

**BURLINGTON COUNTY BRIDGE COMMISSION**

**MEETING MINUTES**

**JULY 13, 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

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  
Manvir S. Pandher, Information Technician  
Stephanie Brandt, Accounting Manager  
Kathleen Hanuscin, Senior Administrative Assistant

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

**APPROVAL OF THE MINUTES**

Vice-Chairwoman Nunes moved to approve the minutes of the May 11, 2021 Commission Meeting. Chairman Riggins seconded the motion. The motion passed unanimously.

### **DISBURSEMENTS LIST**

Vice-Chairwoman Nunes moved to approve disbursements made from May 12, 2021 through July 13, 2021 as included in the list as presented. Chairman Riggins seconded the motion. The motion passed unanimously.

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

Executive Director Andl asked the Commission to consider the following resolutions. Chairman Riggins suggested that they move Resolutions 2021-43 through 2021-53 by block. For those resolutions, Chairman Riggins moved to approve. Vice-Chairwoman Nunes seconded the motion. The motion passed unanimously.

The Commission considered the following resolutions:

Chairman Riggins commented that the Bridge Commission is a government entity but still, in many ways, operates like a business. Unlike a municipality or county, where tax revenue functions to balance a budget, the Commission relies on actual traffic and toll revenue. When the COVID pandemic came upon us in the middle of our Fiscal Year, it really left little time for planning. Chairman Riggins noted that as a businessman himself, he was acutely aware of just how important it would be to respond responsibly and immediately to the circumstances we had encountered, namely the significant drop in our traffic and toll revenue.

Chairman Riggins noted that as an organization, he is extremely proud to say that the Commission met this challenge. Staff worked together every step of the way and he thanked everyone for all of their efforts to put a plan in place and to execute on that plan. We learned together that we could withstand a once in a generation crisis without compromising the safe operations at the bridge; it is something that we can be extremely proud of as an organization and it is a practice that we can continue.

The Resolution on the Agenda today, proposes a flat, and responsible budget. Costs were cut when it was feasible and practical, while also insuring that we maintained a commitment to the future. This budget achieves meaningful savings in important areas, such as insurance, offering more plan options to employees, but at the same time negotiated lower premiums for the same coverage levels. This budget is also forward looking, with funding dedicated to the responsible upkeep and preservation of bridge assets and, at the same time, delivering on our commitment to sustainability. Chairman Riggins stated he is extremely proud to bring this budget resolution and introduce this for consideration.

Vice-Chairwoman Nunes commended Executive Director Andl, the Commission

management and the staff for the work that they put through into process. Vice-Chairwoman Nunes noted that through her experience in Government, at the local level, she knows that ideas and getting them to the finish line isn't easy and navigating through the world wide pandemic could have been really impossible. Vice-Chairwoman Nunes further stated that what has been achieved at the Commission is nothing short of remarkable and it speaks to the value and the cooperation of everyone. If what the Commission has accomplished in the last year is a preview of what is possible, the Commission can expect many good things ahead. To all of the employees, and to the Bridge Commission, I thank you.

**RESOLUTION NO. 2021-41**

**RESOLUTION INTRODUCING THE 2022 BUDGET FOR THE  
FISCAL YEAR PERIOD: OCTOBER 1, 2021 TO SEPTEMBER  
30, 2022**

**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, 2021 and ending September 30, 2022 has been introduced before the governing body of the Commission at its meeting of July 13, 2021; and

**WHEREAS**, the Annual Budget as introduced reflects Total Revenues of \$39,026,907; Total Appropriations of \$39,026,907; and

**WHEREAS**, the Capital Budget Program as introduced reflects Total Appropriations of \$14,907,000 and Total Unrestricted Net Assets planned to be utilized as funding thereof, of \$14,907,000 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 July 13, 2021, that the Annual Budget and Capital Budget Program of the Commission for the fiscal year period beginning

October 1, 2021 and ending September 30, 2022, 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 2021-2022 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 August 10, 2021.

