The regular meeting of the members of the Cape May County Bridge Commission was held on the twentieth day of January 2022 in the County Administration Building, Cape May Court House, New Jersey.

The meeting was called to order by Chairman Carol Brand with the announcement that the meeting was being conducted pursuant to the requirements of the “Open Public Meeting Act.”

Mrs. Brand then led everyone in the Pledge of Allegiance.

The following answered “present” as their names were called:

Carol Brand, Chairman
Scott Halliday, Vice Chairman
Maryanne K. Murphy, Secretary/Treasurer

Also present were Karen Coughlin, Executive Director, Lewis Donofrio, Commission Engineer and Jeffrey Lindsay, Commission Counsel.

Ms. Coughlin reported the cash analysis for the month of December 2021, which indicated a decrease in total monthly revenue in the amount of $2,633 compared to December 2020.

<table>
<thead>
<tr>
<th></th>
<th>FY 2021</th>
<th>FY 2020</th>
<th>Change from 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Middle Thorofare</td>
<td>$39,916</td>
<td>$27,991</td>
<td>$11,925</td>
</tr>
<tr>
<td>Grassy Sound</td>
<td>$10,891</td>
<td>$12,283</td>
<td>-$1,392</td>
</tr>
<tr>
<td>Townsend Inlet</td>
<td>$21,405</td>
<td>$22,919</td>
<td>-$1,515</td>
</tr>
<tr>
<td>Corsons Inlet</td>
<td>$16,108</td>
<td>$12,730</td>
<td>$3,378</td>
</tr>
<tr>
<td>Ocean City Longport</td>
<td>$50,441</td>
<td>$44,715</td>
<td>$5,726</td>
</tr>
<tr>
<td><strong>MONTHLY CASH TOTALS</strong></td>
<td><strong>$138,761</strong></td>
<td><strong>$120,639</strong></td>
<td><strong>$18,122</strong></td>
</tr>
</tbody>
</table>

The E-ZPass percentage rate for the month was 85%.

The next topic of the meeting was the resolutions.
The following resolution numbers 22-3504 through 22-3506 were part of the Consent Agenda:

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO SIGN THE OFFICER’S CERTIFICATE

BE IT RESOLVED, by the CAPE MAY COUNTY BRIDGE COMMISSION, that the Executive Director be and is hereby authorized to sign the Officer’s Certificate certifying that all expenditures made by the Commission from the Operating Fund during December 2021 were for operating expenses and were in accordance with the terms of the annual budget.

BE IT FURTHER RESOLVED, that said certification be filed with the Trustee, in accordance with Article V, Section 505, item (3), of the General Bond Resolution adopted December 11, 1990.

*******************

RESOLUTION CERTIFYING MONTHLY DEPOSITS IN THE REVENUE ACCOUNT FOR DECEMBER 2021

BE IT RESOLVED, by the CAPE MAY COUNTY BRIDGE COMMISSION, that the revenue deposited, prior to full reconciliation, in our in-house revenue account at the Sturdy Savings Bank, located in Cape May Court House, New Jersey, amounted to $160,033.36 for the month of November 2021.

BE IT FURTHER RESOLVED, that said Resolution be filed with the Trustee, in accordance with Article V, Section 503, of the General Bond Resolution adopted December 11, 1990.

*******************

RESOLUTION APPROVING A CEILING AMOUNT FOR HEALTH BENEFITS AND PAYROLL EXPENSES IN BETWEEN BRIDGE COMMISSION MEETINGS

WHEREAS, the Cape May County Bridge Commission (hereinafter referred to as “Commission”) must approve the payment of Health Benefits for its active and retired employees in addition to all payroll expenses for periods in between Commission meetings; and

WHEREAS, the precise amount of this payment is not known until after the Commission meeting each month and cannot wait until the subsequent monthly meeting; and

WHEREAS, the most practical solution to this problem is to allow the Commission to endorse and approve payment for these items at a ceiling amount, and be informed of the precise amount at the following monthly meeting;

NOW, THEREFORE, BE IT RESOLVED, that the CAPE MAY COUNTY BRIDGE COMMISSION, hereby approves payment for Health Benefits for Retirees not to exceed $40,000, payment for Health Benefits for Active Employees not to exceed $30,000, and monthly payroll expenses not to exceed $300,000.

