

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

April 20, 2023

The regular meeting of the members of the Cape May County Bridge Commission was held on the twentieth day of April 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, Jeffrey Lindsay, Commission Counsel, Joe Ragusa, RVE and Frank Seney, RVE.

A motion to approve the minutes of the March 16, 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 March 2023, which indicated a decrease in total monthly revenue in the amount of \$6,736 compared to March 2022.

	FY 2023	FY 2022	Change from 2022
Middle Thorofare	\$43,670	\$42,473	\$ 1,197
Grassy Sound	\$ 0	\$ 7,866	-\$ 7,866
Townsend's Inlet	\$31,246	\$24,839	\$ 6,407
Corsons Inlet	\$10,151	\$6,208	\$ 6,407
Ocean City Longport	\$48,334	\$58,750	-\$10,416
MONTHLY CASH TOTALS	\$133,401	\$140,137	-\$ 6,736

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

The next topic of the meeting was the resolutions.

The following resolution numbers 23-3602 through 23-3604 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 March 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 MARCH 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 \$356,148.43 for the month of March 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 23-3602 through 23-3604 were moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

RESOLUTION AUTHORIZING EXECUTION OF INDEMNIFICATION AGREEMENT WITH POLICE UNITY TOUR, INC. FOR A BIKE TOUR ON MAY 10, 2023

WHEREAS, the Police Unity Tour, Inc., a non-profit corporation, is sponsoring its annual bike tour to be held on May 10, 2023; and

WHEREAS, as part of the bike tour, the Police Unity Tour, Inc. has requested permission for participants in this event to cross over the Townsends Inlet, Grassy Sound, and Middle Thorofare Bridges, which are owned and operated by the Cape May County Bridge Commission; and

WHEREAS, the Cape May County Bridge Commission has imposed a condition on such permission to the effect that Police Unity Tour, Inc. must enter into an Indemnification Agreement; and

WHEREAS, the Police Unity Tour, Inc., through its duly authorized representatives have signed the required Indemnification Agreement, a copy of which is attached as Exhibit “A”.

NOW THEREFORE BE IT RESOLVED, by the **CAPE MAY COUNTY BRIDGE COMMISSION** that the presiding officers, to wit, the Chairman and Executive Director, be and they are hereby authorized and directed to execute an Indemnification Agreement for the Police Unity Tour to be held on May 10, 2023.

Resolution 23-3305 was moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

RESOLUTION AMENDING RESOLUTION 22-3571 AUTHORIZING VARIOUS EMERGENCY CONTRACTS FOR SOUTHEAST EMBANKMENT REPAIRS AT MIDDLE THOROFARE BRIDGE

WHEREAS, the Cape May County Bridge Commission adopted Resolution No. 22-3571 on November 22, 2022 authorizing various emergency contracts for Southeast Embankment Repairs at Middle Thorofare Bridge; and

WHEREAS, it is the desire of the Commission to amend Resolution No. 22-3571 insofar as to change the funding account for Greenman-Pedersen, Inc. from C.900.09260.1040.9000.201 to Commission Operating fund for a not-to-exceed amount of \$30,000.00.

NOW, THEREFORE, BE IT RESOLVED, by the Cape May County Bridge Commission, that:

1. The above recitals are incorporated herein by reference as if set forth in full.
2. Resolution No. 22-3571 is amended to reflect a revised appropriation line to be charged for Greenman-Pedersen Inc. from C.900.09260.1040.9000.201 to the Commission's operating account for a not-to-exceed amount of \$30,000.00.
3. All other aspects of Resolution No. 22-3571 remain in full force and effect.

Resolution 23-3606 was moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

RESOLUTION AWARDING CONTRACT NO BC23-02 TO REMINGTON & VERNICK ENGINEERS FOR GENERAL ENGINEERING CONSULTANT

WHEREAS, on February 15, 2023, the Cape May County Bridge Commission advertised and sought proposals for competitive contracting in accordance with N.J.S.A. 40A:11-4.1 et seq. and N.J.A.C. 5:344-4.1.5 et seq under the Fair and Open process for "BC23-02 General Engineering Consultant for Cape May County Bridge Commission"; and

WHEREAS, Competitive Contracting may be used in lieu of public bidding pursuant to N.J.S.A. 40A:11-4.i at the option of the governing body of the contracting unit, any good or service that is exempt from bidding pursuant to section 5 of P.L. 1971, c. 198 (C.40A:11-5), professional services; and

WHEREAS, on March 15, 2023 the Commission received and evaluated two (2) proposals in accordance with N.J.S.A. 40A:11-4.1 et seq., it has been determined that **REMINGTON & VERNICK ENGINEERS** is the best qualified to provide said service.

NOW, THEREFORE, BE IT RESOLVED, by the **CAPE MAY COUNTY BRIDGE COMMISSION** that the proper officers of the Commission, to wit the Chairman and Executive Director are hereby authorized and directed to execute said contract BC23-02 with **REMINGTON & VERNICK ENGINEERS** for a term of one (1) year, commencing April 20, 2023, with two (2) one (1) year options, a copy attached hereto and by this reference made a part hereof.

