The regular meeting of the members of the Cape May County Bridge Commission was held on the twentieth day of February 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 January 2022, which indicated a decrease in total monthly revenue in the amount of $27,044 compared to January 2021.

<table>
<thead>
<tr>
<th></th>
<th>FY 2022</th>
<th>FY 2021</th>
<th>Change from 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Middle Thorofare</td>
<td>$26,217</td>
<td>$28,047</td>
<td>- $1,830</td>
</tr>
<tr>
<td>Grassy Sound</td>
<td>$7,670</td>
<td>$12,643</td>
<td>- $4,973</td>
</tr>
<tr>
<td>Townsends Inlet</td>
<td>$16,451</td>
<td>$24,310</td>
<td>- $7,859</td>
</tr>
<tr>
<td>Corsons Inlet</td>
<td>$7,170</td>
<td>$15,035</td>
<td>- $7,865</td>
</tr>
<tr>
<td>Ocean City Longport</td>
<td>$39,001</td>
<td>$43,518</td>
<td>- $4,517</td>
</tr>
<tr>
<td><strong>MONTHLY CASH TOTALS</strong></td>
<td><strong>$96,509</strong></td>
<td><strong>$123,553</strong></td>
<td><strong>- $27,044</strong></td>
</tr>
</tbody>
</table>

The E-ZPass percentage rate for the month was 84%.

The next topic of the meeting was the resolutions.
The following resolution numbers 22-3508 through 22-3510 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 January 2022 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.

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RESOLUTION CERTIFYING MONTHLY DEPOSITS IN THE REVENUE ACCOUNT FOR JANUARY 2022

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 $179,239.42 for the month of January 2022.

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.

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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 22-3508 through 22-3510 were moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

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RESOLUTION AUTHORIZING THE ADVERTISEMENT OF BIDS FOR 2022 CORSONS INLET BRIDGE CONCRETE DECK REPAIRS

WHEREAS, the Ocean Drive (CR619) Bridge over Corsons Inlet is in need of repairs based on the National Bridge Inspection Standards (NBIS) reports, and these reports have identified concrete deterioration and spalling (potholes) of the concrete deck surface, curbing and safety walk areas; and

WHEREAS, rehabilitation is necessary to impede further deterioration, preserve the structural integrity of the bridge, improve safety and extend its useful life until the anticipated replacement of the bridge; and

WHEREAS, it is the desire of the Commission to authorize the Contracting Agent to advertise and take sealed bids for 2022 Corsons Inlet Bridge Concrete Deck Repairs project;

NOW, THEREFORE, BE IT RESOLVED, that the Commission authorizes the Contracting Agent to advertise for the receipt of bids for 2022 Corsons Inlet Bridge Concrete Deck Repairs project, said advertisement to appear in The Herald Newspaper and/or The Press of Atlantic City.

Resolution 22-3511 was moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

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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.

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There was no correspondence received to be discussed.

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There was no old business to discuss.

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Under new business, Ms. Coughlin informed the Commissioners that the lease on the lot in Strathmere had ended at the end of 2021 and asked if they would like to renew the agreement with the Strathmere Fire Company. All were in favor of renewing the lease. Ms. Coughlin stated that she would contact the Strathmere Fire Company regarding the paperwork.

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There were no Public Comments.

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Mrs. Brand stated that there was a matter to discuss in Executive Session in accordance with N.J.S.A. 10:4-12(b). A motion to proceed to Executive Session to discuss personnel matters was moved by Mrs. Murphy, seconded by Mr. Halliday and unanimously approved.

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Upon returning to Open Session, Mrs. Brand announced that the only matter discussed in Executive Session was that which was announced at the close of the Open Session. The minutes of the Executive Session will be made available only at which time the confidential nature of the matter discussed is no longer confidential.

