

TOWNSHIP OF WEST DEPTFORD COMMITTEE MEETING MINUTES
400 CROWN POINT ROAD, WEST DEPTFORD, NJ 08086
January 16, 2019 7:00 P.M.

1. A. The January 16, 2019 West Deptford Township Committee Meeting was called to order by Lee Ann DeHart, RMC.

Adequate notice of this meeting has been given by notifying the South Jersey Times and the Courier Post, posting the meeting date on the official bulletin board of the Township, and filing written notice with the Township Clerk on January 03, 2019.

B. PLEDGE OF ALLEGIANCE AND PRAYER were recited.

C. ROLL CALL: Ms. Kerr, Deputy Mayor Mehaffey, Mr. Reid, Mr. Robinson and Mayor DiCarlo were in attendance for this meeting.

2. A. TOWNSHIP CLERK CORRESPONDENCE:

Raffle Applications (3) for the West Deptford Middle School PTO on February 22, 2019

Bingo Application (1) for the West Deptford Middle School PTO on February 22, 2019

Motion for the approval of actionable items and acceptance of the correspondence was made by Deputy Mayor Mehaffey seconded by Mr. Reid and the vote was as follows:

Ms. Kerr	Y
Deputy Mayor Mehaffey	Y
Mr. Reid	Y
Mr. Robinson	Y
Mayor DiCarlo	Y

B. APPROVAL OF PREVIOUS WEST DEPTFORD TOWNSHIP COMMITTEE MEETING MINUTES:

No minutes were presented.

3. OPEN MEETING TO THE PUBLIC FOR AGENDA ITEMS ONLY:

Motion to open the meeting to the public for agenda items only made by Deputy Mayor Mehaffey. Mr. Reid seconded his motion and the motion was approved by the entire Committee. As no one chose to address the Committee, Deputy Mayor Mehaffey motioned to close the meeting to the public, Mr. Reid seconded and his motion carried unanimously.

4. SPECIAL PRESENTATIONS AND REPORTS:

A. Proclamations –

2019-64 Dr. Martin Luther King Jr. Day - January 21, 2019

2019-65 National Wear Red Day 2019 – February 1, 2019

Deputy Mayor Mehaffey motioned to accept both proclamations, seconded by Mr. Reid and the Committee approved unanimously.

B. Presentation – Delaware Valley Regional Planning Commission – West Deptford Township ERI. Ms. Melissa Andrews, Senior Planner in the office of Environmental Planning at the DVRPC gave a complete presentation of the West Deptford Township ERI. At the conclusion of the presentation Ms. Andrews took questions and comments from the audience. Mr. Reid thanked the Environmental Commission for all the hard work that was put into the ERI. Mr. Kuehnepfel had questions regarding sturgeons. Mr. Miller thanked Ms. Anderson for her work on the ERI.

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C. ENGINEER'S REPORT: Mr. Edwin Steck submitted the December 12, 2018 Engineer's report.

WATER AND SEWER ISSUES:

Connection of Private Wells to Water System

PHASE 1 (Clement Drive) - This Phase is complete.

Work completed in Phase 2:

1822 Second Street (Dameika) B 4, L4
1024 Kings Highway (Phifer) B357, L4.04
1018 Kings Highway (Phifer) B357, L4.01
1030 Kings Highway (Phifer) B357, L4
1062 Kings Highway (Clarke-estate of Mary Feo) B357.03. L8
Alternate #1: 951 Kings Highway (Buch) B351, 8

All work is now complete. The payment application to NJDEP was submitted on July 12th and revised on August 31st based on a few DEP comments. The payment has been received from the NJDEP. Retainage is being held by the NJDEP until all work is complete.

PHASE 3

This work cannot be advertised until the NJDEP approves the scope of work, issues a Change Order to fund the work, and approves the bidding. We have requested these approvals from the NJDEP and they are reviewing our request. The NJDEP has requested that the Township designate a list of properties to be connected in this next phase so that the NJDEP can develop a Change Order. Phase 3 could consist of the remaining seven (7) properties from the original list. An additional eleven (11) properties have also been discussed for inclusion if the NJDEP is willing to do so. The list has been expanded from 17 to include an additional residence along Crown Point Road. The total list of properties is now Eighteen (18) with an estimated construction cost of about \$629,100. Including engineering fees, legal fees, and contingency the total project costs could be \$873,678.00. We recommend a project financing amount of \$900,000.00 be made available for the Phase 3, seventeen (18) properties.

T&M and Township staff have met with several of the Phase 3 property owners to obtain their consent for property access. Several more property approvals are pending. A permit from the NJDOT for work along Crown Point Road has been approved and the NJDOT has asked the Township for additional permit fees since the work has been delayed.

