

BURLINGTON COUNTY BRIDGE COMMISSION
MEETING MINUTES
MARCH 11, 2025

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 22, 2024 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 Brian Woods

Others Present: Joseph Andl, Executive Director
 Christine J. Nociti, Chief Financial Officer
 Tracey A. Jobes, 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
 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, Director of Public Safety
 Manvir S. Pandher, Information Technician
 Jay Springer, Jr., Manager, Burlington-Bristol Bridge
 Stephanie Reinhardt, Accounting Manager
 Geneva Rijs, Assistant Director, HR
 Peter Taylor, Economic Development Analyst
 Gary Berberian, Resident

Commissioner Woods led the flag salute followed by a moment of silence.

APPROVAL OF MINUTES

Vice-Chairwoman Veasy moved to approve the minutes of the February 11, 2025 Commission Meeting. Commissioner Woods seconded the motion. The motion passed unanimously.

DISBURSEMENTS LIST

Vice-Chairwoman Veasy moved to approve disbursements made from February 12, 2025 through March 11, 2025 as included in the list as presented. Commissioner Woods seconded the motion. The motion passed unanimously.

EXECUTIVE DIRECTOR'S REPORT

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

RESOLUTION NO. 2025-10

RESOLUTION AWARDING A CONTRACT TO THE CHILDS ENGINEERING CORPORATION FOR THE PERFORMANCE OF UNDERWATER INSPECTIONS AT THE BURLINGTON-BRISTOL BRIDGE, THE TACONY-PALMYRA BRIDGE, THE BRIDGE ALONG CR 543 OVER THE SWEDES RUN, AND THE BRIDGE ALONG CR 543 OVER THE TWIN PIPE CULVERT

WHEREAS, the Burlington County Bridge Commission ("Commission") has determined that it requires the services of a consulting engineer with expertise in the performance of underwater bridge inspections; and

WHEREAS, by way of a fair and open process authorized 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 the Childs Engineering Corporation ("Childs") is qualified to serve the Commission; and

WHEREAS, Childs also submitted a proposal for the performance of underwater bridge inspections at the Burlington-Bristol Bridge, the Tacony-Palmyra Bridge, the bridge along County Route 543 over the Swedes Run, and the bridge along County Route 543 over the twin pipe culvert, for the contract price of \$110,940.00, and for the time period from March 18, 2025 until December 31, 2025, and that proposal provided favorable contract terms and conditions for the Commission.

NOW, THEREFORE, BE 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 Childs for the performance of underwater bridge inspections at the Burlington-Bristol Bridge, the Tacony-Palmyra Bridge, the bridge along County Route 543 over the Swedes Run, and the bridge along County Route 543 over the twin pipe culvert, and that proposal provided favorable contract terms and conditions for the Commission .
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 \$110,940.00, for the time period from March 18, 2025 until December 31, 2025.
4. Sufficient funds are available for payment of those services as evidenced by the Certificate of Availability of Funds, attached hereto.

RESOLUTION NO. 2025-11

RESOLUTION AWARDING CONTRACT TO ALAIMO GROUP FOR PLUMBING ENGINEERING SERVICES FOR THE INSTALLATION OF BACKFLOW PREVENTERS AT THE PALMYRA TOLL BUILDING, THE PALMYRA POLICE BUILDING, AND AT THE PALMYRA COVE

WHEREAS, the Burlington County Bridge Commission ("Commission") determined that it required the services of an engineering firm capable of providing plumbing engineering services; and

WHEREAS, by way of a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq., the Commission approved the Alaimo Group ("Alaimo") to provide the required engineering services; and

WHEREAS, the Commission also determined that a contract proposal for professional engineering services related to the design of a plumbing backflow preventer for the above-referenced properties that was submitted by Alaimo provided acceptable and appropriate contract terms and conditions for the Commission; and

WHEREAS, the maximum amount of the contract is \$7,500.00, and for the time period from March 18, 2025 until December 31, 2025; and

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

1. The Commission hereby approves the award of the above-referenced contract to the Alaimo Group, with the maximum dollar amount of \$7,500.00, and for the time period from March 18, 2025 until December 31, 2025.

RESOLUTION NO. 2025-12

RESOLUTION AWARDING CONTRACT TO ALAIMO GROUP FOR PROFESSIONAL ENGINEERING SERVICES FOR THE ADDITION OF VARIABLE SPEED LIMIT SIGNS AT THE TACONY-PALMYRA BRIDGE AND AT THE BURLINGTON-BRISTOL BRIDGE

WHEREAS, the Burlington County Bridge Commission ("Commission") determined that it required the services of an engineering firm capable of professional engineering services, including those related to the addition of variable speed limit signs on roads associated with Commission bridges; and

WHEREAS, by way of a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq., the Commission approved the Alaimo Group ("Alaimo") to provide the required engineering services; and

WHEREAS, the Commission also determined that a contract proposal to provide professional engineering services related to the design and installation of the required variable speed limit signs that was submitted by Alaimo provided acceptable and appropriate contract terms and conditions for the Commission; and

WHEREAS, the maximum amount of the contract is \$62,070.00, and for the time period from March 18, 2025 until the date of the end of work on the project; and

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

1. The Commission hereby approves the award of the above-referenced contract to the Alaimo Group, with the maximum dollar amount of \$62,070.00, and for the time period from March 18, 2025 until the date of the end of work on the project.

