

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

August 20, 2020

The regular meeting of the members of the Cape May County Bridge Commission was held on the twentieth day of August 2020 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 Flag Salute.

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 Marc Karavan, Commission Counsel.

Due to the COVID-19 outbreak, this meeting was held in person and via conference call, which was made open to the public.

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Ms. Coughlin reported the cash analysis/traffic for the month of July 2020, which indicated an increase in revenue in the amount of \$35,440 compared to July 2019. The Ocean City-Longport Bridge had a decrease in revenue by \$35,403. The revenue at Townsends Inlet Bridge was up compared to the previous year by \$94,040. The Middle Thorofare Bridge had a decrease of \$14,942 in revenue. The Corsons Inlet Bridge showed a decrease in revenue by \$738. The Grassy Sound Bridge revenue for the month was down by \$7,519 compared to 2019.

The E-ZPass percentage rate was 81.6%, up from July 2019 at 77.7%.

For the month of July, the revenue at each bridge was as follows: Ocean City-Longport - \$115,978; Middle Thorofare - \$149,747; Corsons Inlet - \$87,975; Townsends Inlet - \$103,292; Grassy Sound - \$60,518. The total revenue for the month for all bridges was \$517,511. These figures reflect an increase of \$84,165 for the current fiscal year over 2019.

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The next topic of the meeting was the resolutions.

The following resolution numbers 20-3408 through 20-3410 were part of the Consent Agenda:

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO SIGN THE OFFICER'S CERTIFICATE**

**BE IT RESOLVED**, by the **CAPE MAY COUNTY BRIDGE COMMISSION**, that the Executive Director 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 2020 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 JULY 2020**

**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 \$322,693.01 for the month of July 2020.

**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 20-3408 through 20-3410 were moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

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**RESOLUTION ACCEPTING THE WORK AND CONCURRING WITH THE COUNTY  
CLOSING THE CONTRACT FOR M.L. RUBERTON CONSTRUCTION COMPANY, INC.  
FOR 2017 OVERHEAD SUPPORT STRUCTURES ON BRIDGES**

**WHEREAS**, under Resolution No. 410-17 the County entered into a contract with M.L. Ruberton Construction Company, Inc. of Hammonton, New Jersey for Cape May County Bridge Commission 2017 Overhead Support Structures at Bridges; and

**WHEREAS**, M.L. Ruberton Construction Company, Inc. has satisfactorily completed the work under the contract for Cape May County Bridge Commission 2017 Overhead Support Structures at Bridges; and

**WHEREAS**, the Cape May County Bridge Commission accepts the work under the contract for Cape May County Bridge Commission 2017 Overhead Support Structures at Bridges and concurs with the County closing the contract.

**NOW THEREFORE BE IT RESOLVED**, by the **CAPE MAY COUNTY BRIDGE COMMISSION** that the Commission accepts the work for said contract of M.L. Ruberton Construction Company, Inc. and concurs with the County's closure of the contract.

Resolution 20-3411 was moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

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**RESOLUTION AUTHORIZING ADVERTISEMENT FOR BIDS FOR 2020 OCEAN DRIVE  
(CR621) BRIDGE OVER MIDDLE THOROFARE REHABILITATION**

**WHEREAS**, the Ocean Drive (CR621) Bridge over Middle Thorofare is in need of repairs based on the National Bridge Inspection Standards (NBIS) reports, and these reports have identified deterioration of the bridge railing system, timber fender system, and damages & deterioration bascule girder components; and

**WHEREAS**, rehabilitation is necessary to impede further deterioration, preserve the structural integrity of the bridge, improve safety and extend its useful life until the anticipated replacement of the bridge within the next 5 to 8 years; and

**WHEREAS**, it is the desire of the Commission to authorize the Contracting Agent to advertise and take sealed bids for 2020 Ocean Drive (CR621) Bridge over Middle Thorofare Rehabilitation project;

**NOW, THEREFORE, BE IT RESOLVED**, that the Commission authorizes the Contracting Agent to advertise for the receipt of bids for 2020 Ocean Drive (CR621) Bridge over Middle Thorofare Rehabilitation, said advertisement to appear in The Herald Newspaper and/or The Press of Atlantic City.

