

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

July 15, 2021

The regular meeting of the members of the Cape May County Bridge Commission was held on the fifteenth day of June 2021 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  
Maryanne K. Murphy, Secretary/Treasurer

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

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Ms. Coughlin reported the cash analysis for the month of June 2021, which indicated an increase in total monthly revenue in the amount of \$71,801 compared to June 2020.

	FY 2021	FY 2020	Change from 2020
Middle Thorofare	\$123,944	\$98,205	\$25,739
Grassy Sound	\$55,283	\$52,232	\$3,051
Townsend's Inlet	\$94,090	\$81,094	\$12,996
Corsons Inlet	\$74,255	\$67,022	\$7,233
Ocean City Longport	\$114,876	\$92,094	\$22,782
<b>MONTHLY CASH TOTALS</b>	<b>\$462,448</b>	<b>\$390,647</b>	<b>\$71,801</b>

The E-ZPass percentage rate for the month was 82.8%.

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The next topic of the meeting was the resolutions.

The following resolution numbers 21-3474 through 21-3476 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 June 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.

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**RESOLUTION CERTIFYING MONTHLY DEPOSITS IN THE REVENUE ACCOUNT FOR  
JUNE 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 \$1,448,663.39 for the month of June 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.

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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 21-3474 through 21-3476 were moved by Mrs. Murphy, seconded by Mrs. Brand, and unanimously approved.

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**RESOLUTION AUTHORIZING A REQUEST TO UNITED STATES COAST GUARD FOR PERMANENTLY ENDING BASCULE OPERATIONS AT CORSONS INLET BRIDGE**

**WHEREAS**, the Commission owns and operates a tolled highway bridge structure along Ocean Drive (Cape May County Route 619) over Corsons Inlet located in Upper Township, New Jersey, identified on the National Bridge Inventory as Structure Number 3100-002; and

**WHEREAS**, the main span is over a tidal navigable channel and is a movable type bascule span operating under US Code of Federal Regulations Title 33: Part 117, Subpart B-117.714 Corson Inlet, and this navigable channel is not located along the NJ Intracoastal Waterway, and

**WHEREAS**, the Commission received correspondence from the Cape May County Engineer, Robert Church, P.E., on June 29, 2021 requesting the Commission begin the process to permanently cease operations of the Corsons Inlet Bridge bascule span; and

**WHEREAS**, the County has made this request to the Commission due to the structural condition of the bascule steel components, lack of marine traffic that would be impacted by ceasing bascule span operations, and provide greater flexibility in selection of an eventual replacement structure; and

**WHEREAS**, the Commission’s Chief Engineer concurs with the County Engineer’s request, and

**WHEREAS**, a review of the bascule opening logs for the bridge for the past ten years demonstrate there have been no openings since August 24, 2012, with only four openings in 2012 and seven openings in 2011.

**NOW THEREFORE BE IT RESOLVED**, by the **CAPE MAY COUNTY BRIDGE COMMISSION** that the Commission authorizes the Chief Engineer to request authorization from the United States Coast Guard to permanently end bascule operations at Corsons Inlet Bridge.

Resolution 21-3477 was moved by Mrs. Murphy, seconded by Mrs. Brand, 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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There was no new business to discuss.

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There was no public present for comments.

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There was no need to move to an Executive Session.

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

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

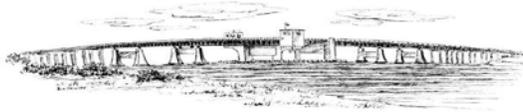
Respectfully submitted,



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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*  
Lewis T. Donofrio, Jr., PE, *Chief Engineer*

## Memorandum

**DATE:** July 13, 2021  
**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 July 2021

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### COVID-19 Pandemic:

- On 6/4/21 Governor Murphy issued Executive Order No. 244 which terminates the Public Health Emergency. The State of Emergency created by EO No. 103 (March 2020) continues until lifted by the Governor. This item will be dropped beginning August 2021.

### E-Z Pass System:

- *Middle Thorofare Bridge:* Minor toll disruption scheduled the night of 7/14/21 and 7/15/21 for South State's subcontractor Diehl Electric installing safety lighting on Pier 10 cheek walls.
- *Equipment Inventory:* Assessing equipment needs and ordering spare parts.

