

BURLINGTON COUNTY BRIDGE COMMISSION
MEETING MINUTES
SEPTEMBER 10, 2024

Meeting held via phone conference.

Chairwoman Nunes 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 20, 2023 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: Chairwoman Sandra Nunes
Vice-Chairwoman Jaclyn Veasy
Commissioner Latham Tiver

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
Rob Wells, Director, Economic Development &
Regional Planning
Nicole L. Tavares, Director of Improvement Authority
Michael Ott, Director of Projects and Engineering
Michael McCarron,
Director of Tolls and Tower Operations
Ronald Cesaretti, Director/IT & ETC
John Moore, Director, Palmyra Cove Nature Park/Institute
for Earth Observations
Sean P. Hasson, Manager, Shared Services
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
Michael J. Kaupp, Cashier/Administrative Support

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

APPROVAL OF MINUTES

Vice-Chairwoman Veasy moved to approve the minutes of the August 13, 2024 Commission Meeting. Commissioner Tiver seconded the motion. The motion passed unanimously.

DISBURSEMENTS LIST

Vice-Chairwoman Veasy moved to approve disbursements made from August 14, 2024 through September 10, 2024 as included in the list as presented. Commissioner Tiver seconded the motion. The motion passed with the following abstentions:

Commissioner Tiver abstained from Voucher Numbers 24-00778 and 24-00790.

EXECUTIVE DIRECTOR'S REPORT

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

Chairwoman Nunes suggested that they move Resolutions 2024-48 through 2024-54 by block. For those resolutions, Vice-Chairwoman Veasy moved to approve. Commissioner Tiver seconded the motion. The motion passed unanimously.

The Commission considered the following resolutions:

RESOLUTION NO. 2024-48

RESOLUTION AMENDING CONTRACT FOR STRUCTURAL ENGINEERING CONSULTING SERVICES WITH PENNONI ASSOCIATES, INC.

WHEREAS, pursuant to Resolution 2023-100, and amended with Resolution 2024-25, the Commission entered into a contract with Pennoni Associates, Inc. ("Pennoni") for structural engineering consulting services; and

WHEREAS, the Commission has determined that it is necessary to increase the appropriation for Pennoni's services for that contract by an additional sum of Seventy-Five Thousand Dollars (\$75,000.00), due to additional engineering services required; 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 amendment to the Commission's Agreement with Pennoni for structural engineering consulting services, consistent with the terms of this Resolution.

2. The terms, conditions and duties outlined in Resolution 2023-100, and amended with Resolution 2024-25, appointing Pennoni are incorporated herein by reference, and for the reasons hereinabove expressed, an additional sum of Seventy-Five Thousand Dollars (\$75,000.00) be and hereby is appropriated to pay the fees, expenses, and costs pursuant to the existing contract between the Commission and Pennoni.

3. The amount of the contract shall not exceed Seventy-Five Thousand Dollars (\$75,000.00), and the contract shall extend for the period of one year, from December 1, 2023 to and until November 30, 2024.

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

Vice-Chairwoman Veasy moved to approve. Commissioner Tiver seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2024-49

RESOLUTION ADOPTING AMENDED BUDGET FOR 2025

WHEREAS, the Burlington County Bridge Commission has introduced the 2025 Authority Budget on July 9, 2024, and

WHEREAS, the original budget resolution included the Commission's 6-year capital budget amount, and the State has requested that the Commission to amend the resolution for the amount just for the current year. As a result, the Burlington County Bridge Commission finds it necessary to amend its 2025 Authority Budget, as follows: The Capital Budget as introduced reflects Total Capital Appropriations of \$43,930,000.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$43,930,000.00.

NOW, THEREFORE BE IT RESOLVED, by the Burlington County Bridge Commission that the 2025 Introduced Budget is hereby amended as detailed above, and

BE IT FURTHER RESOLVED that the Board's secretary is hereby directed to submit a copy of this resolution to the Director of Local Government Services for adoption

as part of the Authority's 2025 budget.

Kathleen M. Wiseman, Secretary

(date)

Recorded Vote

Member	Aye	Nay	Abstain	Absent
Sandra Nunes	x			
Jaclyn M. Veasy	x			
Latham Tiver	x			

Vice-Chairwoman Veasy moved to approve. Commissioner Tiver seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2024-50

RESOLUTION ADOPTING THE 2025 BUDGET FOR THE FISCAL YEAR PERIOD: OCTOBER 1, 2024 TO SEPTEMBER 30, 2025

WHEREAS, the Annual Budget and Capital Budget Program for the Burlington County Bridge Commission (“Commission”) for the fiscal year period beginning October 1, 2024 and ending September 30, 2025 has been presented for adoption before the governing body of the Commission at its meeting of September 10, 2024; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$43,314,000.00, Total Appropriations, including any Accumulated Deficit, if any, of \$45,264,000.00, and Total Unrestricted Net Position utilized of \$1,950,000.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$43,930,000.00 and Total Unrestricted Net Position Utilized of \$43,930,000.00.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Burlington County Bridge Commission at an open public meeting held on September 10, 2024 that the Annual Budget and Capital Budget/Program of the Burlington County Bridge Commission for the fiscal year beginning October 01, 2024 and ending September 30, 2025 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

