION RATIFYING CERTAIN PURCHASES
THROUGH THE STATE OF NEW JERSEY COOPERATIVE
PURCHASING PROGRAM DURING FISCAL YEAR 2020**

WHEREAS, the Burlington County Bridge Commission ("Commission") has purchased certain equipment, supplies, and services during Fiscal Year 2020 (October 1, 2019 to September 30, 2020) through the State of New Jersey Cooperative Purchasing Program; and

WHEREAS, the Contracting Officer and/or the Purchasing Agent recommended certain purchases through the State of New Jersey Cooperative Purchasing Program during the Fiscal Year 2020; and

WHEREAS, those purchases on the list attached hereto and made a part hereof were made from the listed vendor(s) under the New Jersey State Contract at the time of the issuance of the purchase order(s); and

WHEREAS, purchase orders issued in lieu of the Certification of Funds totaling \$955,548.88 which were signed by the Purchasing Agent indicated that funds were available for these purchases.

NOW, THEREFORE, BE IT RESOLVED by the Commission that for the reasons set forth above the purchases of goods and services made from the vendors set forth on the list attached during the Fiscal Year 2020 are recognized by the Commission as made in accordance with the terms and conditions of the Local Public Contracts Law, as authorized by law and said purchases are accordingly hereby ratified by the Commission.

FY 2020 NJ State Contract Purchases

Name	Amount	Contract Number
American Asphalt Co., Inc.	\$ 9,386.00	18-FLEET-00391
Avaya Inc.	23,241.36	80802
Dell Marketing LP	130,576.94	89850
Eplus Technology, Inc.	151,216.43	88130/87720
Fleetcard Inc., dba Impac Fleet	65,300.92	19-GNSV1-00606
Hewlett Packard Enterprise Co.	35,500.21	40116
Johnson Controls Security	42,008.55	83717
Konica Minolta Premier Finance	22,503.37	40464
Lawmen Supply Company of NJ	18,520.04	17-FLEET-00740
Relx Inc dba LexisNexis	2,172.00	83362
Lowe's	11,605.35	18-FLEET-00235
Majestic Oil Co.	6,212.99	19-FOOD-01098
Metropolitan Contract Carpets	12,139.00	81754
Motorola Solutions, Inc.	15,635.20	83909
Office Solutions, Inc.	4,731.00	83896
Pitney Bowes Government Accounts	2,057.04	41258
RICOH USA, Inc.	2,124.60	40467
Software House International	311,653.75	89851
Tri-County Termite & Pest	5,115.00	18-GNSV1-00359
United Parcel Service	1,365.21	17-GNSV2-00099
Verizon Wireless Services, LLC.	19,654.78	82583
Waste Management of NJ, Inc.	19,176.86	40379
W.B. Mason Co.	27,910.72	18-FOOD-00424/0000003
W.W. Grainger, Inc.	15,741.56	19-FLEET-00566
Total	\$ 955,548.88	

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

RESOLUTION NO. 2021-03

RESOLUTION AMENDING THE CONTRACT FOR THE SUPPORT AND MAINTENANCE OF THE COMMISSION'S COMPUTERIZED ELECTRONIC TOLL COLLECTION SYSTEM TO PARSONS ENVIRONMENT & INFRASTRUCTURE GROUP INC.

WHEREAS, the Burlington County Bridge Commission ("Commission") has determined that it requires the services of a consulting engineer with expertise in matters involving the support and maintenance of network, hardware and software of the Commission's computerized electronic toll collection system; and

WHEREAS, pursuant to Resolution 2019-77, the Commission entered into a contract with Parsons Environment & Infrastructure Group, Inc. ("Parsons") for the above services; and

WHEREAS, because of unforeseen additional services required by the Commission, the Bridge Commission has determined that it is necessary to increase the contract by an additional Twelve Thousand Dollars (\$12,000.00):

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

1. The terms, conditions and duties outlined in Resolution 2019-77 and the contract executed pursuant thereto, are incorporated herein by reference, and for the reasons hereinabove expressed, an additional sum of Twelve Thousand Dollars (\$12,000.00) be and hereby is authorized and appropriated to Parsons under its 2019-77 contract.