Proposed Phase 3 Work Locations:

Group 1 (Remaining from original list)

643 Mantua Grove Road (T. Zander) B346.07 21.02
667 Mantua Pike (Solimeo) B358, 6.02
759 Mantua Pike (Southwood) B368, 26 ** Well Closure Only
963 Kings Highway (Martin) B351, 8.03
965 Kings Highway (Minix) B351, 8.01
1043 Kings Highway (Amey) B350.03, 45
1692 Crown Point Road (Matteo) B128, 2

Group 2 (Add on properties)

346 Parkville Station Road
348 Parkville Station Road
399 Jessup Road
1098 Jessup Road
619 Mantua Grove Road
631 Mantua Grove Road
639 Mantua Grove Road

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671 Mantua Pike
1752 Crown Point Road
296 Ogden Station Road
1686 Crown Point Road

FUTURE PHASES

No Change - On July 25, 2016 the NJDEP sent the Township a new list of 41 properties that may need to be hooked up to the system under "future" phases and NJDEP Change Orders. These are beyond the original 16 contracted properties.

Some of these 41 properties were already contemplated by the Township for connections and others were new to the list. We are working with the Township to review that list and to indicate to the NJDEP additional locations that may need to be added.

Our office is currently tracking a list of 58 additional properties that may need to be connected under this project. That list remains open as conditions and reports necessitate.

Water and Sewer Mapping:

No Change - We have been authorized to complete mappings of the next nine (9) sanitary sewer sub areas of the Township. This would complete approximately two-thirds of the subareas. These mappings are based on any available records but will need some field verification and editing to enhance the work.

We completed mapping the based on historic information and during the first week of September we located some additional infrastructure along with the Township sewer department to fill in some previously unmapped areas. All authorized work was completed in September.

These maps will be a critical component of the required Infrastructure documentation that will be required by the NJDEP. We have issued an estimate to the Water & Sewer Superintendent for services to complete the remaining sewer areas and can proceed upon allocation of funding by the Township. Our estimated cost is \$36,000 which includes some limited time to document unmapped areas.

Red Bank and Queen Street Pump Stations

No Change - T&M continues to receive and review shop drawing material submittals. The submittals for the pump station equipment were released for production on October 29th to the manufacturer and the estimated ship date of the Queen Street Pump Station is February 22nd, 2019. The cost proposals to install gas services for the emergency generators at both pump station locations were received from PSE&G. The total cost for both pump stations is \$26,236.19, which is less than the project's budgeted allowance of \$30,000, which will result in a credit change order. T&M will update the Township when the work at the Queen Street Pump Station will begin, which will be based on the actual delivery date of the equipment.

Well No. 5 Improvements

Patches of grass have been growing in the turf restoration areas, but re-seeding or sodding is required in the Spring. The facility continues to be in operation and no issues have been reported. The Contractor (ENRC) was urged to submit close-out documentation to close the project. As of January 8th, close-out documentation and the final payment request have not been submitted by the contractor.

Well #3 and # 8

This project has been placed on temporary hold, pending the availability of financing to fund project costs which would include design of a treatment process, through a grant or alternative financing for PFNA removal.

Results from the November 26th sampling event have been received PFNA's and 1,4 and reviewed. Results are similar to those previously reported with PFNA exceedances of NJDEP guidelines for well #3 with a value of 28ppt. All other wells including well #8 are below 13ppt.

There were no significant changes from the November 26th sampling event for 1,4 Dioxane. Well #3 reported 1,4 Dioxane levels of 0.50 ppt which is above guidelines of 0.40ppt. All other wells had results of 1,4 Dioxane below NJDEP standards.

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Grandview Avenue Pump Station Force Main Replacement

The Contractor (Crown Pipeline) completed all contract work on September 20th. The Contractor was directed to submit close-out documentation including the final payment request to complete the project. Close-out documentation and the final payment request are in the process of being submitted but have not been received as of January 8th.

Cumberland Ave Pump Station – PS#1

No Change - A scope of work and project cost estimate was prepared by T&M and submitted to the Township on June 20, 2018 for the replacement of Pump Station #1. The project will include the installation of new pumps, pump enclosure structure, new wet well, emergency generator, instrumentation and site improvements consisting of fencing and landscaping.

Water Quality Accountability Act

The next compliance deadline is the preparation and implementation of an Asset Management Plan (AMP) by April 19, 2019. T&M has submitted a draft scope of services for the preparation of an AMP to the Township. T&M met with the Township Water Department personnel on November 19th to discuss the draft AMP scope and the shared responsibility in its development, in order to finalize and submit a proposal for these services. Our proposal was submitted and being discussed. A meeting is scheduled for Monday, January 14th with Gloucester County to review available Mapping and GIS data information that can be utilized by the Township.

T&M will continue to work with the Township to ensure compliance and preparation of the AMP which is due by April 19, 2019.

Warren Street I/I Investigation

No Change, Project Remains on Hold - After meeting with the Administrator, T&M will focus on first mapping the sanitary sewer system in the Warren Street catchment area, then develop a model to further investigate the possible sources of I/I in the area, once the mapping of the area is complete. Our investigation will consider options for measuring flows at strategic locations to determine the scope of potential infiltration areas and attempt to isolate those areas for further investigation.

