

BURLINGTON COUNTY BRIDGE COMMISSION
MEETING MINUTES
July 24, 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 December 5, 2014 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
Clara Ruvolo, Director, Palmyra Cove Nature Park
Mark Remsa, Dir. Economic Development & Regional Planning
Phillip Adams, Manager, Burlington-Bristol Bridge
Stanley Ozalis, Manager, Technical Operations
Michael McCarron, Asst. to Dir. of Tolls & Tower Operations
Michelle Chiemiego, Procurement Officer
Ellen Brennan, Health and Benefits Coordinator
Dave Leh, Accountant
Russell Adams, Maintenance Superintendent
Sascha Harding, Pennoni Engineering
John Zarsky, Pennoni Engineering

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

APPROVAL OF THE MINUTES

Commissioner Singleton moved to adopt the minutes of June 8, 2015. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

APPROVAL OF THE MINUTES

Vice-Chairman Fattorini moved to adopt the minutes of May 12, 2015. Chairman Comegno seconded the motion. The motion passed unanimously.

ACCEPTANCE OF ECONOMIC DEVELOPMENT MINUTES

Vice-Chairman Fattorini moved to accept the minutes of the May 2015 Economic Development Meeting. Chairman Comegno seconded the acceptance. Acceptance passed unanimously.

DISBURSEMENTS LIST

Chairman Comegno moved to hold the disbursements until the July 2015 commission meeting due to the absence of Commissioner Singleton. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

EXECUTIVE DIRECTOR'S REPORT

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

RESOLUTION NO. 2015-43

RESOLUTION AWARDING A CONTRACT TO DREXEL UNIVERSITY TO PROVIDE ENGINEERING RELATED RESEARCH AND ASSISTANCE.

WHEREAS, the Burlington County Bridge Commission ("Commission") has determined that it requires the services of an organization at the forefront of engineering research and education related to transportation infrastructure systems, capable of designing and implementing smart bridge technologies for the Commission related to maintaining the safety and enhancing the serviceability and affordability of the Commission's bridges, as well as other engineering-related research and assistance; and

WHEREAS, the Commission is committed to maintaining and operating safe, affordable, and accessible bridges and facilities; and

WHEREAS, the Commission has aggressive maintenance and inspection programs in place to ensure that these objectives are fulfilled; and

1, 2015 and ending September 30, 2016 has been introduced before the governing body of the Commission at its meeting of July 24, 2015; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$31,773,000; Total Appropriations of \$31,773,000 and

WHEREAS, the Capital Budget Program as introduced reflects Total Appropriations of \$17,675,000 and Total Unrestricted Net Assets planned to be utilized as funding thereof, of \$4,500,000; 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:

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Commission, at an open public meeting held on July 24, 2015, that the Annual Budget and Capital Budget Program of the Commission for the fiscal year period beginning October 1, 2015 and ending September 30, 2016, 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 members of the Commission will consider the Annual Budget and Capital Budget Program for Adoption on September 9, 2015.

Kathleen M. Wiseman, Secretary

(date)

Member	Recorded Vote			
	Aye	Nay	Abstain	Absent
John B. Comegno II	x			
James D. Fattorini	x			
Troy E. Singleton	x			

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

RESOLUTION NO. 2015-48

RESOLUTION AMENDING THE CONTRACT WITH THE BURLINGTON CENTER FOR HUMAN GROWTH, INC. FOR EMPLOYEE PSYCHOLOGICAL TESTING SERVICES.

WHEREAS, the Burlington County Bridge Commission (“Commission”) has determined that it requires the services of a mental health professional to provide comprehensive clinical interview and assessment services for applicants for employment by the Commission; and

WHEREAS, pursuant to Resolution No. 2014-106, the Commission entered into a contract with the Burlington Center for Human Growth, Inc. (“BCHG”) to provide those professional services; and

WHEREAS, additional services under this contract have been required, and it is necessary to increase the appropriation for such services by an additional Five Thousand Dollars (\$5,000.00), and sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto.

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

1. The terms, conditions and duties outlined in Resolution No. 2014-106 appointing BCHG are incorporated herein by reference, and for the reasons hereinabove expressed, an additional sum of Five Thousand Dollars (\$5,000.00) be and

hereby is appropriated to pay the fees, expenses and costs pursuant to the existing contract between the Commission and BCHG.

