

Thousand Islands Bridge Authority
Friday, February 25, 2022, 10:30 A.M.
American Administration Building

PRESENT Bruce Armstrong, Chairman
Natalie Kinloch, Secretary-Treasurer
Thye Lee, Assistant Secretary-Treasurer
Richard Iglinski, Assistant Secretary-Treasurer
Robert J. Storms, Assistant Secretary-Treasurer
Douglas D. Dier, Assistant Secretary-Treasurer
Peter Walton, Legal Counsel
Timothy Sturick, Executive Director
Bill Moulton, Director, Bridge Facilities Operations & Maintenance
Bryan Olson, Manager, Finance & Administration
Brian Salisbury, Director, Boldt Facilities Operations
& Maintenance/Construction
Patrick Labiendo, Facilities Safety & Security Officer
Corey Fram, Director of Tourism (TIRTDC)

ALSO

MEDIA None in attendance.

MINUTES

The meeting was called to order by Bruce Armstrong, Chairman. Upon motion by Robert J. Storms and seconded by Douglas D. Dier, the minutes of the meeting held on January 28, 2022, were unanimously approved.

COMMUNICATIONS

Mr. Sturick reported that Mr. Storms, Mr. Dier, Ms. Kinloch, Mr. Lee, Mr. Iglinski and Mr. Fram were participating via conference call.

Memorial Resolution – Patrick J. Simpson (Proposed Resolution No. 35): Mr. Sturick read the following resolution and upon motion by all those present and unanimously carried, the following resolution was duly adopted.

Mr. Sturick reported that a letter will accompany the certified Memorial Resolution to Pat's wife, Jennifer.

SEE ATTACHMENT 1

Mr. Sturick reported that Dale Fikes, a retiree of the Thousand Islands Bridge Authority passed away on February 7, 2022. Mr. Sturick reported that Mr. Fikes was the Boldt Facilities Director, Engineering, Construction & Maintenance for twenty-five (25) years. Mr. Sturick reported that Sean Godfrey a former employee passed away on January 31, 2022. Mr. Sturick reported that Mr. Godfrey was employed for eight (8) years at the Boldt Facilities as the Manager, Maintenance & Construction.

FINANCIAL MATTER

Financial Statement: Mr. Olson, in reviewing the Financial Statement Balance Sheet (Exhibit A) for the month of January 31, 2022, reported that the Authority's directly held Cash and Investment Obligations, total to date of \$8,929,500 compared to \$7,906,884 for the prior fiscal year representing an increase of \$1,022,616 or 12.93% above the previous period. Mr. Olson reported Total Facilities to date of \$63,481,394 compared to \$66,189,938, for the prior fiscal year representing a decrease of \$2,708,544 or 4.09% below the previous period. Mr. Olson reported Total Assets to date of \$78,749,318 compared to \$78,915,450, for the prior fiscal year representing a decrease of \$166,132 or 0.21% below the previous period. Mr. Olson reported Payables total to date of \$10,569,003 compared to \$8,268,365 for the prior fiscal year, representing an increase of \$2,300,638 or 27.82% above the previous period. Mr. Olson reported the Provision for Canadian Dollar Conversion total to date of \$161,911 compared to \$224,316, the prior fiscal year representing a decrease of \$62,405 or 27.82% below the previous period. Mr. Olson reported Total Statutory Equity stands at \$54,687,881, compared to \$53,749,810 for the previous fiscal year, representing an increase of \$938,071 or 1.75% above the previous period.