T&M has prepared a new map showing the contributory sewer areas to the critical GCUA meter stations. This map shows that two (2) subareas contribute to the GCUA's "West Deptford" meter station from north of the Woodbury Creek. This GCUA "West Deptford" meter station appears to show a surcharge over other years during wet weather periods. The map also shows five (5) other sub areas north of the Woodbury Creek that flow under the creek and into the "Warren Area" metering station.

Additionally, there are fourteen (14) subareas south of the Woodbury Creek that contribute to the GCUA's "Warren Area" metering station. Thus, a total of nineteen (19) subareas in West Deptford contribute to the GCUA's "Warren Area" metering station.

T&M has available several pump data collectors that we can use to start monitoring municipal pump station flows on an around the clock basis and start to gain insight into which subareas appear to demonstrate abnormal flow characteristics (for example high night time flow that might indicate significant infiltration flows and/or household sump pump connections). We would like to begin that work this winter and use it as part of the analysis that could begin next spring if the Township authorizes a study. Our meters can be moved periodically to different stations and provide a read on the overall system. Additional meters for gravity flow conditions should also be included in the study to cover areas of the system that are not pumped to the GCUA meter station. We will be meeting with the Keith to discuss implementation.

2 Million Gallon Jessup Rd Water Storage Tank

No Change, the Project remains on Hold - An evaluation of the exterior and interior of the Jessup Road Tank was performed by T&M's subcontractor, Mumford-Bjorkman Associates (MBA) on January 6, 2016.

A report of the findings of the evaluation has been prepared by MBA, which identifies a list of recommended tank maintenance items and its associated probable cost.

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The Planning Document has been finalized and has been submitted to NJEIB to place the project into the queue.

ROAD PROJECTS:

NJDOT FY 2017 & 2018 – Reconstruction of Lancing Road, Lancing Court, Oakland Road and Chetwood Court

The Contractor finished most of the concrete work and drainage improvements associated with the project. Milling and paving work are temporarily delayed due to cold weather. The project will likely remain on hold until warmer weather returns in the spring. We have contacted the contractor to make repairs to road surface around drainage improvements that were completed to address standing water issues and potholes that developed.

2017 Community Development Block Grant – DuBois Ave Improvements

No Change. The grant reimbursement package was submitted to the County on November 21st. Based on prior experience, grant payments are typically processed in four to eight weeks. We will follow up with the County and continue to support the grant reimbursement process.

The Contractor submitted their final payment application and maintenance bond at the end of October. Their invoice was approved for payment at the November 7th Committee meeting. We have prepared the grant reimbursement paperwork and submitted it to the County for processing. We will continue coordination with the County until they release the Township's \$50,000 grant.

2018 Community Development Block Grant

No Change. We anticipate the County to announce grant awards early this year. We met with Township staff and discussed possible projects. The Public Works Department decided to submit an application that would address paving and drainage issues on 1st Avenue between Manhattan Avenue and Route 45. We finalized and submitted a grant application Gloucester County on May 15th. We will keep the Township informed of any progress.

NJDOT 2019 Municipal Aid Grant Application

No Change - After consulting with the Township, we prepared a grant application for the Resurfacing of Jessup Road from Parkville Road to Budd Boulevard. This project will primarily mill and overlay nearly 0.6 miles of roadway, providing full depth reconstruction at needed areas. The proposed project would also provide ADA compliant curb ramps at Mill Road. The grant application was submitted on October 5th. We anticipate NJDOT will notify grant recipients in early 2019.

NJDOT 2019 Local Freight Route Grant Application

We are working to finalize the resubmission of two grant applications for Imperial Way and Mid-Atlantic Parkway, both of which will be submitted by the January 11th deadline.

The State recently announced they are accepting applications for grants to fund reconstruction of local freight routes. This grant program is different from the Municipal Aid program because it requires a traffic study that shows a minimum of 10% truck traffic. A traffic study was performed last year for Mid-Atlantic Parkway and Imperial Way, finding that both have more than 10% truck traffic. In December 2017, T&M prepared and submitted applications for both roads. DOT did not award grants for either road.

The previously prepared traffic study and grant applications can be resubmitted for the 2019 funding cycle. We prepared draft resolutions for both projects. Once adopted, those resolutions will be part of the grant application packages that we submit to NJDOT prior to the January 11, 2019 application deadline. We will keep the Township informed during the grant application and review process.

RIVERWINDS PROJECTS

RiverWinds Community Center Pool Roof and Exterior Building Improvements

The Contractor (DA Nolt) has completed all Punch-List items including tinting the storefront window panes that were replaced and addressing the leaks in the southern clerestory windows. The Contractor submitted all close-out documentation and final payment application was approved at the December 19th meeting. This contract has been closed-out and is currently under a 2 year maintenance bond.

RiverWinds Pool Resurfacing

The Contractor (Main Line Commercial Pools) has completed all contract work. Both the Leisure Pool and the Lap

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Pool were re-opened on October 9th. The Contractor submitted all close-out documentation and the final payment application was approved at the December 19th meeting. This contract has been closed-out and is currently under a 2 year maintenance bond.

