

**MINUTES OF THE REGULAR MEETING
OF THE MEMBERS OF THE
CAPE MAY COUNTY BRIDGE COMMISSION**

February 16, 2023

The regular meeting of the members of the Cape May County Bridge Commission was held on the sixteenth day of February 2023 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 via telephone

Also present were Karen Coughlin, Executive Director, Antonio Colón, and Jeffrey Lindsay, Commission Counsel.

A motion to approve the minutes of the January 19, 2023 Regular Monthly Meeting was moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

Ms. Coughlin reported the cash analysis for the month of January 2023, which indicated an increase in total monthly revenue in the amount of \$48,467 compared to January 2022.

	FY 2023	FY 2022	Change from 2022
Middle Thorofare	\$37,166	\$26,217	\$10,949
Grassy Sound	\$13,398	\$ 7,670	\$ 5,728
Townsend's Inlet	\$23,274	\$16,451	\$ 6,823
Corsons Inlet	\$14,484	\$ 7,170	\$ 7,314
Ocean City Longport	\$56,654	\$39,001	\$17,652
MONTHLY CASH TOTALS	\$144,976	\$96,509	\$48,467

The E-ZPass percentage rate for the month was 85.3%.

The next topic of the meeting was the resolutions.

The following resolution numbers 23-3586 through 23-3588 were part of the Consent Agenda:

RESOLUTION AUTHORIZING THE CHAIRMAN TO SIGN THE OFFICER’S CERTIFICATE

BE IT RESOLVED, by the **CAPE MAY COUNTY BRIDGE COMMISSION**, that the Chairman be and is hereby authorized to sign the Officer’s Certificate certifying that all expenditures made by the Commission from the Operating Fund during January 2023 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 JANUARY 2023

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 \$158,462.88 for the month of January 2023.

BE IT FURTHER RESOLVED, that said Resolution be filed with the Trustee, in compliance 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 23-3586 through 23-3588 were moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

RESOLUTION AUTHORIZING USE OF TOLL CONSULTANT SERVICES THROUGH SHARED SERVICES AGREEMENT WITH SOUTH JERSEY TRANSPORTATION AUTHORITY

WHEREAS, Resolution 19-3320 adopted June 13, 2019 authorized a Shared Services Agreement with South Jersey Transportation Authority for Toll Consultant Services with Gannett Fleming, Inc. (formerly TTI, Inc.); and

WHEREAS, the Cape May County Bridge Commission is in need of toll consultant services for as-needed toll system software maintenance support for the calendar year 2023;

WHEREAS, Gannett Fleming, Inc. has provided a cost estimate for said services which is attached as “Schedule A”;

NOW, THEREFORE, BE IT RESOLVED, by the Cape May County Bridge Commission that the proper officer, to wit the Executive Director, is hereby authorized and directed to authorize services for toll system software maintenance support for an amount not-to-exceed \$50,000.00; and

BE IT FURTHER RESOLVED, pursuant to the rules of the Local Finance Board of the State of New Jersey, it is hereby certified that a certificate showing the availability of funds required for each task shall be completed and funds shall be paid from the Operating Account for a not-to-exceed amount of \$50,000.00.

Resolution 23-3589 was moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

RESOLUTION ACCEPTING WORK AND CLOSING CONTRACT C0-197 OF PENNONI ASSOCIATES, INC. FOR CONSTRUCTION ENGINEERING SERVICES FOR 2020 OCEAN DRIVE (CR621) BRIDGE OVER MIDDLE THOROFARE

WHEREAS, under Resolution No. 20-3428 the Commission entered into a Contract C0-197 with **Pennoni Associates, Inc.** of Haddon Heights, New Jersey for 2020 Spec. 43 “Construction Engineering Services for 2020 Ocean Drive (CR621) Bridge over Middle Thorofare Rehabilitation, Lower Township, NJ”; and

