

**BURLINGTON COUNTY BRIDGE COMMISSION**

**MEETING MINUTES**

**October 10, 2018**

Chairman Comegno 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 16, 2017 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/Office Mgr/Mgr of Records  
Anthony T. Drollas Jr., Solicitor  
Elizabeth Verna, Chief of Staff  
Constance Borman, Human Resources Director  
Patrick Reilly, Director of Public Safety and Security  
James Fletcher, Director, Projects & Engineering  
Stanley Ozalis, Manager, Technical Operations  
Phillip Adams, Director, Burlington-Bristol Bridge & Tacony-Palmyra Bridge  
John Moore, Director, Palmyra Cove Nature Park  
Michael McCarron, Director of Tolls and Tower Operations  
Dave Leh, Accounting Manager  
Michelle Chiemiego, Purchasing Agent  
Ellen Brennan, Manager, HR/Health Benefits  
Jeffrey Kish, Assistant to Director, Tolls & Tower Operations  
Al Ziegler, Director of Maintenance  
John Zarsky, Pennoni Engineering  
Frank Harris, Pennoni Engineering  
Sascha Harding, Pennoni Engineering

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

**APPROVAL OF THE MINUTES**

Commissioner Singleton moved to approve the minutes from the September 18, 2018 Commission Meeting. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

**DISBURSEMENTS LIST**

Vice-Chairman Fattorini moved to approve disbursements made from September 19, 2018 through October 10, 2018 as included in the list as presented. Commissioner Singleton seconded the motion. The motion passed with the following abstentions:

Vice-Chairman Fattorini abstained from Voucher Numbers 18-01799; 18-01800; 18-01852; 18-01946; 18-01803; 18-01737 and 18-01738. Commissioner Singleton abstained from Voucher Numbers 18-01799; 18-01800; 18-01852; 18-01946; 18-01862; 18-00220; 18-00240; 18-00221; 18-01801; 18-01807 and 18-01808.

Chairman Comegno invoked the Doctrine of Necessity for Voucher Numbers 18-01799; 18-01800; 18-01852 and 18-01946. Chairman Comegno moved to approve and affirm Voucher Numbers 18-01799; 18-01800; 18-01852 and 18-01946.

**VOTE:**        **Yeas -        Comegno**  
                 **Abstain -     Fattorini**  
                                 **Singleton**

**EXECUTIVE DIRECTOR'S REPORT**

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

**RESOLUTION NO. 2018-70**

**RESOLUTION AWARDING LICENSE AGREEMENTS TO  
PACIFIC OUTDOOR ADVERTISING, LLC. FOR THE  
CONSTRUCTION AND OPERATION OF BILLBOARDS ON  
BRIDGE COMMISSION PROPERTY.**

**WHEREAS**, the Burlington County Bridge Commission ("Commission") has determined that authorizing the construction and operation of new billboard structures in the vicinity of the Burlington Bristol Bridge, on the Pennsylvania land, will be advantageous to the Commission for purposes of generating additional advertising revenue and for the periodic display of announcements and information for the benefit of the motoring public; and

**WHEREAS**, the Commission advertised for the receipt of proposals from qualified billboard development companies for the award of license agreement(s) for the construction and installation of billboard structures on the subject property, with the costs of the development, approval, and construction of the billboards to be borne totally by the selected billboard development company, and with the selected company to pay the Commission minimum monetary amounts from generated advertising revenue; and

**WHEREAS**, Pacific Outdoor Advertising, LLC ("Pacific"), submitted qualifications

to serve as a licensee to the Commission in this matter, which the Commission staff has accepted, and Pacific submitted a price proposal that Commission staff determined provides favorable license agreement terms and conditions and is advantageous for the Commission; in general, for the payment to the Commission of a total of Sixty Thousand Dollars (\$60,000.00) per year or 20% of the gross revenue from the billboards, whichever is greater.

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

1. The Commission hereby awards license agreements to Pacific in this matter, consistent with the terms of Pacific's proposal, the terms of which will be incorporated into and made a part of the license agreements, and the Executive Director and the Secretary of the Commission are hereby authorized to execute appropriate forms of written agreements with Pacific.

2. The license agreements shall continue for a term of ten (10) years, from October 10, 2018 to and until October 9, 2028, with the Commission's option to extend the license agreements for an additional period of up to ten (10) years.

3. 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. 2018-71**

**RESOLUTION AWARDING OPTION YEAR THREE OF CONTRACT NO. BCBC-201606 FOR THE STRUCTURAL IMPROVEMENTS PROJECT TO A.P. CONSTRUCTION, INC.**

**WHEREAS**, the Burlington County Bridge Commission ("Commission") requires the services of a construction firm to provide for structural improvements of the Commission's bridges, equipment and other facilities owned/or operated by the Commission; and

**WHEREAS**, bids were solicited by the Commission for a contract entitled "Structural Improvements (BCBC-201606)" for the first year ending September 30, 2017, with options for the periods October 1, 2017 to September 30, 2018 ("Option Year Two") and October 1, 2018 to September 30, 2019 ("Option Year Three"), pursuant to N.J.S.A. 40A:11-15(6); and the Commission accepted and opened said bids on October 4, 2016 and awarded the contract to A.P. Construction, Inc. ("A.P.") as the lowest responsible bidder; and

**WHEREAS**, the Consulting Engineer has recommended that the Commission award the contract for Option Year Three to A.P., conditioned upon satisfactory performance by the firm during the previous contract year; and

**WHEREAS**, the Chief Financial Officer of the Commission has determined that sufficient funds are available for payment for said services, as evidenced by the Certificate of Availability of Funds attached hereto and made a part hereof.