RiverWinds Community Center Pool Area Building Improvements

The Contractor (Aliano Brothers) has completed the Punch-List including exterior joint replacement and repairing damages that occurred during construction. The Contractor submitted close-out documentation and the final payment request. T&M delivered the final payment application and close-out documents to West Deptford Township on January 3rd.

Concrete Repairs at the Community Center and Plaza / Restroom Concession Building

The scope includes infilling 2 existing mulch areas near the rear main entry with concrete, replacing and raising settled concrete slabs at the front entrance, side entrance, and rear areas including the replacement of one double door set in the rear, adding a curb ramp at the corner of the main drive into the complex, adding the plaza ramp and bollards, adding concrete sidewalks

to maintain sidewalk widths at the new roadway gate posts and adding 2 handrail sections each about 10 feet long along the sides of 2 steps at the top of the amphitheater to prevent tripping hazards.

The scope also includes improvements to the Restroom Concession Building. This consists of replacement of the settled concrete along 3 sides of the building exterior and portions of the interior floor areas in the Men's and Women's Rooms adjacent to the entrance doors. Doors and frames and portions of the surrounding exterior walls will also be replaced to the Men's, Women's, and Electrical Rooms.

We anticipate the following schedule:

January 11	Finalize Bid Documents/Advertise
January 31	Bid Opening
February 20	Award
March-April-May	Construction

Gates and Fencing at RiverWinds

The scope includes 3 manual roadway swing gates to be used for occasional road shut down at the plaza. We anticipate the following schedule:

January 11	Finalize RFP and Distribute
January 31	Receive Bids
February 20	Award
March-April	Construction

Pre-Engineered Metal Roof over Hockey Court Benches

The scope includes covering the team benches, scorekeepers, and penalty boxes for the 3 hockey rinks. In addition, the 2 gutters serving the 2 large courts will be connected to underdrains leading to a nearby inlet is planned. We anticipate the following schedule:

January 11	Finalize Bid Documents / Advertise
January 31	Bid Opening
February 20	Award
June - July	Construction

We have recommended the waiver of the requirements of Chapter 13-1, requirements for contracts for significant public works projects. This project has a limited number of qualified bidders and the requirements under Chapter 13-1 will limit competition.

Hockey Court Resurfacing

The scope includes court surface repairs and resurfacing for the 3 hockey courts. Resurfacing is recommended to be done in 50 degrees and rising per the manufacturer. The hockey leagues will not be utilizing the courts from mid-April thru the end of May. The leagues will restart on mid-June. We anticipate the following schedule.

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January 11	Finalize Bid Documents / Advertise
January 31	Bid Opening
February 20	Award
Mid-April - May	Resurfacing

Site Underdrain Pipe Cleaning at RiverWinds Community Center

We conducted the pre-construction meeting with Root 24 and RiverWinds staff on December 12th. We are waiting for the proposed schedule from Root 24 for review. Root 24 indicated that the work will take 2 to 3 days to complete.

Irrigation System Improvements

On November 19th & 20th, a subsurface utility survey was performed to locate the routing of the existing irrigation mains from the Golf Course river water irrigation pump station, to the RiverWinds athletic fields and also to the athletic fields located on Grove Avenue. The survey team needed to return to obtain additional information on December 14th. The additional investigation was not able to obtain the information needed due to perched ground water conditions. The next step is to work with township forces to dig several test pits at strategic locations to confirm the location and limits of the irrigation line.

The RiverWinds and Grove Avenue athletic fields are both presently irrigated with potable water. Once the existing irrigation mains have been field verified, T&M will prepare bid documents to disconnect the potable mains and connect the river water mains to each athletic field's irrigation system.

RiverWinds Point

The Township and FHG Urban Renewal have received Notices of Violations (NOV) for clearing vegetation from the riparian zone at Block 328, Lot 7 and 7.09. In response to the NOVs, the Township has planted vegetation in accordance with the NJDEP approved Riparian Mitigation Planting Plan (Plan) to replace the resources lost during the clearing activities. Effort to replant the riparian zone has been ongoing. Based on the NJDEP letter of December 21, 2018, the project has been deemed to be substantially compliant with the approved Plan, but the Township will be required to continue monitoring and maintaining the plantings. The NJDEP is in the process of preparing a settlement document to address the NOVs.

As required by the approved Plan, T&M prepared the latest annual report and submitted it to the NJDEP on December 27, 2018. The report indicated that the appropriate number of trees and shrubs have been planted, and that security cameras and signage to prohibit clearing of vegetation along the river had been installed during 2018. The report indicated that the project is tracking toward success, but the Township will continue to monitor and maintain the plantings. As such, T&M and the Township are working to resolve the wildlife browsing issue, also raised by the NJDEP in the December 21, 2018 letter. Our response to the NJDEP was submitted on January 8, 2019. T&M will continue to monitor the progress of the plantings and coordinate with the Township to track the project success.

