

TOWNSHIP OF WEST DEPTFORD COMMITTEE MEETING MINUTES
400 CROWN POINT ROAD, WEST DEPTFORD, NJ 08086
April 4, 2018 7:30 P.M.

1. A. The April 4, 2018 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 04, 2018.

B. PLEDGE OF ALLEGIANCE AND PRAYER were recited. Mayor DiCarlo asked that everyone keep Troy DePrince’s family and the family of a West Deptford high school senior in their prayers as both had recently passed away.

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:

Application for Bingo License West Deptford Booster Club, April 20, 2018

Applications (6) for Raffle License West Deptford Booster Club, April 20, 2018

Annual Raffle Application for VFW Post #7125, Robert H. Jordan April 29th 2018 – April 28, 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:

Motion to approve the March 15, 2018 Township Committee minutes and the March 15, 2018 Closed Session minutes 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

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. Mr. Ed Komczyk of Hillside Road questioned the Tri-Partite traffic signal agreement resolution and Mr. Barnes noted it was a standard agreement for a new facility in West Deptford. Mr. Larry Alexander of Spiegle Avenue voiced his concerns regarding Ordinance #2015-05. Chief DeSimone agreed with Mr. Alexander and a discussion was held regarding a solution. It was noted the Township Committee would vote on Ordinance #2018-05 and if approved, a second ordinance for No Parking on the West side of Spiegle could be added to the next agenda. 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.

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4. SPECIAL PRESENTATIONS AND REPORTS:

A. Proclamations – Congratulating Matthew Moore on his Retirement and a Proclamation in honor of Troy DePrince.

#2018-95 Matthew Moore

#2018-96 Troy DePrince

Mayor DiCarlo presented the Proclamation to Matthew Moore. The Township Committee took the opportunity to congratulate Mr. Moore on his retirement. Mr. Moore thanked the Township Committee for the proclamation.

Mr. DePrince's Proclamation was presented to his family by Deputy Mayor Mehaffey at an earlier date. Motion to accept the Proclamations made by Mr. Robinson seconded by Mr. Reid and the motion carried unanimously.

B. ENGINEER'S REPORT: Mr. Edwin Steck submitted the March 14, 2018 Engineer's report.

Water and Sewer Issues:

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 NJEIT 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 NJEIT Financing Program.

Connection of Private Wells to Water System

The Phase 2 contractor has completed all work. Change Orders and Payments have been approved. We are working with the NJDEP to finalize payment issues. **The NJDEP payment request is being delayed by a Plumbing Code issue that has now been resolved with the contractor. We will be submitting the paperwork to the NJDEP for another reimbursement.**

The list of properties with private wells that are to be connected to the municipal water system currently stands at 21 properties. (Officially 16 properties are listed on the State Contract). One new property was added on Jessup Road. These are wells which the NJDEP will fund based on the 10 PPT limits for PFNA's.

The Solicitor has been pursuing access agreements from these property owners to facilitate our inspection and survey of the work areas. The Phase 1 group was the three (3) properties on Clement Drive. The Phase 2 group will connect (6) properties and the Phase 3 group would have (7) properties. The Phase 3 group will require more extensive design and permitting (County and State road opening permits).

We will continue to coordinate with the Township Solicitor to obtain agreements to access all the properties so that we can complete the design, permitting, and construction on the properties.

PHASE 1 (Clement Drive)

No Change - The contract for these three properties was awarded to Neri Construction.

We are working with the NJDEP on the second reimbursement payment for Phase 1 engineering, legal, and construction costs. A third Change Order is needed to obtain additional credit back from the Contractor to resolve a funding issue related to savings from the use of plastic pipe versus copper pipe for laterals within the properties. The third and final payment to Neri will also release the retainage, as they have provided the necessary Maintenance Bond, Release of Liens, and other close out documentation.

PHASE 2

No Change - Phase 2 consisting of the following 5 properties in the base bid, plus one more property as an Alternate Bid item, was awarded at the September 7th meeting to Neri Construction. Based on available Township funding, the Township will be limited to an award of \$169,730.00 for the Base Bid plus one Alternate. The NJDEP delayed their approval of the contract until they resolved the scope of work and their funding issues.

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All work is now complete. Payments #1 and #2 are submitted for approval as follows:

Payment #1 \$83,415.15

Payment #2 \$61,460.70

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

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 properties from the original list. An additional seven properties have also been discussed for inclusion if the NJDEP is willing to do so.

The costs could be \$450,000 for the first seven properties including construction, engineering, legal, inspection, and permit costs. **In addition to the State Change Order, the Township will need to also have construction funding (at least \$450,000) of the project in place. If the State approves the additional properties, an additional \$200,000 may be needed.**

Phase 3 Work Locations:

Group 1

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

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

Group 2

346 Parkville Station Road

348 Parkville Station Road

399 Jessup Road

619 Mantua Grove Road

631 Mantua Grove Road

1098 Jessup Road

639 Mantua Grove Road

Group 3

To Be Determined

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 also to indicate to the NJDEP additional

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locations that may need to be added.