\_\_\_\_\_  
Kathleen M. Wiseman, Secretary

\_\_\_\_\_  
(date)

Recorded Vote

Member	Aye	Nay	Abstain	Absent
Matthew Riggins	x			
Sandra Nunes	x			
John B. Comegno II				x

Chairman Riggins moved to approve. Vice-Chairwoman Nunes seconded the motion. The motion passed unanimously.

Chairman Riggins once again stated that the Commission has experienced a once in a generation crisis, and noted that the Audit received for Fiscal Year 2020 is the 12<sup>th</sup> year that there are no findings or recommendations. Chairman Riggins noted this is a huge accomplishment and happens to coincide with the time period that Christine Nociti joined the Commission as the Chief Financial Officer; not a coincidence.

Chairman Riggins further noted, that in Fiscal Year 2020, the Commission switched payroll companies, absorbed retirements and staff changes, all while in the context of budget cuts. There are few government organizations that could efficiently achieve this, and it is wonderful to be able to say that the Bridge Commission did. The Commission auditors speak very highly about the quality of the work at the Commission and the

cooperation they consistently and routinely receive from Commission Staff. Speaking on behalf of all the Commissioners, Chairman Riggins noted that we are extremely proud of your hard work.

A special thanks to Executive Director Joe Andl for his leadership and vision here at the Bridge. Thank you to our rock stars on the Finance Team, Christine and Stephanie and thanks to the entire team who has a huge impact on the accomplishments of the Commission. Chairman Riggins stated he considers it to be a great honor to be associated with such a great organization and team here at the Bridge and he looks forward to continuing this track record in the next year and beyond.

Vice-Chairwoman Nunes echoed Chairman Riggins comments and noted that she is extremely proud of the team at the Commission.

**RESOLUTION NO. 2021-42**

**RESOLUTION ACKNOWLEDGING RECEIPT AND REVIEW OF  
COMMISSION'S AUDIT FOR THE YEAR ENDING SEPTEMBER  
30, 2020**

**WHEREAS**, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made; and

**WHEREAS**, the annual audit report of the Burlington County Bridge Commission ("Commission") for the fiscal year ending September 30, 2020, has been completed and filed with the Commission pursuant to N.J.S.A. 40A:5A-15; and

**WHEREAS**, N.J.S.A. 40A:5A-17 requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual report of audit, and specifically the section entitled "Schedule of Findings and Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board; and

**WHEREAS**, the members of the governing body have received the annual report of audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "Schedule of Findings and Recommendations", in accordance with N.J.S.A. 40A:5A-17.

**NOW, THEREFORE, BE IT RESOLVED**, the governing body of the Burlington County Bridge Commission, County of Burlington, hereby certifies to the Local Finance Board of the State of New Jersey that each Commission board member has personally

reviewed the annual report of audit for the year ended September 30, 2020 and specifically has reviewed the sections of the report of audit entitled "Schedule of Findings and Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

**BE IT FURTHER RESOLVED**, that the secretary of the Bridge Commission is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by certified true copy of this Resolution.

IT IS HEREBY CERTIFIED that this is a true copy of the Resolution adopted at the Bridge Commission meeting held on July 13, 2021.

\_\_\_\_\_  
Kathleen M. Wiseman, Secretary

LOCAL AUTHORITIES  
GROUP AFFIDAVIT FORM

PRESCRIBED BY

THE NEW JERSEY LOCAL FINANCE BOARD

AUDIT REVIEW CERTIFICATE

We, the members of the governing body of the BURLINGTON COUNTY BRIDGE COMMISSION being of full age and being duly sworn according to law, upon our oath depose and say:

1. We are duly appointed members of the BURLINGTON COUNTY BRIDGE COMMISSION.

2. We certify, pursuant to N.J.S.A. 40A:5A-17, that we have each reviewed the annual audit report for the fiscal year ended September 30, 2019, and specifically the sections of the audit report entitled Reportable Conditions and Other Findings.

(PRINT NAME)

(SIGNATURE)

Chairman Matthew J. Riggins \_\_\_\_\_

\_\_\_\_\_

Vice-Chairwoman Sandra Nunes \_\_\_\_\_

\_\_\_\_\_

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Commissioner John B. Comegno II

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SWORN to and subscribed before me  
this 13th day of July, 2021.