BE IT FURTHER RESOLVED, that the Commission acknowledges that the precise amount of the payment will be recorded on next month’s bill list.
Resolutions 22-3504 through 22-3506 were moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

**************************

RESOLUTION APPROVING TOLL ADJUSTMENTS AND TOLL SCHEDULE

WHEREAS, N.J.S.A. 27:19-32 provides that the Cape May County Bridge Commission (hereinafter referred to as “Commission”) may adjust the rates of tolls to be charged for the use of the bridges to provide sufficient funds to pay the interest and principal on all bonds and to provide funds for the cost of maintaining, repairing and operating the bridges, and maintain reserves as the Commission may deem necessary; and

WHEREAS, the Commission has contemplated a new toll schedule with fifty-cent toll adjustments each year over a three-year period, which is attached hereto as “Attachment A”; and

WHEREAS, under the proposed toll schedule the rates for a Class 2 vehicle under 11 feet high would increase from $1.50 to $2.00 on or after February 1, 2022, increase to $2.50 on or after February 1, 2023 and increase to $3.00 on or after February 1, 2024, with all other vehicle classes increasing accordingly as per the toll schedule; and

WHEREAS, the Commission has not raised tolls since 2009, and previously tolls were only raised three times in the eighty-eight-year history of the Commission; and

WHEREAS, without a toll adjustment the Commission would continue to be unable to fund capital improvements on the bridges and toll facilities and pay debt service for bonds; and

WHEREAS, on December 8, 2021 a public notice was released and sent to the Commission’s official newspapers, The Herald and The Press of Atlantic City, as well as posted on the Commission’s website, notifying the public of a month-long comment period with three ways to submit comments on the proposed toll adjustment; and

WHEREAS, the Commission received twenty-nine official comments from the public through comment forms and email, which are attached hereto as “Attachment B”; and

WHEREAS, after a review of the comments received from the public, the Commission desires to implement the attached toll schedule and toll adjustments in order to advance capital maintenance improvements which are critical for continued operation of the bridges in a safe manner for the motoring public;

NOW, THEREFORE BE IT RESOLVED, that the CAPE MAY COUNTY BRIDGE COMMISSION as follows:

1. The aforesaid recitals are incorporated herein by reference as if set for the at length;

2. The Toll Schedule, which is attached hereto and made a part of this Resolution, is hereby approved and adopted by the Commission and shall become effective on or after February 1, 2022;
3. The Executive Director is authorized and directed to take all actions that are necessary and desirable to implement the foregoing;

Prior to taking a vote on the resolution, the Commissioners made the following statements:

Mrs. Brand stated that the adjustments were being done for maintenance and capital improvements. The bridges are eighty years old and in that time the Commission has only raised tolls three times, the last one being in 2009.

Mr. Halliday added that all of the bridges require maintenance, including the newer bridge. The older bridges are in much more need of maintenance. Any money coming from the Federal government is not used for maintenance, so we are talking about two separate pieces of funding.

Mrs. Murphy added that as a Commission we do not want to raise tolls, but it is an absolute must to safely sustain the bridges. We are planning for the future maintenance of the bridges. We are trying to be proactive in avoiding any more structural damage.

Resolution 21-3500 was moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

***************

Update on Capital Projects:

Mr. Donofrio provided his report on capital improvement projects for the month to the Commissioners. A copy of the report is attached to the minutes.

***************

There was no correspondence received to be discussed.

***************

There was no old business to discuss.

***************

There was no new business to discuss.

