

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

August 17, 2023

The regular meeting of the members of the Cape May County Bridge Commission was held on the seventeenth day of August 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, Project Manager, Lauren Fogarty, Commission Counsel, and Frank Seney, RVE, Commission Engineer.

A motion to approve the minutes of the July 20, 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 July 2023, which indicated an increase in total monthly revenue in the amount of \$203,341 compared to July 2022.

	FY 2023	FY 2022	Change from 2022
Middle Thorofare	\$269,574	\$224,982	\$ 44,593
Grassy Sound	\$120,283	\$ 95,535	\$ 24,748
Townsend's Inlet	\$212,315	\$171,488	\$ 40,827
Corsons Inlet	\$146,528	\$113,334	\$ 33,195
Ocean City Longport	\$269,524	\$209,547	\$ 59,978
MONTHLY CASH TOTALS	\$1,018,226	\$814,885	\$203,341

The E-ZPass percentage rate for the month was 87.56%.

The next topic of the meeting was resolutions.

The following resolution numbers 23-3642 through 23-3644 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 July 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 JULY 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 \$420,804.72 for the month of July 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 23-3642 through 23-3644 were moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

RESOLUTION AUTHORIZING EXECUTION OF LEASE AGREEMENT WITH STRATHMERE VOLUNTEER FIRE COMPANY

WHEREAS, the Cape May County Bridge Commission (hereinafter referred to as "Commission"), owns a vacant lot on Commonwealth Avenue in Strathmere, described as Block 847, Lot 2; and

WHEREAS, the Strathmere Volunteer Fire Company has previously entered into Lease Agreements with the Commission for this lot since 1985; and

WHEREAS, the Strathmere Volunteer Fire Company has requested to renew the lease agreement for the vacant lot for another three (3) year term; and

WHEREAS, the Commission has discussed the request and are agreeable to enter into a three-year contract; and

WHEREAS, the term of the lease agreement shall be from January 1, 2023 through December 31, 2025; and

WHEREAS, the Strathmere Volunteer Fire Company shall provide a certificate of liability insurance as per the Lease Agreement, which is attached hereto as Schedule "A".

NOW THEREFORE BE IT RESOLVED, by the **CAPE MAY COUNTY BRIDGE COMMISSION** that the Chairman is hereby authorized and directed to execute a Lease Agreement with Strathmere Volunteer Fire Company for the use of the vacant lot described as Block 847, Lot 2.

Resolution 23-3645 was moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

RESOLUTION AUTHORIZING EXECUTION OF INDEMNIFICATION AGREEMENT WITH NJ RUN FOR THE FALLEN, INC. FOR THEIR EVENT ON SEPTEMBER 21, 2023

WHEREAS, NJ Run for the Fallen, Inc., a non-profit charitable corporation, is sponsoring its annual event on September 21, 2023 to honor and remember New Jersey service members who have died in support of our nation's freedoms; and

WHEREAS, as part of the event, NJ Run for the Fallen, Inc. has requested permission for participants in this event to cross over the Corsons Inlet, 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 NJ Run for the Fallen, Inc. must enter into an Indemnification Agreement; and

WHEREAS, NJ Run for the Fallen, 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 NJ Run for the Fallen to be held on September 21, 2023.

Resolution 23-3646 was moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

RESOLUTION SUPPLEMENTING THE 2023 SALARY RESOLUTION

WHEREAS, the Commission heretofore adopted its 2023 Salary Resolution at its July 20, 2023 meeting; and

WHEREAS, the Commission desires to supplement the same and approve amended salaries;

NOW, THEREFORE, BE IT RESOLVED, by the Cape May County Bridge Commission, that the annual salary for the following positions are hereby effective retroactive to May 1, 2023:

TITLE	EMPLOYEE	SALARY
Administrative Clerk II	Kerri May	\$ 35,474.0339
Administrative Clerk I	Edwin Arocho	\$ 23,167.8720 (part-time)

BE IT FURTHER RESOLVED that this Resolution be attached to and supplement Resolution No. 23-3637 adopted on July 20, 2023.

Resolution 23-3647 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 Project Manager's report is attached to the minutes.

There was no correspondence to discuss.

There was no old business to discuss.

There was no new business to discuss.

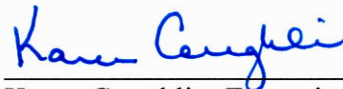
Public present:

Tom McNelia - Gridless Power, provided information on a new camera system for the bridges.

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: August 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 August 2023

Bridge Commission Consultants:

- *Electrical Engineer:* RFP will be bid out through the County once their pool is established.
- *NBIS Re-Evaluation Services:* RFP advertised on 07/27/2023, bids are due to the Bridge Commission at 2:00pm on 08/23/2023.

Ocean City-Longport Bridge:

- *Fishing Pier:* Consulting Engineer will deliver Final Documents for approval before advertisement preparation, estimated to be September 2023.
- *Toll Booth Repairs:* Project will be reviewed and prepared to go out for bid.

Corson's Inlet Bridge:

- *Corson's Inlet Bridge Rehabilitation:* Awaiting concurrence from the State on project regarding funding, once given NTP will be issued. On 8/14/23 confirmed with County Engineer that all documentation is with the State, he would follow up this week, but concurrence should be any day now.

Townsend's Inlet Bridge:

Grassy Sound Bridge:

- *Superstructure Rehabilitation:* Monthly update meetings have resumed. Design Consultant estimates 90% document submittal Dec 2023. Estimate to advertise construction bid Spring 2024.

Middle Thorofare Bridge:

- *Ocean Drive (CR621) Improvements and Bridge Replacements:* On 08/17/23 County Purchasing sent RFP up to OSC, awaiting approval before preparation for advertisement.
- *Motor Drive Control, PLC Upgrade, and motor repair:* Drive installation is 90% complete, one more component to install before testing can begin. Another 2-3 weeks before completion.
- *Piers 14-16:* RVE has finalized several options for a program to monitor scour progression, they have also given their recommendation on what methods the Bridge Commission should pursue. Scour monitoring program approved last meeting, preliminary stages of RFP development.

Multiple Bridges:

- *Grassy Sound/Middle Thorofare Scour Abatement:* 1 of 4 permits have been received, once all have been received design consultant will give updated scheduling/timelines and initial stages of construction bid advertisement will commence.
- *Fender Rehabilitation Program OCLP/CI/TI/GS:* Documentation for permitting is in submission stage and awaiting approvals.
- *Gate Motor Control TI/GS:* TI ongoing currently, completion expected once testing at Middle Thorofare is completed, this work must be done at night as well.
- *Bridge Replacement Local Concept Development:* Received Draft Grant Agreement with minor comments for the BC, currently working on comments and will send back to FHWA rep.

NBIS Biennial Inspections

- *2021-22 NBIS Bridge Inspection contract:* OCLP and fishing pier reports sent back to inspector with comments, awaiting updated Finalized reports.