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Notary Public of New Jersey

Vice-Chairwoman Nunes moved to approve. Chairman Riggins seconded the motion. The motion passed unanimously.

**RESOLUTION NO. 2021-43**

**RESOLUTION FOR MEMBER PARTICIPATION IN A  
COOPERATIVE PRICING SYSTEM**

A Resolution authorizing the Burlington County Bridge Commission to enter into the New Jersey Cooperative Purchasing Alliance Cooperative Pricing Agreement.

**WHEREAS**, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

**WHEREAS**, the County of Bergen, hereinafter referred to as the "Lead Agency " has offered voluntary participation in the New Jersey Cooperative Purchasing Alliance # CK04- a Cooperative Pricing System for the purchase of goods and services;

**WHEREAS**, on July 13, 2021 the governing body of the Burlington County Bridge Commission, County of Burlington, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services, and has determined that participation is advantageous to the Commission and should be approved;

**NOW, THEREFORE BE IT RESOLVED** as follows:

**TITLE**

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Burlington County Bridge Commission.

**AUTHORITY**

Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the Executive Director is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

**CONTRACTING UNIT**

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

**EFFECTIVE DATE**

This resolution shall take effect immediately upon passage.

**CERTIFICATION**

BY:

\_\_\_\_\_  
Joseph Andl, Executive Director

ATTEST BY:

\_\_\_\_\_  
Kathleen M. Wiseman, Secretary

Chairman Riggins moved to approve. Vice-Chairwoman Nunes seconded the motion. The motion passed unanimously.

**RESOLUTION NO. 2021-44**

**RESOLUTION AUTHORIZING THE BURLINGTON COUNTY BRIDGE COMMISSION TO RENEW ITS MEMBERSHIP IN THE BURLINGTON COUNTY INSURANCE FUND COMMISSION**

**WHEREAS**, on July 13, 2021 the Board of County Commissioners of the County of Burlington(the "County") established a County Insurance Fund Commission for the purposes provided by law; and

**WHEREAS**, the existence of the Burlington County Insurance Fund Commission is



intended to provide Burlington County's various boards, agencies, authorities and commissions with the opportunity to combine resources to manage their liability and casualty risks and employee health insurance, as may be authorized; and

**WHEREAS**, pursuant to N.J.S.A. 40A:10:8 et seq. the County of Burlington appointed three County officials to serve as Commissioners of the County Insurance Fund Commission; and

**WHEREAS**, pursuant to the rules and regulations adopted by the Burlington County Insurance Fund Commission, the commissioners shall be officials of the County of Burlington and are authorized to perform all the duties as set forth in N.J.S.A 40A:10-10 and all applicable rules and regulations; and

**WHEREAS**, the various County boards, agencies, authorities and commissions shall have representation on the safety committee and the advisory committee established by the Burlington County Insurance Fund Commission; and

**WHEREAS**, the Burlington County Bridge Commission (hereinafter "Governing Body") has determined it is in the best interest of the residents of Burlington County for the Governing Body to renew its membership in the Burlington County Insurance Fund Commission; and

**WHEREAS**, membership in the Burlington County Insurance Fund Commission shall be for a period not to exceed three (3) years; now, therefore,

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

Section 1. The Governing Body hereby accepts the finding that participation in the Burlington County Insurance Fund Commission will continue to result in cost savings and administrative efficiencies in the management of its liability and casualty risks, and as may be authorized, its employee health insurance to the benefit of the residents of Burlington County.

Section 2. The Governing Body agrees to renew its membership in the Burlington County Insurance Fund Commission.

Section 3. The Clerk/Secretary is hereby authorized and directed to publish and/or file any notices that may be required by applicable law.

Section 4. The Executive Director or his designee is hereby authorized to execute any agreement, including an indemnity and trust agreement, or other documents required by the Burlington County Insurance Fund Commission to effect the purposes of this resolution.

Section 5. This resolution shall take effect immediately upon the adoption and

publication as required by law.

## BURLINGTON COUNTY BRIDGE COMMISSION

\_\_\_\_\_  
Name: Joseph Andl  
Title: Executive Director

Attest: \_\_\_\_\_  
Kathleen M. Wiseman  
Secretary

Dated: July 13, 2021

Chairman Riggins moved to approve. Vice-Chairwoman Nunes seconded the motion. The motion passed unanimously.