WHEREAS, Pennoni Associates, Inc. has satisfactorily completed the work under contract C0-197 for 2020 Spec. 43 “Construction Engineering Services for 2020 Ocean Drive (CR621) Bridge over

Middle Thorofare Rehabilitation, Lower Township, NJ”; and

WHEREAS, a final payment was made to **Pennoni Associates, Inc.** in the amount of **\$929.12** for work under this contract;

NOW, THEREFORE, BE IT RESOLVED, by the **CAPE MAY COUNTY BRIDGE COMMISSION**, that the work for said contract of **Pennoni Associates, Inc.** be and is hereby accepted and that final payment in the amount of **\$929.12** was made thereon **December 13, 2022** from **BOND ORDINANCE C.900.09260.1050.9000.201.**

BE IT FURTHER RESOLVED, by the Cape May County Bridge Commission, that the work for the said contract of **Pennoni Associates, Inc.** be and is hereby closed.

Resolution 23-3590 was moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

RESOLUTION ACCEPTING WORK AND CLOSING CONTRACT C8-61 WITH WSP USA, INC. FOR MIDDLE THOROFARE BRIDGE RAILING REPLACEMENT

WHEREAS, under Resolution No. 332-18 the County entered into Contract C8-61 with **WSP USA, Inc.** of Lawrenceville, NJ for “Professional Bridge Engineering Services for Ocean Drive (CR621) over Middle Thorofare Bridge Railing Replacement”; and

WHEREAS, **WSP USA, Inc.** has satisfactorily completed the work under Contract C8-61 for “Professional Bridge Engineering Services for Ocean Drive (CR621) over Middle Thorofare Bridge Railing Replacement”; and

WHEREAS, a final payment was made to **WSP USA Inc.** in the amount of **\$190.39** for work under this contract;

NOW THEREFORE BE IT RESOLVED, by the **CAPE MAY COUNTY BRIDGE COMMISSION** that the work for said contract of **WSP USA, Inc.** be and is hereby accepted and that final payment in the amount of **\$190.39** was made thereon **December 13, 2022** from **BOND ORDINANCE C.900.09260.1050.9000.201.**

BE IT FURTHER RESOLVED, by the Cape May County Bridge Commission, that the work for the said contract of **WSP USA, Inc.** be and is hereby closed.

Resolution 23-3591 was moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

RESOLUTION ACCEPTING WORK AND CLOSING CONTRACT C2-57 WITH SOUTH STATE, INC. FOR FURNISH AND DELIVER CORSONS INLET BRIDGE CONCRETE DECK REPAIRS

WHEREAS, under Resolution No. 250-22 the County entered into Contract C2-57 with **South State, Inc.** of Bridgeton, NJ for “Corsons Inlet Bridge Concrete Deck Repairs”; and

WHEREAS, **South State, Inc.** has satisfactorily completed the work under Contract C2-57 for “Corsons Inlet Bridge Concrete Deck Repairs”; and

WHEREAS, a final payment was made to **South State, Inc.** in the amount of **\$56,189.82** for work under this contract.

NOW THEREFORE BE IT RESOLVED, by the **CAPE MAY COUNTY BRIDGE COMMISSION** that the work for said contract of **South State, Inc.** be and is hereby accepted and that final payment in the amount of **\$56,189.82** was made thereon **November 22, 2022** from **BOND ORDINANCE C.900.09260.1020.9000.400**.

BE IT FURTHER RESOLVED, by the Cape May County Bridge Commission, that the work for the said contract of **South State, Inc.** be and is hereby closed.

