

Thousand Islands Bridge Authority
Friday, March 22, 2024, 10:30 A.M.
American Administration Building

PRESENT Bruce Armstrong, Chairman
Natalie Kinloch, Vice-Chairwoman
Robert J. Storms, Secretary-Treasurer
Richard Iglinski, Assistant Secretary-Treasurer
Douglas D. Dier, Assistant Secretary-Treasurer
Thye Lee, Assistant Secretary-Treasurer
Barry Ormsby, Assistant Secretary-Treasurer
Peter Walton, Legal Counsel
Timothy Sturick, Executive Director
Bill Moulton, Director, Bridge Facilities Operations & Maintenance
Patrick Labiendo, Manager, Safety & Security
Bryan Olson, Manager, Finance & Administration
Keri Jobson, Deputy Director, Boldt Facilities Operations
& Maintenance
Susan Mowers, Manager, Information Technology
Lohanne Messenger, Senior Accountant/Office Manager

ALSO

MEDIA 1

MINUTES

The meeting was called to order by Bruce Armstrong, Chairman. Upon motion by Richard Iglinski, seconded by Barry Ormsby, the minutes of the meeting held on February 23, 2024, were approved as drafted.

COMMUNICATIONS

Mr. Sturick reported that Mr. Storms was participating remotely.
Mr. Sturick reported that Mr. Salisbury asked to be excused. Mr. Sturick reported that if any of the board members would like an iPad that could be used for meeting materials to let him know.

FINANCIAL MATTER

Financial Statement: Mr. Olson reported that February 29, 2024, marks the end of fiscal year 2023-2024 and that year-end adjustments have been completed and are reflected on the Balance Sheet and the P&L ending February 29, 2024. Mr. Olson, in reviewing the Financial Statement Balance Sheet (Exhibit A) for the month of February 29, 2024, reported that the Authority's directly held Cash and Investment Obligations, total to date of \$13,263,887 compared to \$10,273,567 for the prior fiscal year representing an increase of \$2,990,320 or 29.11% above the previous period. Mr. Olson reported Total Facilities to date of \$59,389,007 compared to \$60,656,553 for the prior fiscal year, representing a decrease of \$1,267,546 or 2.09% below the previous period. Mr. Olson reported Total Assets to date of \$88,251,571, compared to \$79,465,730 for the prior fiscal year, representing an increase of \$8,785,840 or 11.06% above the previous period. Mr. Olson reported Payables total to date of \$9,495,335 compared to \$10,486,047 for the prior fiscal year, representing a decrease of \$990,712 or 9.45% below the previous period. Mr. Olson reported the Provision for Canadian Dollar Conversion total to date of \$69,313 compared to \$92,358 for the prior fiscal year, representing a decrease of \$23,045 or 24.95% below the previous period. Mr. Olson reported Total Statutory Equity stands at \$59,886,656, compared to \$58,170,912 for the previous fiscal year, representing an increase of \$1,715,744 or 2.95% above the previous period.

In reviewing Exhibit B (Net Revenue (Loss) – Bridge, Other Facilities & Programs), Mr. Olson reported Toll Income at \$11,782,106 versus \$9,324,811 for the previous period representing an increase of \$2,457,295 or 26.35% above the previous period. Mr. Olson reported total Cost of Operations for

Bridge Facilities is recorded at \$7,182,053 versus \$6,667,690 for the previous period representing an increase of \$514,363 or 7.71% above the previous year. Mr. Olson reported total Canadian Dollar Conversion is recorded at \$285,747 versus \$131,487 for the previous period representing an increase of \$154,260 or 117.32% above the previous period. Mr. Olson reported total Net Revenue is recorded at \$4,314,306 versus \$2,525,633 for the previous period representing an increase of \$1,788,673 or 70.82% above the previous year. Mr. Olson reported FBCL's Net Revenue Share is recorded at \$2,143,197 as compared to \$1,257,115 for the previous period representing an increase of \$886,082 or 70.49% above the previous period. Mr. Olson reported TIBA's Net Revenue (Loss) Bridge Facility through February 29, 2024, is recorded at \$620,356 as compared to (\$299,456) for the previous period representing an increase of \$919,811 or 307.16% above the previous period. Mr. Olson reported the Total Revenue from Other Facilities & Programs is recorded at \$5,818,207 compared to \$4,749,543 for the previous period representing an increase of \$1,068,664 or 22.50% above the previous period. Mr. Olson reported the Cost of Operations from Other Facilities & Programs is recorded at \$4,209,493 compared to \$3,757,291 for the previous period representing an increase of \$452,202 or 12.04% above the previous period. Mr. Olson reported Total Net Revenue from Other Facilities & Programs year-to-date of \$1,608,715 as compared to \$992,252 for the prior year, representing an increase of \$616,463 or 62.13% above the previous year. Mr. Olson reported Net Revenue from all operations (Bridge, Other Facilities & Programs), through February 29, 2024, is \$2,229,070 compared to \$692,797 for the prior fiscal year, representing an increase of \$1,536,273 or 221.75% above the previous fiscal year.