***************

Public Comments:

Donald Wittkowski, ocnjdaily.com and seaislenews.com – asked if the toll increase would go into effect February 1. Ms. Coughlin responded that the increase would not be on February 1, rather mid-March as our toll consultants are completing some work needed to add height indications in the lane so that we are more easily able to charge truck rates. All rate increases in the following years would also occur on or after February 1 of each year and motorists will be informed by signs at each toll location.
Mr. Wittkowski asked what the estimated increase is for revenue after the increase. Ms. Coughlin stated that the first year is expected to have additional revenue of $500,000.

Collin Hall, Cape May County Herald – asked if we received a substantial amount of public comments. Ms. Coughlin answered that we received twenty-eight comments. We allowed the public three different ways to submit comments, either on a form dropped off at a toll booth, mailed into the administration office, or emailed to us. Most of the comments were from Diamond Beach area in Lower Township, the rest were throughout the County. Only two comments were completely for the toll increase, a few were for the increase if we offered discounts. Ms. Coughlin explained that at this time we are currently under South Jersey Transportation Authority and are unable to offer our own discount plan. There were not as many comments received as we expected.

Mr. Hall stated that it seems that there is public expectation that federal money would be used to offset any toll increase needed, and could we explain why we can’t use money from the Infrastructure Bill instead of doing an increase. Ms. Coughlin stated that even though the bill has been passed there is no money to use at this point. Mrs. Murphy added that the money has not been released yet. It is still in the works, but we have not received an amount. We are hoping to receive Federal Government project money. We need to have all of our engineering documentation intact to show our needs for the bridges for when any information is given to us regarding federal money.

***************

There was no need for an Executive Session.

***************

A motion to pay the bills was moved by Mrs. Murphy, seconded by Mr. Halliday and unanimously approved.

***************

A motion to adjourn was moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

Respectfully submitted,

Karen Coughlin, Executive Director
Memorandum

DATE: January 18, 2022
TO: Carol Brand, Chairman
Scott Halliday, Vice-Chairman
Maryanne K. Murphy, Secretary/Treasurer
CC: Karen Coughlin, Executive Director, CMC Bridge Commission
FROM: Lewis T. Donofrio Jr., P.E., Chief Engineer, CMC Bridge Commission
RE: Monthly Engineer’s Report January 2022

E-Z Pass System:
- Ocean City Lane 2: Obtaining quotes to get entry loop repaired. On 12/8 the entry loop began to experience problems switching on and off. 12/13 & 12/14 SJTA inspected and tested the loop finding an open circuit. The lane will remain open and collecting tolls, but the gate will have to remain in the up position until the loop is repaired.
- 2022 Toll Adjustment: A toll signage inventory will be conducted this month and new vinyl decals will be made and applied once the new rate becomes effective. Gannet Fleming submitted a detailed proposal for lane controller software changes.

Ocean City-Longport Bridge:
- Emergency Generator (Project #11): No Change in Status. Final report received 8/19 and recommendation is for 45kW single phase generator within existing building along with building improvements.
- Fishing Pier (Project#6): RVE reviewing existing documentation and revising preliminary cost estimate. Looking at replacement of handrail system and additional ADA compliant railing, joint seals, benches, trash cans, dumpster fencing.
- Toll Booth Repairs (Project#9): RVE conducted field inspection in the summer to identify the replacement of the metal flooring and replace the door and window seals within the 2 booths. Quotation package has been prepared and sketches being developed. 1/8 RVE submitted quote package for review.

