

BURLINGTON COUNTY BRIDGE COMMISSION

MEETING MINUTES

May 12, 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
Robert Rein, Director of Tolls and Tower Operations
James Fletcher, Manager, Tacony-Palmyra Bridge
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
Al Ziegler, Maintenance Supervisor
Sascha Harding, Pennoni Engineering
John Zarsky, Pennoni Engineering
Nancy Johnson, Payroll Clerk
Mike McDonough, Cashier
Diane Wolf, Toll Auditor
Mary Haws, Toll Collector
Bill Haws

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

APPROVAL OF THE MINUTES

Commissioner Singleton moved to adopt the minutes of April 14, 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 April 2015 Economic Development Meeting. Commissioner Singleton seconded the acceptance. Acceptance passed unanimously. .

DISBURSEMENTS LIST

Vice-Chairman Fattorini moved to approve disbursements made from April 15, 2015 through May 12, 2015 as included in the list as presented. Commissioner Singleton seconded the motion. The motion passed with the following abstentions:

Chairman Comegno abstained from Voucher Number 15-00125; Vice-Chairman Fattorini abstained from Voucher Numbers 15-01231 and 15-00117; and Commissioner Singleton abstained from Voucher Numbers 15-01311, 15-00121, 15-01244, 15-01357, and 15-01355.

EXECUTIVE DIRECTOR'S REPORT

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

RESOLUTION NO. 2015-35

RESOLUTION AMENDING THE CONTRACT WITH MASER CONSULTING P.A. FOR OPERATIONAL SUPPORT EQUIPMENT CONSTRUCTION FOR THE BURLINGTON-BRISTOL AND TACONY-PALMYRA BRIDGES.

WHEREAS, the Burlington County Bridge Commission (“Commission”) has determined that it requires the services of a qualified consulting engineer to perform design services for the operational support equipment and associated infrastructure for the Burlington-Bristol and Tacony-Palmyra Bridges; and

WHEREAS, pursuant to Resolution No. 2014-123, the Commission entered into a contract with Maser Consulting P.A. (“Maser”) to provide those design services; and

WHEREAS, additional design services under this contract are required for the evaluation of subsurface conditions for the completion of the project, and therefore it is necessary to increase the appropriation for such services 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 No. 2014-123 appointing Maser are incorporated herein by reference, and for the reasons hereinabove expressed, an additional sum of Twenty Thousand Dollars (\$20,000.00) 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.

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

RESOLUTION NO. 2015-36

**RESOLUTION AMENDING THE CONTRACT WITH
CONSULTING ENGINEER SERVICES FOR
CONSTRUCTION INSPECTION SERVICES FOR THE
TACONY- PALMYRA BRIDGE BASCULE SPAN PP13-CT1
DECK REPLACEMENT PROJECT.**

WHEREAS, the Burlington County Bridge Commission (“Commission”) has determined that it requires the services of an engineering/consulting firm capable of performing construction inspection services related to the Tacony Palmyra Bridge Bascule Span PP13-CT1 Deck Replacement project (“Project”); and

WHEREAS, pursuant to Resolution No. 2012-99, the Commission entered into a contract with Consulting Engineer Services (“CES”) to provide those professional engineering services; and

WHEREAS, the contractor required additional time to complete the field construction activities under this contract, and it is also necessary to increase the appropriation for such services by an additional Fourteen Thousand Dollars (\$14,000.00).

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

1. The terms, conditions and duties outlined in Resolution No. 2012-99 appointing CES are incorporated herein by reference, and for the reasons hereinabove expressed, an additional sum of Fourteen Thousand Dollars (\$14,000.00) be and hereby is appropriated to pay the fees, expenses and costs pursuant to the existing contract between the Commission and CES.

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. 2015-37

RESOLUTION EXTENDING THE CONTRACT WITH ACT ENGINEERS, INC. (NO ADDITIONAL APPROPRIATION).

WHEREAS, the Burlington County Bridge Commission (“Commission”) has determined that it requires the services of a pre-qualified engineering firm capable of performing professional engineering services for the Commission related to Palmyra Cove Nature Park projects as well as other engineering related services; and

WHEREAS, pursuant to Resolution No. 2014-23, the Commission entered into a contract with Act Engineers, Inc. (“Act”) to provide these professional engineering services; and

WHEREAS, additional engineering services under this contract are required and it is therefore necessary to extend the contract to and until November 30, 2015.

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

1. The terms, conditions and duties outlined in Resolution No. 2014-23 appointing Act are incorporated herein by reference, and for the reasons hereinabove expressed, the existing contract between the Commission and Act is hereby extended to and until November 30, 2015.

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

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

RESOLUTION NO. 2015-38

RESOLUTION EXTENDING THE CONTRACT WITH ENVIRONMENTAL RESOLUTIONS, INC. FOR THE BURLINGTON- BRISTOL BRIDGE COUNTERWEIGHT REPAIRS (NO ADDITIONAL APPROPRIATION).

WHEREAS, the Burlington County Bridge Commission ("Commission") has determined that it requires the services of an engineering firm capable of performing construction inspection services for the counterweight repairs for the Burlington-Bristol Bridge; and

WHEREAS, pursuant to Resolution No. 2014-22, the Commission entered into a contract with Environmental Resolutions, Inc. ("ERI") to provide these professional engineering services; and

WHEREAS, additional quantities and construction time have been added to the Burlington-Bristol Bridge Counterweight Repairs Construction project, additional construction inspection services under this contract are required, and it is therefore necessary to extend the contract to and until December 31, 2015.