With respect to Exhibit C (Statement of Source & Use of Funds), Mr. Olson reported that Net Revenue plus the adjustment for non-cash cost of depreciation reflects total source of funds of \$5,047,258 compared to \$3,568,463 for the prior fiscal year, representing an increase of \$1,478,795 or 41.44% above the previous fiscal year. Mr. Olson reported Bridge Facilities Use of Funds year-to-date total of \$1,361,319, compared to \$110,027 for the previous year representing an increase of \$1,251,292 or 1,137.26% above the previous fiscal year. Mr. Olson reported Use of Funds for Other Facilities & Programs year-to-date total \$413,409 compared to \$298,651 representing an increase of \$114,758 or 38.43% above the previous fiscal year. Mr. Olson reported Total Use of Funds year-to-date total \$1,774,728 compared to \$408,678 for the prior year, representing an increase of \$1,366,050 or 334.26% above the previous year. In terms of Net Increase in Operating Cash and Other Net Current Assets, the current year-to-date amount stands at \$3,272,530 compared to \$3,159,785 for the prior fiscal year, representing an increase of \$112,745 or 3.57% above the previous year.

Mr. Olson's reviewed Exhibit D (Shared Special Maintenance Project Expenses) for February 29, 2024, reported zero for the month and year to date expenses totaling \$11,330.

Financial Statements: Upon Mr. Olson's presentation of the financial statements for the month of February 29, 2024, a motion to accept the financial report was moved by Douglas D. Dier, seconded by Richard Iglinski and duly accepted.

Capital Projects Obligation Report: Mr. Olson reviewed the report dated February 29, 2024, noting the Total TIBA•FBCL Projects Amended Budget is

\$355,000, with the obligated amount being \$356,870 and incurred to-date of \$356,870 and a balance due of zero. Mr. Olson reported Total TIBA Projects Budget is \$1,878,000, with the obligated amount being \$861,319 and incurred to date of \$861,319 and a balance due of \$11,194. Mr. Olson reported Total Bridge-Facilities Projects Budget is \$2,233,000, with the obligated amount being \$1,218,189, incurred to date of \$1,218,189 and a balance due of \$11,194. Mr. Olson reported Total Boldt Facilities Projects amended budget is \$611,000 with the obligated amount being \$413,409 and incurred to-date of \$413,409 and a balance due of zero. Mr. Olson reported Other Capital Budget is \$25,000, with the obligated amount being zero and incurred to date of zero and a balance due of zero. Total appropriations for Capital Programs for Bridge and Other Facilities & Programs for FY 2023-2024 is \$2,869,000 with the current obligated amount being \$1,631,598 and incurred to-date of \$1,631,598 and a balance due of \$11,194.

Investment Report: Mr. Olson reviewed the Investment & Fund Report dated February 29, 2024, in detail noting investments totaling \$13,263,887 with an average interest rate of 4.27% versus 2.33% in 2023. 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%). Mr. Olson reported that uncollateralized deposits at authorized Canadian financial institutions totaled \$5,508,374. The credit ratings for the Canadian financial institutions were within the guidelines established by the Investment Policy.

Approval/Ratification of Routine and Special Expense Payments – Proposed Resolution No. 1: Mr. Sturick read the following resolution which

was moved Barry Ormsby, seconded by Natalie Kinloch and duly adopted.

SEE ATTACHMENT 1

Bridge Facility Vehicle Traffic & Revenue Comparison:

29 Days of February (FY2023/2024 compared to FY2022/2023)

		<u>FY2023/2024</u>		<u>Increase (Decrease)</u>		<u>Percent Change</u>
FY23-24	Total Vehicles	110,440	-	12,610	-	12.9%
	Total Revenue	\$817,758	-	\$170,761	-	26.4%

12 Months March/February (FY2023/2024 compared to FY2022/2023)

		<u>FY2023/2024</u>		<u>Increase (Decrease)</u>		<u>Percent Change</u>
FY23-24	Total Vehicles	1,902,799	-	248,306	-	15.0%
	Total Revenue	\$11,934,065	-	\$2,454,073	-	25.9%

14 Days March (FY2023/2024 compared to FY2022/2023)

		<u>FY2023/2024</u>		<u>Increase (Decrease)</u>		<u>Percent Change</u>
FY23-24	Total Vehicles	63,904	-	8,257	-	14.8%
	Total Revenue	\$448,076	-	\$36,568	-	8.9%

Mr. Sturick reviewed the Bridge and Tunnel Operators Association (BTOA) Traffic Report for YTD February 2024 and February 2023. Mr. Sturick reported total crossings for YTD February 2024 and February 2023 were 218,016 compared to 200,802 the previous period YTD representing an increase of 17,214 or 8.6% above the previous period.

State Environmental Quality Review Act Determination for a Proposed Amendment to 21 NYCRR Part 5502.1 (d), Eliminating 16-Trip Commutation Trip Tags - Proposed Resolution No. 2: Mr. Walton read the following resolution which was moved Thye Lee, seconded by Richard Iglinski and duly adopted.

SEE ATTACHMENT 2

Amendment to Rules and Regulations Pertaining to Commutation

Trip Tags – Proposed Resolution No. 3: Mr. Walton read the following resolution which was moved Richard Iglinski, seconded by Barry Ormsby and duly adopted.

SEE ATTACHMENT 3

U.S. Full-Time Employees Dental and Vision Benefit Plans –

Proposed Resolution No. 4: Mr. Olson read the following resolution which was moved Natalie Kinloch, seconded by Douglas D. Dier and duly adopted.