Corson’s Inlet Bridge:
- Corson’s Inlet Bridge Rehabilitation (Project #1): The NJ Historic Preservation Office, Army Corp of Engineers, US Coast Guard approval, and NJDEP Waterfront Development permit were received in December & early January. On 1/14 the updated project plans, specifications, cost estimate, and Commission’s response to Local Aid’s comments were hand delivered to District 4 in Cherry Hill. We are hoping for an expedited approval to advertise for construction. Total State Aid (LBFN FY19 & FY21) is at $1,664,165.00. Project funding through a County bond ordinance is needed to fund the construction phase. The project will impact toll collection activities due to single lane alternating traffic pattern. However, portable traffic light system will be setup to collect tolls whenever feasible.
- **Deck Patching Project (Project #8):** RVE submitted draft plans for comment on 1/3 which are currently have been reviewed by me and returned 1/19. This project addresses the numerous concrete deck spalls on several spans and will require daily lane closings affecting toll collections to some degree. Project to be advertised and completed ahead of the Rehabilitation project.

- **Deauville Inn /Commission Parking:** No change in Status. 10/18 County surveyor completed field work and has prepared draft base map. Easement description completed. Draft resolution to be prepared.

- **Severe Thunderstorm (8/7/2020):** This project is to retrieve the traffic lights, mast arm, and post in the waterway below span 32. Awaiting JMT to re-schedule underwater inspection in the next week or two. After this underwater inspection, information on the debris conditions within the waterway will be given to the contractors and then asked to requote based on the new information.

- **Bascule Span Operations:** No change in status. Resolution 21-3477 was approved which begins the process to permanently cease bascule operations. Currently working on Project Initiation Request (PIR) with USCG.

- **South Abutment Beach Access:** No change in status. 10/18 County surveyor has completed field work identifying topography and physical features. Base map will be used to for conceptual plan for safety fence mounted on bridge approach spans. Next step, secure consultant from engineering pool.

### Townsends Inlet Bridge:

- **Submarine Cable Replacement:** No change in status. Delta Line Construction’s inspection diver re-inspected the cables within the channel on 11/19. The 2 cables are still partially exposed for about 6 ft near the south fender system and about 3 ft above the mudline. DLC to coordinate with marine contractor to install additional sandbags to obtain required coverage of the cable.

- **Spans 1-7 Replacement:** No update. Mediation with Agate Construction was held 10/14 ending in no resolution. County legal team to address Agate’s complaint. RVE provided Agate with the final quantity tabulation on 11/8/21. Agate responded on 11/27 denying any responsibility for further punch list work at the bridge and is in disagreement with the final quantity values sent by RVE on 11/8. Punch list field work still remains as well as contract closeout documents.

- **Townsends Inlet Grounding (Project #4):** On 11/8 RVE submitted an updated construction estimate. I need to complete final review of bid package before Commission sends to County for advertisement.

- **New Emergency Generator (Project #4):** No change in status. Final report received 8/19 and recommendation is for 40 kW 3 phase standalone natural gas generator on concrete pad at north approach. This also includes replacement of the power feed along the north approach beneath the east safety walk.

- **Substructure Graffiti (Project #8):** No change in status. A local Boy Scout group is still interested in doing a litter cleanup, but the timeframe is presently unknown. Solicit local contractor for use of graffiti removal product on piers. Fund project with Clean Communities Grant administered by the County.

- **Bridge Replacement Local Concept Development:** The County Engineer indicated the draft RFP for engineering services to prepare a Local Concept Development plan should be
ready in about 60 days. Draft has been prepared and County Engineer needs to review. Time frame start LCD is 2022.

- **North Approach Piers Beach Erosion**: To date, sand slowly continues to accumulate. NBIS dive inspection will be completed within the next couple weeks. The NJDEP and Army Corp of Engineers are looking into the Sea Isle City beach erosion pattern which is impacting Sea Isle’s park and the condominium complex at the south end of SIC. These agencies have reached out to us for any data showing past sand movement at our bridge.