### **RESOLUTION NO. 2021-45**

#### **RESOLUTION AMENDING A CONTRACT WITH PENNONI TO PERFORM INSPECTIONS FOR THE BURLINGTON- BRISTOL BRIDGE OPEN GEAR REPAIRS**

**WHEREAS**, the Burlington County Bridge Commission ("Commission") has determined that it requires the services of a consulting engineer with expertise in the performance of inspections for Burlington-Bristol Bridge open gear repairs ("Open Gear Repair"); and,

**WHEREAS**, pursuant to Resolution 2021-13, the Commission entered into a contract with Pennoni Associates, Inc. ("Pennoni") providing for the above services; and

**WHEREAS**, the Commission has determined that it is necessary to authorize the performance of additional inspection services, 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 2021-13, and the contract executed pursuant thereto are incorporated herein by reference, and for the reasons hereinabove expressed, the required additional services are authorized and an additional sum of Twenty Thousand Dollars (\$20,000.00) be and hereby is appropriated.

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.

Chairman Riggins moved to approve. Vice-Chairwoman Nunes seconded the motion. The motion passed unanimously.

**RESOLUTION NO. 2021-46**

**RESOLUTION AWARDING A CONTRACT FOR  
UNDERWATER INSPECTION AND EVALUATION OF THE  
BURLINGTON COUNTY BRIDGE COMMISSION BRIDGES  
TO W.J. CASTLE PE**

**WHEREAS**, the Burlington County Bridge Commission ("Commission") requires the services of an engineering firm with expertise in underwater inspection and evaluation of bridges; 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, pursuant to Resolution No. 2020-78 the Commission determined that W.J. Castle PE & Associates ("W.J. Castle") was qualified to serve the Commission, and

**WHEREAS**, the Commission also determined that W.J. Castle submitted a proposal that provided favorable contract terms and conditions for the Commission;

**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 W.J. Castle for the performance of underwater inspection & evaluation of bridges for the Commission.

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 One Hundred Five Thousand One Hundred Dollars (\$105,100.00), and the contract shall extend until the project is completed.

Chairman Riggins moved to approve. Vice-Chairwoman Nunes seconded the motion. The motion passed unanimously.

**RESOLUTION NO. 2021-47**

**RESOLUTION AWARDING A CONTRACT FOR  
PREPARATION OF COMPREHENSIVE STUDY FOR  
RIVERSIDE-DELANCO BRIDGE TO MODJESKI & MASTERS**

**WHEREAS**, the Burlington County Bridge Commission (“Commission”) requires the services of an engineering firm with expertise in moveable bridge engineering consulting matters; 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, pursuant to Resolution No. 2020-78 the Commission determined that Modjeski and Masters, Inc. (“Modjeski & Masters”) was qualified to serve the Commission, and

**WHEREAS**, the Commission also determined that Modjeski & Masters submitted a proposal that provided favorable contract terms and conditions for the Commission;

**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 Modjeski & Masters for the performance of moveable bridge engineering consulting matters for purposes of preparing a comprehensive study for the Commission.
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 Thirty-Eight Thousand Dollars (\$38,000.00), and the contract shall extend until the project is completed.

Chairman Riggins moved to approve. Vice-Chairwoman Nunes seconded the motion. The motion passed unanimously.

**RESOLUTION NO. 2021-48**

**RESOLUTION AWARDING A CONTRACT TO HUNTER  
TRUCK SALES & SERVICE FOR THE PROCUREMENT OF  
TWO DUMP TRUCKS**

**WHEREAS**, pursuant to N.J.S.A. 52:34-6.2b(3), and as authorized by the New Jersey Department of Community Affairs pursuant to Local Finance Notice No. 2012-10,

local contracting units such as the Burlington County Bridge Commission ("Commission") may purchase goods and services without formal bidding by entering into a contract with a nationally-recognized and accepted cooperative, which is located within the State of New Jersey or in another state, and who has developed an appropriate cooperative purchasing agreement to provide goods and services to interested purchasers; and