SEE ATTACHMENT 4

Canadian Full-Time Employees Dental and Vision Benefit Plans –

Proposed Resolution No. 5: Mr. Olson read the following resolution which was moved Barry Ormsby, seconded by Douglas D. Dier and duly adopted.

SEE ATTACHMENT 5

Consulting Engineering Services Agreement for Bridge Facility

Inspections – Proposed Resolution No. 6: Mr. Sturick read the following resolution which was moved Thye Lee, seconded by Barry Ormsby and duly adopted.

SEE ATTACHMENT 6

Bridge System Consulting Engineers Retainer & Services Agreement

– Proposed Resolution No. 7: Mr. Sturick read the following resolution which was moved Richard Iglinski, seconded by Thye Lee and duly adopted.

SEE ATTACHMENT 7

U.S. Toll, Maintenance & Ammex Duty Free Parking Lot Restoration and Asphalt Replacement Project – Professional Services - Proposed

Resolution No. 8: Mr. Sturick read the following resolution which was moved Douglas D. Dier, seconded by Robert J. Storms and duly adopted.

SEE ATTACHMENT 8

PROJECT REPORTS

Bridge Facilities

Operations and Maintenance Activities

Mr. Moulton reported that the staff have been working on maintenance items such as snow removal and equipment maintenance. Mr. Moulton reported that the required testing/safety programs for the 2024 Bridge Painting Program are scheduled for the week of April 29, 2024. Mr. Moulton reported that advertising and interviews continue for seasonal bridge maintenance staff for the 2024 season with positions still available on both bridges. Mr. Moulton reported that a trial run took place to reset the rocker bearings at both ends of the Canadian Bridge arch span in the fall of 2023 which resulted in more effort than anticipated. Mr. Moulton reported that representatives from Parsons Transportation Group were contacted to discuss the issue and find a solution. Mr. Moulton reported after discussions with representatives from Parsons Transportation Group, it was decided to try to reset the rocker bearings again. Mr. Moulton reported that the maintenance staff recently reset bearings at piers 12 & 13 on the Canadian bridge which was a success. Mr. Moulton reported that there are over sixty (60) sets of bearings between both bridges. Mr. Moulton reported that the consultant from Barton & Loguidice, D.P.C. has finalized the Spill Prevention, Control, and Countermeasure Plan (SPCC) which includes procedures regarding steps to follow for spill prevention for the new U.S. maintenance shop fueling station. Mr. Moulton reported that the

representative from Barton & Loguidice, D.P.C. performed an audit of the facilities and it was determined that the fuel tanks located in the basement of main station 1 (administration building) need to be replaced. Mr. Moulton reported that a proposal has been received for the removal and replacement of the tanks. Mr. Moulton reported projects for fiscal year 2024-2025 include replacing the asphalt in the parking lots near the administrative buildings and the Ammex Duty Free parking lot and the replacement of the weigh-in-motion scales in lane 1 at the U.S. Toll Plaza. Mr. Moulton reported that representatives from Barton & Loguidice, D.P.C. of Watertown, New York, have submitted a proposal for the project design and administrative support for the asphalt resurfacing of the parking lots. Mr. Moulton reported that a proposal has been received and a site visit was completed by J.B. Brady, Inc. of Syracuse, New York, for the replacement of the weigh-in motion scales project at the U.S. Toll Plaza and the proposal is currently under TIBA staff review. Mr. Moulton reported that a proposal has been received from PTL Contracting Corporation of Theresa, New York, to replace the existing asphalt shingles on the Thousand Islands International Tourism Council Building roof. Mr. Moulton reported that the 2024 Bridge Painting Program will include assisting FBCL with their upcoming projects this year which will include traffic control operations.

Safety & Security

Mr. Labiendo reported on the U.S. side there were no new injuries in the past month with one (1) open claim. Mr. Labiendo reported that there was one (1) near miss incident with a Canadian staff member which was reported to the Workplace Safety and Insurance Board (WSIB) in Ontario, Canada. Mr. Labiendo

reported that he continues getting the contracts in place for the 2024 required medical testing/safety programs for the seasonal and full-time bridge maintenance staff scheduled from April 29, 2024 – May 2, 2024. Mr. Labiendo reported due to the increase in seasonal staff, the heights training will be held over two (2) days dividing up staff. Mr. Labiendo reported that on March 5, 2024, staff met regarding the April 8, 2024, Eclipse to discuss plans. Mr. Labiendo reported that staff have been in contact with the New York State Police (NYSP), Ontario Provincial Police (OPP), U.S. Customs and Border Protection (CBP), Canada Border Services Agency (CBSA) and Border Patrol regarding operations during the Eclipse. Mr. Labiendo reported that the New York State Department of Transportation (NYSDOT) has approved TIBA using their variable message sign located on TIBA property at the North end of the bridge to advise travelers that the bridge sidewalks will be closed. Mr. Labiendo reported that Mr. Sturick has developed a press release which will be on TIBA's website and emailed to the media regarding TIBA's operational plans on April 8, 2024. Mr. Labiendo reported that another meeting regarding the Eclipse will be scheduled prior to April 8, 2024. Mr. Labiendo reported that on March 12, 2024, he represented TIBA at a meeting hosted by the Watertown Jefferson County Area Transportation Council. Mr. Labiendo reported that a discussion took place regarding updating the region's long-range transportation plan. Mr. Labiendo reported that he recently received the signed Memorandum of Understandings from the NYSP and OPP. Mr. Labiendo reported that dates have been scheduled to assist enforcement of TIBA rules and regulations on both bridges. Mr. Labiendo reported that their presence will help commercial and passenger travelers to be more aware of their speed and spacing on the bridges. Mr.