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

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

Respectfully submitted,

Karen Coughlin, Executive Director
Memorandum

DATE: February 14, 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 February 2022

E-Z Pass System:
- **Ocean City Lane 2:** On 12/8/21 the entry loop began to experience problems and 12/14/21 SJTA inspected and tested the loop finding an open circuit. The lane is currently open and collecting tolls, but the gate will have to remain in the up position until the loop is repaired. Berenato Construction submitted quote on 2/11 to perform saw cutting and sealing of the loop. SJTA will install loop wire, test, and make connections.
- **2022 Toll Adjustment:** A toll signage inventory was conducted last month and approximately 10 new vinyl decals will be installed over the old $1.50 once the new rate becomes effective 3/13/22. Gannet Fleming working in lane controller software changes. Go live date 3/13/22 at 6 a.m.
- **Grassy Sound power problems (1/29 to 2/4):** On 2/4 the collector reported a problem with the EZPass system not registering EZPass tags. Onsite inspection revealed a problem with the AVI reader, lane controller computer, and camera system. The reader was reset, and lane controller computer replaced with a spare and toll collection resumed that same day. However, the camera system would not reboot. On 2/11 a work order was sent to SJTA to remove the defective camera and install our spare camera which should occur sometime this week. Two spare lane controllers remain. **Spare camera installed 2/17.**

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):** No Change in Status. 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. 1/8 RVE submitted quote package which is currently under review.

Corson’s Inlet Bridge:
- **Corson’s Inlet Bridge Rehabilitation (Project #1):** On 1/14 the updated project plans, specifications, cost estimate, and Commission’s response to Local Aid’s comments were
delivered to Local Aid and notice of approval was received 1/28 through the County Engineer. Meeting held with MBI on 2/2 & 2/14. Michael Baker submitted final signed and sealed plans & specs on 2/7 which were signed by me and Commissioner Brand on 2/11. MBI’s tentative construction schedule submitted 2/8 for review. NJDEP has question on projects noise impacts to Piping Plover nest and ACOE Nationwide permit expires 3/22/22. Total State Aid (LBFN FY19 & FY21) is at $1,664,165.00. Project funding through a County bond ordinance is still 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):** This project addresses the numerous concrete deck spalls on several spans and will require daily lane closings affecting toll collections to some degree. Completed field walkthrough with RVE on 1/27 to finalize repair areas. Plans and specs resubmitted 2/9, currently under review and tentatively scheduled for advertisement 2/23. Comments submitted back to RVE on 2/17. Bridge Commission’s lot across from Strathmere fire house maybe used for contractor staging area.

- **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. On 2/2 JMT’s dive team performed and underwater inspection below span 32 and could not find the debris according to a preliminary report. The debris could be buried beneath the mudline.

- **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.

**Townsend 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:** County’s legal team continue to address Agate’s complaint. Mediation with Agate Construction was held 10/14 ending in no resolution. 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.

- **Townsend Inlet Grounding (Project #4):** No Change in Status. 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 is still on track to advertise, within the next couple of months, an RFP for engineering services to prepare a Local Concept Development plan for replacement of the Townsends Inlet Bridge. The County has already bonded for this first step in the bridge’s replacement.

- **North Approach Piers Beach Erosion:** JMT’s dive inspection scheduled for 2/22 & 2/23. 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 2/2 with Michael Baker reviewing project repair areas, traffic controls, and proposed bid items/costs. MBI actively working on design details. 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:** No Change in Status. 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:** TCS still waiting on parts (resolver) to complete project. This was due in February 2022, but the manufacturer now stated the end of March 2022 delivery due to supply chain problems. 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:** Pennoni and South State have agreed on final contract quantities and Change Order No. 2 (final) is being forwarded to the County for approval on the 2/22 meeting then Local Aid for approvals. Contract closeout should be completed in the next month or two. SSI will need to return to the bascule span to
replace some existing rivets on the rail post connections. This will be done under a single lane closure, however, the bascule span will remain operational for vessel openings.

- **Toll Booth Rehabilitation**: Need to do closing resolution for MJJ Construction. Awaiting As-Built drawings and remaining closeout documents from RVE.

- **Ocean Drive (CR621) Improvements and Bridge Replacements**: On 1/31 comments on the RFP were forwarded to the County Engineer. On 2/9 the County issued a Request for Qualifications as the first step in securing a design team to complete the preliminary engineering phase of this major project. Qualification packages are due 3/23 and tentative selection of the 5 top teams on 4/13. The second phase, which are detailed proposals, will be due sometime thereafter with the final team being selected mid to late summer. the County bonded in December for Preliminary Engineering design phase and revised in January, Resolution 97-22 adjusting cost sharing for the PE 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)**: Documents still being submitted to closeout Pennoni Associates and WSP contracts. 2/14 received invoice from WSP.