**Grassy Sound Bridge:**

- **Submarine Cable Replacement**: No change in status. Delta Line Construction awaiting availability of their diver to obtain exact location of cable for as-built plan. Awaiting final cable plan from DLC.
- **Old Garage and Carpenter Shop Buildings (Project #9)**: No change in status. Recommendation to demolish the structures then covering the area with stones creating parking for Commission employee’s and future contractor staging.
- **Superstructure Rehabilitation (Project #3)**: Design meeting was held on 1/12 with Michael Baker reviewing project repair areas, traffic controls, proposed bid items/costs, and schedule. 1/13 MBI forwarded framing plans depicting steel repair locations. Project construction costs are currently unfunded and will need to be bonded by the County. Construction will require single lane closures affecting toll collection activities and overnight closures maybe required for certain aspects of the project.
- **Misc. Priority Bridge Repairs**: RVE submitted draft as-built drawings in December for review. Final payment to be prepared and close out construction contract.
- **Motor Drive Control and PLC Upgrades**: Consultant currently waiting on parts to complete project, which are expected in February. Total Control Systems completed PLC testing on 11/4 and successfully completed safety interlock testing on 11/9. Final work to complete; install span indicator on console and install new resolver.

**Middle Thorofare Bridge:**

- **2020 Middle Thorofare Bridge Rehabilitation**: On 1/6 South State Inc. completed Pier 10 ladder installation and other punchlist work onsite. No further onsite work is necessary. Pennoni is working on South States Change Order No. 2 to adjust final quantities. Contract closeout should be completed in the next month or two.
- **Toll Booth Rehabilitation**: Need to do closing resolution for MJJ Construction. Awaiting As-Built drawings from RVE.
- **Ocean Drive (CR621) Improvements and Bridge Replacements**: The County Engineer forwarded a draft copy of the Preliminary Engineering RFP to Commissioner Halliday on 12/30. The draft RFP was reviewed and comments will be forwarded to the County Engineer by the end of this week. The RFP was also forward by SJTPO to NJDOT for input. County is targeting February 2022 for advertisement however this is dependent upon receipt of NJDOT’s input. County bonded in December for Preliminary Engineering design phase.
- **Garage Repairs (Project #9)**: No change in status. Pick this work up under new Miscellaneous Services Contract in 2022.
- **Emergency Generator Repairs/Replacement (Project #7):** No Change in Status. County’s service contractor completed inspection on 12/6. RVE’s final report recommendation is for 40kW 3-phase diesel generator with custom enclosure in the same location.

- **Emergency Sinkhole Repair at S. Abutment (2/18/21):** No change in status. Awaiting documents to closeout Pennoni Associates and WSP contracts.

- **North Approach Traffic Warning Gates (Project #7):** No change in status. The existing 2 warning gates on the toll span are severely deteriorated and need to be replaced. Evaluate if lighter duty gates can be used that meet AASHTO Movable Bridge Requirements and possibly procure using quotes.

- **Motor Drive Control, PLC Upgrade, and motor repair (Project #7):** Total Control Systems was issued Task Order 2020-9 in December 2021 and began ordering materials for the drive control and PLC upgrades similar to Townsend’s Inlet and Grassy Sound Bridges. Also included is repair to the 25 hp motor which operates the bascule span. TCS is evaluating past boat opening trends to choose a date to complete the motor repairs which will require an 8-10 hour shutdown of bascule span operations. The drive controls and PLC upgrades can be done parallel to the existing system therefore avoiding any significant impact to bascule operations.

- **Allison F/V JERSEY GIRL (1-7-22):** At approximately 0650 hrs. F/V Jersey Girl was inbound and the starboard outrigger struck the east bascule girder. Upon further inspection by myself there was no apparent damage to the girder.

**Bridge Commission Office Building:**

- **Office Building at 153 Crest Haven Road (Project #9):** On 1/12 Easter Seals NJ (ESNJ) indicated they have contracted with Fenwick Architects to perform feasibility study, prepare as-built drawings, schematic design, and construction drawings. Once a total construction cost has been established ESNJ will decide whether to move forward. No time frame was given in the update.

Building locks have been changed and the heating system is functioning.

