

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

January 17, 2019

The regular meeting of the members of the Cape May County Bridge Commission was held on the seventeenth day of January 2019 in the County Administration Building, Cape May Court House, New Jersey.

The meeting was called to order by Chairman Patrick Rosenello with the announcement that the meeting was being conducted pursuant to the requirements of the "Open Public Meeting Act."

Mr. Rosenello then led everyone in the Pledge of Allegiance.

The following answered "present" as their names were called:

Patrick Rosenello, Chairman
Carol Brand, Vice-Chairman
Maryanne K. Murphy, Secretary/Treasurer

Also present were Karen Coughlin, Executive Director, Lewis Donofrio, Commission Engineer and Marc Karavan, Commission Counsel.

Public present: Joe Ragusa, Remington & Vernick.

Ms. Coughlin reported the cash analysis/traffic for the month of December 2018, which indicated a decrease in revenue in the amount of \$1,439 compared to December 2017. The Ocean City-Longport Bridge had an increase in revenue by \$4,197. The Townsends Inlet Bridge closed for construction on September 17, 2017, and therefore had no revenue. The Middle Thorofare Bridge had an increase of \$1,477 in revenue. The Corsons Inlet Bridge showed a decrease of revenue by \$7,114. The Grassy Sound Bridge was closed for the season.

For the month of December, the revenue at each bridge was as follows: Ocean City-Longport - \$43,307; Middle Thorofare - \$35,571; Corsons Inlet - \$7,905; Townsends Inlet - \$0; Grassy Sound - \$0. The total revenue for the month for all bridges was \$86,783. These figures reflect a decrease of \$-60,471 for the current fiscal year over 2017.

The next topic of the meeting was the resolutions.

The following resolution numbers 19-3275 through 19-3277 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 December 2018 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
DECEMBER 2018**

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 \$149,056.60 for the month of December 2018.

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.

**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 19-3275 through 19-3277 were moved by Mrs. Brand, seconded by Mrs. Murphy, and unanimously approved.

RESOLUTION AMENDING RESOLUTION 18-3229 ESTABLISHING ANNUAL SALARIES FOR VARIOUS POSITIONS FOR THE YEAR MAY 1, 2018 TO APRIL 30, 2019

WHEREAS, the Commission desires to provide the exact salary of officers and salaried employees by resolution on an annual basis and as needed from time to time during the year;

NOW, THEREFORE, BE IT RESOLVED, by the Cape May County Bridge Commission, that the annual salaries for the following positions are hereby amended effective January 20, 2019:

TITLE	SALARY
Executive Director	\$ 40,000.00
Chief Engineer	\$109,513.41

Resolution 19-3278 was moved by Mrs. Brand, seconded by Mrs. Murphy, and unanimously approved.

RESOLUTION AUTHORIZING THE COMMISSION TO PURCHASE ITEMS FROM APPROVED STATE CONTRACT VENDORS

WHEREAS, the **CAPE MAY COUNTY BRIDGE COMMISSION**, as a contracting unit may, without advertising for formal bids, purchase any materials, supplies, or equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property in the Department of the Treasury pursuant to the provisions of N.J.S.A. 40A:11-12; and

WHEREAS, the **CAPE MAY COUNTY BRIDGE COMMISSION** desires to enter into an Agreement with the following State Contract Vendors, which agreement shall be subject to all the conditions applicable to the current State Contract:

<u>Vendor</u>	<u>Contract Name</u>	<u>State Contract Number</u>
CDW Government	Data Communications Equipment	87718
Dell Marketing	Computers	89967
Grainger	Industrial/MRO supplies and equipment	79875
SHI International Corp	Data Communications Equipment	87718
W B Mason Company, Inc.	Office supplies	88839

WHEREAS, the **CAPE MAY COUNTY BRIDGE COMMISSION** desires to authorize the purchasing of those items from the approved New Jersey Contract Vendors;

NOW, THEREFORE, BE IT RESOLVED, by the **CAPE MAY COUNTY BRIDGE COMMISSION**, that pursuant to the rules of the Local Finance Board of the State of New Jersey, no amount of this Contract shall be chargeable or certified, until such time as goods are ordered or otherwise called for prior to placing the order and a certification of available funds are made upon receipt of a properly executed purchase order; and

BE IT FURTHER RESOLVED, that the said authorization shall be in effect until December 31, 2019.

Resolution 19-3279 was moved by Mrs. Brand, seconded by Mrs. Murphy, and unanimously approved.

