

BURLINGTON COUNTY BRIDGE COMMISSION
MEETING MINUTES
JUNE 13, 2023

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 14, 2022 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 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
Frederick Gabriele, Director of Maintenance
John Moore, Director, Palmyra Cove Nature Park/Institute
for Earth Observations
Rob Wells, Director, Economic Development &
Regional Planning
Sascha Harding, Director of Engineering
Michael McCarron,
Director of Tolls and Tower Operations
Ronald Cesaretti, Director/IT & ETC
Manvir S. Pandher, Information Technician
Jay Springer, Jr., Manager, Burlington-Bristol Bridge
Stephanie Brandt, Accounting Manager
Geneva Rijs, Assistant Director, HR
Harry A. Lewis, Economic Development Specialist
Kathleen Hanuscin, Senior Administrative Assistant

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

Chairman Riggins expressed his gratitude to the first responders who responded to the scene of the I-95 collapse and thanked them for keeping the motoring public safe.

Chairman Riggins further stated that he wanted to assure the public that both the Tacony-Palmyra Bridge and the Burlington-Bristol Bridge remain open and will continue to remain open throughout the reconstruction of the I-95 overpass. Chairman Riggins noted that the Bridge Commission will continue to make sure that our Bridges remain safe and reliable for all of our motorists, and he expressed his thanks to the Bridge employees for all that they do in keeping our Bridges safe during the current challenging times.

APPROVAL OF MINUTES

Vice-Chairwoman Nunes moved to approve the minutes of the May 9, 2023 Commission Meeting. Chairman Riggins seconded the motion. The motion passed unanimously.

DISBURSEMENTS LIST

Vice-Chairwoman Nunes moved to approve disbursements made from May 10, 2023 through June 13, 2023 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 2023-37 through 2023-42 by block. For those resolutions, Vice-Chairwoman Nunes moved to approve. Chairman Riggins seconded the motion. The motion passed unanimously.

The Commission considered the following resolutions:

RESOLUTION NO. 2023-37

RESOLUTION OF THE BURLINGTON COUNTY BRIDGE COMMISSION 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 (the "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, of the proposed issuance of General Obligation Lease Revenue Bonds and the renewal of General Obligation Lease Revenue Notes initially issued to finance certain capital improvements undertaken by the County of Burlington pursuant to its 2015 and 2016 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 (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 governing body of 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 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.

Adopted: June 13, 2023

RECORDED VOTE

<u>NAME</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Matthew Riggins	X			
Sandra Nunes	X			
Latham Tiver				X

The foregoing is a true copy of a resolution adopted by the governing body of the Burlington County Bridge Commission on June 13, 2023.

Kathleen M. Wiseman, Secretary

Date: June 13, 2023

[SEAL]

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

RESOLUTION NO. 2023-38

**RESOLUTION APPROVING CHANGE ORDER NO. 2 TO
EXTEND THE CONTRACT TIME FOR THE BURLINGTON-
BRISTOL BRIDGE AND THE TACONY-PALMYRA BRIDGE
STRUCTURAL HEALTH MONITORING SYSTEM
PROJECT CONTRACT WITH CARR & DUFF, INC.**

WHEREAS, pursuant to Resolution 2022-39, as amended by Resolution 2023-07 Change Order No. 1, the Commission entered into a contract with Carr & Duff, Inc. ("Carr & Duff"), to provide certain specialized construction services for the Bridge Commission, including services for the project titled "Burlington-Bristol Bridge and Tacony-Palmyra Bridge Structural Health Monitoring System (BCBC-202203)"; and

WHEREAS, by way of requested Change Order No. 2, Carr & Duff has requested a time extension of the contract in response to supply chain issues by their suppliers; specifically: a new substantial completion date of July 25, 2023, and a contract completion date of September 23, 2023; and

WHEREAS, the Commission is satisfied that Carr & Duff has presented Change Order No. 2 responsibly and reasonably under the circumstances.

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 the above-referenced Change Order No. 2 for Carr & Duff for the project titled "Burlington-Bristol Bridge and Tacony-Palmyra Bridge Structural Health Monitoring System (BCBC-202203)".

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

RESOLUTION NO. 2023-39

RESOLUTION AWARDING CONTRACT WITH PENNONI ASSOCIATES FOR PROJECT MANAGEMENT, REVIEW OF INSPECTION REPORTS, AND DESIGN FOR REPLACING EXISTING BRIDGE BEARINGS FOR COUNTY ROUTE 543 BRIDGE OVER THE PENNSAUKEN CREEK

WHEREAS, the Burlington County Bridge Commission (“Commission”) requires the services of an engineering firm with expertise in project management and design for the replacement of existing bridge bearings at the County Route 543 Bridge over the Pennsauken Creek (“Bridge Bearing Replacement”); 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 Request for Proposals, (“RFP”) for specialized engineering services, pursuant to Resolution No. 2020-78 the Commission determined that Pennoni Associates, Inc. (“Pennoni”) was qualified to serve the Commission; and

WHEREAS, the Commission also determined that Pennoni 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 Pennoni for the performance of project management and design for the above-referenced Bridge Bearing Replacement Project 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 and Sixty-Six Thousand Four Hundred and Seventy Dollars (\$166,470.00), and the contract shall extend for the period of one year, from June 13, 2023 to and until the completion of the project.