**NBIS Biennial Inspections**

- **2021-22 NBIS Bridge Inspection contract:** JMT conducted preliminary dive inspections on the 4 lower bridges the week of 12/6/21. Follow up underwater inspection was scheduled to begin 1/4 to 1/7 but was postponed when a dive crew member tested positive for Covid19. JMT is rescheduling.

- **2019-20 NBIS inspection contract:** Michael Baker was contacted to submit a hard copy of Grassy Sound rating then final payment and contract close out can be completed.

- On 1/14/22 we received an email notice from NJDOT which indicates the FHWA has issued advisory memorandum dated 12/13/21 concerning non-destructive testing of Fracture Critical Members fabricated from Grade 100 steel (i.e. high strength steels). This is applicable for bridges constructed after 1959 to about mid 1970’s. The Commission’s four older steel bridges did not use this type of steel and a letter response will be sent to NJDOT Structural Evaluation indicating no further action is required by the Bridge Commission.

- On 1/18 I filed the 2021 4th quarter Emergency / Priority 1 log report to NJDOT.
Bridge Commission 2 Year Capital Project Plan

- The 2022-23 plan is still being finalized. Corson’s Inlet Bridge Rehabilitation and Grassy Sound Bridge Rehabilitation are the two main projects (approximately $8 million total) slated for 2022-23 construction period. Both projects require County bonding money for construction.

- We are working with South Jersey Transportation Authority’s engineering department on a Job Order Contract program which will be led by SJTA. SJTA entered into a contract with Gordian of Greenville, SC who is preparing a construction task catalog and job order contract program to facilitate smaller projects on a task order basis. The Bridge Commission would utilize SJTA’s contract on a cost reimbursement basis through a shared services agreement. This would allow the Commission to have maintenance repairs completed by SJTA’s contractor on an as needed basis.

Bridge Plan

- A quarterly Commission/County meeting was held on 1/12. The Ocean Drive (CR621) Bridge Replacement and Road Improvement project draft RFP for Preliminary Engineering was forwarded to NJDOT Environmental Manager on 1/3 for input. County Engineer anticipates advertisement of the 1st part of this solicitation sometime in February 2022. My RFP review comments will be forwarded to the County Engineer by the end of the week. The “Bridge Plan” prepared by the County/Commission will be updated in January and released to the public sometime in February. The Bridge Commission’s section will update completed projects and adjust costs and time frames. Discussion was held about recent press articles concerning the County’s bridge plan and keeping the public updated about progress made so far. Regarding the Infrastructure Funding initiative, Commissioner Morey indicated SJTPO and Van Drew’s office should be asked to send letters endorsing the Ocean Drive (CR621) project to NJDOT’s Commissioner. Finally there was a brief discussion on the Bridge Commission’s upcoming toll adjustment and comments received from the public to date.

43rd Eastern States Transportation Virtual Conference:

- The ESTN virtual conference was held 12/17 with about a 70-80 attendees and was a great opportunity to network with tolling agencies on the eastern seaboard. The Port Authority of NY/NJ hosted this year’s conference which had presentations in Safety, Maintenance, Tolling, Human Resources, Engineering, and Procurement. I presided as the engineering committee chair for 2020, 2021 and was a co-presenter in 2019. Next year’s conference will be hosted by South Jersey Transportation Authority.
<table>
<thead>
<tr>
<th>Photo No: 1</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Location:</td>
<td>Middle Thorofare Bridge, Pier 10 looking north west.</td>
</tr>
<tr>
<td>Description:</td>
<td>Contractor South State Inc. finishing up installation of access ladder. Photo 1-6-22</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Photo No: 2</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Location:</td>
<td>Middle Thorofare Bridge, Pier 10 looking north west.</td>
</tr>
<tr>
<td>Description:</td>
<td>South State Inc. workmen bolting up ladder section. Photo 1-6-22</td>
</tr>
</tbody>
</table>