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

1. The terms, conditions and duties outlined in Resolution No. 2014-22 appointing ERI are incorporated herein by reference, and for the reasons hereinabove expressed, the existing contract between the Commission and ERI is hereby extended to and until December 31, 2015.

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

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

RESOLUTION NO. 2015-39

**RESOLUTION REGARDING THE RETIREMENT OF
WARREN H. LAMON, JR.**

WHEREAS, Warren H. Lamon, Jr. has been a regular employee of the Burlington County Bridge Commission ("Commission") for Fifteen (15) years during which time he has served in the Toll Department as a Toll Collector and Bridge Operator; and

WHEREAS, Warren H. Lamon, Jr. has been a good, loyal and faithful employee of the Commission; and

WHEREAS, Warren H. Lamon, Jr. has requested the Commission for permission to retire effective March 1, 2015.

NOW, THEREFORE, BE IT RESOLVED that the retirement of Warren H. Lamon, Jr. be granted at the May 12, 2015 meeting effective March 1, 2015 with the benefits requested by Mr. Lamon 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. Lamon 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. 2015-40

**RESOLUTION REGARDING THE RETIREMENT OF
GENE W. POINSETT**

WHEREAS, Gene W. Poinsett has been a regular employee of the Burlington County Bridge Commission ("Commission") for Twenty-Seven (27) years and One (1) month during which time he has served in the Toll Department as a Toll Collector and Bridge Operator; and

WHEREAS, Gene W. Poinsett has been a good, loyal and faithful employee of the Commission; and

WHEREAS, Gene W. Poinsett has requested the Commission for permission to retire effective June 1, 2015.

NOW, THEREFORE, BE IT RESOLVED that the retirement of Gene W. Poinsett be granted at the May 12, 2015 meeting effective June 1, 2015 with the benefits requested by Mr. Poinsett 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. Poinsett 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.

Robert Rein congratulated Mary Haws and thanked her for her many years of service. He then read the Resolution No. 2015-41 in its entirety.

RESOLUTION NO. 2015-41

**RESOLUTION REGARDING THE RETIREMENT OF
MARY D. HAWS**

WHEREAS, Mary D. Haws has been a regular employee of the Burlington County Bridge Commission ("Commission") for Fifteen (15) years during which time she has served in the Toll Department as a Toll Collector and Bridge Operator; and

WHEREAS, Mary D. Haws has been a good, loyal and faithful employee of the Commission; and

WHEREAS, Mary D. Haws has requested the Commission for permission to retire effective May 1, 2015.

NOW, THEREFORE, BE IT RESOLVED that the retirement of Mary D. Haws be granted at the May 12, 2015 meeting effective May 1, 2015 with the benefits requested by Ms. Haws 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. Haws 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.

Christine Nociti congratulated Nancy Johnson and thanked her for her many years of professional service to the Bridge Commission. She then read the Resolution No. 2015-42 in its entirety.

RESOLUTION NO. 2015-42

**RESOLUTION REGARDING THE RETIREMENT OF
NANCY K. JOHNSON**

WHEREAS, Nancy K. Johnson has been a regular employee of the Burlington County Bridge Commission ("Commission") for Twenty-Six (26) years and Three (3) months during which time she has served in the Administration Department as a Payroll Clerk; and

WHEREAS, Nancy K. Johnson has been a good, loyal and faithful employee of the Commission; and

WHEREAS, Nancy K. Johnson has requested the Commission for permission to retire effective July 1, 2015.

NOW, THEREFORE, BE IT RESOLVED that the retirement of Nancy K. Johnson be granted at the May 12, 2015 meeting effective July 1, 2015 with the benefits requested by Mrs. Johnson 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 Mrs. Johnson 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.

PALMYRA COVE NATURE PARK

Ms. Ruvolo reported that PCNP hosted 1,347 students from 18 different schools during the month of May. Ms. Ruvolo also reported that Bird Quest took place on May 2nd which hosted 80 participants, and the World Series of Birding followed on May 8th-9th. Finally, John Moore spoke on April 23rd, at the City College of New York, regarding the value of the GLOBE program for teaching about satellites and remote sensing.

HUMAN RESOURCES

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

NEW HIRES – Requires Commission Approval

Vanessa VanSciver

P/T Cove Receptionist

Effective

4/28/15

PROBATION – Requires Commission Approval

		<u>Effective</u>
Thomas Sutherland	P/T Tolls	4/20/15
Brian Schafer	F/T Tolls	4/28/15
Michael McCarron	F/T Administration	5/2/15
Michael Mehler	P/T Police	4/29/15

Chairman Comegno requested to approve by block, with the exception of Michael McCarron's removal from probation. Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

Chairman Comegno moved to approve the removal of probation for Michael McCarron. Commissioner Singleton seconded the motion. The motion passed unanimously.

Executive Director Jeffers stated that his report was complete.

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.

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. Commissioner Singleton seconded the motion. The motion passed unanimously.

Respectfully submitted,


Kathleen M. Wiseman
Secretary