As a reminder, to meet the requirements of the NOVs and to demonstrate a successful project, the Township will be required to achieve an 85% survival rate of the plantings after a monitoring period of three (3) growing seasons. Should survival rate drop below 85%, additional plantings will be required and monitoring of the plantings will continue for three (3) seasons.

The Township previously received an escrow from FHG Urban Renewal to cover the cost of the plantings for this ongoing project. However, due to the need to replant trees and shrubs to meet the required NJDEP survival rate, additional escrow was requested from FHG Urban Renewal. The additional escrow will be used to cover the recent planting and monitoring costs, as well as future monitoring and reporting to the NJDEP.

RiverWinds Golf Remediation:

The deed notice for the Remedial Action Report for the golf course has been filed. The final report has been submitted to the NJDEP and project will be closed.

The Remedial Action Permit from the NJDEP is still pending.

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RiverWinds Remediation (Non-Golf Course Areas)

T&M advanced soil borings and collected 20 soil samples for to evaluate the protectiveness of the engineered near the tennis court/club house area. Soil samples were analyzed for arsenic. Sampling results exhibited exceedances of the NJDEP Residential and Non-Residential Direct Contact Soil Remediation Standards at 12 locations. The areas exhibiting arsenic exceedances must either be capped with 'clean' material or excavated and backfilled with 'clean' material. We are in the initial stages of evaluation the remedy.

We are in the initial stages of preparing the Hazardous Discharge Site Remediation Fund (HDSRF) grant paperwork for previously completed environmental work and upcoming Remedial Action work.

RiverWinds Redevelopment Area

A meeting with NJDEP Commissioner and appropriate Department Heads will be conducted on January 10 to present the General Development Plan presented by Edgewood Properties. The purpose of the meeting is to obtain direction for the NJDEP for the permit applications to be submitted for approval.

MISCELLANEOUS PROJECTS:

Municipal Building HVAC System

The Contractor (Gaudelli Bros.) has completed all contract and Punch-List work. The Contractor submitted all close-out documentation including as-built drawings, O&M Manuals and final payment application. Final Payment was approved at the November 7th meeting. The contract has been closed-out. There is a two-year maintenance bond in effect through June 14, 2020 for this project.

Library HVAC System

No Change - Budgetary project costs have been prepared for the replacement of the HVAC System at the Library. Our estimates were based on a site visit and review of the original construction plans. Three separate options were provided for consideration by the Township and Library Board.

Little Theater Renovation

No Change - T&M met with Township representatives in November to review the completed concept improvement plan and the proposed probable project costs phased over the next 3 years. We will proceed with the project as directed by the Township.

271 Jessup Property Evaluation

We have reviewed the Environmental Reports provided for the former Automatic Plating Company. The site is being offered to the Township, possibly through an "In-Rem Foreclosure." Our review has concluded that additional sampling is required to fully understand the levels of contamination and risks associated with redevelopment. All investigative work would be reimbursable through a NJHSDRF (Hazardous Site Development Remediation Fund) Grant.

On January 3rd, Green Vest, the current owner of the property, has made a decision to proceed with the filing of a petition in the Bankruptcy Court for a final decree in the case. We have recommended that the township continue to pursue a HDSRF grant application to fund a Preliminary Assessment and File Review at NJDEP for the project. These activities would be 100% reimbursable to the Township.

Energy Studies

A meeting was held on December 19th to review the past Energy Audit Reports to identify potential projects. T&M will be pursuing possible grant programs administered by New Jersey Clean Energy that would fund projects at the 70% level. We will be reviewing Electric consumption records for eligible buildings. Unfortunately, the Community Center is not eligible to participate in this program.

Municipal Lien Searches:

No Activity this month.

Curb and Sidewalk Waivers:

No applications this month

ACTIVE ESCROW PROJECTS

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Certificate of Occupancy:

None performed this period except for 303 Patsy Ct., described below.

Paradise Estates: Performance Bond No. B98809020417, \$164,940.00

No new CO Inspections were made for Paradise Estates during this period.

Jessup Run: Performance Bond No. 105706261, \$952,434.00

No Change - All work is complete. A two-year Maintenance Bond from the total original Guarantee, in the amount of \$142,865.10 is in place as of August 17, 2017.

Patsy Court, Nottingham Estates – Apron, Sidewalks and Grading Inspections

A CO Inspection was made for 303 Patsy Ct., Block 346.07, Lot 19.14. A TCO was recommended.

Colonial Pipeline Photovoltaic Ground-Mounted Array

The Contractor (Ninsa Vinyl Fence) completed installation of the solar panels. The Contractor's electrical subcontractor continued wiring the solar panels. Conduit trenches are being backfilled once the conduits are installed.

The Contractor still needs to pour the two concrete pads located at the south and west electrical junctions. The Contractor will address any areas that need to be re-seeded in the Spring.