BE IT FURTHER RESOLVED, pursuant to the rules of the Local Finance Board of the State of New Jersey, that no amount of this contract shall be chargeable or certified until such time as services are ordered or otherwise called for prior to placing the order. Line-item appropriations to which the funds may be properly charged is: Operating Fund: 6680 Professional Services.

BE IT FURTHER RESOLVED, that inasmuch as this contract is awarded pursuant to the Fair and Open Process, a notice of this Resolution shall be published in the Cape May County Herald.

Resolution 23-3607 was moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

Update on Capital Projects:

Ms. Coughlin provided updates on capital improvement projects for the month to the Commissioners. A copy of the Project Manager's report is attached to the minutes.

There was no correspondence to discuss.

There was no old business to discuss.

For new business to discuss, Ms. Coughlin asked if the May meeting could be moved up a week. All Commissioners agreed to change the May 2023 meeting from May 18th to May 11th.

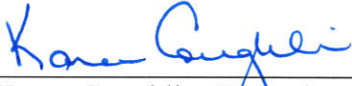
There was no public present for comments.

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: April 17, 2023
TO: Carol Brand, Chairman
Scott Halliday, Vice-Chairman
Maryanne K. Murphy, Secretary/Treasurer
CC: Karen Coughlin, Executive Director, CMC Bridge Commission
FROM: Antonio Colón, Project Manager, CMC Bridge Commission
RE: Monthly Project Manager's Report April 2023

Bridge Commission Consultants:

- *Engineering Consultant:* Commissioner's to vote on recommended/graded choice from Director and Project Manager.
- *Electrical Engineer:* RFP will be advertised in the coming weeks.
- *NBIS Re-Evaluation Services:* RFP will be advertised in Early to Mid-Summer 2023.
- *Bridge Engineering Pool:* Seven (7) bids received on 04/12/2023, currently under review by CMC and CMCBC.

Ocean City-Longport Bridge:

- *Fishing Pier:* Project Cost estimate provided by RVE, awaiting finalized drawings and specs.
- *Toll Booth Repairs:* Project will be reviewed and prepared to go out for bid.
- *Internet Connectivity Issues:* On 03/22/23 Internet Connectivity was lost at the OCLP Toll Booth. Our internet signal is provided via Verizon 5G cellular and the use of a CradlePoint in the booth. Having no internet stops our ability to transfer traffic and toll data as well as our monetary data to our back office via SJTA Server. It also prohibits the ability to remote in and check the system. We submitted a service ticket with Verizon on 03/24/23. We had numerous phone calls and several conversations with customer service and engineers, with the system seemingly back to 100% on 04/11/23. We have yet to receive verification from Verizon on the issue, all we have gotten is that there is opportunity to improve our coverage/service. We are continuing to monitor.

Corson's Inlet Bridge:

- *Corson's Inlet Bridge Rehabilitation:* Permit extension awarded by Army Corps and Construction bid advertised on 04/12/23 thru County Purchasing. All bids due by 05/10/23. Site visit occurred on 04/18/23.

Townsend's Inlet Bridge:

- *Toll Booth Roof Replacement/HVAC Installation:* Permits submitted to Sea Isle City and once received by Contractor work will commence.

Grassy Sound Bridge:

- *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:* Span-Indicator calibration installation completion commenced on 04/18/23.

Middle Thorofare Bridge:

- *Ocean Drive (CR621) Improvements and Bridge Replacements:* County Purchasing is currently finalizing RFP and will pass on to Bridge Commission for review and our comments.
- *Motor Drive Control, PLC Upgrade, and motor repair:* Still waiting for the Motor Drive. Once received the project will commence.
- *Piers 14-16:* Currently under review with consulting engineer.

Multiple Bridges:

- *Grassy Sound/Middle Thorofare Scour Abatement (Project #2):* Permit applications and plans reviewed by RVE and the BC, comments sent back. Permits submitted by GPI on 03/10/2022. Awaiting determination.
- *Fender Rehabilitation Program OCLP/CITI/GS:* Met with WSP on 03/15/2023, approved their recommended design alternative. Awaiting new estimate on Permit application.
- *Gate Motor Control TI/GS:* All parts have been received. 1st Gate Motor Control to be installed at Grassy Sound this week.
- *Bridge Replacement Local Concept Development:* Awaiting official notification of Grant Award.



Bridge Commission Office Building:

- *Office Building at 153 Crest Haven Road:* Site visit occurred on 04/11/23. Closing date for bids is 04/26/23 at 2pm.

NBIS Biennial Inspections

- *2021-22 NBIS Bridge Inspection contract:* Reviewing Fishing Pier Preliminary Reports.

Bridge Plan/ Federal Grants/ NJDEP/ Job Order Contracting

- *USDOT Bridge Investment Programs BIP:* No change in status. Still awaiting the official grant award.