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 Comegno seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2021-04

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

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. 40A5A-24, the proposed issuance of the Commission's Lease Revenue Bonds (2015 Governmental Leasing Program), Series 2021 (the "Bonds") and the renewal of Lease Revenue Notes (2015 Governmental Leasing Program) (the "Notes") initially issued to finance certain capital improvements undertaken by the County of Burlington pursuant to its 2015 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;
- (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, 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 Commission's Lease Revenue Bonds or Notes (2015 Governmental Loan Leasing Program), Series 2021 (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.
Adopted: January 12, 2021

NAME	AYE	NO	ABSTAIN	ABSENT
Matthew Riggins	x			
Sandra Nunes	x			
John B. Comegno II	x			

The foregoing is a true copy of a resolution adopted by the governing body of the Burlington County Bridge Commission on January 12, 2021.

[SEAL]

Kathleen Wiseman
1/12/2021

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

RESOLUTION NO. 2021-05

RESOLUTION AMENDING THE CONTRACT WITH MASER CONSULTING P.A. FOR CONSTRUCTION MANAGEMENT/INSPECTION SERVICES FOR THE BURLINGTON-BRISTOL BRIDGE (BRIDGE AND TOLL PLAZA) AND THE TACONY-PALMYRA BRIDGE (TOLL PLAZA) COMMERCIAL COATING REMOVAL, REHABILITATION AND PAINTING PROJECT

WHEREAS, the Burlington County Bridge Commission (“Commission”) determined that it requires the services of an engineering firm capable of performing construction inspection services of the Burlington-Bristol Bridge (Bridge and Toll Plaza) and the Tacony-Palmyra Bridge (Toll Plaza) Commercial Coating, Removal, Rehabilitation and Painting Project; and

WHEREAS, pursuant to Resolution No. 2016-53, the Commission entered into a contract (“Contract”) with Maser Consulting P.A. (“Maser”) to provide those professional engineering services; and

WHEREAS, pursuant to Resolution No. 2017-34, the Commission amended the Contract to extend the time for the completion of work, and pursuant to Resolution 2018-39 amended the Resolution to increase the appropriation to pay for required professional services, and pursuant to Resolution 2019-22 amended the Resolution to increase the appropriation in response to delays in construction on the project related to the COVID-19 pandemic, and related to temporary rules from the United States Coast Guard which had the effect of limiting lane closures on the bridge, and thereby further delaying the completion of construction work; and

WHEREAS, in early 2020, construction services at the Commission continued to be adversely impacted by the delays related to the COVID-19 national pandemic and it is therefore necessary to increase the appropriation to pay for required professional

services for the additional construction time by an additional Fifty Thousand Dollars (\$50,000.00).

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

1. The terms, conditions and duties outlined in Resolution No. 2016-53, as amended by 2017-34, Resolution No. 2018-39, and Resolution No. 2019-22, are incorporated herein by reference, and for the reasons herein expressed above, an additional sum of Fifty Thousand Dollars (\$50,000.00) be and hereby is appropriated to pay the fees, expenses and costs pursuant to the existing contract between the Commission and Maser.

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

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

HUMAN RESOURCES

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

<u>PROMOTION — Requires Commission Approval</u>	<u>Effective</u>
James E. Fletcher Director of Maintenance	01/01/2021
<u>RETIREMENT — Requires Commission Approval</u>	<u>Effective</u>
Diane E. Wolf Lead Toll Auditor	02/01/2021
<u>RESIGNATION – Requires Commission Approval</u>	<u>Effective</u>
Michael K. Painter Utility Mechanic	01/16/2021

Chairman Riggins requested to approve by block. Vice-Chairwoman Nunes moved to approve. Commissioner Comegno 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.

Director Patrick Reilly expressed his thanks to the Commission's police department, as well as all the other police departments and EMT's, who assisted to the fatal accident that occurred on the bridge on December 28, 2020.

PUBLIC COMMENT

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

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

Respectfully submitted,



Kathleen M. Wiseman
Secretary