

**BURLINGTON COUNTY BRIDGE COMMISSION**  
**MEETING MINUTES**  
**JUNE 11, 2024**

*Meeting held via phone conference.*

Chairman Riggins 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 20, 2023 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 Matthew Riggins  
Vice-Chairwoman Sandra Nunes  
Commissioner Latham Tiver

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  
Frederick Gabriele, Director of Maintenance  
Rob Wells, Director, Economic Development &  
Regional Planning  
Michael Ott, Director of Projects and Engineering  
Michael McCarron,  
Director of Tolls and Tower Operations  
Ronald Cesaretti, Director/IT & ETC  
John Moore, Director, Palmyra Cove Nature Park/Institute  
for Earth Observations  
Sean P. Hasson, Manager, Shared Services  
Manvir S. Pandher, Information Technician  
Jay Springer, Jr., Manager, Burlington-Bristol Bridge  
Stephanie Brandt, Accounting Manager  
Geneva Rijs, Assistant Director, HR  
Harry A. Lewis, Economic Development Analyst

Commissioner Tiver led the flag salute followed by a moment of silence.

### APPROVAL OF MINUTES

Vice-Chairwoman Nunes moved to approve the minutes of the May 14, 2024 Commission Meeting. Commissioner Tiver seconded the motion. The motion passed unanimously.

### DISBURSEMENTS LIST

Vice-Chairwoman Nunes moved to approve disbursements made from May 15, 2024 through June 11, 2024 as included in the list as presented. Commissioner Tiver seconded the motion. The motion passed with the following abstentions:

Commissioner Tiver abstained from Voucher Number 24-00583.

### EXECUTIVE DIRECTOR'S REPORT

The Commission considered the following resolution:

#### RESOLUTION NO. 2024-30

#### **RESOLUTION REJECTING THE BIDS RECEIVED FOR THE AWARD OF RIVERSIDE-DELANCO BRIDGE CR 543 OVER RANCOCAS CREEK BRIDGE PAINTING (BCBC-202406)**

**WHEREAS**, the Burlington County Bridge Commission ("Commission") solicited bids in order to procure goods and services for the Commission's Riverside-Delanco Bridge CR 543 Over Rancocas Creek Bridge Painting Contract (BCBC-202406); and

**WHEREAS**, the Commission received three bids for the Contract, on May 21, 2024 at 11:00 A.M., at which time the bids were opened and reviewed by Commission staff; and

**WHEREAS**, pursuant to the requirements of N.J.S.A. 40A:11-13.2(d), the Commission's staff has recommended that the Commission reject all of the bids that were submitted, because the Commission intends to substantially revise the specifications for the goods and services that are the subject of the proposed Contract; and

**WHEREAS**, the recommendations of the Commission's staff are reasonable and appropriate, and for the reasons set forth above.

**NOW, THEREFORE, BE IT RESOLVED** by the Burlington County Bridge Commission that the Commission hereby rejects all of the bids that were received for the Riverside-Delanco Bridge CR 543 Over Rancocas Creek Bridge Painting Contract (BCBC-202406).

Vice-Chairwoman Nunes moved to approve. Commissioner Tiver seconded the motion. The motion passed unanimously.

### **HUMAN RESOURCES**

Director Constance Borman reported on the following personnel issues for Commission approval:

<b><u>NEW HIRES - Requires Commission Approval</u></b>		<b><u>Effective</u></b>
Justin T. Smith	F/T Maintenance Person	05/13/2024
Nicole L. Tavares	Director, Improvement Authority	07/08/2024
<b><u>RETIREMENT – Requires Commission Approval</u></b>		<b><u>Effective</u></b>
Arthur C. Muhlbaier	F/T Maintenance Utility	07/01/2024

Solicitor Drollas informed the Commission Secretary that he recused himself from involvement with the Report. Chairman Riggins requested to approve the matters by block. Vice-Chairwoman Nunes moved to approve. Commissioner Tiver seconded the motion. The motion passed unanimously.

### **OLD BUSINESS**

Chairman Riggins called<sup>1</sup> for any old business to come before the Commission. There was no old business reported to the Commission.

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### **PUBLIC COMMENT**

Chairman Riggins called for any public comment to come before the Commission. The Commission received no public comment, and Chairman Riggins closed the public comment portion of the meeting accordingly.

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

Respectfully submitted,

  
Kathleen M. Wiseman  
Secretary