RESOLUTION NO. 2025-13

RESOLUTION AWARDING CONTRACT TO ALAIMO GROUP FOR PROFESSIONAL ENGINEERING SERVICES IN SUPPORT OF THE COMPLIANCE WITH THE COMMISSION'S NJDEP 2023 HIGHWAY AGENCY MS4 STORMWATER MANAGEMENT PERMIT

WHEREAS, the Burlington County Bridge Commission ("Commission") determined that it required the services of an engineering firm capable of professional engineering services, including those in support of the Commission's compliance with its regulatory permits and obligations; and

WHEREAS, by way of a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq., the Commission approved the Alaimo Group ("Alaimo") to provide the required engineering services; and

WHEREAS, the Commission also determined that a contract proposal to provide professional engineering services in support of the Commission's compliance with its NJDEP 2023 Highway Agency MS4 Stormwater Management Permit that was submitted by Alaimo provided acceptable and appropriate contract terms and conditions for the Commission; and

WHEREAS, the maximum amount of the contract is \$350,000.00, and for the time period from March 18, 2025 until the date of the end of work on the project; and

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

1. The Commission hereby approves the award of the above-referenced contract to the Alaimo Group, with the maximum dollar amount of \$350,000.00, and for the time period from March 18, 2025 until the date of the end of work on the project.

RESOLUTION NO. 2025-14

A RESOLUTION OF THE BURLINGTON COUNTY BRIDGE COMMISSION AWARDING A CONTRACT TO THE TRAVELERS MARKETING FIRM FOR SERVICES RELATED TO THE DEVELOPMENT, IMPLEMENTATION, AND MANAGEMENT OF A PROGRAM TO GENERATE NON-TOLL REVENUE FOR THE BRIDGE COMMISSION

WHEREAS, the Burlington County Bridge Commission (the "Commission"), in furtherance of its mission to provide safe, accessible and affordable bridges, roads and facilities to residents and commuters, sought to explore maximizing revenues through all reasonable and responsible means to finance the repair and maintenance of its facilities; and

WHEREAS, on December 12, 2024, the Commission advertised a Request for Proposals (RFP) through a fair and open process seeking proposals from qualified vendors to develop, implement and manage a program to generate non-toll revenue to the Commission; and

WHEREAS, on or before January 23, 2025, the date set forth in the RFP, the Commission received a proposal from Travelers Marketing, the only vendor who submitted a proposal; and

WHEREAS, the Commission has determined that Travelers Marketing is qualified to provides the services requested; and

WHEREAS, consistent with its contract proposal, Travelers Marketing shall design, sell and implement non-toll revenue generating sponsorships programs on behalf of the Commission for Commission assets, and Travelers Marketing shall receive a share of the generated revenues as its compensation for the services provided; and

WHEREAS, the proposal that was submitted by Travelers Marketing is advantageous to the Commission;

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

1. A contract for the design, sale and implementation of non-toll revenue generation programs is hereby awarded to Travelers Marketing, 209 West Central Street, Suite 101, Natick MA 01760. for a term of two (2) years, with one, two-year renewal subject to the availability of funding and those limitations enumerated in N.J.S.A. 40A:11-15.
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 Executive Director is hereby authorized and directed to execute the license agreement and such other documents as necessary to implement this Resolution in conformance with the proposal submitted by Travelers Marketing, and in such form as prepared or approved by the Commission's attorney.

RESOLUTION NO. 2025-15

RESOLUTION APPOINTING TRACEY A. JOBES AS COMMISSION SECRETARY AND CUSTODIAN OF RECORDS

WHEREAS, the Burlington County Bridge Commission, at its annual reorganization meeting, appoints a Secretary, who also serves as the Commission's Custodian of Records, consistent with the requirements of the New Jersey Open Public Records Act, N.J.S.A. 47:1A-1 et seq.; and

WHEREAS, at its annual reorganization meeting during the month of November, 2024, the Commission appointed Kathleen Wiseman to serve as the Commission's Secretary and Custodian of Records; and

WHEREAS, Kathleen Wiseman has retired from service to the Commission, and the Commission must appoint a Secretary and Custodian of Records to serve in that capacity in 2025, and until the date of the Board's next reorganization meeting which is expected to take place during the month of November; and

WHEREAS, the Commission has determined that Tracey A. Jobes, a Commission employee, is qualified to serve the Commission as its Secretary and Custodian of Records, and the Commission wishes to duly appoint Tracey A. Jobes;

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission ("Commission") that Tracey A. Jobes be and is hereby appointed as Secretary to the Commission, to serve in that capacity during the 2025 calendar year, and with the appointment expiring at the Reorganization Meeting in November, 2025, and that Tracey A. Jobes shall have all powers reserved to the Secretary under the By-Laws of the Commission; and

BE IT FURTHER RESOLVED that Tracey A. Jobes be and is hereby designated to serve as the Commission's Custodian of Government Records during the calendar year 2025, with the appointment expiring at the Reorganization Meeting in November 2025.