RESOLUTION CLOSING THE CONTRACT AND ACCEPTING THE WORK OF THOMAS BARRY MARINE CONSTRUCTION, INC. FOR RE-BID 2011 CORSONS INLET BRIDGE RAILING REPLACEMENT

WHEREAS, under Resolution No. 11-2693 the Commission entered into a contract with **THOMAS BARRY MARINE CONSTRUCTION, INC.**, South Dennis, New Jersey, for Re-Bid 2011 Corsons Inlet Bridge Railing Replacement project; and

WHEREAS, THOMAS BARRY MARINE CONSTRUCTION, INC. has satisfactorily completed the work under the contract for Re-Bid 2011 Corsons Inlet Bridge Railing Replacement; and

WHEREAS, a final payment was made to **THOMAS BARRY MARINE CONSTRUCTION, INC.** in the amount of **\$15,440.40** for work under this contract.

NOW, THEREFORE, BE IT RESOLVED by the Cape May County Bridge Commission that the work for the said contract of **THOMAS BARRY MARINE CONSTRUCTION, INC.** be and is hereby accepted and that final payment in the amount of **\$15,440.40** was made thereon September 19, 2012 from the Commission's Capital Fund.

BE IT FURTHER RESOLVED, by the Cape May County Bridge Commission that the contract for Re-Bid 2011 Corsons Inlet Bridge Railing Replacement with **THOMAS BARRY MARINE CONSTRUCTION, INC.** be and is hereby closed.

Resolution 19-3280 was moved by Mrs. Brand, seconded by Mrs. Murphy, and unanimously approved.

RESOLUTION AUTHORIZING THE ADVERTISEMENT OF BIDS FOR ARMORED CAR SERVICE

WHEREAS, under Resolution No. 11-2693 the Commission entered into a contract with **THOMAS BARRY MARINE CONSTRUCTION, INC.**, South Dennis, New Jersey, for Re-Bid 2011 Corsons Inlet Bridge Railing Replacement project; and

WHEREAS, THOMAS BARRY MARINE CONSTRUCTION, INC. has satisfactorily completed the work under the contract for Re-Bid 2011 Corsons Inlet Bridge Railing Replacement; and

WHEREAS, a final payment was made to **THOMAS BARRY MARINE CONSTRUCTION, INC.** in the amount of **\$15,440.40** for work under this contract.

NOW, THEREFORE, BE IT RESOLVED by the Cape May County Bridge Commission that the work for the said contract of **THOMAS BARRY MARINE CONSTRUCTION, INC.** be and is hereby accepted and that final payment in the amount of **\$15,440.40** was made thereon September 19, 2012 from the Commission's Capital Fund.

BE IT FURTHER RESOLVED, by the Cape May County Bridge Commission that the contract for Re-Bid 2011 Corsons Inlet Bridge Railing Replacement with **THOMAS BARRY MARINE CONSTRUCTION, INC.** be and is hereby closed.

Resolution 19-3281 was moved by Mrs. Brand, seconded by Mrs. Murphy, and unanimously approved.

RESOLUTION AUTHORIZING RENEWAL OF 2019 PROPERTY & LIABILITY INSURANCE COVERAGES

WHEREAS, as per N.J.S.A. 40A:11-5(m), the purchase of insurance coverage is exempt from public bidding and advertising; and

WHEREAS, the Cape May County Bridge Commission solicited for quotes for property and liability insurance coverages; and

WHEREAS, J. Byrne Agency has provided quotations for a Property, Crime and Public Entity Liability coverage for a total premium amount of \$143,758.05; and

WHEREAS, the Cape May County Bridge Commission feels that it is in the best interest of the Commission to accept the quotes received from J. Byrne Agency;

NOW, THEREFORE, BE IT RESOLVED, that the **CAPE MAY COUNTY BRIDGE COMMISSION** hereby accepts the policies with J. Byrne Agency for a Property, Crime and Public Entity Liability insurance coverage for a total premium amount of \$143,758.05; and

BE IT FURTHER RESOLVED, that this expense shall be paid from the Operating Budget Fund.

Resolution 19-3282 was moved by Mrs. Brand, seconded by Mrs. Murphy, and unanimously approved.

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.

There was no correspondence to discuss.

There was no old business to discuss.


Under new business, Ms. Coughlin stated that the Egg Harbor Police Department has reached out to inquire if they can be added to the non-revenue list. Currently, the resolution names agencies who can receive non-revenue tags is limited to the police departments within the County. The Egg Harbor Police Department has used the Ocean City – Longport Bridge occasionally, as their jurisdiction is on the Atlantic County side of the bridge. Mr. Rosenello said that the resolution can be amended at the next Commission meeting to add EHT Police to the list.

No one from the public had comments at the meeting.

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

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

Respectfully submitted,



Karen Coughlin, Executive Director