### Ocean City-Longport Bridge:

- *Emergency Generator (Project #9):* Commission's consultant RVE working on letter report.
- *Administration & Generator Building Dune Encroachment (Project#9):* The County Public Works Department is working on relieving the sand pressure from against the rear of the administration building.
- *Fishing Pier (Project#10):* The Commission's consultant RVE conducted an in-house document search on 7/1/21 with no success in finding the contractor's shop drawings for construction of the fishing pier. However, the County Engineering Dept. did find some drawings which show design changes during construction in 2002. Working with RVE over the next couple months to develop repair plans for early winter construction.
- *Toll Booth Repairs (Project#9):* Commission's consultant RVE has been tasked with inspecting the 2 existing toll booths to and develop a repair plan and obtain contractor quotes to replace the metal flooring and repair or replace the door and window seals. RVE gathering field data and preparing draft repair sketches.
- *Misc. Priority Repairs (Project #2):* South State has some minor punchlist fieldwork to complete.

### Corson's Inlet Bridge:

- *Corson's Inlet Bridge Rehabilitation (Project #3):* Working on Michael Baker's change order to prepare the individual Waterfront Development permit for pier 28 caisson repairs

below the mean high waterline. Total State Aid (LBFN FY19 & FY21) commitment for this project is currently \$1,664,165.00. Construction funding is needed prior to advertisement for bids.

- *Deauville Inn /Commission Parking*: 6/15/21 forwarded draft easement description and plan to County Engineer and Bridge Commission attorney for comments. Parking easement area is roughly 20'x27' sufficient for 2 cars at shift change. County surveyor gathering additional topographic details for discussion of beach access matter.
- *Severe Thunderstorm (8/7/2020)*: Commission's consultant RVE developing plan to procure an outside contractor to retrieve broken traffic light from the waterway. Need to determine if County Public Works can replace the traffic light and gate without the use of a snooper truck.
- *Misc. Priority Repairs (Project #2)*: South State Inc. completed underdeck and toll span concrete repairs on 5/10/21. I conducted a field walkthrough on 6/30/21 with inspection engineers, RVE, and no field punchlist items remain.
- *Bascule Span Operations*: On 6/23/21 a letter was sent to the County Engineer asking for a formal position and input on the Commission seeking permission from the USCG to permanently cease bascule operations. A reply was received 6/29/21 with County Engineer listing several reasons to end bascule operations, including structural condition, minimal impact to marine traffic and greater flexibility for the County when replacing the structure. I agree with the County Engineer's request to begin this process with the USCG and today's resolution formalizes the Bridge Commission's intent.
- *South Abutment Beach Access*: On 6/25/21 a letter was sent to Strathmere Vol. Fire Dept. requesting documentation of specific injuries and events to better quantify and qualify the problems with the beach access area. The County PW Dept. placed 2 additional sign decals along the bridge rail stating jumping/diving is prohibited. Total of (6) on the railing and one on a post at base of the bridge. On 7/4/21 the toll collector reported numerous people jumping from the bridge. State Police arrived and pursued one vehicle, but the outcome has not been determined. On 7/7/21, I asked South State Inc. for a cost to install 5' high temporary fencing along the south approach spans.

#### Townsend's Inlet Bridge:

- *Submarine Cable Replacement*: No change in status. Delta Line Construction has run into existing wooden pilings preventing the cable from being buried at one section for about 8 lineal feet within the channel. Awaiting Contractor to return and complete cable burial. In-water turbidity restrictions ended June 30. Cable operational since December 2019.
- *Spans 1-7 Replacement*: No change in status. Mediation has been delayed due to Covid19. Some punch list work remains.
- *Townsend's Inlet Grounding (Project #5)*: No change in status. Plans and technical specifications completed by RVE. Commission preparing front end of specifications, once complete, advertise if funding is available, fall 2021 construction.
- *Portable Emergency Generator (Project #9)*: Commission's consultant RVE working on letter report.
- *Substructure Graffiti (Project #9)*: The Local Boy Scout group is still interested in doing a litter cleanup, but the timeframe is presently unknown. Need to set up a local contractor for use of graffiti removal product on piers. Fund project with Clean Communities Grant



administered by the County. Recommend waiting until September/October when summer crowds are gone.

- *Bridge Replacement (Project #13)*: County Engineering Department working on draft RFP for engineering services to prepare a Local Concept Development plan. Time frame start LCD 2022.
- *Misc. Priority Bridge Repairs (Project #2)*: I completed walkthrough on 6/29/21 with inspecting engineer RVE. Field punchlist work needs to be completed at the toll span east girder trunnion support.