BE IT FURTHER RESOLVED that the Commission is hereby authorized, empowered, and directed to defend, indemnify, and hold harmless the Custodian of Government Records from and against any and all claims, demands, judgments, causes of action, costs, and expenses, of any kind whatsoever, arising from or relating to the Custodian of Government Records fulfilling her responsibilities under the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.

BURLINGTON COUNTY
BRIDGE COMMISSION

By: _____
Sandra Nunes, Chair

(SEAL)

Tracey A. Jobes, Secretary

RESOLUTION NO. 2025-16

**RESOLUTION AUTHORIZING EXECUTION AND SUBMISSION OF GROUP
AFFIDAVIT TO LOCAL FINANCE BOARD**

WHEREAS, pursuant to the Local Authorities Fiscal Control Law, P.L. 1983, ch. 313, approved on August 26, 1982, as amended (*N.J.S.A. 40A:5A-1, et seq.*) (the "Act"), the Burlington County Bridge Commission (the "Commission") submitted to the Local Finance Board for review the proposed issuance by the Commission of its Lease Revenue Bonds (2018 Governmental Lease Program), Series 2025; and

WHEREAS, on February 12, 2025, the Local Finance Board issued positive findings regarding the proposed issuance of the Commission's Lease Revenue Bonds (2018 Governmental Lease Program), Series 2025 and such findings are good for a period of one year; and

WHEREAS, pursuant to the Act, each member of the Authority must personally review the findings and recommendations of the Local Finance Board within forty-five (45) days of receipt, and a majority of the full membership of the Authority must execute a group Affidavit to that effect.

NOW, THEREFORE, BE IT RESOLVED BY THE BURLINGTON COUNTY BRIDGE COMMISSION AS FOLLOWS:

1. The Secretary of the Authority shall obtain the signature of each member of this Authority on the group Affidavit attached hereto and incorporated herein by reference.
2. The Secretary of the Authority shall mail the duly signed group Affidavit to the Executive Secretary of the Local Finance Board, together with a certified copy of this Resolution.
3. This Resolution shall take effect immediately.

BURLINGTON COUNTY
BRIDGE COMMISSION

By: _____
Sandra Nunes, Chair

(SEAL)

Tracey A. Jobes, Secretary

AFFIDAVIT

STATE OF NEW JERSEY:

COUNTY OF BURLINGTON :

We, the members of the Burlington County Bridge Commission being of full age and being duly sworn according to law, upon our oath, depose and say:

We are duly appointed members of the Burlington County Bridge Commission.

We have personally reviewed the findings and recommendations of the Local Finance Board rendered at a meeting of said Board on _____, 2025, with respect to the proposed issuance by the Commission of its Lease Revenue Bonds (2018 Governmental Lease Program), Series 2025.

Sandra Nunes, Chairwoman _____

Jacklyn Veasy, Vice Chairwoman _____

Brian Woods, Member _____

Sworn to and subscribed
before me this ____ day of
_____, 2025.

Notary Public of New Jersey

HUMAN RESOURCES

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

NEW HIRE – Requires Commission Approval

Effective

Tracey A. Jobes	F/T Administration Office Manager	03/03/2025
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OFF PROBATION – Requires Commission Approval

Effective

Herbert C. Conaway III	F/T Maintenance	03/16/2025
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Chairwoman Nunes requested to approve by block. Vice-Chairwoman Veasy moved to approve. Commissioner Woods seconded the motion. The motion passed unanimously.

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.

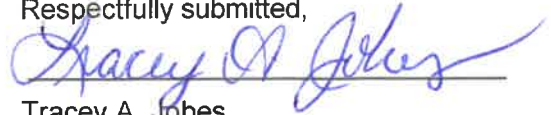
PUBLIC COMMENT

Chairwoman Nunes called for any public comment to come before the Commission.

Gary Berberian, 138 Winstead Drive, Westampton, requested information concerning the Commission's bylaws, along with those of the County Commissioners, and the relationship between the two, along with information about the membership of the County's Small Business Loan Committee, as well as information about the Commission's Department of Economic Development and, the resources that are available to non-profit groups and municipalities, and the operation of the County's grant and loan program, and the identity of a liaison between the Department and the various municipalities in the County, for purposes of sharing information about the program. Executive Director Andl informed Mr. Berberian that the Commission would obtain information in response to his questions, and that the Commission will respond.

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

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Tracey A. Jobes", is written over a horizontal line.

Tracey A. Jobes
Secretary