Resolution 23-3592 was moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

RESOLUTION ACCEPTING WORK AND CLOSING CONTRACT C0-179 WITH SOUTH STATE, INC. FOR 2019 OCEAN DRIVE (CR621) BRIDGE OVER MIDDLE THOROFARE REHABILITATION

WHEREAS, under Resolution No. 653-20 the County entered into Contract C0-179 with **South State, Inc.** of Bridgeton, NJ for “2019 Ocean Drive (CR621) Bridge over Middle Thorofare Rehabilitation”; and

WHEREAS, **South State, Inc.** has satisfactorily completed the work under Contract C0-179 for “2019 Ocean Drive (CR621) Bridge over Middle Thorofare Rehabilitation”; and

WHEREAS, a final payment was made to **South State, Inc.** in the amount of **\$340,016.92** for work under this contract;

NOW THEREFORE BE IT RESOLVED, by the **CAPE MAY COUNTY BRIDGE COMMISSION** that the work for the said contract of **South State, Inc.** be and is hereby accepted and that final payment in the amount of **\$340,016.92** was made thereon **October 25, 2022** from **BOND ORDINANCE C.900.09260.1050.9000.400**.

BE IT FURTHER RESOLVED, by the Cape May County Bridge Commission, that the work for the said contract of **South State, Inc.** be and is hereby closed.

Resolution 23-3593 was moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

RESOLUTION ACCEPTING WORK AND CLOSING CONTRACT C1-59 WITH SOUTH STATE, INC. FOR VARIOUS PRIORITY BRIDGE REPAIRS FOR CAPE MAY COUNTY BRIDGE COMMISSION

WHEREAS, under Resolution No. 233-21 the County entered into Contract C1-59 with **South State, Inc.** of Bridgeton, NJ for “Various Priority Bridge Repairs for Cape May County Bridge Commission”; and

WHEREAS, **South State, Inc.** has satisfactorily completed the work under Contract C1-59 for “Various Priority Bridge Repairs for Cape May County Bridge Commission”; and

WHEREAS, a final payment was made to **South State, Inc.** in the amount of **\$64,789.25** for work under this contract;

NOW THEREFORE BE IT RESOLVED, by the **CAPE MAY COUNTY BRIDGE COMMISSION** that the work for the said contract of **South State, Inc.** be and is hereby accepted and that final payment in the amount of **\$64,789.25** was made thereon **December 13, 2022** from **BOND ORDINANCE C.900.09260.1020.9000.001**.

BE IT FURTHER RESOLVED, by the Cape May Bridge Commission, that the work for the said contract of **South State, Inc.** be and is hereby closed.

Resolution 23-3594 was moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

RESOLUTION AUTHORIZING ADVERTISEMENT FOR REHABILITATION OF ADMINISTRATION BUILDING, 153 CREST HAVEN ROAD

WHEREAS, the Cape May County Bridge Commission Administration Building, 153 Crest Haven Road is in need of rehabilitation; and

WHEREAS, Remington & Vernick Engineers has designed specifications and plans for the necessary rehabilitation in accordance with generally accepted principles; and

WHEREAS, the Commission has reviewed the specifications and plans and find they meet their approval;

WHEREAS, it is the desire of the Commission to authorize the Contracting Agent to advertise and take sealed bids for the Rehabilitation of Administration Building, 153 Crest Haven Road project;

NOW, THEREFORE, BE IT RESOLVED, that the Commission authorizes the Contracting Agent to advertise for the receipt of bids for Rehabilitation of Administration Building, 153 Crest Haven Road project, said advertisement to appear in The Herald Newspaper and/or The Press of Atlantic City.

Resolution 23-3595 was moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

Update on Capital Projects:

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

There was no correspondence to discuss.

There was no old business to discuss.

For new business Mrs. Brand informed the Commissioners that the Union Contracts expire at the end of April and discussions have started with the Union. A draft copy of the changes will be circulated.

Public comments:

John Coravan: Asked if we were still building new bridges and what the public could do to help get funding.

Tom Pizanowski – AI Technology, Inc.: Discussed his company and a new coating that is used to protect metal.

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.