Labiendo reported that this service has been available in the past and the 2024-2025 budget was approved to add this service for this fiscal year.

Other Facilities and Programs

Boldt Facilities

Ms. Jobson reported that the hiring process continues. Ms. Jobson reported that a few of the applicants are only interested in part-time work. Ms. Jobson reported that staff have been preparing the Boldt Facilities for the 2024 operating season. Ms. Jobson reported that Mr. Salisbury, Mr. Sturick and she, have met with Canadian representatives from City Cruises Gananoque regarding operations and the schedule for visits to the Boldt Facilities as well as meeting with representatives from CBP regarding processing procedures. Ms. Jobson reported that Ms. Mowers is upgrading the POS system. Ms. Jobson reported that Ms. Bieber continues receiving and processing orders for the Boldt Castle gift shop. Ms. Jobson reported that the assistant gift shop manager will be starting in April of 2024 to help with the processing of the new merchandise. Ms. Jobson reported forty-one (41) weddings scheduled for the 2024 operating season and five (5) scheduled for the 2025 operating season. Ms. Jobson reported that the Boldt Facilities will open Saturday, May 11, 2024, for the 2024 operating season which is 49 days away. Mr. Sturick reported that Ms. Jobson and he will also be meeting with representatives from Rockport Boat Lines regarding their operations and schedule for the 2024 operating season. Mr. Sturick reported that the CBP is looking at better ways to process Canadian and other foreign visitors so they have a better experience when visiting the Boldt Facilities. Ms. Jobson reported that the maintenance staff have finished working on the two (2) pontoon boats and new outboard motors

have been installed by Chalks Marina of Fishers Landing, New York, on both pontoon boats, painting the bottom and hull sides on the steel hull, built three (3) new windows and frames for the tunnel at Boldt Castle and window sashes for the 3rd floor of the Castle and continue repairing the Boldt benches. Ms. Jobson reported that they have purchased new benches which are maintenance free. Ms. Jobson reported that staff are building a new CBP booth for checking in visitors on Canadian tour boats at a different location on the main dock. Ms. Jobson reported that the current booth will accommodate up to two (2) CBP officers and the new booth will accommodate up to four (4) CBP officers plus a ticket booth. Ms. Jobson reported that having a larger booth should help processing time and other anticipated procedures proposed by CBP as well as the additional ticket booth. Ms. Jobson reported that the seasonal staff will begin work on April 1, 2024 and seasonal grounds staff will start work on April 22, 2024.

OTHER MATTERS

Mr. Sturick reported a press release will be sent out at the end of the meeting making it clear that the sixteen (16) trip commuter tags will be eliminated and the seventy-two (72) tip commuter tags will continue to be available to purchase. Mr. Sturick reported that a press release regarding TIBA operations for the Eclipse will be posted on the website, Facebook, Twitter, emailed to the media and emailed to the stakeholders. Mr. Sturick reported that the press release will advise that the bridge sidewalks will be closed and that all other operations will operate normally. Mr. Sturick reported that another meeting will be held with management staff to confirm that the plan for the day of the Eclipse is all set with staff.

A motion was made by Bruce Armstrong at approximately Noon to go into Executive Session to discuss a personnel matter. Natalie Kinloch made a motion to go into Executive Session to discuss a personnel matter, the motion was seconded by Barry Ormsby and unanimously carried and the TIBA Board Members went into Executive Session. At approximately 1:12 p.m., a motion to adjourn the Executive Session was made by Thye Lee, seconded by Richard Iglinski and unanimously carried.

With no other business, a motion to adjourn the meeting was made by Robert J. Storms, seconded by Barry Ormsby and unanimously carried.

NEXT AUTHORITY MEETING

By unanimous consent, the place of the next Authority meeting was set for Friday, April 26, 2024, at 10:30 a.m. at the American Administration Building.

Secretary

ATTACHMENT 1

RESOLUTION NO. 1

**RE: APPROVAL/RATIFICATION OF ROUTINE EXPENSE PAYMENTS
AND APPROVAL OF SPECIAL EXPENSE PAYMENTS**

The following resolution was moved by Barry Ormsby, seconded by Natalie Kinloch 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 February 23, 2024, were available and reviewed by the Authority during the meeting held on March 22, 2024 (viz):

<u>Date</u>	<u>Requisition</u>	<u>Voucher Number</u>	<u>Amount</u>
02/27/24	3487	35332-35348 - US / C10850-C10855 - CD	\$ 285,050.08
03/05/24	3488	35349-35368 - US / C10856-C10867 - CD	86,287.27
03/12/24	3489	35369-35399 - US / C10868-C10878 - CD	190,000.09
03/19/24	3490	35400-35423 - US / C10879-C10885 - CD	126,816.60
			\$ 688,154.04