**WHEREAS**, Sourcewell, a regional organization of governments operating under the laws of the State of Minnesota, and which is a political subdivision of the State of Minnesota, is one such cooperative; and

**WHEREAS**, the Commission has introduced a fleet management plan for the Commission vehicles, and the Commission has determined that procurement of Commission vehicles through a national cooperative such as Sourcewell will result in cost savings, after all factors, including charges for service, materials, and delivery, have been considered, and that it is otherwise advantageous to the Commission; and,

**WHEREAS**, the Commission is aware that the Sourcewell cooperative has awarded a contract to Hunter Keystone Peterbilt, L.P. dba Hunter Truck Sales and Service ("Hunter Truck"), 2320 High Hill Rd., Swedesboro, NJ, 08085 to provide equipment described as a 2021 HV507 Chassis and a 2021 CV515 Chassis through the above-referenced cooperative, and whose sales services are available to the Commission pursuant to a cooperative purchasing agreement; and

**WHEREAS**, the Chief Financial Officer has certified that sufficient funds are available for this purchase.

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

1. A contract for the purchase of Commission vehicles be and is hereby awarded to Hunter Truck, pursuant to the Sourcewell cooperative, without public bidding, and as permitted by law.

2. The Executive Director is hereby authorized and directed to execute an appropriate Agreement and any other forms necessary for the fulfillment of this contract with Hunter Truck, consistent with the terms of this Resolution and subject to the approval of the Commission's Solicitor.

Chairman Riggins moved to approve. Vice-Chairwoman Nunes seconded the motion. The motion passed unanimously.

**RESOLUTION NO. 2021-49**

**RESOLUTION AWARDING A CONTRACT FOR  
ENGINEERING SERVICES FOR VARIOUS AS-BUILT  
DRAWINGS AND CONSULTING SERVICES FOR CERTAIN  
PROJECTS TO REMINGTON AND VERNICK ENGINEERS**

**WHEREAS**, the Burlington County Bridge Commission ("Commission") requires the services of an engineering firm with expertise in engineering consulting matters for wireless link replacement, toll plaza wiring replacement, camera placement, traffic signal modification, switchgear service, traffic gate power wiring, and pier navigation lights; 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, pursuant to Resolution No. 2020-78 the Commission determined that Remington and Vernick Engineers ("R&V") was qualified to serve the Commission; and,

**WHEREAS**, the Commission also determined that R&V submitted a proposal that provided favorable contract terms and conditions for the Commission.

**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 R&V for the performance of the above-referenced engineering consulting services for the Commission.

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 Ninety-Five Thousand Dollars (\$95,000.00), and the contract shall extend for until the projects have ended.

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

Chairman Riggins moved to approve. Vice-Chairwoman Nunes seconded the motion. The motion passed unanimously.

**RESOLUTION NO. 2021-50**

**RESOLUTION AMENDING THE CONTRACT WITH T&M ASSOCIATES FOR INSPECTIONS FOR THE TACONY PALMYRA COMMERCIAL COATING REMOVAL, REHABILITATION AND PAINTING PROJECT**

**WHEREAS**, the Burlington County Bridge Commission ("Commission") has determined that it requires the services of a consulting engineer with expertise in the performance of inspections for the Tacony-Palmyra Bridge commercial coating removal, rehabilitation and painting; and,

**WHEREAS**, pursuant to Resolution No. 2021-11 the Commission entered into a contract with T& M Associates ("T&M") to provide these professional engineering services; and,

**WHEREAS**, the Commission has determined that it is necessary to increase the appropriation for T&M's continued services on the project by an additional sum of Sixty Thousand Dollars (\$60,000.00), and to amend the period covered by the contract to include September 1, 2020 and extend until the completion of the contract.

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

1. The terms, conditions and duties outlined in Resolution No. 2021-11 appointing T&M are incorporated herein by reference, and for the reasons hereinabove expressed, an additional sum of Sixty Thousand Dollars (\$60,000.00) be and hereby is appropriated to pay the fees, expenses and costs pursuant to the existing contract between the Commission and T&M, and the period covered by the contract is amended to include September 1, 2020 and extend until the completion of the contract.

