

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

October 21, 2021

The regular meeting of the members of the Cape May County Bridge Commission was held on the twenty-first day of October 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  
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.

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Ms. Coughlin reported the cash analysis for the month of September 2021, which indicated an increase in total monthly revenue in the amount of \$501 compared to September 2020.

	FY 2021	FY 2020	Change from 2020
Middle Thorofare	\$120827	\$121,689	- \$862
Grassy Sound	\$42,242	\$44,319	- \$2,077
Townsend's Inlet	\$63,404	\$66,783	- \$2,459
Corsons Inlet	\$50,360	\$54,722	- \$4,362
Ocean City Longport	\$93,899	\$82,719	\$11,180
<b>MONTHLY CASH TOTALS</b>	<b>\$370,733</b>	\$370,232	\$501

The E-ZPass percentage rate for the month was 84.6%.

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The next topic of the meeting was the resolutions.

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The following resolution numbers 21-3489 through 21-3491 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 September 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 SEPTEMBER 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 \$672,891.41 for the month of September 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 21-3489 through 21-3491 were moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

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**RESOLUTION APPROVING THE COMMISSION'S ANNUAL BUDGET  
FOR THE FISCAL YEAR BEGINNING  
JANUARY 1, 2022 AND ENDING DECEMBER 31, 2022**

**WHEREAS**, the Annual Budget and Capital Budget for the **CAPE MAY COUNTY BRIDGE COMMISSION** for the fiscal year beginning **JANUARY 1, 2022** and ending **DECEMBER 31, 2022** has been presented before the governing body of the **CAPE MAY COUNTY BRIDGE COMMISSION** at its open public meeting of October 21, 2021; and

**WHEREAS**, the Annual Budget as introduced reflects Total Revenues of \$5,185,507, Total Appropriations, including any Accumulated Deficit if any, of \$5,026,999 and Total Unrestricted Net Position utilized of \$ZERO; and

**WHEREAS**, the Capital Budget as introduced reflects Total Capital Appropriations of \$ ZERO and Total Unrestricted Net Position planned to be utilized as funding thereof, of ZERO; and

**WHEREAS**, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt services requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

**WHEREAS**, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

**NOW, THEREFORE BE IT RESOLVED**, by the governing body of the **CAPE MAY COUNTY BRIDGE COMMISSION**, at an open public meeting held on October 21, 2021 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the **CAPE MAY COUNTY BRIDGE COMMISSION** for the fiscal year beginning January 1, 2022 and ending December 31, 2022 is hereby approved; and

**BE IT FURTHER RESOLVED**, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

**BE IT FURTHER RESOLVED**, that the governing body of the **CAPE MAY COUNTY BRIDGE COMMISSION** will consider the Annual Budget and Capital Budget/Program for adoption on November 18, 2021.

Resolution 21-3488 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 or new business to discuss.

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There were no comments from the Public:

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There was no need for an Executive Session.

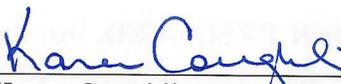
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A motion to pay the bills was moved by Mrs. Murphy, seconded by Mr. Halliday and unanimously approved.

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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