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 March 22, 2024 (viz):

	<u>Amount</u>
Anderson Transportation Services, Inc. - 2023-2024 Commercial Rebate	\$ 6,146.61
Bay Brokerage - 2023-2024 Commercial Rebate	633.84
Challenger Motor Freight, Inc. - 2023-2024 Commercial Rebate	1,428.24
ERB Transport Limited - 2023-2024 Commercial Rebate	416.67
Gypsum Express Ltd. - 2023-2024 Commercial Rebate	1,132.88
Kairon Transport (6097391 Canada, Inc.) - 2023-2024 Commercial Rebate	1,402.14
KBD Transportation (10672773 Ontario, Inc.) - 2023-2024 Commercial Rebate	1,506.31
Kriska Holdings Ltd. - 2023-2024 Commercial Rebate	1,314.01
Shandex Truck, Inc. - 2023-2024 Commercial Rebate	305.02
Transport Herve Lemieux 1975, Inc. - 2023-2024 Commercial Rebate	528.13
Transport Robert (1973), LTEE - 2023-2024 Commercial Rebate	1,341.15
XTL Transport, Inc. - 2023-2024 Commercial Rebate	1,086.24
CDW Government - Adobe Acrobat Subscription Renewal for Administration	1,741.50
Chalks Marina & Boat Sales - Two (2) Motors for Boldt Castle Pontoon Boats	20,590.00
DRCS IT Solution	
- Mini Desktop Computer to Replace a Galaxy Online Ticket Sale Computer at Boldt Castle	1,116.84
- One (1) laptop & One (1) Desktop Computer for Boldt Castle	3,293.43
- Replacement of Wireless Antennas and Switches for Bridge Facilities & Boldt Facilities	5,719.49

Dell Technologies - Laptop for SOC	2,448.93	
Empire Tractor, Inc. - Repair of New Holland Tractor at Canadian Shop	1,084.80	
Gateway Ticketing System		
- Admission Tickets for Boldt Castle	2,600.75	
- Credit Card Terminals for Boldt Castle	1,890.00	
- Three (3) Ticket Printers for Boldt Castle	4,263.86	
Global Industrial - Supplies for Bridge Painting Program	1,167.00	
Griffin Greenhouse Supplies, Inc. - Greenhouse Supplies	1,205.39	
Hanes Supply, Inc. - Supplies for Bridge Painting Program	3,887.20	
Hyde-Stone Mechanical Contractors - Preventative Maintenance Work on Compressor at the Rift Water Treatment Plant	1,163.14	
IAG E-ZPass - 2024 Annual Assessment	20,000.00	
International Bridge, Tunnel & Turnpike Association (IBTTA) Annual Dues for 2024	9,774.00	
Koester Associates, Inc.		
- Annual Techcheck at Rift Water Treatment Plant	1,572.50	
- Filters for Rift Water Treatment Plant	6,268.16	
LaFargeville Central School District - 2023-2024 PILOT Payment	32,802.10	
Nationwide Printing Company - Toll Reports	1,673.97	
New York State Thruway Authority - E-ZPass Expenses for October 2023 - December 2023	9,942.16	
Precision Optical Technologies - SFP's for Cameras & Switches at SOC	2,409.95	
S. Systems Company - Annual Contract (4/1/24 - 3/31/25) - Currency Counter & Coin Packager for- U.S. & Canadian Toll	2,750.00	
Spider Staging/Division of Safeworks - Spider Repairs for Bridge Painting Program	6,047.62	
Stark Tech Emergency Power Systems, LLC		
- Repair to Generator at NCWC	1,162.69	
- Preventative Maintenance for Generator at NCWC	3,374.00	
Thousand Islands Regional Tourism Development Corporation - 2024 Partner Marketing Campaign for Boldt Castle	12,000.00	
Town of Alexandria - 2024-2025 Annual PILOT Payment	22,591.86	
Transcore - Data Domain Canadian Server Contract from 2/29/24 - 2/28/25	8,260.36	
TreeTop Products, LLC - Six (6) Park Benches for Boldt Castle	4,489.01	
W.S. Darley & Co. - Fire Hose for Bridge Maintenance Supplies	1,764.83	
Fast Response Fire Systems, Inc. - Annual & Quarterly Preventative Maintenance and Testing at CBSA	3,631.54	CD
HTS Engineering Ltd. - HVAC Preventative Maintenance at CBSA	3,634.70	CD
REL Controls - Service Agreement Quarter Ending December 31, 2023 (CBSA)	6,377.72	CD
Schindler Elevator Corporation - Quarterly Billing/Contract -3/1/2024 - 5/31/2024	5,198.73	CD
	\$ 235,139.47	

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. 3487 through No. 3490 as set forth herein, totaling \$688,154.04, and

RESOLVED, that the Authority, as its proper act and deed, hereby approves for payment special expenses set forth herein, totaling \$235,139.47.

ATTACHMENT 2

RESOLUTION NO. 2

RE: STATE ENVIRONMENTAL QUALITY REVIEW ACT

DETERMINATION FOR A PROPOSED AMENDMENT TO 21 NYCRR

PART 5502.1 (d), ELIMINATING 16-TRIP COMMUTATION TRIP TAGS

The following resolution was moved by Thye Lee and seconded by Richard Iglinski, and duly adopted.