Kathleen M. Wiseman, Secretary

(date)

Member	Recorded Vote			
	Aye	Nay	Abstain	Absent
Sandra Nunes	x			
Jaclyn M. Veasy	x			
Latham Tiver	x			

Vice-Chairwoman Veasy moved to approve. Commissioner Tiver seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2024-51

RESOLUTION ADOPTING AMENDED BUDGET FOR 2024

WHEREAS, the Burlington County Bridge Commission has introduced the 2024 Authority Budget on August 8, 2023, and

WHEREAS, the Burlington County Bridge Commission finds it necessary to amend 2024 Authority Budget for additional anticipated costs, as follows:

	<i>2024 Budget As Amended</i>	<i>2024 Budget As Originally Introduced</i>
OPERATING REVENUES		
<i>Service Charges</i>		
Residential	\$ 27,557,257	\$ 41,104,000
Total Service Charges	27,557,257	41,104,000
NON-OPERATING REVENUES		
<i>Other Non-Operating Revenues (List)</i>		
American Rescue Plan	15,596,743	
Total Other Non-Operating Revenue	15,596,743	-
TOTAL ANTICIPATED REVENUES	\$ 43,314,000	\$ 41,264,000

	<i>2024 Budget As Amended</i>	<i>2024 Budget As Previously Amended</i>
OPERATING REVENUES		
<i>Service Charges</i>		
Residential	\$ 20,496,484	\$ 27,557,257
Total Service Charges	20,496,484	27,557,257
NON-OPERATING REVENUES		
<i>Other Non-Operating Revenues (List)</i>		
American Rescue Plan	22,657,516	15,596,743
Total Other Non-Operating Revenue	22,657,516	15,596,743
TOTAL ANTICIPATED REVENUES	\$ 43,314,000	\$ 43,314,000

	<u>2024 Budget As Amended</u>	<u>2024 Budget As Amended</u>
OPERATING APPROPRIATIONS		
<i>Administration - Personnel</i>		
Salary & Wages	\$ 79,054	\$ 79,054
Salary & Wages - ARP	<u>2,400,000</u>	<u>2,400,000</u>
Total Salary & Wages	<u>2,479,054</u>	<u>2,479,054</u>
Fringe Benefits	102,300	102,300
Fringe Benefits - ARP	<u>1,500,000</u>	<u>1,500,000</u>
Total Fringe Benefits	<u>1,602,300</u>	<u>1,602,300</u>
Total Administration - Personnel	<u>6,560,408</u>	<u>6,560,408</u>
Total Administration	<u>5,998,322</u>	<u>5,998,322</u>
<i>Cost of Providing Services - Personnel</i>		
Salary & Wages	79,211	79,211
Salary & Wages - ARP	<u>7,100,000</u>	<u>7,100,000</u>
Total Salary & Wages	<u>7,179,211</u>	<u>7,179,211</u>
Fringe Benefits	74,000	74,000
Fringe Benefits - ARP	<u>4,400,000</u>	<u>4,400,000</u>
Total Fringe Benefits	<u>4,474,000</u>	<u>4,474,000</u>
Total COPS - Personnel	<u>11,653,211</u>	<u>11,653,211</u>
<i>Cost of Providing Services - Other (List)</i>		
Operations - Toll Collections - ARP	3,300,000	196,743
Operations - Toll Collections		3,103,257
Operations - Insurance - ARP	3,957,516	
Operations - Insurance	<u>292,484</u>	<u>4,250,000</u>
Total COPS - Other	<u>18,732,729</u>	<u>18,732,729</u>
Total Cost of Providing Services	<u>30,385,940</u>	<u>30,385,940</u>
Total Operating Appropriations	<u>41,164,262</u>	<u>41,164,262</u>
TOTAL APPROPRIATIONS	<u>\$ 45,264,000</u>	<u>\$ 45,264,000</u>
TOTAL NET APPROPRIATIONS	<u>\$ 43,314,000</u>	<u>\$ 43,314,000</u>

NOW, THEREFORE BE IT RESOLVED, by the Burlington County Bridge Commission that the 2024 Introduced Budget is hereby amended as detailed above, and

BE IT FURTHER RESOLVED that the Board's secretary is hereby directed to submit a copy of this resolution to the Director of Local Government Services for adoption as part of the Authority's 2024 budget.

Kathleen M. Wiseman, Secretary

(date)

Recorded Vote

Member	Aye	Nay	Abstain	Absent
Sandra Nunes	x			
Jaclyn M. Veasy	x			
Latham Tiver	x			

Vice-Chairwoman Veasy moved to approve. Commissioner Tiver seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2024-52

RESOLUTION AWARDING A CONTRACT FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES TO PENNONI ASSOCIATES, INC. FOR MAINTENANCE OF BRIDGES, STRUCTURES AND FACILITIES BCBC 202408

WHEREAS, the Burlington County Bridge Commission ("Commission") requires the services of an engineering firm, with expertise in construction management and construction inspection services, for the maintenance of bridges, structures and facilities; 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, 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 construction management and construction inspection services for the maintenance of bridges, structures and facilities, as set forth in the proposal that was submitted by Pennoni Associates, Inc. as BCBC 202408.