Resolution 20-3412 was moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

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**RESOLUTION AUTHORIZING THE USE OF COMPETITIVE CONTRACTING FOR CONSTRUCTION ENGINEERING SERVICES FOR 2020 OCEAN DRIVE (CR621) BRIDGE OVER MIDDLE THOROFARE REHABILITATION**

**WHEREAS**, the Cape May County Bridge Commission is in need of Construction Engineering Services for 2020 Ocean Drive (CR621) Bridge over Middle Thorofare Rehabilitation; and

**WHEREAS**, Local Public Contracts Law N.J.S.A. 40A:11-4.3a requires the governing body to pass a resolution authorizing the use of competitive contracting each time specialized goods or services are desired to be contracted; and

**WHEREAS**, competitive contracting may be used in lieu of public bidding pursuant to N.J.S.A. 40A:11-4.1(3)i; and

**WHEREAS**, professional services are exempt from bidding as a professional service pursuant to N.J.S.A. 40A:11-5(1)(a)(i)

**NOW, THEREFORE, BE IT RESOLVED**, by the **CAPE MAY COUNTY BRIDGE COMMISSION** that the Commission hereby authorizes the use of competitive contracting for Construction Engineering Services for 2020 Ocean Drive (CR621) Bridge over Middle Thorofare Rehabilitation.

Resolution 20-3413 was moved by Mrs. Murphy, seconded by Mr. Halliday, 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 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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There was no need for an Executive Session.

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Public Comments:

There was no one from the public present.

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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.

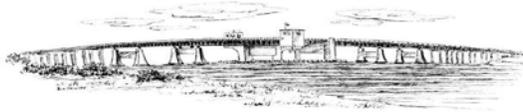
Respectfully submitted,



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Karen Coughlin, Executive Director

# 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:** August 20, 2020  
**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 August 2020

*YTD  
e-sign*

### COVID-19 Pandemic:

- Executive Order No. 142 (effective 5/13/2020 and 5/18/2020): Policies address specific requirements for jobsite social distancing, cleaning, and working environment. This would apply to Contractors working for the Commission and is still in effect per executive order 171 (8/1/2020).

### E-Z Pass System:

- Ocean City Longport booth 2 lane controller problem has been resolved by SJTA field supervisor. A faulty UPS unit within the antenna reader cabinet was replaced with a temporary unit from SJTA. Replacement will be completed within next 2-3 weeks. Lane gate sensor will also be adjusted when SJTA returns.
- Corson Inlet: Hurricane Isaias struck 8/4/2020 and power was lost to the bridge for 4 days. On 8/9/2020 SJTA & Gannet Fleming (former TTI) discovered E-ZPass system suffered damage to the lane controller and license plate camera system. In addition the toll collection monitor had to be replaced on 8/10/2020. The system is currently functional but SJTA will return to review camera failure.
- Grassy Sound Bridge: Collection monitor failed on 8/10/2020 and was replaced by Executive Director Coughlin.

### Ocean City-Longport Bridge:

- *Atlantic City Electric Power Ahead Project:* In June 2020 conceptual approval was granted to ACE with the conditions that no work can begin until an acceptable agreement is reached between ACE and the Bridge Commission. ACE is currently evaluating feasibility of the project.
- *Parking at Fishing Pier and at North Approach Roadway Shoulders:* Mid July through August has not yielded any complaints from Ocean City PD regarding parking at the north approach.
- *City of Ocean City Proposed Paving:* Ocean City's Engineering & Operations notified the Commission of local street paving project would begin in the fall 2020. The access road to the Commission's parking area for toll collectors and access to generator and administrative building will be affected. We are awaiting details of the project from Ocean City Engineer's office.

- *Emergency Generator:* On 7/14/2020 the generator was declared OUT OF SERVICE due to a failed bearing within the engine. We are awaiting Foley's price to remove the failed engine and install the engine from the Commission's portable generator housed at the T & E Departments shop. This generator provides backup power for the bridge navigation lights, toll booth power, toll collection, and bridge lighting.

