

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

September 15, 2022

The regular meeting of the members of the Cape May County Bridge Commission was held on the fifteenth day of September 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, Antonio Colón, Project Manager and Jeff Lindsay, Commission Counsel.

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A motion to approve the minutes of the August 18, 2022 Regular Monthly Meeting was moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

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Ms. Coughlin reported the cash analysis for the month of August 2022, which indicated an increase in total monthly revenue in the amount of \$189,169 compared to August 2021.

|                            | FY 2022          | FY 2021          | Change from 2021 |
|----------------------------|------------------|------------------|------------------|
| Middle Thorofare           | \$225,811        | \$167,064        | \$58,747         |
| Grassy Sound               | \$84,899         | \$64,549         | \$20,350         |
| Townsend's Inlet           | \$145,022        | \$111,052        | \$33,969         |
| Corsons Inlet              | \$103,048        | \$81,925         | \$21,123         |
| Ocean City Longport        | \$190,115        | \$135,135        | \$54,980         |
| <b>MONTHLY CASH TOTALS</b> | <b>\$748,894</b> | <b>\$559,725</b> | <b>\$189,169</b> |

The E-ZPass percentage rate for the month was 86.6%.

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The next topic of the meeting was the resolutions.

The following resolution numbers 22-3555 through 22-3557 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 August 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 AUGUST 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 \$378,509.90 for the month of August 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 \$10,000, 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 22-3555 through 22-3557 were moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

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**RESOLUTION AMENDING CONTRACT NO. C1-145 WITH TOTAL CONTROL SYSTEMS, INC. FOR ELECTRICAL ENGINEERING SERVICES**

**WHEREAS**, Resolution No. 20-3407, adopted July 16, 2020, awarded a contract to Total Control Systems, Inc. to provide "Electrical Engineering Services for Movable Bridges"; and

**WHEREAS**, it is the desire of the Cape May County Bridge Commission to amend this contract to allow for the allocation of additional funds for the second option year, at the same rates and conditions as the original contract;

**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 amend Contract No. C1-145 with **TOTAL CONTROL SYSTEMS, INC.** to reflect the allocation of additional funds in the amount of \$60,000.00 for Option Year 2, at the same rates and conditions as the original contract.

**BE IT FURTHER RESOLVED**, pursuant to the rules of the Local Finance Board of the State of New Jersey, that no amount of these contracts shall be chargeable until such time as services are ordered or otherwise called for prior to placing the order. The certification of availability of funds shall be made by the Cape May County Treasurer and attached to the file copy of the purchase order. It shall be the responsibility of the official responsible for issuing the purchase order to notify and seek the certification of availability of funds from the County Treasurer and the department and line item appropriation to which the funds may be properly charged is: **C.900.09260.1050.9000.201.**

**BE IT FURTHER RESOLVED**, that all other portions of Resolution 20-3407 adopted July 16, 2020 remain the same and are hereby ratified and reconfirmed.

Resolution 22-3558 was moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

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Update on Capital Projects:

Mr. Colón provided the following updates on capital improvement projects for the month to the Commissioners:

- Ocean City – Longport Bridge Fishing Pier: Met with Remington & Vernick Engineers on 9/23/2022 to set design schedule for the project. Looked at replacement of the handrail system and additional ADA compliant railing, joint seals, benches, trash cans and dumpster fencing.
- Corsons Inlet Bridge Deck Patching Project: Final Quantities Certificate and Change Order No.1 (Final) was forwarded to the County on 9/20/2022 for processing. This Change Order covers installation of anchor bolts for the damaged traffic light from the August 2021 storm and adjustment for final quantities installed on this project. Final pay estimate and contract closeout can occur next month. Closeout by October.
- Townsends Inlet Submarine Cable: Delta Line Construction to file Notice to Mariners for working at Townsends Inlet bridge September 6 through September 30, 7 AM - 5 PM, Monday - Friday to complete sand bagging operation. DLC subcontractor, North Star Marine, scheduled to start Monday 9/26/2022 and will partially occupy the navigation channel at times of slack tide.
- Townsends Inlet Allision F/V Starfish: Report is being prepared with estimated damages and estimated repair costs. Submarine cable (spare) will need to be Megger tested for conductor integrity. Currently waiting on a price for test to be completed while Sub Cable work is being done.
- Grassy Sound Submarine Cable: Cable plan submitted for review 9/8/2022 for review. Drawing under review with consultant.
- Grassy Sound Substructure Rehabilitation: Design meeting held with Michael Baker International on 9/20/2022. MBI requested additional information on platform costs, temporary supports used at TI for similar repairs, and concrete safety walk/deck repair suggestions at end of toll span.
- Grassy Sound/ Middle Thorofare Scour Abatement: Notice to Proceed issued and Kickoff meeting held with consultant 8/31/2022. Field surveying and wetland delineation started 9/20/2022 at Grassy Sound.
- 2020 Middle Thorofare Bridge Rehabilitation: WSP submitted As Built mylars 8/29/2022. Final Estimate to be submitted 9/23/2022. Closeout tentative for October.
- Middle Thorofare Garage Repairs: One quote for siding received, trying to obtain additional quotes.
- Emergency Generator Repairs/Replacement: On 8/16/2022 met with local welder to obtain costs for roof repair of generator housing. Met with Penn Power representative on 8/31/2022 to discuss new generator options. Secondary containment is severely corroded and will need to install portable tank until replacement generator is installed. Need to issue PO for roof repair plate and awaiting costs from County vendor on stand-alone tank with secondary containment.
- Middle Thorofare Control, PLC Upgrade, and motor repair: Total Control Systems is currently installing new drive controls and PLC upgrades at the bridge. TCS awaiting parts then will resume installation. Bridge operation will not be interrupted.
- NBIS Biennial Inspections: JMT has scheduled Interim Inspections at CI, TI, GS, and MT for the week of 9/26/2022. County boat to be used at Corsons Inlet on 9/27/2022. Ocean City

Longport Cycle 11 Routine Inspection scheduled for 10/7/2022 along with Underwater Dive and Underwater Dive at the fishing pier happening currently.

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There was no correspondence to discuss.

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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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Public comments:

Lt. Mark Pancoast of the Ocean City Police Department discussed the details of License Plate Reader (LPR) cameras that they would like to install on the Ocean City – Longport toll plaza and the Corsons Inlet Bridge toll booth. The cameras would be used to take pictures of license plates entering/exiting Ocean City and not for any type of speed enforcement.

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There was no need for an Executive Session.

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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,

  
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Karen Coughlin, Executive Director