In reviewing Exhibit B Net Revenue (Loss) – Bridge, Other Facilities & Programs), Mr. Olson reported Toll Income at \$6,671,611 versus \$5,612,434 for the previous period representing an increase of \$1,059,177 or 18.87% above the previous period. Mr. Olson reported total Cost of Operations for Bridge Facilities is recorded at \$5,581,453 versus \$6,829,516 for the previous period representing a decrease of \$1,248,063 or 18.27% below the previous year. Mr. Olson reported total Canadian Dollar Conversion is recorded at (\$36,227) versus \$246,260 for the previous period representing a decrease of \$282,487 or 114.71% below the previous period. Mr. Olson reported total Net Revenue (Loss) is recorded at \$1,126,385 versus (\$1,463,342), for the previous period representing an increase of \$2,589,727 or 176.97% above the previous year. Mr. Olson reported FBCL's Net Revenue (Loss) Share is recorded at \$603,610 as compared to (\$344,449) the previous period representing an increase of \$948,059 or 275.24% above the previous period. Mr. Olson reported TIBA's Net Revenue (Loss) Share through January 31, 2022, is recorded at (\$926,420) as compared to (\$1,160,342) for the previous period representing an increase of \$233,922 or 20.16% above the previous period. Mr. Olson reported the Total Revenue from Other Facilities & Programs is recorded at \$3,204,054 compared to \$2,950,850 for the previous period representing an increase of \$253,204 or 8.58% above the previous period. Mr. Olson reported the Cost of Operations from Other Facilities & Programs is recorded at \$3,127,488 compared to \$2,241,334 for the previous period representing an increase of \$886,154 or 39.54% above the previous period. Mr. Olson reported Total Net Revenue (Loss) from Other Facilities & Programs year-to-date of \$76,566 as compared to \$709,517 for the prior year, representing a decrease of \$632,951 or 89.21% below the previous

year. Mr. Olson reported Net Revenue (Loss) from all operations (Bridge, Other Facilities & Programs), through January 31, 2022 is (\$849,854) compared to (\$450,826) for the prior fiscal year, representing a decrease of \$399,028 or 88.51% below the previous fiscal year.

With respect to Exhibit C (Statement of Source & Use of Funds), Mr. Olson reported that Net Revenue (Loss) plus the adjustment for non-cash cost of depreciation reflects total funds available of \$1,899,442 compared to \$2,097,948 the prior fiscal year, representing a decrease of \$198,506 or 9.46% below the previous fiscal year. Mr. Olson reported Bridge Facilities Use of Funds year-to-date total of \$22,385, compared to \$1,024,667 for the previous year representing a decrease of \$1,002,282 or 97.82% below the previous fiscal year. Mr. Olson reported Other Facilities & Programs year-to-date total \$471,788 compared to \$2,717,727 representing a decrease of \$2,245,939 or 82.64% below the previous fiscal year. Mr. Olson reported Total Use of Funds year-to-date total \$494,173 compared to \$3,742,293 for the prior year, representing a decrease of \$3,248,220 or 86.80% below the previous year. In terms of Net Increase (Decrease) in Operating Cash and Other Net Current Assets, the current year-to-date amount stands at \$1,405,269 compared to (\$1,644,445) for the prior fiscal year, representing an increase of \$3,049,714 or 185.46% above the previous year.

Mr. Olson reviewed Exhibit D (Shared Special Maintenance Project Expenses) for January 31, 2022, reported zero for the month and year to date expenses totaling \$25,271.

Financial Statements: Upon Mr. Olson's presentation of the financial statements for the month of January 31, 2022, a motion to accept the financial report was moved by Natalie Kinloch, seconded by Richard Iglinski, and duly accepted.

Capital Projects Obligation Report: Mr. Olson reviewed the report dated January 31, 2022 noting the Total TIBA•FBCL Projects Budget is \$85,000, with the obligated amount being \$31,721 and incurred to-date of \$31,721 and a balance due of zero. Mr. Olson reported Total TIBA Projects Budget is \$190,000 with the obligated amount being \$11,032 and incurred to-date of \$11,032 and a balance due of zero. Mr. Olson reported Total Bridge Facilities Projects Budget is \$275,000, with the obligated amount being \$42,753, incurred to-date of \$42,753 and a balance due of zero. Mr. Olson reported Total Boldt Facilities Projects budget is \$517,000 with the obligated amount being \$297,497 and incurred to-date of \$297,497 and a balance due of zero. Total appropriations for Capital Programs for Bridge and Other Facilities & Programs for FY 2021-2022 is \$792,000 with the current obligated amount being \$340,250 and incurred to-date of \$340,250 and a balance due of zero.

Investment Report: Mr. Olson reviewed the Fund & Investment Report dated January 31, 2022 in detail noting investments totaling \$8,929,499 with an average rate of return of .08% versus .19% in 2021. Mr. Olson also reported pledged securities for each U.S. institution were in place and at levels equal to or greater than the required minimum (100%).