2. Sufficient funds are available for payment of 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 Burlington County Times, as required by law.

Chairman Riggins moved to approve. Vice-Chairwoman Nunes seconded the motion. The motion passed unanimously.

**RESOLUTION NO. 2021-51**

**RESOLUTION AMENDING A CONTRACT WITH  
CONSULTING IMS TO PERFORM COMPUTER  
CONSULTING SERVICES**

**WHEREAS**, the Burlington County Bridge Commission (“Commission”) has determined that it requires certain computer consulting services, specifically analyzing and integrating hardware and software programming systems with LAN platforms and other computer consulting services; and,

**WHEREAS**, pursuant to Resolution 2020-65, the Commission entered into a contract with Consulting IMS (“IMS”) providing for the above services; and

**WHEREAS**, the Commission has determined that it is necessary to authorize the performance of said services and to increase the contract amount by an additional Forty Thousand Dollars (\$40,000.00):

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

1. The terms, conditions and duties outlined in Resolution 2020-65, and the contract executed pursuant thereto are incorporated herein by reference, and for the reasons hereinabove expressed, the required additional services are authorized and an additional sum of Forty Thousand Dollars (\$40,000.00) be and hereby is appropriated.

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.

Chairman Riggins moved to approve. Vice-Chairwoman Nunes seconded the motion. The motion passed unanimously.

**RESOLUTION NO. 2021-52**

**RESOLUTION OF THE BURLINGTON COUNTY BRIDGE  
COMMISSION AUTHORIZING ENTRY INTO A SHARED  
SERVICES AGREEMENT WITH THE BURLINGTON  
COUNTY BOARD OF COMMISSIONERS TO PROVIDE  
ASSISTANCE TO THE BURLINGTON COUNTY CURBSIDE  
RECYCLING PICKUP PROGRAM**

**WHEREAS**, the Burlington County Bridge Commission, (“the Commission”), recognizes the need to provide all residents and municipalities in Burlington County with appropriate cost savings measures at every opportunity; and



**WHEREAS**, the Commission has previously entered into agreements with the Burlington County Board of Commissioners (formerly the Board of Chosen Freeholders, hereinafter "the County"), to allow for the use of Commission personnel and its contractors to perform needed work throughout the County, as the County may require; and

**WHEREAS**, the County operates a curbside recycling pickup program, for the benefit of all Burlington County residents in each municipality, through an agreement between the County and the Occupational Training Center, ("OTC"), a not-for-profit New Jersey corporation, who utilizes its labor and vehicles in order to perform the curbside pickup services; and

**WHEREAS**, as Burlington County emerges from the recent pandemic, national economic pressures, affecting large portions of service and transportation industries, have limited the ability of the OTC to fully staff its work force, in order to maintain existing pickup routes, consistent with established pickup schedules; and

**WHEREAS**, while the OTC adjusts to the recent impacts on its labor force, which OTC intends to resolve as quickly as possible, the County wishes to maintain its existing curbside recycling pickup program, particularly during the summer months, and the County intends to dedicate a limited number of workers, to be provided by the Bridge Commission, to work on those recycling pickup routes and to supplement OTC's labor force; and

**WHEREAS**, as the County and the Bridge Commission have done several times in the past, the County and the Bridge Commission intend to participate in a shared services partnership in order to assist the OTC in the curbside recycling pickup program, and the Commission wishes to set forth its commitment to the project through the adoption of this Resolution of the Burlington County Bridge Commission; and

**WHEREAS**, the County of Burlington and the Burlington County Bridge Commission, (hereinafter collectively "the parties"), are authorized by the Shared Services Act, N.J.S.A. 40A:65-4 et seq., to enter into contracts for the joint provision services which either party to the contract is authorized to render on its own and within its own jurisdiction; and

**WHEREAS**, the parties have agreed to participate in a Shared Services Agreement, in written form, which will establish the respective rights and obligations of the parties, the essential terms of which are set forth in this Resolution below; now therefore, be it

**RESOLVED**, by the Burlington County Bridge Commission that:

1. The Shared Services Agreement between the County of Burlington and the Burlington County Bridge Commission shall be effective immediately, and shall remain in effect until such date as is the subject of the mutual agreement of the parties; and

2. The services that are the subject of the Shared Services Agreement involve the use of Bridge Commission personnel in order to perform labor required to administer and/or to otherwise assist in carrying out the County's curbside recycling pickup program; and

3. The Executive Director of the Bridge Commission is authorized to sign, seal, and execute the form of Shared Services Agreement, in such form as is approved by the Bridge Commission Solicitor, and the Executive Director is authorized to take all actions that are necessary in order to implement the terms of the Shared Services Agreement.