- **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 Townsends Inlet and Grassy Sound Bridges. Also included is repair to the 25 hp motor which operates the bascule span. On 2/2 notification was sent to USGC to temporarily shut down bascule operations on Tuesday 2/22 from 1000-1800 hours to repair the 25 hp motor. The drive controls and PLC upgrades can be done parallel to the existing system therefore avoiding any significant impact to bascule operations.

**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. On 2/9 Easter Seals had a few questions on construction labor costs as Fenwick Architects is still preparing cost estimates.

On 2/1 a piece of gutter became loose due to ice buildup on the garage. Similar ice buildup occurred on the administration building.

**NBIS Biennial Inspections**

- 2021-22 NBIS Bridge Inspection contract: JMT conducted underwater inspections on the 4 lower bridges the week of 2/1 and are scheduled to complete underwater inspections at
these 4 bridges next week 2/21-2/24. Ocean City Longport is not due until October 2022. On 1/25 a notice letter was issued to JMT for a delay in updating the SI&A underwater inspection dates. JMT has been issuing their priority notices for defects found during this cycle’s inspections. The mechanical & electrical inspections are scheduled at the following bridges from 9:15 a.m. to 2:00 p.m. and will cause minor periodic traffic delays:

- 2/15 Grassy Sound Bridge - Found a malfunctioning toe limit switch and broken post base on the SW traffic light. Both repaired the same day.
- 2/24 Middle Thorofare Bridge
- 3/3 Townsends Inlet Bridge

- 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). The Commission’s four older steel bridges did not use this type of steel and on 1/26 a response letter sent to NJDOT Structural Evaluation indicating no further action is required by the Bridge Commission.

Bridge Commission 2 Year Capital Project Plan

- 2/16 draft issued to Executive Director Coughlin. 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. 2022-23 capital plan is being synchronized with the 2021 Annual Report and updated 2022 Bridge Plan.
- We are still working with South Jersey Transportation Authority’s engineering department on a Job Order Contract program with Gordian of Greenville, SC who contracted with SJTA. The Bridge Commission would utilize SJTA’s contract on a cost reimbursement basis through a shared services agreement and memorandum of understanding similar to the tolling equipment MOU. This would allow the Commission to have routine bridge maintenance repairs completed by SJTA’s contractor on an as needed basis.
- Engineer’s annual report submitted to Commissioners and Executive Director Coughlin on 2/17.

Bridge Plan

- The draft 2022 Bridge Plan updates were forwarded to the County Engineer, Executive Director, and Bridge Commission Commissioners on 1/24 updating the Bridge Commission’s project listings, dates, and a few costs items. The updates incorporated work done over the past year and any adjustments to the capital plan for the Bridge Commission. It is expected the updated document will be released by the County sometime this month.
<table>
<thead>
<tr>
<th>Location:</th>
<th>153 Crest Haven Road, Bridge Commission garage, west end of building.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description:</td>
<td>Section of gutter was removed by T&amp;E shop due to ice buildup. Photo 2-1-22</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Location:</th>
<th>153 Crest Haven Road, Bridge Commission administration building. East side.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description:</td>
<td>Ice dam buildup on gutter. Ice was removed after photo taken. Photo 2-1-22</td>
</tr>
<tr>
<td>Photo No: 3</td>
<td></td>
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<tr>
<td>-------------</td>
<td></td>
</tr>
<tr>
<td>Location: Middle Thorofare Bridge, bridge pier.</td>
<td></td>
</tr>
<tr>
<td>Description: JMT performing NBIS underwater inspections.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Photo No: 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location: Middle Thorofare Bridge, Pier 7 from the south, ocean side.</td>
</tr>
<tr>
<td>Description: JMT NBIS inspection photo of supplemental pile support added in the 1990’s.</td>
</tr>
</tbody>
</table>