

BURLINGTON COUNTY BRIDGE COMMISSION
MEETING MINUTES
December 16, 2015

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 18, 2015 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 E. 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
Constance Borman, Human Resource Director
Patrick Reilly, Director of Public Safety and Security
James Fletcher, Manager, Tacony-Palmyra Bridge
Phillip Adams, Manager, Burlington-Bristol Bridge
Stanley Ozalis, Manager, Technical Operations
Mark A. Remsa, Director of Economic Development and Regional Planning
Ellen Brennan, Health and Benefits Coordinator
Michael McCarron, Assistant to Director of Tolls and Tower Operations
Al Ziegler, Maintenance Superintendent
Dave Leh, Accountant
Michelle Chiemiego, Procurement Officer
Detective Brian Laudenslager
Officer David George
Officer Jeffrey Smith
Officer Gregg Willis
Officer Brent Staiger
Sascha Harding, Pennoni Engineering
John Zarsky, Pennoni Engineering
Lawrence Egan, Pennoni Engineering
Brian Schafer
Michael E. McCormick

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

APPROVAL OF THE MINUTES

Commissioner Singleton moved to approve the minutes of November 10, 2015. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

ACCEPTANCE OF ECONOMIC DEVELOPMENT MINUTES

Vice-Chairman Fattorini moved to accept the minutes of the October 2015 and November 2015 Economic Development Meetings. Commissioner Singleton seconded the acceptance. Acceptance passed unanimously.

DISBURSEMENTS LIST

Commissioner Singleton moved to approve disbursements made from November 11, 2015 through December 16, 2015 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 15-00125; Vice-Chairman Fattorini abstained from Voucher Number 15-02171, 16-00026, 16-00256 and 16-00237; and Commissioner Singleton abstained from Voucher Numbers 16-00254, 16-00384, 16-00236, 16-00025, 15-01485, 16-00235, 15-01486, 16-00385 and 16-00393.

EXECUTIVE DIRECTOR'S REPORT

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

RESOLUTION NO. 2015-119

RESOLUTION APPROVING CHANGE ORDER NO. 1 FOR FRANKLIN ELECTRIC COMPANY FOR ELECTRICAL PARTS.

WHEREAS, pursuant to Resolution No. 2014-128, the Burlington County Bridge Commission ("Commission") awarded a contract to Franklin Electric Company ("Franklin") for the procurement titled "Electrical Parts and Supplies (BCBC-201316)"; and

WHEREAS, the total amount of that contract was \$80,000.00; and

WHEREAS, Commission staff recommended by memorandum on December 1, 2015, that Change Order No. 1 be approved providing for the following: additional and unanticipated electrical and electronic parts and supplies; and

WHEREAS, this Change Order No. 1 requires an increase of \$10,000.00 in the contract price, bringing the new contract total to \$90,000.00 and an increase in the contract time of 30 days.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission that, based upon the recommendation of Commission staff, and after a thorough review of this matter, the Commission hereby approves Change Order No. 1 for Franklin for the procurement titled “Electrical Parts and Supplies (BCBC-201316)” for the reasons herein above expressed.

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

RESOLUTION NO. 2015-120

RESOLUTION AMENDING THE CONTRACT WITH REMINGTON VERNICK & ARANGO ENGINEERS FOR ELECTRICAL ENGINEERING SERVICES FOR THE RIVERSIDE-DELANCO BRIDGE SUBMARINE CABLE REPLACEMENT.

WHEREAS, the Burlington County Bridge Commission (“Commission”) has determined that it requires the services of an engineering firm to perform electrical engineering services for the replacement of the submarine cables for the Riverside-Delanco Bridge; and

WHEREAS, pursuant to Resolution No. 2014-46, the Commission entered into a contract with Remington Vernick & Arango Engineers (“RVA”) to provide those services; and

WHEREAS, additional services under this contract are required due to the extended duration of field construction activities, and therefore it is necessary to increase the appropriation for such services by an additional Thirty-Two Thousand Five Hundred Twenty Dollars (\$32,500.00).

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

1. The terms, conditions and duties outlined in Resolution No. 2014-46 appointing RVA are incorporated Thirty-Two Thousand Five Hundred Twenty Dollars (\$32,500.00) be and hereby is appropriated to pay the fees, expenses and costs pursuant to the existing contract between the Commission and RVA.

Chairman Comegno read Resolution No. 2015-124 and Resolution No. 2015-125 in their entirety. Michael McCarron, Assistant to Director of Tolls and Tower Operations, spoke briefly regarding the work ethic and loyalty of both Brian Schafer and Michael E. McCormick during their employment at the Commission and wished them well on their retirements.

RESOLUTION NO. 2015-124

RESOLUTION REGARDING THE RETIREMENT OF BRIAN SCHAFER

WHEREAS, Brian Schafer has been a regular employee of the Burlington County Bridge Commission (“Commission”) for Twenty-Three (23) years and Seven (7) months during which time he has served in the Toll Department; and

WHEREAS, Brian Schafer has been a good, loyal and faithful employee of the Commission; and

WHEREAS, Brian Schafer has requested the Commission for permission to retire effective January 1, 2016.

NOW, THEREFORE, BE IT RESOLVED that the retirement of Brian Schafer be granted at the December 16, 2015 meeting effective January 1, 2016 with the benefits requested by Mr. Schafer 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. Schafer 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 _____

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

RESOLUTION NO. 2015-125

**RESOLUTION REGARDING THE RETIREMENT OF MICHAEL
E. MCCORMICK**

WHEREAS, Michael E. McCormick has been a regular employee of the Burlington County Bridge Commission (“Commission”) for Twenty-Five (25) years during which time he has served in the Toll Department; and

WHEREAS, Michael E. McCormick has been a good, loyal and faithful employee of the Commission; and

WHEREAS, Michael E. McCormick has requested the Commission for permission to retire effective February 1, 2016.

NOW, THEREFORE, BE IT RESOLVED that the retirement of Michael E. McCormick be granted at the December 16, 2015 meeting effective February 1, 2016 with the benefits requested by Mr. McCormick 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. McCormick 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 _____

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

Stanley Ozalis, Manager of Technical Operations, spoke briefly about Terri M. Zinn and noted her loyalty to the Commission and the multiple roles she held during her employment. Mr. Ozalis wished her best regards in her retirement.

RESOLUTION NO. 2015-126

**RESOLUTION REGARDING THE RETIREMENT OF TERRI M.
ZINN**

WHEREAS, Terri Zinn has been a regular employee of the Burlington County Bridge Commission ("Commission") for Fifteen (15) years during which time she has served in the Administration and Toll Departments; and

WHEREAS, Terri Zinn has been a good, loyal and faithful employee of the Commission; and

WHEREAS, Terri Zinn has requested the Commission for permission to retire effective January 1, 2016.

NOW, THEREFORE, BE IT RESOLVED that the retirement of Terri Zinn be granted at the December 16, 2015 meeting effective January 1, 2016 with the benefits requested by Ms. Zinn 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 Ms. Zinn 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 _____

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

Director Patrick Reilly commended Detective Brian Laudenslager, Officer David George and Officer Jeffrey Smith for recent contributions resulting from diligent police work.

Executive Director Jeffers asked for permission to attend Burlington County Regional Chamber of Commerce's Annual Installation and Recognition Dinner on January 25, 2016. Vice-Chairman Fattorini moved to approve. Commissioner Singleton seconded the motion. The motion passed unanimously.

Chairman Comegno asked for any further business to come before the Commission.

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

Respectfully submitted,

Kathleen M. Wiseman
Secretary