West Deptford Distribution Center

No Change - A TCO inspection was held on August 31st and a TCO was recommended by T&M Associates. A punch-list was created from the TCO inspection. Punch-list work is complete except for re-paving isolated areas where ponding was observed. This work will be completed in the spring of 2019. The Performance Bond has been released and replaced with a 2-year maintenance bond.

COIM Pre-Polymer Building

The Contractor (Debex Contractors) has been working on the building pad. To date, the entire pad has been poured except for one section. The basin has been excavated and topsoil and seeding are mostly complete. Underground utility work has not started.

301 Grove Building Expansion

The Contractor (Blue Star Construction) has mobilized, installed soil erosion measures and began earthwork. When the existing soils were tested for contamination, arsenic was found to be present. Earthwork operations were temporarily delayed but have resumed since the issue of disposing existing soil was resolved. The Contractor has been working on the building and loading dock foundations. Once the foundations are complete, the Contractor is planning to begin work on the basin.

Jersey Fire Protection Associates – Crown Point Rd

A CO inspection was conducted on November 27th and no Punch-List items were identified. A TCO Recommendation Letter was issued to the Township. A PCO Recommendation will be issued upon NJDOT approval of sidewalk and curb in the DOT right of way.

WAWA Diesel Fuel Modifications

The Contractor replaced the six existing gas pumps with new 3+1 Pumps and converted one underground storage tank to a diesel tank. The Contractor also replaced the existing price modules with new modules on the existing sign bases and extended the existing 2" diameter diesel vent to a height of 12 ft. All other contract work including striping, signage and curb ramp construction has yet to be completed.

South Jersey Gas Main Replacement

No Change - We continue to monitor the progress of the gas main replacement program in the Greenfields Section of the Township. We have been in contact with residents to provide schedule information and check on complaints. The Contractor (CTX) is currently installing the gas main on Budd Blvd and is planning to install gas main across Route 45 in the coming weeks. The Contractor has also been performing turf and asphalt restoration in areas where the pipe is being installed.

The Contractor will be cutting an open trench across the roadway to install the main to avoid directional drilling

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near existing utilities. The work on Route 45 will be performed at night closing off sections of the roadway while still allowing traffic to pass through. All contract work is expected to be completed by the end of January.

Heritages

No Change: A temporary certificate of occupancy was recommended on Oct. 9, 2017 conditioned to the resolution of the replacement of three trees that were removed during the installation of the storm drainage piping (this is still pending). The installation of two truck trailer parking signs was completed. The store is in operation

Bostik Expansion, 2000 Nolte Drive

We have reviewed the site plan improvements for the expansion of the Bostik facility. On December 7th we issued our report for the issuance of a Performance Guarantee in the amount of \$10,052.40 and the posting of an inspection escrow in the amount of \$28,434.79. A pre-construction conference has not yet been scheduled.

Capital Projects Under Maintenance Bond

RiverWinds Pool Area HVAC Upgrades

No Change – No recent major issues have occurred with the Air Handling Units. Unit 14 was having issues with the burners not lighting. The maintenance Contractor identified the AFS (Air Flow Sensor) switch is keeping the burner out and needed to be replaced. The Contractor “jumped” the switch until replacement arrived. The Contractor stated that the Unit was protected by other air flow switches and hi temperature limits until the new AFS is installed.

A maintenance bond for the full project was place until 5/17/2018 for an amount of \$50,000.00. Additionally, there is a Service & Maintenance Agreement in place from 11/15/2015 to 11/14/2020. Under this agreement, Falasca will maintain and replace only equipment parts that are part of the regular maintenance schedule such as belts, filters, oil, etc. The project began the five (5) year warranty/service phase on November 15, 2015 for the mechanical portions of the installation.

DocuVault Delaware Valley, LLC

No Change - The request for escrow release was processed by T&M and approved by WDT. The escrow release recommendation was conditioned to the submission of an acceptable financial security of 15% of the actual cost if the improvements for a period of 2 years from the date of final acceptance.

The set aside amount of the Tri-Party Agreement is \$1,371,259.20, therefore the financial security is \$205,688.88 for a 2-year period.

PROJECTS ON HOLD

The Farm

No Change - We received a call from the developer in October, indicating that a submission will be forthcoming.

Westwood Court/Queen Street Sanitary Sewer:

No Change, Project remains on hold - We have recommended that the section of sewer line crossing the stream be removed and replaced with a new pump station and force-main following the same general path but installed in more substantial conformance with NJDEP regulations.

We have prepared a NJEIB funding application to facilitate the permanent replacement of this old gravity pipe line with a pump station and force main.

This project has been scheduled to be possibly implemented in the future utilizing NJEIB Financing Program.

Rivergate Park:

No Change, Project is on hold - The topographic and existing conditions survey has been completed. We are currently working on the site analysis and developing a resident survey to be distributed for project input. We anticipate meeting with the Township to discuss project schedule, phasing, and requirements of the Green Acres Program.

Public Works Garage HVAC System

No Change - This project is on hold.