WHEREAS, the Thousand Islands Bridge Authority (the "Authority") must review all actions under its consideration prior to acting thereon under the State Environmental Quality Review Act ("SEQR") and the regulations promulgated thereunder, and

WHEREAS, the Authority is considering amending its regulations concerning the amount of tolls it charges and collects for using its Bridge System by discontinuing the sale of 16-trip commutation trip tags.

NOW, THEREFORE, BE IT

RESOLVED, that the adoption of the proposed Amendment to 21 NYCRR Part 5502.1 (d) is a "Type II Action" under SEQR pursuant to 6 NYCRR 617.5 (26) and (33), and no further environmental review under SEQR is required or will be undertaken in relationship to said adoption of the proposed Amendment to the Authority's Rules and Regulations.

ATTACHMENT 3

RESOLUTION NO. 3

**RE: AMENDMENT TO RULES AND REGULATIONS PERTAINING TO
COMMUTATION TRIP TAGS**

The following resolution was moved by Richard Iglinski and seconded by Barry Ormsby, and duly adopted.

WHEREAS, in accordance with Section 4 of the Operation Agreement by and between the Federal Bridge Corporation Limited (hereinafter the "FBCL") and the Thousand Islands Bridge Authority (hereinafter the "Authority") effective as of July 1, 2020, the parties must mutually agree to certain revisions to the toll classifications and rate schedules for tolls, and

WHEREAS, the Authority is reviewing and considering adopting the attached proposed resolution (the "Proposed Resolution"), as attached hereto as Addendum I.

NOW, THEREFORE, BE IT

RESOLVED, that the Chairman and/or Executive Director of the Authority with the assistance and advice of U. S. Legal Counsel and Canadian Legal Counsel for the FBCL, be and they are authorized and directed to:

- 1) Give such notice as may be required under Section 101-a of the New York State Executive Law of the Authority's intention to modify its Rules and Regulations,
- 2) Pursuant to the International Bridges and Tunnels Act, or any other Canadian law or regulation, give such notice to the Minister of Transport and any other person or entity as may be required to give effect to the Proposed Resolution,
- 3) Post the appropriate notice at the U. S. and Canadian Toll Plazas of the Authority's intention to modify its Rules and Regulations with respect to Tolls and specifically to eliminate the 16 trip tag currently offered by the Authority to its customers, together with such other actions as U. S. and Canadian Legal Counsel deem necessary to provide the Authority's customers advance notice of the actions contemplated herein, and
- 4) Consult with the FBCL to ascertain whether it agrees with the Proposed Resolution.

ADDENDUM I

PROPOSED RESOLUTION NO.
RE: AMENDMENT TO THE RULES AND REGULATIONS OF THE
THOUSAND ISLANDS BRIDGE AUTHORITY AS PUBLISHED IN 21 NYCRR
PART 5500

The following resolution was moved by _____, seconded by _____, and duly adopted.

WHEREAS, in accordance with Section 4 of the Operation Agreement by and between the Federal Bridge Corporation Limited and the Thousand Islands Bridge Authority (the “Authority”), effective as of July 1, 2020, the parties have mutually agreed to certain revisions in the Rules and Regulations of the Authority, and

WHEREAS, the Federal Bridge Corporation Limited, pursuant to a letter dated _____, 2024, has consented with the Authority, to the revisions to Tolls under **Section 5502.1 (d)**, Commutation Trip Tags, by eliminating the sale of 16-Trip Tags; and

NOW, THEREFORE, BE IT

RESOLVED, that the Authority hereby amends, in part, its Rules and Regulations, as published in 21 NYCRR Part 5500 as follows:

Section 5502.1 (d), relating to Commutation Trip Tags, shall be amended, and as amended shall read as follows:

- d. Commutation trip tags, subject to the special conditions set forth in section 5502.2 of this Part, are available at the following rates:

Commutation Trip Tags	Rate U. S. Dollar
72-Trip Tag	\$45.00

BE IT FURTHER RESOLVED that the provisions of the foregoing resolution are to be effective June 1, 2024; and be it further

RESOLVED that the Chairman and Executive Director are hereby directed and authorized to file the foregoing Amendments to the Authority’s Rules and Regulations, as required by law with the New York State Secretary of State and file, post or publish any other notice or documents as may be required under the laws and regulations of the United States of America, Canada, Province of Ontario or New York State.

ATTACHMENT 4

RESOLUTION NO. 4

RE: U.S. FULL-TIME EMPLOYEES DENTAL AND VISION BENEFIT PLANS

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

WHEREAS, the Authority received an employee benefits proposal from OneDigital, Watertown, NY, to establish dental and vision benefit plans (the "Plans") available to all full-time U.S. employees, to be effective April 1, 2024, and

WHEREAS, the Authority wishes to establish a 50% premium contribution for the Plans, with the remaining 50% the responsibility of the employee, and

WHEREAS, in anticipation of establishing the Plans, the Executive Director has completed a thorough review of the Plans including the benefits, premiums, deductibles, and expense sharing provisions thereof, and

WHEREAS, the Executive Director recommends that the Authority offer the Plans through the Authority's existing participation with the Business Council of New York State ("Business Council"), with the Plans provider being Ameritas Life Insurance Corporation of New York ("Ameritas") for the period of April 1, 2024 through December 31, 2024.