Chairman Riggins moved to approve. Vice-Chairwoman Nunes seconded the motion. The motion passed unanimously.

**RESOLUTION NO. 2021-53**

**RESOLUTION OF THE BURLINGTON COUNTY BRIDGE COMMISSION AUTHORIZING ENTRY INTO AN AGREEMENT WITH THE OCCUPATIONAL TRAINING CENTER GOVERNING THE USE OF OTC EQUIPMENT BY COMMISSION PERSONNEL IN SUPPORT OF THE BURLINGTON COUNTY CURBSIDE RECYCLING PICKUP PROGRAM**

**WHEREAS**, the Burlington County Bridge Commission, ("the Commission"), is a party to a Shared Services Agreement with the Burlington County Board of Commissioners (formerly the Board of Chosen Freeholders, hereinafter "the County"), to allow for the use of Commission personnel and its contractors to perform needed work throughout the County, as the County may require; and

**WHEREAS**, the County operates a curbside recycling pickup program, for the benefit of all Burlington County residents in each municipality, through an agreement between the County and the Occupational Training Center, ("OTC"), a not-for-profit New Jersey corporation, who utilizes its labor and vehicles in order to perform the curbside pickup services; and

**WHEREAS**, as the County and the Bridge Commission have done several times in the past, the County and the Bridge Commission intend to participate in a shared services partnership in order to assist the County and the OTC in the curbside recycling pickup program; and

**WHEREAS**, the services that are the subject of the Shared Services Agreement involve the use of Bridge Commission personnel in order to perform labor required to administer and/or to otherwise assist in carrying out the County's curbside recycling pickup program; and

**WHEREAS**, the OTC and the Bridge Commission desire to enter into a written agreement governing the use of OTC rear load collection vehicles by Commission employees in the collection of recyclables, on such terms as are mutually advantageous and agreeable to the Commission and to the OTC; now therefore

**RESOLVED**, by the Burlington County Bridge Commission that:

1. Entry into a written agreement between the Burlington County Bridge Commission and the OTC is hereby approved, and shall be effective immediately, and shall remain in effect until such date as is the subject of the mutual agreement of the parties; and

2. The Executive Director of the Bridge Commission is authorized to sign, seal, and execute the form of agreement, in such form as is approved by the Bridge Commission Solicitor, and the Executive Director is authorized to take all actions that are necessary in order to implement the terms of the agreement with the OTC.

Chairman Riggins moved to approve. Vice-Chairwoman Nunes 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>
Sonji B. Kendall	P/T Tolls	06/28/2021
<b><u>PROBATION - Requires Commission Approval</u></b>		<b><u>Effective</u></b>
Ronald P. Cesaretti	Acting Director/IT	06/01/2021
Manvir S. Pandher	F/T IT Technician	06/01/2021
<b><u>RESIGNATIONS – Requires Commission Approval</u></b>		<b><u>Effective</u></b>
Christopher R. Howe	F/T Police	06/19/2021
Francis H. Anstey	F/T Tolls	06/25/2021
Xiana Colon	P/T Tolls	07/01/2021
Sonji B. Kendall	P/T Tolls	07/09/2021

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

Executive Director Andl requested permission for Commissioners and staff members to attend the IBTTA Annual Meeting and Exhibition Conference in Anaheim, CA from October 9th thru October 12, 2021.

Vice-Chairwoman Nunes moved to approve. Chairman Riggins seconded the motion. The motion passed unanimously.

**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. Chairman Riggins seconded the motion. The motion passed unanimously.

Respectfully submitted,



Kathleen M. Wiseman  
Secretary