Review, Approval/Ratification of Routine and Special Expense

Payments – Proposed Resolution No. 36: Mr. Sturick read the following resolution which was moved by Robert J. Storms and seconded by Thye Lee and duly adopted.

SEE ATTACHMENT 2

Bridge Facility Vehicle Traffic & Revenue Comparison:

31 Days of January (2021-2022 compared to 2020-2021)

FY21-22	Total Vehicles	67,647	-	6,678	-	11.0%
	Total Revenue	\$509,683	-	\$26,301	-	5.4%

11 Months March/January (2021-2022 compared to 2020-2021)

FY21-22	Total Vehicles	1,032,185	-	127,179	-	14.1%
	Total Revenue	\$6,739,803	-	\$1,068,950	-	18.8%

14 Days February (2021-2022 compared to 2020-2021)

FY21-22	Total Vehicles	32,868	-	5,439	-	19.8%
	Total Revenue	\$268,239	-	\$64,633	-	31.7%

Mr. Sturick reported that commercial vehicles are down approximately 2,300 crossings for January 2022 compared to January 2021 which is partially due to the protests ongoing in Ottawa, Ontario, Canada. Mr. Sturick reported that the first fourteen (14) days of February 2022 traffic is up slightly compared to last year due to commercial traffic diverting to this crossing due to the continued protests in Ottawa, Ontario, Canada which has resulted in offsetting some of the decreases experienced in January 2022. Mr. Sturick compared total passenger vehicles and total passenger vehicles revenue for the eleven (11) months of fiscal year 2019/2020 indicating that fiscal year 2021/2022 passenger vehicles and revenues continue to be significantly lower than fiscal year 2019/2020. Mr. Sturick reported total commercial vehicles for the eleven (11) months of fiscal 2021/2022 are showing an increase compared to the

eleven (11) months of the fiscal year 2019/2020 but revenues continue to lag largely due to fewer heavy/oversized escorted crossings.

Mr. Sturick reported that the PCR testing requirement for Canadians returning home and Americans looking to travel to Canada will be relaxed starting in March 2022 to just require a rapid antigen test which is a cheaper and faster option which should result in increased traffic.

Mr. Sturick reviewed the Bridge and Tunnel Operators Association (BTOA) Traffic Report for YTD January 2022 and January 2021. Mr. Sturick reported total crossings for YTD January 2022 and January 2021 were 67,647 compared to 60,971 the previous period YTD representing an increase of 6,676 or 10.9% above the previous period. Mr. Sturick reported that the commercial traffic recorded for January 2021 is incorrect. Mr. Sturick reported that commercial traffic is reported as 30,884 crossings for January 2021 and it should read as 30,882 crossings. Mr. Sturick reported that the change will be reflected in the February year-to-date report.

Employee Retirement Purchase and Fund Withdrawal Authorization – Proposed Resolution No. 37: Mr. Sturick read the following resolution which was moved by Natalie Kinloch and seconded by Douglas D. Dier and duly adopted.

SEE ATTACHMENT 3

Bridge System Consulting Engineers Retainer and Services Agreement – Proposed Resolution No. 38: Mr. Sturick read the following resolution which was moved by Thye Lee and seconded by Robert J. Storms and duly adopted.

SEE ATTACHMENT 4

PROJECT REPORTS**Bridge Facilities****Operations and Maintenance Activities**

Mr. Moulton reported that the staff have been active since the last meeting with snow removal. Mr. Moulton reported that they have one (1) plow truck working at the present time on the Canadian side. Mr. Moulton reported that the U.S. and Canadian Maintenance staff would soon be going back to their regular work hours which includes being on call. Mr. Moulton reported that the 2022 Bridge Painting Program will begin May 2, 2022. Mr. Moulton reported that twelve (12) positions are available on each side. Mr. Moulton reported that they have been interviewing and may possibly have eight (8) seasonal positions filled on both sides and continue advertising the positions available. Mr. Moulton reported that staff are currently evaluating access equipment used for the upcoming 2022 Bridge Painting Program. Mr. Moulton reported that the spider staging platforms and the automatic air power baskets to be used for the 2022 Bridge Painting Program will be sent to the factory for inspection and any repairs if needed. Mr. Moulton reported he would be working on scheduling a date for American Crane of Douglassville, PA, to be on site to complete the required OSHA inspection of three (3) permanently installed maintenance platforms located below deck on the U.S. Span and five (5) on the Canadian Span as well as working with CBSA regarding work permits for the American Crane staff working on the Canadian Bridge. Mr. Moulton reported that he has been in contact with representatives of Parsons Transportation Group regarding the 2022 bridge inspections of which may include the replacement of a suspender cable on the U.S. Bridge in