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

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

RESOLUTION NO. 2023-40

**RESOLUTION APPROVING CHANGE ORDER NO. 1 CONTRACT
FOR MAINTENANCE AND REPAIRS OF ELECTRICAL EQUIPMENT
AND SYSTEMS WITH CHAMMINGS ELECTRIC, INC.**

WHEREAS, pursuant to Resolution 2023-13, the Commission entered into a contract with Chamblings Electric, Inc. (“Chamblings”), to provide for the maintenance and repairs of electrical equipment and systems of the Commission’s bridges, equipment and other facilities; and

WHEREAS, in order to complete required work on its contract with the Commission, Chamblings has identified unanticipated labor rate categories for the performance of work on the project and, by way of proposed Change Order No. 1, Chamblings has proposed additional labor pay categories for the project, as follows: for Apprentice (straight time), Apprentice (over-time), and Apprentice (double-time), (hereinafter, the “Labor Pay Rates”), with such revised labor rate categories scheduled to take effect on June 13, 2023, and with a corresponding increase in the total contract amount of Nine thousand Four Hundred and Sixty-Five Dollars and Eighty Cents (\$9,465.80); and

WHEREAS, the Commission has determined the Labor Pay Rates proposed for Change Order No. 1 are reasonable and appropriate.

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

1. The terms, conditions and duties outlined in Resolution 2023-13, and the contract executed pursuant thereto, are incorporated herein by reference, and for the reasons herein above expressed, Change Order No. 1 for revised Labor Pay Rates is authorized, and an additional sum of Nine thousand Four Hundred and Sixty-Five Dollars and Eighty Cents (\$9,465.80) be and is hereby 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.

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

RESOLUTION NO. 2023-41

RESOLUTION AWARDING A CONTRACT FOR INSPECTION SERVICES TO PENNONI ASSOCIATES, INC. FOR MAINTENANCE OF BRIDGES, EQUIPMENT AND OTHER FACILITIES (2022-2023), BCBC 202206 TASK NOS. 8 THROUGH 15

WHEREAS, the Burlington County Bridge Commission (“Commission”) requires the services of an engineering firm with expertise in inspection services for the Commission’s Maintenance of Bridges, Equipment and Other Facilities Project (2022-2023); 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 Pennoni Associates, Inc. (“Pennoni”) was qualified to serve the Commission; and

WHEREAS, the Commission also determined that Pennoni 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 Pennoni for inspection services, for the Commission’s Maintenance of Bridges, Equipment and Other Facilities Project (2022-2023), as set forth in the above-referenced proposal that was submitted by Pennoni Associates, Inc. as BCBC 202206 at Tasks Nos. 8 through 15.

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 Two Hundred Ten Thousand Two Hundred and Forty Dollars (\$210,240.00), and the contract shall extend for the period of one year, from June 13, 2023 to and until the projects are completed.

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

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

RESOLUTION NO. 2023-42

RESOLUTION AMENDING CHANGE ORDER NO. 2 TO CORNELL & COMPANY INC. FOR THE BURLINGTON-BRISTOL BRIDGE LIFT AND TOWER SPAN MISCELLANEOUS REPAIRS CONTRACT (BCBC-202102) FOR ADDITIONAL TIME

WHEREAS, pursuant to Resolution 2022-07, as amended by Resolution 2023-14, and as amended by Resolution 2023-23 the Burlington County Bridge Commission (“Commission”) awarded a contract to Cornell & Company Inc. (“Cornell”) for the project titled “Burlington-Bristol Bridge Lift and Tower Spans Miscellaneous Repairs (BCBC-202102)” (hereinafter “the Project”); and

WHEREAS, on March 14, 2023, the Commission extended the time period for the completion of work on the Project until March 31, 2023; and

WHEREAS, upon the request of Cornell, the Commission’s Engineer has recommended that the time period for the completion of work described in Change Order No. 2 should be extended from March 31, 2023 until April 30, 2023; and

WHEREAS, the Commission has determined that the additional time period extension is appropriate.

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 the time extension for the Project that was approved by way of Change Order No. 2, as set forth above, be and is hereby extended until April 30, 2023.

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

HUMAN RESOURCES

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

<u>NEW HIRES – Requires Commission Approval</u>	<u>Effective</u>
Dennis G. Comey F/T Tolls	06/04/2023
<u>RESIGNATION – Requires Commission Approval</u>	<u>Effective</u>
Jeffrey S. Smith P/T Police	06/01/2023
<u>PROBATION - Requires Commission Approval</u>	<u>Effective</u>
Frederick M. Gabriele Maintenance Director	03/19/2023
Daryl B. Caulfield F/T Police	05/16/2023

PROMOTIONS - Requires Commission Approval

		<u>Effective</u>
Gary A. Beaver	Acting Sergeant	06/02/2023
Phillip M. Landell	Acting Sergeant	06/02/2023
Brent J. Staiger	Acting Sergeant	06/02/2023
Robert E. Settimio	Acting Sergeant	06/02/2023

SEASONAL COLLEGE - Requires Commission Approval

		<u>Effective</u>
Logan F. McTaggart	Toll Collector	05/30/2023
Camille D. Wells	Toll Collector	05/31/2023

Chairman Riggins welcomed all new hires and congratulated the Acting Sergeants on their promotion.

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

OLD BUSINESS

Chairman Riggins called for any old business to come before the Commission. There was no old business reported to the Commission.

NEW BUSINESS

Chairman Riggins called for any new business to come before the Commission. There was no new business reported to the Commission.

PUBLIC COMMENT

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

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

Respectfully submitted,



Kathleen M. Wiseman
Secretary