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

1. The Commission hereby awards Option Year Three of this contract for Structural Improvements as set forth above to A.P., and the Executive Director and the Secretary of the Commission are hereby authorized to execute a contract with A.P.

2. The maximum amount of this contract shall not exceed Five Million, Six Hundred Seventy-Two Thousand, Five Hundred Twenty-Four Dollars (\$5,672,524.00), and the contract shall extend from October 1, 2018 to and until September 30, 2019.

Chairman Comegno invoked the Doctrine of Necessity and moved to approve.

**VOTE:**        **Yeas -        Comegno**  
                  **Abstain -      Fattorini**  
   **Singleton**

**RESOLUTION NO. 2018-72**

**RESOLUTION AWARDING OPTION YEAR TWO OF CONTRACT NO. BCBC-201802 FOR THE MAINTENANCE OF BRIDGES, EQUIPMENT AND OTHER FACILITIES TO A.P. CONSTRUCTION, INC.**

**WHEREAS**, the Burlington County Bridge Commission ("Commission") requires the services of a construction firm to provide for the regular maintenance of the Commission's bridges, equipment and other facilities; and

**WHEREAS**, bids were solicited by the Purchasing Agent for a contract entitled "Maintenance of Bridges, Equipment and Other Facilities (BCBC-201802)" for the first year ending September 30, 2018, with options for the periods October 1, 2018 to September 30, 2019 ("Option Year Two") and October 1, 2019 to September 30, 2020 ("Option Year Three"), pursuant to N.J.S.A. 40A:11-15(6); and the Commission accepted and opened said bids on April 3, 2018 and awarded the contract to A.P. Construction, Inc. ("A.P.") as the lowest responsible bidder; and

**WHEREAS**, the Consulting Engineer has recommended that the Commission award the contract for Option Year Two to A.P., conditioned upon satisfactory

performance by the firm during the previous contract year; and

**WHEREAS**, the Chief Financial Officer of the Commission has determined that sufficient funds are available for payment for said services, as evidenced by the Certificate of Availability of Funds attached hereto and made a part hereof.

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

1. The Commission hereby awards Option Year Two of this contract for Maintenance of Bridges, Equipment and Other Facilities as set forth above to A.P., and the Executive Director and the Secretary of the Commission are hereby authorized to execute a contract with A.P.

2. The maximum amount of this contract shall not exceed Two Million, Five Hundred Twenty-One Thousand, Eight Hundred Eighteen Dollars (\$2,521,818.00), and the contract shall extend from October 1, 2018 to and until September 30, 2019.

Chairman Comegno invoked the Doctrine of Necessity and moved to approve.

**VOTE:**        **Yeas -        Comegno**  
                  **Abstain -     Fattorini**  
   **Singleton**

**RESOLUTION NO. 2018-73**

**RESOLUTION APPROVING CHANGE ORDER NO. 6 FOR  
THE TACONY-PALMYRA BRIDGE BASCULE SPAN  
MECHANICAL SYSTEMS REHABILITATION PROJECT  
(NO ADDITIONAL APPROPRIATION).**

**WHEREAS**, pursuant to Resolution No. 2016-105, the Burlington County Bridge Commission ("Commission") awarded a contract to American Bridge Company ("American Bridge") for the project titled "Tacony-Palmyra Bridge Bascule Span Mechanical Systems Rehabilitation Project (BCBC-201604)"; and

**WHEREAS**, the Project Engineer has recommended, by memorandum dated September 20, 2018, that Change Order No. 6 be approved, for an increase in the contract duration by sixty-one (61) calendar days from the current completion date, to accommodate the completion of the installation and field testing of the air buffers; and

**WHEREAS**, this Change Order No. 6 will bring the new work completion date to November 30, 2018; and

**WHEREAS**, this Change Order No. 6, which the Commission's resident engineer

has recommended be approved as submitted, requires no increase in the amount of the contract award.

**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. 6 for American Bridge for the project titled "Tacony-Palmyra Bridge Bascule Span Mechanical Systems Rehabilitation Project (BCBC-201604)".

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

### **HUMAN RESOURCES**

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

<b><u>PROMOTIONS – Requires Commission Approval</u></b>		<b><u>Effective</u></b>
Susanne Lynch	FT Tolls	10/07/18
Michael Bonner	FT Maintenance	10/07/18
VanRoom Richman	FT Maintenance	10/08/18

Chairman Comegno requested to approve by block. Vice-Chairman Fattorini moved to approve. Commissioner Singleton 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 any public comment to come before the Commission.

Executive Director Jeffers asked for permission for Stan Ozalis to travel 11/6-11/7 to National Interoperability Meeting in Irvine, CA.

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

Chairman Comegno asked for any further business to come before the Commission. Hearing none, Vice-Chairman Fattorini moved to adjourn the meeting. Commissioner Singleton seconded the motion. The motion passed unanimously.

Respectfully submitted,

  
Kathleen M. Wiseman  
Secretary