late summer of 2022. Mr. Sturick reported that TIBA staff have been working on finalizing specifications for up to two (2) new plow trucks but nothing would be available until 2023 due to the ongoing supply chain issues affecting that industry. This is necessary in order to get on the list for the factory but we are not at this time obligated to purchase.

Safety, Security & Wellness

Mr. Labiendo reported no new injuries in the past month with one (1) open claim. Mr. Labiendo reported that the COVID numbers have gone down on both the U.S. and Canadian sides which has resulted in a lower number of staff and their families having COVID. Mr. Labiendo reported that he has been distributing the Emergency Response Plan to staff and outside agencies. Mr. Labiendo reported that Ms. Trickey would be distributing the Emergency Response Plan to all board members. Mr. Labiendo reported that management has been working with different agencies regarding preparedness planning as a result of the Freedom Convey Protest in Ottawa, Ontario, Canada. Mr. Labiendo reported that Mr. Moulton has been in contact with CBSA and the OPP daily to inquire about updates. Mr. Labiendo reported that he has been providing daily updates to key stakeholders. Mr. Labiendo reported that the required testing/safety programs for the 2022 Bridge Painting Program are scheduled to begin on May 2, 2022. Mr. Labiendo reported that the U.S. and Canadian maintenance staff usually complete their required testing and training on the U.S. Side. Mr. Labiendo reported given the current COVID restrictions that training may need to be scheduled separately on both the U.S. and Canadian maintenance sides.

Other Facilities and Programs

Boldt Facilities

Mr. Salisbury reported that they continue to advertise and interview applicants for the vacant positions at the Boldt Facilities. Mr. Salisbury reported that there have not been many applicants to date. Mr. Salisbury reported that there are twenty-five (25) seasonal positions and three (3) full-time positions currently available. Mr. Salisbury reported that they were able to fill three (3) seasonal positions and haven't received any applications in two (2) weeks. Mr. Sturick reported that attracting workers in the hospitality & tourism industry remains a challenge for all employers and is causing serious concerns. Mr. Sturick reported that if this trend continues, TIBA will have to look at options including how to schedule less staff and may have to adjust the Boldt Facilities hours during the weekdays or the possibility of closing a day or two during the week so staffing can work the weekends which are the busiest days. Mr. Sturick reported that he would keep the board members updated on the progress of hiring. Mr. Dier noted that there may be some retirees who are members of the local lion clubs and rotaries that might like to work at the Boldt Facilities. Mr. Sturick reported that the schools and BOCES have been notified of the positions available at the Boldt Facilities but is open to any options and would pursue these options as well. Mr. Dier asked if there is a shortage of workers on the Canadian side. Mr. Moulton replied that in the past, TIBA would receive at least one hundred applications for the bridge painting positions. Mr. Moulton reported this year there are twelve (12) bridge painting seasonal positions available on the Canadian side and he is hoping to fill at least eight (8) of them. Mr. Moulton reported that Canada is also