TOWNSHIP OF WEST DEPTFORD COMMITTEE MEETING MINUTES
400 CROWN POINT ROAD, WEST DEPTFORD, NJ 08086
January 16, 2019 7:00 P.M.

D. SOLICITOR'S REPORT: Mr. Timothy Scaffidi, No Comment

E. ADMINISTRATOR'S REPORT: Ms. Lee Ann DeHart, Acting Township Administrator, No Comment

F. TREASURER'S REPORT: Mr. Mike Kwasizur, CMFO, submitted the November 30, 2018 Treasurer's Report.

5. COMMITTEE REPORTS:

A. Mayor DiCarlo - Public Works – will work with Public Works to summarize the reports for Public Works.
Bill Gigliotti, Acting Public Works Manager, No Comment

B. Deputy Mayor Mehaffey - Utilities – submitted the Water/Sewer Report, No Comment
Keith Lamb, Acting Water Sewer Superintendent, No Comment

C. Committeewoman Kerr - Public Safety, met with Chief McKenna to get an overview of the Department. Chief Sean McKenna, gave an update on the Logan Township incident, West Deptford Township had 7 officers respond including the officers on SWAT Team. Chief McKenna commended Kevin Donahue and Steven Flannery for the outstanding work they did rescuing the hostages and neutralizing the situation.

D. Committeeman Reid – Buildings, Grounds & Recreation – listed the next events scheduled.
Latiya Wescott - Events and Communications Coordinator, No Comment
Bill Gigliotti, Acting Public Works Manager – No Comment

E. Committeeman Robinson - Administration/Finance, financial reports were submitted for review.
Mike Kwasizur, CMFO – No Comment

6. Ordinances:

Mr. Robinson motioned to approve Ordinance 2019-01, Salaries and Compensation Ms. Kerr seconded and the vote was as follows:

Ms. Kerr	Y
Deputy Mayor Mehaffey	Y
Mr. Reid	Y
Mr. Robinson	Y
Mayor DiCarlo	Y

#2019-01 AN ORDINANCE PROVIDING FOR THE 2019 SALARIES AND COMPENSATION OF THE OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF WEST DEPTFORD, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

Mr. Robinson motioned to approve Ordinance 2019-02, authorizing a Lease Agreement with Cingular Wireless, PCS, LLC West Red Bank Avenue, Ms. Kerr, seconded and the vote was as follows:

Ms. Kerr	Y
Deputy Mayor Mehaffey	Y
Mr. Reid	Y
Mr. Robinson	Y
Mayor DiCarlo	Abstain

#2019-02 AN ORDINANCE OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING THE EXECUTION OF FIRST AMENDMENT TO LEASE AGREEMENT AND FIRST AMENDMENT TO MEMORANDUM OF LEASE BETWEEN THE

TOWNSHIP OF WEST DEPTFORD COMMITTEE MEETING MINUTES
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**TOWNSHIP OF WEST DEPTFORD AND NEW CINGULAR WIRELESS PCS, LLC D/B/A AT&T WIRELESS (BLOCK 132
LOT 4, 840 WEST RED BANK AVENUE)**

Mr. Robinson motioned to approve Ordinance 2019-03, appropriating \$190,000 for a Street Sweeper Deputy Mayor Mehaffey seconded and the vote was as follows:

Ms. Kerr	Y
Deputy Mayor Mehaffey	Y
Mr. Reid	Y
Mr. Robinson	Y
Mayor DiCarlo	Y

**#2019-03 AN ORDINANCE OF THE TOWNSHIP OF WEST DEPTFORD APPROPRIATING \$190,000 FROM THE
CAPITAL IMPROVEMENT FUND FOR THE PURCHASE OF A STORM STREET SWEEPER**

7. Resolutions

A. PUBLIC WORKS:

No Resolutions presented.

B. UTILITIES:

Deputy Mayor Mehaffey motioned to authorize the removal of water and sewer charges, seconded by Mr. Reid. The vote was as follows:

Ms. Kerr	Y
Deputy Mayor Mehaffey	Y
Mr. Reid	Y
Mr. Robinson	Y
Mayor DiCarlo	Y

**#2019-66 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING THE REMOVAL OF WATER AND
SEWER CHARGES**

C. PUBLIC SAFETY:

No Resolutions presented.