#### Grassy Sound Bridge:

- *Submarine Cable Replacement*: No change in status. Delta Line Construction submitted as-built drawing on 3/18/21 for cable location. Drawing was returned to DLC for additional information and resubmission. Cables have been in operation since December 2019.
- *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 #6)*: Michael Baker conducted field inspection on 6/22/21 to check additional deteriorated areas on the girder spans to further develop the repair design. South State Inc. provided snoopers and MPT equipment and labor for this one-day inspection and cost will be paid out of the Misc. Priority Bridge Repair project. MBI repair design is on-going.
- *Misc. Priority Bridge Repairs (Project #2)*: South State's subcontractor, Wiss Janey Elsner, conducted the final bascule span balance on 6/17/21 and submitted the final span balance report 6/29/21. On 6/29/21 I completed a field walkthrough with inspecting engineer RVE. Several field punchlist items need to be completed, as well as 2 new handrail repairs and repair to the electrical power feed messenger cable connection. SSI has given a cost for the 2 handrail repairs and messenger cable connection repair which will have to be paid as a change order to the contract. Because several days of lane closures maybe required and after discussing with SSI, I recommend granting SSI an extension of contract time to complete the punchlist work and the extra work (if approved). Completing the work in September/October will also lesson the impact on toll collections.
- *Motor Drive Control and PLC Upgrades*: Total Control Systems has ordered the materials and PLC programming design is underway. Install August / September.

#### Middle Thorofare Bridge:

- *2020 Middle Thorofare Bridge Rehabilitation (Project #1)*: On 7/7/21 a walkthrough inspection was conducted with representatives from design engineer WSP and inspecting engineer Pennoni Associates. Some additional punch list items were identified but the main purpose was to have the design engineer review the field work as completed. The cheek wall lighting installation has been set up for this Wednesday and Thursday (7/14 & 7/15) evening 9pm-5am using single lane, alternating traffic with flaggers. This lighting aids the marine vessels in lighting up the bridge pier 10 during non-daylight hours. Remaining contract work includes; paving at both approaches, steel repair at Span 5 pin



& hanger, permanent support of the electric and telephone cables, and final punchlist.

This contract work and final punchlist will be completed in the fall.

- *Toll Booth Rehabilitation (Project 1A)*: MJJ submitted 3 change order claims on 6/8/21 for additional work to anchor the building, miscellaneous electrical items, and miscellaneous door and trim items. We received correspondence on 7/6/21 from RVE inspector who has reviewed MJJ's documentation and recommended payment for these items. Two field punchlist items remain; AC unit condensation dripping inside the building and door weather stripping, both which were inspected on 7/9/21 by MJJ's representative. Awaiting additional closeout paperwork from MJJ; O&M manuals, warranty items.
- *Ocean Drive (CR621) Improvements and Bridge Replacements*: The first draft for the RFP for Preliminary Engineering services has been drafted and awaiting initial review by the County Engineer. The Commission, as well as, other agencies will have an opportunity for input prior to release. Target fall 2021 advertisement with 2022 start.
- *Garage Repairs (Project #9)*: No change in status. Additional quotes are needed, or alternative procurement needs to be pursued. Contractor suggested doing work in the fall due to summertime traffic congestion. In addition, material prices are very high at the moment due to supply chain disruptions.
- *Emergency Generator Repairs (Project #9)*: Commission's consultant RVE working on letter report.
- *Emergency Sinkhole Repair at S. Abutment (2/18/21)*: On 7/13/21 received Pennoni Associate's recommendation letter to accept South State's adjustments received 6/21/21 to the original invoice submitted in April 2021. Pennoni Associates and WSP will be active until the project is closed out with the contractor.
- *North Approach Traffic Warning Gates (Project #8)*: The existing 2 warning gate cabinets and internal mechanisms are severely deteriorated and need to be replaced. Advertise equipment replacement contract fall 2021. Evaluate if lighter duty gates can be used that meet AASHTO Movable Bridge Requirements.

#### Bridge Commission Office Building:

- *Office Building at 153 Crest Haven Road (Project #9)*: No change in status. Need to establish a long-term plan for the use of building with the County. HVAC system currently not working

#### NBIS Biennial Inspections

- Michael Baker's contract is nearing completion with final reports for OCLP and the fishing pier to be wrapped up. RFP for next cycle inspections to be advertised this month.

#### Bridge Commission 2 Year Capital Project Plan

- The Commission's 2022-23 capital plan will be reviewed over the next 4-6 weeks rearranging items to complete smaller projects and utilize the balance of the 2018 bond. The capital plan will incorporate new maintenance work utilizing outside contracts.

#### Bridge Plan

- United Bridge Partners gave a repeat presentation at the County Commissioner's caucus session with Bridge Commission board members in attendance June 8, 2021. Bridge Commission & County determining next steps.





**Photo No: 1**

**Location:** Middle Thorofare Bridge, Pier 10, East Cheek Wall, looking southwest.

**Description:** Existing lighting to be upgraded which aids marine vessels at night.



**Photo No: 2**

**Location:** Middle Thorofare Bridge, north approach spans, looking north west.

**Description:** 240 Volt power feed temporary attachment. This fall cable will be moved to permanent supports beneath the concrete block-outs shown at each rail post location.