experiencing the same trends as the U.S. Mr. Salisbury reported that they are working with the staff at Uncle Sam Boat Tours on the ability to scan Uncle Sam Boat Tours pre-sale tickets that they generate. Mr. Salisbury reported that if this can be done, it would simplify the end of day closeouts. Mr. Salisbury reported that in the fall of 2021, Mr. Pigeon proposed the initiative of TIBA providing space at Boldt Castle where talented young classical musicians from the region could perform their art on a regular basis. Mr. Salisbury reported that Ms. Jobson sent information out regarding the talented young classical musicians performing at Boldt Castle to the local schools and colleges. Mr. Salisbury reported that the Crane School of Music at SUNY Potsdam did request additional information. Mr. Salisbury reported that the Boldt Facilities were featured in the Travel & Leisure Magazine, Condé Nast Travel and www.newyorkupstate.com. Mr. Salisbury reported that Ms. Bieber has been receiving and processing the new merchandise. Mr. Salisbury reported there are currently thirty-five (35) weddings scheduled for the 2022 operating season and three (3) weddings scheduled for the 2023 operating season. Mr. Salisbury reported that the Boldt Facilities Wastewater Treatment Plant is complete with the close out documents to be finalized. Mr. Salisbury reported maintenance staff made repairs to the large slip doors and rebuilt one (1) new entrance door at the Boldt Yacht House, continue to perform equipment and boat maintenance, dock repairs at the Boldt Landing Marina, working on the Boldt Castle fire alarm system by replacing batteries in the smoke and heat detectors and assessing all the rooms at Boldt Castle for any winter damage.

OTHER MATTERS**Contracts with the Development Authority of the North Country for
Water Treatment Facilities and Wastewater Facilities – Proposed Resolution**

No. 39: Mr. Sturick read the following resolution which was moved by Douglas D. Dier and seconded by Richard Iglinski and duly adopted.

SEE ATTACHMENT 5

Mr. Sturick reported that Mr. Fram, Mr. Walton and himself have been reviewing and updating the TIBA/TIRTDC Facilities, Services and Human Resources Cooperative Agreement. Mr. Sturick reported that the draft agreement was reviewed last fall by the Ad Hoc Committee members which resulted in some differences between TIBA and TIRTDC. Mr. Sturick reported that Mr. Olson and Ms. Trickey have been providing their services and will continue to provide their services as long as needed. Mr. Sturick reported that some of the options that the Ad Hoc Committee might consider is drawing up a separate agreement or a Memorandum of Understanding (MOU). Mr. Walton reported his understanding is that four (4) full-time employees are agreed upon and in the short-term additional help is needed. Mr. Walton reported that of the four (4) full-time employees, one (1) is expected to be retiring early next year at which time duties will be reorganized to existing employees. Mr. Walton reported that section 3.2 of the Agreement says there will be four (4) full-time employees and TIBA may agree to provide additional temporary or permanent help upon mutual agreement of TIBA and TIRTDC. Mr. Walton reported that a Mutual Agreement between TIBA and TIRTDC could be drafted stating that Mr. Olson and Ms. Trickey will continue to provide the services that they have been providing until such time as there is a reorganization of duties and the help is

no longer needed. Mr. Armstrong asked the board members if they had any comments. The board members were in favor of a separate agreement. Mr. Sturick reported that he would forward a draft copy of the Mutual Agreement to Mr. Fram to provide to the Ad Hoc Committee members for their review and approval.

With no other business, a motion to adjourn the meeting was made by Bruce Armstrong and unanimously seconded.

NEXT AUTHORITY MEETING

By unanimous consent, the time and place of the next Authority meeting were set for Friday, March 25, 2022, @ 10:30 am, in the American Administration Building.

Secretary

ATTACHMENT 1

RESOLUTION NO. 35

RE: MEMORIAL RESOLUTION – PATRICK J. SIMPSON

Upon motion by all those present and unanimously carried, the following resolution was duly adopted:

WHEREAS, the late Patrick J. Simpson, who passed away on February 7, 2022, was for eighteen years, a member of this Authority from his appointment in 2004 having served in the capacity as Assistant Secretary-Treasurer and most recently Vice-Chairman, and

WHEREAS, the Authority enjoyed the benefits of his devoted service, his integrity and his business acumen during a time of unprecedented growth, which saw among other things, increased annual bridge system utilization, completion of major reconstruction projects on the bridge structures, the continued partnership and agreements with the Federal Bridge Corporation Ltd. of Canada, implementation of a new electronic toll collection system with the acceptance to E-ZPass and continued development by the Authority of the Boldt Castle•Heart Island and Boldt Yacht House facilities which has become the International Region's premier attraction.

NOW THEREFORE BE IT

RESOLVED, that this Authority hereby records on its permanent records its deep sense of loss felt at the passing of Patrick J. Simpson, on February 7, 2022; its gratitude for his years of devoted service to this Authority and to the people of Jefferson County, and

BE IT FURTHER

RESOLVED, that the Executive Director prepare, certify and forward a copy of this memorial resolution to the family of Patrick J. Simpson.