D. BUILDINGS, GROUNDS & RECREATION:

Mr. Reid motioned to authorize Change Order #1 to Aliano Brothers, for RiverWinds Community Center Pool Area and Building Improvements, seconded by Ms. Kerr. Mr. Reid noted it is a minor change, less than 1% of the original amount, and the vote was as follows:

Ms. Kerr	Y
Deputy Mayor Mehaffey	Y
Mr. Reid	Y
Mr. Robinson	Y
Mayor DiCarlo	Y

**#2019-67 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING CHANGE ORDER NO. 1 TO
ALIANO BROTHERS, GENERAL CONTRACTORS, INC. FOR THE RIVERWINDS COMMUNITY CENTER POOL AREA
AND BUILDING IMPROVEMENTS**

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Mr. Reid motioned to authorize the renewal option for year 3 for the HVAC System at various locations, seconded by Ms. Kerr and the vote was as follows:

Ms. Kerr	Y
Deputy Mayor Mehaffey	Y
Mr. Reid	Y
Mr. Robinson	Y
Mayor DiCarlo	Y

#2019-68 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING THE RENEWAL OPTION FOR YEAR 3 AS PART OF THE CONTRACT FOR HVAC SYSTEMS PREVENTATIVE MAINTENANCE AT THE RIVERWINDS COMMUNITY CENTER, PUBLIC WORKS GARAGE, BATTING CAGE, SCOUT BUILDING, RESTROOMS AT FIELD OF DREAMS AND CONCESSION STAND (JOHN VERDERAME & SONS)

E. ADMINISTRATION/FINANCE:

Mr. Robinson motioned to authorize the Bill List for January 16, 2019, seconded by Deputy Mayor Mehaffey and the vote was as follows:

Ms. Kerr	Y
Deputy Mayor Mehaffey	Y
Mr. Reid	Y
Mr. Robinson	Y
Mayor DiCarlo	Y, Abstention for items pertaining to Comcast as an employee

#2019-69 BILL LIST

Mr. Robinson motioned to authorizing execution of an Easement Estoppel Document, regarding Stormwater management for 240 Mantua Grove Road, seconded by Deputy Mayor Mehaffey and the vote was as follows:

Ms. Kerr	Y
Deputy Mayor Mehaffey	Y
Mr. Reid	Y
Mr. Robinson	Y
Mayor DiCarlo	Y

#2019-70 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING AND APPROVING THE EXECUTION OF AN EASEMENT ESTOPPEL DOCUMENT REGARDING DECLARATION OF STORMWATER MANAGEMENT EASEMENT AND DECLARATION OF STORMWATER MANAGEMENT FACILITIES OPERATION AND MAINTENANCE (240 MANTUA GROVE ROAD - NJ WEST DEPTFORD PROJECT, LLC)

Mr. Robinson motioned to cancel/refund taxes, seconded by Deputy Mayor Mehaffey and the vote was as follows:

Ms. Kerr	Y
Deputy Mayor Mehaffey	Y
Mr. Reid	Y
Mr. Robinson	Y
Mayor DiCarlo	Y

#2019-71 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD FOR THE CANCELLATION, APPLICATION AND/OR REFUND OF TAXES

Mr. Robinson motioned to authorize the appointment of Jill Magill as Deputy Clerk, seconded by Ms. Kerr and the vote was as follows:

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Ms. Kerr	Y
Deputy Mayor Mehaffey	Y
Mr. Reid	Y
Mr. Robinson	Y
Mayor DiCarlo	Y

#2019-72 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD APPOINTING A DEPUTY MUNICIPAL CLERK FOR THE YEAR 2019

Deputy Mayor Mehaffey motioned to authorize Closed Session for Matters relating to employment relationship, seconded by Mr. Robinson and the vote was as follows:

Ms. Kerr	Y
Deputy Mayor Mehaffey	Y
Mr. Reid	Y
Mr. Robinson	Y
Mayor DiCarlo	Y

#2019-73 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY AUTHORIZING A CLOSED SESSION – MATTERS RELATING TO EMPLOYMENT RELATIONSHIP

Mayor DiCarlo stated the Committee would finish with the Agenda and once completed, would go into Closed Session where action may or may not be taken.

8. OLD BUSINESS: None

9. NEW BUSINESS: None

10. OPEN MEETING TO THE PUBLIC - Deputy Mayor Mehaffey motioned to open the meeting to the public, Mr. Robinson seconded his motion and was approved by the entire Committee.

Carol Baker, Robin Drive noted the trash cans are being thrown in the street in her neighborhood on her trash day. Mayor DiCarlo asked Mr. Gigliotti to address the situation. Ed Komczyk, Hillside Road identified Ken Miller as the person that spoke after Melissa's presentation. He also mentioned the companies that donated money for the printing of the ERI including a new donation from Colonial Pipeline. Rich Rodack, Pennfield, Alternate – Environmental Commission spoke about the ERI and noted he believes it will be a great asset for West Deptford Township. Mayor DiCarlo spoke about the work that was put into the ERI by the Environmental Commission.

As no one else chose to address the Committee, Deputy Mayor Mehaffey motioned to close the meeting to the public, Mr. Reid seconded, and his motion carried unanimously.

The Mayor and Committee went into Closed Session at 7:55pm and noted action may or may not be taken.

The Committee returned to Open Session at 9:20pm.

Mr. Scaffidi noted that while in Closed Session Personnel Matters were discussed and no official action will be taken at this time.

11. ADJOURNMENT:

Mr. Robinson motioned to adjourn, Mr. Reid seconded, and the motion carried unanimously.

Respectfully Submitted,
Lee Ann DeHart, RMC