#### Corsons Inlet Bridge:

- *Bascule Trunnion Columns and Span 32 Deck Rehabilitation:* Michael Baker submitted 95% design plans, specifications, and estimate on 8/7/2020. The project has received LBFN funding, therefore the design must be submitted for NJDOT review prior to advertisement for bid. Submission will be completed by the end of August and it is unknown how long NJDOT will take to complete their review due to Covid19 restrictions. Construction estimate exceeds current bond funding available.
- *Deauville Inn / Commission Parking:* Commission will need to formalize a parking agreement with the County for our toll collectors this fall.
- *Transformer Vault Inspection-* Coordination continues with ACE to have existing electric transformers inspected. Inspection was set up for 8/4/2020 but was postponed due to Hurricane Isaias. The reschedule date was again postponed due to ACE's diversion of crews to address storm related power outages. This will require shutdown of power at the bridge for approximately 6-8 hours. Rescheduled for 9/2/2020, ACE will provide traffic control for single lane, alternating traffic.
- *Hurricane Isaias (8/4/2020):* Power was lost to the bridge due to 3 power poles damaged by the tornado generated from the storm. Power was restored sometime Saturday evening.
- *Severe Thunderstorm (8/7/2020):* On Friday night 8/7/2020 severe thunderstorms struck the area and damaged the newly installed ACE power poles. The traffic light on the south approach was completely broken off at the base, while 3 traffic gates were completely broken off. A NJ state or private navigation buoy drifted into the navigation channel beneath the bridge. The County's T&E Department responded to the damages and made safe the electrical conductors from the traffic light. Repairs are ongoing by T&E Department.

#### Townsend's Inlet Bridge:

- *Submarine Cable Replacement:* Field commissioning was completed on 2/3/2020. Delta Line Construction performed an inspection dive on 6/10/2020 and plans on relocating cable between an adjacent pair of fender pilings on the south Pier. Work scheduled to resume in September. Substantial Completion has not been issued to date.
- *Spans 1-7 Replacement:* The County Engineer and County Law Department are lead on the claim resolution process which has now been advanced to mediation in the fall 2020.
- *Atlantic City Electric (ACE) Transformer Failure:* RVE contract plans and specifications are complete. Finalize contract Specifications and re-evaluate funding source. Bid in fall 2020 if funding secure.



Grassy Sound Bridge:

- *Submarine Cable Replacement:* Delta Line Construction performed an inspection dive on 6/12/2020. Contractor scheduled to return in September to complete burial of cable. Also see Townsends Inlet Bridge notes above.
- *Old Garage and Carpenter Shop Buildings:* Status unchanged. Recommendation to demolish the structures then covering the area with stones creating parking for Commission employee's and future contractor staging.
- *Superstructure Strengthening Contract:* Michael Baker is scheduled to resume design in September 2020. Construction slated for 2021. Construction funding is being shifted to projects of higher priority, therefore future bonding will be required to complete the project.
- *Transformer Vault Inspection-* Project is concurrent with Corson Inlet Bridge vault inspection. This will require shutdown of power at the bridge for approximately 8 hours and no bridge openings. Rescheduled for 9/1/2020, ACE will provide traffic control for single lane, alternating traffic.

Middle Thorofare Bridge:

- *2019 Middle Thorofare Bridge Rehabilitation:* Project advertised yesterday, 8/19/2020, with final changes to the bid package to be completed by the County Law Department. Prebid meeting at the site is set for next week 8/27/2020 with bid opening 9/16/2020; the day before the Commission's September meeting. Target is to award by the end of September and issue Notice to Proceed in October 2020. Completion date is December 1, 2021. This project will involve extensive coordination between the fishing vessels and vehicular traffic.
- *Ocean Drive (CR621) Concept Development:* Design engineer (Michael Baker) completed analysis of NJDOT Value Engineering alternative 3 and gave an updated report to the County Engineer and myself on 8/13/2020. The summary of the analysis revealed this alternative was actually a higher cost than the selected Preliminary Preferred Alternative (PPA). Baker will now respond back to NJDOT and the Concept Development Phase should be completed in fall 2020. No known change on funding sources.
- *Vessel Allision: FV- CAPTAIN BRAYDEN struck north fender (7/19/2020):* At about 7:30am a commercial fishing vessel was inbound in heavy fog conditions and struck the south fender system with the starboard side of the vessel. A waler and walkway timbers were damaged. A good Samaritan boater retrieved 2 floating timbers and tied them to the fender until the County's Bridge department could retrieve and dispose. On Monday, the County's Public Works Department personnel secured the remaining loose timbers with a Come-A-Long (cable puller).
- *Navigation Light Failure (8/5/2020):* About 9pm the toll collector reported 3 of 4 navigation lights were out on the fenders. Myself and the on-call bridge electrician responded and made repairs to the navigation wiring that same evening. The wiring from the NE light had pulled from the junction box and shorted the circuit.
- *Toll Booth Damage by Oversize Truck (8/7/2020):* About 10:15 pm a south bound car carrier tractor trailer damage the metal rain shield on the booth and kept moving. Lower Township PD was notified by the collector.



- *Control System Failure (8-13-2020)*: At 3am the control systems failed and was unable to open for several commercial vessels. County's T&E Department responded and found a problem with control wiring within the SE gate. The Commission hired Delta Line Construction for the use of their under bridge equipment truck with operator. A short term lane closure was required and the bascule span returned to operations approximately 1:30 pm that same day. USCG was notified and coordination with local fishing vessels was completed.

#### 2019-20 NBIS Biennial Inspections

- Ocean City Longport Bridge, OC Fishing pier, and interim inspections are scheduled for October 2020.
- *2020 Miscellaneous Priority Bridge Repairs*: Plans are complete and specifications are pending completion of County's Department of Law review of the contract's front end documents. In order to fund these repairs a proposed transfer of 2018 bond fund from a Grassy Sound project will be requested. This Contract has been moved to the no. 2 position in the Commission's capital project 2 year plan.

#### Procurement

- *2020 CE Services for Middle Thorofare Rehabilitation*: Resolution 20-3413 on today's agenda is a Request for Proposals (RFP) for Construction Engineering services (inspection) to ensure contractor compliance with the Contract. Due to the size of the project, the RFP is recommended to enhance receipt of competitive proposals.

#### Overweight/Oversize Vehicles

- A formal 3 way agreement is being prepared by the Commission for proposed a 3 month demonstration project for a vehicle weight monitoring system to install at Grassy Sound Bridge. We continue to see overweight vehicles on Grassy Sound, Corson Inlet , and Middle Thorofare bridges. Local police have been contacted.

#### 2 Year Capital Project Plan / County Bridge Plan

- The County/Commission's Comprehensive Bridge Replacement and Improvement Plan was updated by the County and Commission to reflect current projects and future project time frames. We anticipate this plan to be introduced soon.
- The Commission's draft 2021-2022 Capital Project 2 year plan was distributed to the Commissioners for review and comment. Due the Covid19 pandemic, the County Freeholder Board has placed a hold on new bonding ordinances for the time being. Projects which already have bonding may proceed with funds that are available, therefore the Commission's project priorities have been shifted around to reflect the limited bond funds available.





**Location:** Ocean Drive (CR619), Upper Twp north of Corson Inlet Bridge. Looking south.

**Description:** Utility pole and tree damage by tornado from hurricane Isaias 8/4/2020.



**Location:** Ocean Drive (CR619), Upper Twp north of Corson Inlet Bridge. Looking west.

**Description:** One of three utility poles broken by tornado 8/4/2020. Note primary feeders power our bridge about 1/2 mile to the south.



**Photo No: 3**

**Location:** Corson Inlet Bridge, south approach, east warning gate.

**Description:** Traffic light pole completely missing after storm on 8/7/2020. Broken at base.



**Photo No: 4**

**Location:** Corson Inlet Bridge, north approach, west warning gate.

**Description:** Traffic warning gates completely broke off during storm on 8/7/2020.