ATTACHMENT 2

RESOLUTION NO. 36
RE: APPROVAL/RATIFICATION OF ROUTINE EXPENSE PAYMENTS
AND APPROVAL OF SPECIAL EXPENSE PAYMENTS

The following resolution was moved by Robert J. Storms, seconded by Thye Lee and duly adopted.

WHEREAS, the below listed requisitions and vouchers, together with invoices and other supporting documentation for routine and special expense payments made since the Authority meeting held on January 28, 2022, were available and reviewed by the Authority during the meeting held on February 25, 2022 (viz):

<u>Date</u>	<u>Requisition</u>	<u>Voucher Number</u>	<u>Amount</u>
02/01/22	3379	32368-32384 - US / C10004-C10008 - CD	\$ 36,163.22
02/08/22	3380	32385-32402 - US / C10009-C10018 - CD	105,606.87
02/15/22	3381	32403-32422 - US / C10019-C10025 - CD	72,620.54
02/22/22	3382	32423-32446 - US / C10026-C10034 - CD	125,620.76
			<hr/>
			<u>\$ 340,011.39</u>

WHEREAS, in a similar manner, the below listed Special Expense Payments, together with invoices and other supporting documentation which require specific approval before payment is made, were available and reviewed by the Authority during the meeting held on February 25, 2022 (viz):

	<u>Amount</u>
C & K Systems, Inc. - Counterpoint - Boldt Castle	1,177.50
Davidson Auto Group - Repair Car #3 - U.S. Toll	1,187.35
Davis-Ulmer Fire Protection - Replaced Pressure Switch on Compressor - NCWC	2,030.00
Dell Marketing L.P. - Annual Maintenance Renewal - Toll Collection System	20,083.06
DRCS LLC - ProBook Notebook - Administration	1,820.00
Gilco Auto & Truck Service Center - Repair Plow Truck #2 - Canadian Maintenance	3,668.48
Parsons Transportation Group - Professional Services - Reports for - Follow-up Inspection - Canadian Crossing - Detailed Inspection - U.S. Crossing, Rift Bridges & Boldt Yacht House Bridges	48,865.00
Phinney's Automotive Center - Repair Truck #18 - Boldt Castle	1,246.04
Stadium International Trucks - Repair Truck #1 - Canadian Maintenance	4,081.03

Verdex Green Technologies	
- ChargePoint Annual Renewal - Car Charging Station - NCWC	1,199.00
- Repair of Charging Station - NCWC	4,043.50
Fast Response Fire Systems, Inc. - Replaced Sprinkler Head	
- Fire Suppression System - CBSA	1,138.85 CD
HTS Engineering, Ltd. - Boiler Repair #2 - Main Building CBSA	2,599.00 CD
REL Controls - Service Agreement - July 21, 2021 - October 20, 2021	
- & October 21, 2021 - January 20, 2022 - CBSA	<u>11,865.00 CD</u>
	<u>\$ 105,003.81</u>

WHEREAS, the Executive Director has recommended approval of all Routine and Special Expense Payments as proper obligations of this Authority.

RESOLVED, that the Authority as it's proper act and deed, hereby approves and ratifies in all respects the routine and special expense payments represented by Requisition No. 3379 through No. 3382 as set forth herein, totaling \$340,011.39, and

RESOLVED, that the Authority, as its proper act and deed, hereby approves for payment special expenses set forth herein, totaling \$105,003.81.

ATTACHMENT 3

RESOLUTION NO. 37

**RE: EMPLOYEE RETIREMENT PURCHASE AND FUND WITHDRAWAL
AUTHORIZATION**

The following resolution was moved by Natalie Kinloch, seconded by Douglas D. Dier and duly adopted.