NOW THEREFORE BE IT

RESOLVED, that the Authority hereby accepts and approves the recommendation of the Executive Director for the Plans as presented at this meeting (viz):

1. The Plans shall be administered by the Business Council, utilizing Ameritas as the provider of the Plans at the following monthly premiums for a nine (9) month period, effective April 1, 2024.

<u>COVERAGE CLASSIFICATION</u>	<u>MONTHLY U.S. VISION PREMIUM</u>	<u>MONTHLY U.S. DENTAL PREMIUM</u>
Employee	\$6.71	\$27.29
Employee/Spouse	\$14.44	\$54.59
Employee/Children	\$11.70	\$71.03
Employee/Family	\$19.44	\$98.33

2. The Plans will not be extended as part of the Authority's existing postemployment benefit program to retirees of the Authority.

and

FURTHER BE IT

RESOLVED, that the Authority directs the Executive Director as Plan Administrator to execute said contract with the Business Council on behalf of the Authority as its proper act and deed, and to notify eligible U.S. employees of said contract, benefits, deductibles and premium sharing, and

FURTHER BE IT

RESOLVED, that nothing in the foregoing shall limit the Authority's right or authority to modify or terminate these Plans at any time in the future and nothing in the Plans are intended to create vested or contractual rights for an employee of this Authority, and

FURTHER BE IT

RESOLVED, that as additionally recommended by the Executive Director, during fiscal year 2024-2025 and prior to the renewal date of the current Plans, a survey of dental and vision benefit plans will be completed by the Executive Director which will include but not be limited to benefits, premiums, deductibles and employer/employee cost sharing formulas and a report together with recommendations shall be submitted to the Authority.

ATTACHMENT 5

RESOLUTION NO. 5

RE: CANADIAN FULL-TIME EMPLOYEES DENTAL AND VISION BENEFIT PLANS

The following resolution was moved by Barry Ormsby, seconded by Douglas D. Dier and duly adopted.

WHEREAS, the Authority received an employee benefits proposal from Peak Benefit Solutions, Kingston, Ontario, to establish dental and vision benefit plans (the "Plans") available to all full-time Canadian employees, to be effective April 1, 2024, and

WHEREAS, the Authority wishes to establish a 50% premium contribution for the Canadian dental benefit plan, with the remaining 50% the responsibility of the employee, and

WHEREAS, the Canadian vision plan will be an addition to the existing Extended Healthcare plan with Desjardins Financial Security Group ("Desjardins") with no separately identified monthly premiums, and accordingly the Authority will contribute 100% of the monthly premium, with any future renewal increases being shared with the employees as part of the Extended Healthcare plan premium cost sharing, and

WHEREAS, in anticipation of establishing the Plans, the Executive Director has completed a thorough review of the Plans including the benefits, premiums, deductibles, and expense sharing provisions thereof, and

WHEREAS, the Executive Director recommends that the Authority offer the Plans to current full-time Canadian employees through the existing group insurance provider, Desjardins, for the period of April 1, 2024 through December 31, 2024, and

NOW THEREFORE BE IT

RESOLVED, that the Authority hereby accepts and approves the recommendations of the Executive Director for the Canadian dental and vision benefit plans as presented at this meeting (viz):

1. The Canadian dental and vision benefit plans shall be contracted with Desjardins at the following monthly premiums for a nine (9) month period, effective April 1, 2024.

**COVERAGE
CLASSIFICATION**

**MONTHLY
CDN DENTAL
PREMIUM**

Employee	\$57.29 (CDN)
Employee/Family	\$143.23 (CDN)

2. The Plans will not be extended as part of the Authority's existing postemployment benefit program to retirees of the Authority.

and

FURTHER BE IT

RESOLVED, that the Authority directs the Executive Director as Plan Administrator to execute said contract with Desjardins on behalf of the Authority as its proper act and deed, and to notify eligible Canadian employees of said contract, benefits, deductibles and premium sharing, and

FURTHER BE IT

RESOLVED, that nothing in the foregoing shall limit the Authority's right or authority to modify or terminate these Plans at any time in the future and nothing in the Plans are intended to create vested or contractual rights for an employee of this Authority, and

FURTHER BE IT

RESOLVED, that as additionally recommended by the Executive Director, during fiscal year 2024-2025 and prior to the renewal date of the current Plans, a survey of dental and vision benefit plans will be completed by the Executive Director which will include but not be limited to benefits, premiums, deductibles and employer/employee cost sharing formulas and a report together with recommendations shall be submitted to the Authority.

ATTACHMENT 6

RESOLUTION NO. 6

RE: CONSULTING ENGINEERING SERVICES AGREEMENT FOR BRIDGE FACILITY INSPECTIONS

The following resolution was moved by Thye Lee, seconded by Barry Ormsby and duly adopted.