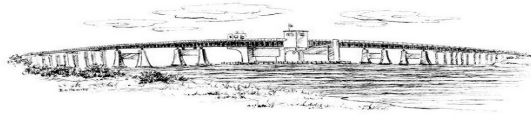
Respectfully submitted,



Karen Coughlin, Executive Director

CAPE MAY COUNTY BRIDGE COMMISSION

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



Karen Coughlin, *Executive Director*
Antonio Colón, *Project Manager*

Memorandum

DATE: February 16, 2023
TO: Carol Brand, Chairman
Scott Halliday, Vice-Chairman
Maryanne K. Murphy, Secretary/Treasurer
CC: Karen Coughlin, Executive Director, CMC Bridge Commission
FROM: Antonio Colon, Project Manager, CMC Bridge Commission
RE: Monthly Project Manager's Report February 2023

Ocean City-Longport Bridge:

- *Fishing Pier:* Awaiting finalized deliverables then advertise project for bid.
- *Toll Booth Repairs:* Project will be reviewed and prepared to go out for bid.

Corson's Inlet Bridge:

- *Corson's Inlet Bridge Rehabilitation:* Awaiting word on extension of NWP (Nationwide Permit), consultant has reached out to Army Core of Engineers, and we should have an answer within next month or so.

Townsend's Inlet Bridge:

- *Submarine Cable Replacement:* Finalizing project closeout.
- *Toll Booth Roof Replacement/HVAC Installation:* Project awarded, awaiting documentation from contractor before issuing PO.

Grassy Sound Bridge:

- *Submarine Cable Replacement:* Finalizing project closeout.
- *Superstructure Rehabilitation:* Received notification on 12/27/2022 that we were not awarded the grants, met with Design Consultant. Project engineered to 75%, consultant will finish engineering portion and BC will move forward with acquiring bonding for construction.

- *Motor Drive Control and PLC Upgrades*: Calibration started on 1/19/23, awaiting final part scheduled to ship on 03/20/23.
- *Grassy Sound/ Middle Thorofare Scour Abatement (Project #2)*: Permits in process of being drafted for our review and looking to submit them in early March 2023.

Middle Thorofare Bridge:

- *Ocean Drive (CR621) Improvements and Bridge Replacements*: The Bridge Commission is working with the County to obtain a consultant to assist in the proposal finalization and the advertisement.
- *Emergency Generator Repairs/Replacement*: Secondary Tank installation completed on 01/30/2023.
- *Motor Drive Control, PLC Upgrade, and motor repair*: A second supplier has been engaged to get parts on an accelerated schedule. PLC work is set to commence 03/06/2023 with Motor Drive installation upon drive receipt.
- *Grassy Sound/ Middle Thorofare Scour Abatement*: See status under Grassy Sound Bridge.
- *Piers 14-16*: Currently under review with consulting engineer.
- *SE Embankment Emergency Repair*: In process of making final payment to Contractor.
- *Leaning Utility Pole # 67658/14573*: Reached out to ACE on 12/27/22, they still must complete follow up work from initial temp repair.

Multiple Bridges:

- *Fender Rehabilitation Program OCLP/CI/TI/GS*: Met with WSP on 02/15/2023 for a status update on project. Still in process of gathering some documentation and information on both ends. Design alternatives will be delivered within next 2 to 3 weeks. Once we approve said design, permit application process will begin. Estimate permit application in early April.
- *Gate Motor Control TI/GS*: TCS quoted us and began a design on installation of new drive system to address issues with traffic gates and replace failing DC injection system. 80% of parts have been received with remainder of parts due in at end of the month.
- *Bridge Replacement Local Concept Development*: Awaiting official notification of Grant Award.

Bridge Commission Office Building:



- *Office Building at 153 Crest Haven Road*: Finalized specs to be delivered this week and then project can be advertised.

NBIS Biennial Inspections

- *2021-22 NBIS Bridge Inspection contract*: Awaiting OCLP Preliminary Reports and Fishing Pier Preliminary Report.

Bridge Plan/ Federal Grants/ NJDEP/ Job Order Contracting

- *Bridge Plan*: Commission updates delivered to County by end of February 2023.
- *USDOT Bridge Investment Programs BIP*: No change in status. Still awaiting official grant award.