WHEREAS, in accordance with the policies and procedures of the TIBA Employees Retirement Plan (The Plan), Donald Hand, an Automotive & Equipment Mechanic with twenty-four (24) years of service, gave written notice under the date of February 9, 2022, of his desire to receive retirement benefits, effective May 1, 2022, and

WHEREAS, a calculation shall be requested for Donald Hand's chosen form of retirement payment under The Plan by the Executive Director, who serves as Plan Administrator, and

WHEREAS, the Executive Director has determined that it would be in the best interest of the Authority in this financial climate not to purchase an annuity retirement benefit but rather to make monthly payments through the previously established Payor Account and custodian account for Donald Hand's chosen form of retirement payment option with an effective date of May 1, 2022, and the necessary funds to commence such annuitized payments withdrawn from The Plan.

NOW THEREFORE BE IT

RESOLVED, the Authority, as Trustees of the TIBA Employees Retirement Plan (The Plan), hereby authorizes the Executive Director, as The Plan Administrator, to seek a calculation of benefits for the retirement payments for the benefit of Donald Hand, and

FURTHER BE IT

RESOLVED, the Plan Administrator is hereby authorized to deposit monies into the Payor Account to commence annuitized payments for the benefit of Donald Hand, to be effective May 1, 2022, and to withdraw the necessary funds from The Plan to be deposited in said account, and

FURTHER BE IT

RESOLVED, that upon completion of the actions authorized herein, the Executive Director, as Plan Administrator, shall report same for ratification at the next regular monthly meeting of this Authority.

ATTACHMENT 4

RESOLUTION NO. 38

RE: BRIDGE SYSTEM CONSULTING ENGINEERS RETAINER & SERVICES AGREEMENT

The following resolution was moved by Thye Lee, seconded by Robert J. Storms and duly adopted.

RESOLVED, that the Consulting Engineers Retainer and Services Agreement (hereinafter "Agreement") between this Authority and Parsons Transportation Group of New York, Inc., as last amended by Resolution 58, at the regular Authority meeting held on February 26, 2021, to be effective March 1, 2021, be extended with the following conditions (viz):

- 1) The term of the Agreement shall be from 3/1/22 through 2/28/23.
- 2) The Annual Retainer Fee shall be \$13,322.
- 3) The services for overweight commercial vehicle review, issuance of special crossing permits or denial shall be at \$49.50 per inquiry.
- 4) The Agreement "multiplier" for additional services, which may be required by the Authority, shall be 2.7. Such additional services must be specifically approved by the Authority, and

FURTHER BE IT

RESOLVED, that the Executive Director is hereby authorized, empowered and directed to execute the Agreement with Parsons Transportation Group of New York, Inc. in the form presented at this meeting on behalf of the Authority; and

FURTHER BE IT

RESOLVED, that the power and authority granted to the Executive Director herein shall be deemed the proper act and deed of the Authority, binding the Authority to the terms of the Agreement with Parsons Transportation Group of New York, Inc.

ATTACHMENT 5

RESOLUTION NO. 39

RE: CONTRACTS WITH THE DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY FOR WATER TREATMENT FACILITIES AND WASTEWATER FACILITIES

The following resolution was moved by Douglas D. Dier, seconded by Richard Iglinski and duly adopted

WHEREAS, the Thousand Islands Bridge Authority (“Authority”) has previously entered into agreements (hereinafter “Agreements”) with the Development Authority of the North Country (“DANC”) to provide full time services for operation of the Authority’s Wastewater Treatment Facility on Fern Island and the Wastewater Treatment Facilities at the Rift Water Treatment Plant and the Amex Duty Free Store (the “Facilities”); and

WHEREAS, the Agreements are expiring on February 28, 2022; and

WHEREAS, DANC has prepared new agreements (hereinafter the “New Agreements”) for continued Water and Wastewater treatment services to be performed by DANC for a period of five (5) years and ending on February 28, 2027; and

WHEREAS, it is the recommendation of the Executive Director that the Authority continue to receive Water and Wastewater treatment services from DANC at the Facilities on the terms and conditions proposed by DANC, and that the Authority enter into the New Agreements.

NOW, THEREFORE, upon due consideration, it is hereby

RESOLVED, that the Authority enter into the New Agreements with DANC to provide full time operation and maintenance services at the Facilities for a period of five (5) years; and it is further

RESOLVED, that the Executive Director, Timothy Sturick, as the proper act and deed of the Authority, is hereby directed and empowered to execute and deliver the Agreements to DANC, binding the Authority to the terms thereof.