WHEREAS, the Authority entered into joint venture agreement with Parsons Transportation Group for inspection services for the bridge facilities for the period of 2020 through 2023 (Resolution No. 5, March 27, 2020), and

WHEREAS, the Executive Director sought renewal proposal for said inspection services from Parsons Transportation Group for the four (4) year period 2024 through 2027 and received the renewal proposal dated January 14, 2024 in the lump sum amount of \$481,631 plus the underwater inspection of Canadian Bridge Pier 17 in the amount of \$11,948 for a total engineering services agreement amount of \$493,579, and

WHEREAS, the Executive Director recommends the award of the renewal proposal for Consulting Engineering Services for the Bridge Facilities to Parsons Transportation Group in the lump sum amount of \$481,631 plus the underwater inspection of Canadian Bridge Pier 17 in the amount of \$11,948 for a total engineering services agreement amount of \$493,579 for the period of 2024 through 2027 with the basis of such recommendation as detailed in said report including the following: (viz)

- Firms qualifications and intimate familiarity with the Bridge Facilities.
- Excellent level of services provided and quality of inspection reports.
- Excellent working relationship with firms' personnel and those within the Authority at all levels.
- Proposal reflects a gross increase over the four (4) year period of 5.3% a per year average, well within an acceptable level given the expansion of regulatory requirements for inspections and age of the bridge facilities.

NOW THEREFORE BE IT

RESOLVED, the Authority hereby accepts the recommendation of the Executive Director and awards the Consulting Engineering Services Agreement for Bridge Facility Inspections for a four (4) year period of 2024 through 2027 to Parsons Transportation Group in the lump sum of \$481,631 plus the underwater inspection of Canadian Bridge Pier 17 in the amount of \$11,948 for a total engineering services agreement amount of \$493,579, and

FURTHER BE IT

RESOLVED, the Authority hereby authorizes and empowers the Executive Director to execute the Consulting Engineering Services Agreement for the Bridge Facility Inspections with Parsons Transportation Group as its proper act and deed.

ATTACHMENT 7

RESOLUTION NO. 7

RE: BRIDGE SYSTEM CONSULTING ENGINEERS RETAINER & SERVICES AGREEMENT

The following resolution was moved by Richard Iglinski, seconded by Thye Lee and duly adopted.

WHEREAS, the Thousand Islands Bridge Authority (the "Authority") entered into a Consulting Engineers Retainer and Services Agreement (the "Agreement") between the Authority and Parsons Transportation Group of New York, Inc. (the "Consultant"), as last amended by Resolution 31, at the regular Authority meeting held on January 27, 2023, to be effective March 1, 2023 until February 29, 2024, and

WHEREAS, the Executive Director sought a renewal proposal for said services from the Consultant for a four (4) year period beginning March 1, 2024 through February 29, 2028 and received a renewal proposal for said services reflecting a modest increase from year to year for the annual retainer, commercial vehicle review of special crossing permits and additional services as deemed necessary, and

WHEREAS, the Executive Director recommends award of the renewal proposal for said services from the Consultant with the basis of such recommendation as detailed in the said Agreement including the following: (viz)

- 1) The proposal for the annual retainer fee reflects an increase over the four (4) year period of an average of 4.0% per year.
- 2) The services for overweight commercial vehicle review, issuance of special crossing permits or denial thereof reflects an increase over the four (4) year period of an average of 3.7% per year.
- 3) The Agreement "multiplier" for additional services, which may be required by the Authority, shall be 2.7 which remains unchanged over the four (4) year period of the Agreement. Such additional services must be specifically approved by the Authority.

NOW THEREFORE BE IT

RESOLVED, that the Authority hereby accepts the recommendation of the Executive Director for the renewal of the Agreement between the Authority and the Consultant to be effective March 1, 2024 through February 29, 2028, as detailed in the Agreement, and

FURTHER BE IT

RESOLVED, that the Executive Director is hereby authorized, empowered and directed to execute the Agreement with the Consultant 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 the Consultant.

ATTACHMENT 8

RESOLUTION NO. 8

RE: U.S. TOLL, MAINTENANCE & AMMEX DUTY FREE PARKING LOT RESTORATION AND ASPHALT REPLACEMENT PROJECT - PROFESSIONAL SERVICES

The following resolution was moved by Douglas D. Dier, seconded by Robert J. Storms and duly adopted.

WHEREAS, the U.S. Toll, U.S. Maintenance and U.S. Ammex Duty Free Store Parking Lots (collectively "Parking Lots") surfaces are in distress and in need of restoration and asphalt replacement, and

WHEREAS, the Executive Director requested a proposal from Barton & Loguidice, D.P.C. of Syracuse, NY ("Barton & Loguidice") for design, specification and construction management services (the "Work") for restoration and asphalt replacement of the Parking Lots, and

WHEREAS, the Executive Director received a proposal from Barton & Loguidice dated February 7, 2024, to perform the Work at an estimated cost of \$37,000, and optional additional work pertaining to Subsurface Investigations and Construction Phase Services in the discretion of management not to exceed \$9,200 and \$10,000 respectively (the "Proposal"), and

WHEREAS, the Executive Director recommends acceptance of the Proposal by the Authority as its proper act and deed.

NOW THEREFORE BE IT

RESOLVED, that the Authority hereby accepts the Proposal submitted by Barton & Loguidice for completion of the Work at an estimated cost as set forth therein, and be it further

RESOLVED, that the Executive Director is hereby authorized and directed to execute the Proposal as written binding the Authority to the terms thereof.