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 Four Hundred Forty-Five Thousand Two Hundred Thirty-Six Dollars (\$445,236.00), and the contract shall extend for the period from October 1, 2024 to and until September 30, 2025.

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

Vice-Chairwoman Veasy moved to approve. Commissioner Tiver seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2024-53

RESOLUTION AWARDING THE ANNUAL CONTRACT FOR THE MAINTENANCE AND REPAIRS OF ELECTRICAL EQUIPMENT AND SYSTEMS TO CHAMMINGS ELECTRIC, INC.

WHEREAS, the Burlington County Bridge Commission (“Commission”) requires an electrical contractor to provide for the maintenance and repairs of electrical equipment and systems of the Commission’s bridges, equipment and other facilities; and

WHEREAS, bids were solicited by the Commission for the award of a contract entitled “Maintenance and Repairs of Electrical Equipment and Systems (BCBC-202409)”; and

WHEREAS, the Commission is satisfied that Chamblings Electric, Inc. ("Chamblings"), the lowest of two bidders, has submitted a satisfactory and responsive bid, and that Chamblings has the required knowledge and expertise to perform such services; and

WHEREAS, the maximum amount of this contract shall be One Million Nine Hundred Eighty-Eight Thousand Eight Hundred Twenty Dollars and Seventy-Three Cents (\$1,988,820.73); and

WHEREAS, sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto; and

WHEREAS, the Director of Engineering has reviewed and made a recommendation for the award of the contract, and Chamblings has indicated that it will honor the bid prices that the firm submitted on September 4, 2024.

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

1. The Commission hereby awards the above-referenced Contract to Chamblings, and the Executive Director and the Secretary of the Bridge Commission are hereby authorized to execute a contract with Chamblings.

2. The maximum amount of this contract shall not exceed One Million Nine Hundred Eighty-Eight Thousand Eight Hundred Twenty Dollars and Seventy-Three Cents (\$1,988,820.73), and the contract shall commence on October 1, 2024 and end on September 30, 2025.

Vice-Chairwoman Veasy moved to approve. Commissioner Tiver seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2024-54

**RESOLUTION 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 ("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, the proposed issuance of General Obligation Lease Revenue Bonds and Lease Revenue Notes to be issued to finance certain capital improvements to be undertaken by the County of Burlington pursuant to its 2021 and 2023 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 ("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 Burlington County Bridge Commission as follows:

Section 1. The application to the Local Finance Board is hereby approved, and the Commission's bond counsel and financial advisor, 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.

RECORDED VOTE

NAME	AYE	NO	ABSTAIN	ABSENT
Sandra Nunes	x			
Jaclyn M. Veasy	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 September 10, 2024.

Kathleen M. Wiseman
09/10/2024

[SEAL]

Vice-Chairwoman Veasy moved to approve. Commissioner Tiver seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2024-55
**RESOLUTION AWARDING A CONTRACT FOR MAINTENANCE AND
REPAIRS OF EQUIPMENT AND SYSTEMS TO IEW
CONSTRUCTION GROUP, INC.**

WHEREAS, the Burlington County Bridge Commission (“Commission”) requires a contractor to provide maintenance of bridges, equipment and other facilities; and

WHEREAS, bids were solicited by the Purchasing Agent to be submitted on September 4, 2024 for a contract entitled "Maintenance of Bridges, Equipment and Other Facilities" (BCBC-202408); and

WHEREAS, the Purchasing Agent along with the Resident Engineer have received and reviewed three bids, and have recommended that the Commission award the contract to IEW Construction Group, Inc. (“IEW”) in the amount of Two Million Seven Hundred Twenty-Eight Thousand Eight Hundred Ninety-Eight Dollars (\$2,728,898.00); 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 Burlington County Bridge Commission hereby awards Contract No. BCBC-202408, for maintenance of bridges, equipment and other facilities, as set forth above to IEW, and the Executive Director and the Secretary of the Bridge Commission are hereby authorized to execute an appropriate form of contract with IEW in this matter.

2. The maximum amount of this contract shall not exceed Two Million Seven Hundred Twenty-Eight Thousand Eight Hundred Ninety-Eight Dollars (\$2,728,898.00), and the contract shall extend from October 1, 2024 to and until September 30, 2025.

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

VOTE: Yeas.....Nunes
 Veasy
 Abstain Tiver

HUMAN RESOURCES

Chairwoman Nunes acknowledged there was no Human Resources report for approval at this meeting.

OLD BUSINESS

Chairwoman Nunes called for any old business to come before the Commission. There was no old business reported to the Commission.

NEW BUSINESS

Chairwoman Nunes called for any new business to come before the Commission. There was no new business reported to the Commission.

PUBLIC COMMENT

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

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

Respectfully submitted,



Kathleen M. Wiseman
Secretary