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

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

RESOLUTION NO. 2015-49

RESOLUTION AWARDING A CONTRACT FOR A FEASIBILITY STUDY FOR THE PAINTING OF THE TACONY-PALMYRA & BURLINGTON-BRISTOL BRIDGES AND TOLL PLAZAS TO T & M ASSOCIATES.

WHEREAS, the Burlington County Bridge Commission ("Commission") has determined that it requires the services of a qualified consulting engineer to perform a feasibility study for the painting of the Tacony-Palmyra and Burlington-Bristol Bridges and toll plazas; and

WHEREAS, upon receipt and review of the proposal submitted in response to the RFP, it was determined that T & M Associates ("T & M"), who has been pre-qualified to provide engineering services to the Commission, submitted a proposal that provided favorable contract terms and conditions for the Commission; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Commission is satisfied that T & M has the required knowledge and expertise to perform the requisite professional engineering services; and

WHEREAS, the maximum amount of this contract is Ninety-Nine Thousand Seven Hundred Dollars (\$99,700.00), and sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of such professional services and the contract itself must be made available for public inspection:

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 T & M.

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-Nine Thousand Seven Hundred Dollars (\$99,700.00), and the contract shall extend for the period of one year, from August 1, 2015 to and until July 31, 2016.

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

RESOLUTION NO. 2015-50

RESOLUTION AWARDING A CONTRACT FOR THE ENGINEERING EVALUATION AND DESIGN FOR THE NEW RIVER ROAD MILLING/OVERLAY PROJECT TO MASER CONSULTING P.A.

WHEREAS, the Burlington County Bridge Commission ("Commission") has determined that it requires the services of a qualified consulting engineer to perform an engineering evaluation and design for the New River Road Milling/Overlay project located on the easterly side of the Route 73 overpass; and

WHEREAS, upon receipt and review of the proposal submitted in response to the RFP, it was determined that Maser Consulting P.A. ("Maser") who has been pre-qualified to provide engineering services to the Commission, submitted a proposal that provided favorable contract terms and conditions for the Commission; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Commission is satisfied that Maser has the required knowledge and expertise to perform the requisite professional engineering services; and

WHEREAS, the maximum amount of this contract is Forty Thousand Three Hundred Dollars (\$40,300.00), and sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of such professional services and the contract itself must be made available for public inspection:

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 Maser.

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 Forty Thousand Three Hundred Dollars (\$40,300.00), and the contract shall extend for the period of one year, from August 1, 2015 to and until July 31, 2016.

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

RESOLUTION NO. 2015-51

RESOLUTION AMENDING THE CONTRACT WITH T & M ASSOCIATES FOR ASSOCIATE RESIDENT ENGINEERING SERVICES.

WHEREAS, the Burlington County Bridge Commission ("Commission") has determined that it requires the services of an engineering firm with expertise in matters involving operation and maintenance of the bridges under the jurisdiction of the Commission, and is capable of providing services as associate resident engineer and is also capable of providing services relating to structural and other repairs involving the Commission's bridges, construction inspection and monitoring relating to the Burlington-Bristol Bridge operating ropes replacement project, and engineering services relating to the Commission's yearly and in-depth inspection programs, among other projects as may be requested by the Commission; and

WHEREAS, pursuant to Resolution No. 2014-115, the Commission entered into a contract with T & M Associates ("T & M") to provide those professional engineering services; and

WHEREAS, additional engineering services under this contract are required for construction inspection services for the Burlington-Bristol Bridge Structural Steel Repairs and Burlington Bristol-Bridge Bridge Mounted Structures, and it is necessary to increase the appropriation for such services by an additional One Hundred Twenty Thousand Dollars (\$120,000.00).

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

1. The terms, conditions and duties outlined in Resolution No. 2014-115 appointing T & M are incorporated herein by reference, and for the reasons hereinabove expressed, an additional sum of One Hundred Twenty Thousand Dollars (\$120,000.00) be and hereby is appropriated to pay the fees, expenses and costs pursuant to the existing contract between the Commission and T & M.

