

BURLINGTON COUNTY BRIDGE COMMISSION
MEETING MINUTES
MAY 12, 2020

Meeting held via phone conference due to the COVID-19 crisis.

Chairman Singleton called the meeting to order. The Compliance Statement was read by the Commission Secretary:

"This meeting is to be conducted in accordance with notice requirements of P.L. 1975, CH. 231. A 'Notice of Meeting' was posted in a public place on November 14, 2019 at the entrance to the Administration Building, Headquarters of this Commission, with copies of such notice being delivered to the Camden *Courier Post* and *Burlington County Times* for publication and posted on the Burlington County Bridge Commission Website."

Commissioners Present: Chairman Troy E. Singleton
Vice-Chairman Matthew J. Riggins
Commissioner John B. Comegno II

Others Present: Joseph Andl, Executive Director
Christine J. Nociti, Chief Financial Officer
Kathleen M. Wiseman, Secretary/Office Mgr/Mgr of Records
Anthony T. Drollas Jr., Solicitor
Constance Borman, Human Resources Director
Patrick Reilly, Director of Public Safety and Security
Stanley Ozalis, Manager, Technical Operations
Sascha Harding, Director of Engineering
Michael McCarron, Director of Tolls and Tower Operations
Dennis Stewart, Assistant Manager, Burlington-Bristol Bridge
Ellen Brennan, Manager, HR/Health Benefits
Ronald Cesaretti, Deputy Director/IT
Stephanie Brandt, Accounting Manager
John Zarsky, Pennoni Engineering
Dick Alaimo, Alaimo Group
Miles Powell, Alaimo Group

Vice-Chairman Riggins led the flag salute followed by a moment of silence.

APPROVAL OF THE MINUTES

Vice-Chairman Riggins moved to approve the minutes of April 14, 2020 and April 29, 2020. Commissioner Comegno seconded the motion. The motion passed unanimously.

DISBURSEMENTS LIST

Vice-Chairman Riggins moved to approve disbursements made from April 15, 2020 through May 12, 2020 as included in the list as presented. Commissioner Comegno seconded the motion. The motion passed with the following abstentions:

Chairman Singleton abstained from Voucher Numbers 20-01113, 20-00050, 20-00047, 20-00049, 20-00048, 20-01130, 20-01132, 20-01133, 20-01050, 20-01122, 20-01126, 20-01127, 20-01128 and 20-01129.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Joseph Andl asked the Commission to consider the following resolutions:

RESOLUTION NO. 2020-32

RESOLUTION APPOINTING THE PUBLIC AGENCY COMPLIANCE OFFICER.

WHEREAS, the Burlington County Bridge Commission ("Commission") desires to appoint a Public Agency Compliance Officer ("PACO") for the Commission who shall have the responsibility to review and enforce public contract affirmative action requirements of Federal and State law; and

WHEREAS, the Commission is satisfied that Stephanie M. Brandt, Procurement Officer, is both knowledgeable and capable of performing the duties required of a PACO for the Commission:

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission that Stephanie M. Brandt shall serve as the Commission PACO with the appointment expiring at the Reorganization Meeting in November 2020.

Vice-Chairman Riggins moved to approve. Commissioner Comegno seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2020-33

RESOLUTION EXTENDING HEALTH INSURANCE COVERAGE FOR COMMISSION EMPLOYEES IMPACTED BY PERSONNEL ACTIONS AS PART OF THE COVID-19 BUDGET MITIGATION PLAN PURSUANT TO RESOLUTION NO. 2020-31

WHEREAS, the Burlington County Bridge Commission (hereinafter "Commission")

is a statutorily created body pursuant to N.J.S.A. 27:19-33 and is charged with the responsibility of ownership, maintenance and oversight of certain roads and bridges providing transportation between the State of New Jersey and Pennsylvania for the benefit of the traveling public; and

WHEREAS, in the furtherance and performance of its duties and obligations, pursuant to N.J.S.A. 27:19-34, the Commission employs certain individuals to provide services necessary to perform its statutory functions; and

WHEREAS, due to the COVID-19 pandemic and the resultant Federal, New Jersey and Pennsylvania Business Closures and Stay at Home Orders, which have been issued to protect the public from further spread of COVID-19, and in the face of dramatically reduced revenues from the loss of tolls which impact directly on the Commission's financial condition and its ability to meet the costs and expenses necessary for continued operations, the Executive Director prepared a COVID-19 Mitigation plan which assessed the loss in revenue related to COVID-19 and made certain recommendations, including employee layoffs; and

WHEREAS, pursuant to Resolution No. 2020-31, the Commission approved and authorized the layoff of certain employees, effective April 29, 2020, and the Commission authorized and directed the Executive Director to take any and all actions necessary to implement the layoff of the listed employees; and

WHEREAS, in the course of implementing the approved employee layoffs, the Executive Director determined that it is appropriate to provide an additional one month of health care insurance coverage for the affected employees, so that coverage will continue through June 30, 2020; and

WHEREAS, the Executive Director and the Commission believe that providing the additional health care insurance coverage is appropriate, and the Executive Director and the Commission wish to memorialize the decision to provide the additional one month of health care insurance coverage through June 30, 2020 through a Resolution;

NOW THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission that it hereby approves and authorizes the additional one month of health care insurance coverage for the affected employees, so that coverage will continue through June 30, 2020, and the Executive Director is authorized to take all appropriate action to implement the additional insurance coverage.

Vice-Chairman Riggins moved to approve. Commissioner Comegno seconded the motion. The motion passed unanimously.

HUMAN RESOURCES

Director Constance Borman reported on the following personnel issues for

Chairman Singleton asked for any further business to come before the Commission. Hearing none, Vice-Chairman Riggins moved to adjourn the meeting. Commissioner Comegno seconded the motion. The motion passed unanimously.

Respectfully submitted,



Kathleen M. Wiseman
Secretary