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

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

RESOLUTION NO. 2015-52

**RESOLUTION APPROVING CHANGE ORDER NO. 3 FOR
MULHERN ELECTRIC COMPANY FOR THE TACONY-PALMYRA
BRIDGE PA POWERHOUSE REPLACEMENT PROJECT.**

WHEREAS, pursuant to Resolution No. 2013-98, the Burlington County Bridge Commission ("Commission") awarded a contract to Mulhern Electric Company ("Mulhern") for the project titled "Tacony-Palmyra Bridge PA Powerhouse Replacement (BCBC-201314)"; and

WHEREAS, due to adjustments to various pay item quantities, the Project Engineer recommended on July 15, 2015 that Change Order No. 3 be approved; and

WHEREAS, this Change Order No. 3 requires an increase of \$9,919.00 in the contract price, bringing the new contract total to \$1,944,650.88.

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 Change Order No. 3 for Mulhern for the project titled "Tacony-Palmyra Bridge PA Powerhouse Replacement (BCBC-201314)".

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

RESOLUTION NO. 2015-53

RESOLUTION APPROVING CHANGE ORDER NO. 2 FOR A.P. CONSTRUCTION, INC. FOR THE TACONY-PALMYRA BRIDGE BASCULE SPAN PP13-CT1 DECK REPLACEMENT.

WHEREAS, pursuant to Resolution No. 2012-98, the Burlington County Bridge Commission (“Commission”) awarded a contract to A.P. Construction, Inc. (“AP”) for the project titled “Tacony-Palmyra Bridge Bascule Span PP13-CT1 Deck Replacement (BCBC-201211)”; and

WHEREAS, due to additional work related to heavy-weight concrete and various steel repairs, the Project Engineer recommended on July 17, 2015 that Change Order No. 2 be approved; and

WHEREAS, this Change Order No. 2 requires an increase of \$302,036.44 in the contract price, bringing the new contract total to \$2,069,123.88.

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 Change Order No. 2 for AP for the project titled “Tacony-Palmyra Bridge Bascule Span PP13-CT1 Deck Replacement (BCBC-201211)”.

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

PALMYRA COVE NATURE PARK

Ms. Ruvolo reported that PCNP’s Cove Camp has blossomed from 8 children in 2007 to 40 children this year. In addition to Camp, PCNP hosted 250 children in the month of July for the environmental science programs. Finally, the artist exhibiting her work this month is Myra Ryan, an award winning artist from Riverton.

HUMAN RESOURCES

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

<u>NEW HIRES – Requires Commission Approval</u>		<u>Effective</u>
John Conrey	F/T Police	7/13/15
Daniel Wilson III	P/T Tolls	7/20/15
Jeffrey Hubbs	F/T Police	7/22/15

PROBATION – Requires Commission Approval

Mary Norman F/T Dispatcher
Greg Willis F/T Police

Effective

7/11/15
7/6/15

RESIGNATIONS – Requires Commission Approval

John Conrey F/T Police
Alexander Wolf P/T PCNP

Effective

7/20/15
7/26/15

PROMOTIONS – Requires Commission Approval

Ricky Rotenbury F/T Tolls
Traci Franecki P/T Cashier

Effective

6/7/15
6/29/15

TERMINATION – Requires Commission Approval

Joel Romulus P/T Delanco Bridge Tender

Effective

7/22/15

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

OLD BUSINESS

Chairman Comegno called for any old business to come before the Commission.

NEW BUSINESS

Chairman Comegno called for any new business to come before the Commission.

PUBLIC COMMENT

Chairman Comegno called for public comment to come before the Commission; none was received.

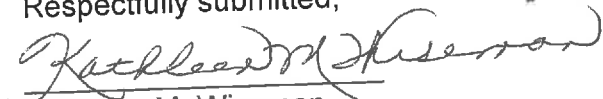
Executive Director Jeffers asked permission to travel for EZ-Pass Group Executive Committee Meeting, Tarrytown NY, August 12-13, 2015; and Government Managers of Information Systems Annual Conference, Newport RI, August 24-27, 2015.

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

Respectfully submitted,


Kathleen M. Wiseman
Secretary