Water and Sewer Mapping:

No Change - We have completed the preparation of the sewer mapping updates and enhancements for the first seven (7) areas picked by the Township. The maps have been sent to Mr. Lamb for his use. Additional, areas can be completed as directed. It is intended that as the system is extended or as built information provided, the maps would be maintained under separate contract. The last updates were performed in the 1990's. The new maps will have property lines for better geo-reference and a database connectivity so that the manholes and pipes can be edited for as built and maintenance information.

We have provided laminated copies of the old existing water and sewer maps for placement in the field trucks and department use. We have prepared an updated single page map of the Township's water and sewer infrastructure systems. The map is colorized and indexed for easier use. The map will also be used for the Township's NJ Environmental Infrastructure Trust Loan Applications.

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.

Red Bank and Queen Street Pump Stations:

No Change, Project Remains on Hold. Advertisement for bids is scheduled for May 2018.

On October 26, 2017 the NJDEP Municipal Finance and Construction Element authorized the rebid of the latest bid documents. The NJDEP has also approved the amended TWA for Pump Station #6. We will work with the administration to develop a schedule for the bidding of the revised contract documents.

The NJDEP has now requested a formal statement of the planned bidding date. They allow 90 extensions of the bidding and we are working with the administration to submit that documentation. Currently a May 2018 bid is planned.

Water Meter Replacement Specifications:

No Change. We will provide technical assistance to the Township on an as needed basis. The project can be registered with the NJEIT Financing Program.

Well No. 5 Improvements:

Start-up of operation and testing was completed by WDT Water & Sewer Department and no issues were detected. Contractor will proceed with the final paving and fence installation to complete the project. Final completion is forecasted to be in April 2018.

Well #3 and # 8

No Change – Waiting on Test Results from February Sampling Date. 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.

All wells were sampled on November 14, 2017 and results were received on December 29, 2017. Test results were consistent with past quarters. Well #3 continues to be above the proposed guidelines and Well #8 was again below the proposed guideline. All other wells and distribution system results are below current guidelines. Well #8 had results above guidelines for 4 consecutive quarters between October 2015 and May 2016. However, the last 6 quarters results have been below NJDEP proposed guidelines of 13 ppt. Samples were taken last week for all the wells; test results are expected in March.

NJDEP has announced that they will be making the current PFNA's guideline limits a standard. The proposed limit will be 13 parts per trillion (ppt.), which is slightly above the current guideline of 10 ppt.

The standard will not be fully adopted until sometime in 2018, since the process will take between 12 to 18

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months.

Test results for 1, 4 Dioxane was also received from the last sampling event taken on November 14, 2017. Test results were the same as last quarter with all wells below NJDEP guidelines except for Well #3.

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.

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

ROAD PROJECTS:

Harker Ave. Storm Sewer

Due to the worsening condition of the corrugated metal storm water piping, authorization was provided to T&M by the Township to proceed with the preparation of bid documents for slip-lining. Draft bid documents were prepared by T&M and submitted to Matt Moore on February 7th for review and comment. The scope of work required by the bid documents includes the slip-lining of a deteriorated 22"x36" elliptical corrugated metal pipe (CMP) with a 20-inch diameter High Density Polyethylene (HDPE) pipe, which runs approximately 185 linear feet between two storm water inlet structures. A 30-foot section of a 40"x48" elliptical CMP pipe, which crosses Harker Avenue will be slip-lined with a 34-inch diameter HDPE pipe. The work also includes grouting of the annular space between the CMP and HDPE pipes, replacement of a storm water inlet structure, and the restoration of concrete curbing, asphaltic pavement, a concrete driveway apron and turf repair.

Updated costs were obtained for the scope of work required by the draft bid documents. A budgetary cost to slip-line the 185 linear feet of 22"x36" elliptical corrugated metal pipe (CMP) with a 20-inch diameter High Density Polyethylene (HDPE) pipe is \$57,000, which includes site restoration costs. A budgetary cost of \$19,000 was also obtained to slip-line the 30-foot section of a 40"x48" elliptical CMP pipe with a 34-inch diameter HDPE pipe, which crosses Harker Avenue. Therefore, the total budgetary cost of the project for both locations is \$76,000.

Plans and Specifications have been completed and submitted to the township for review. The project is ready to be advertised for bids.

NJDOT 2016 Funding Application – North Roosevelt Ave (Grant to Riverview) and Riverview (Roosevelt to Middlesex)

The Final Payment Voucher was submitted to NJDOT on January 24, 2018. The NJDOT System for Administering Grants Electronically (SAGE) currently shows the completed project status as approved on February 22, 2018 and further says the project is in the process of being closed out. If the Township has not already received the final payment, it should be received from NJDOT in the very near future.

NJDOT FY 2017 – Lancing Rd. (Meadowcroft to Chetwood)

The topographic survey was performed in February and base plans have been prepared. We are currently working on the preliminary design for reconstruction of the roadway. This project has an opportunity to merge with the newly received DOT grant described below.

NJDOT FY 2018 Funding Application -Chetwood Court, Lancing Court & Oakland Rd.

We understand that the Township recently received notice of being awarded a \$270,000 grant to reconstruct these three road segments. We have prepared a proposal that covers survey, base mapping, design and construction administration. We believe it would be in the Township's best interest to merge this project with the 2017 LAIF grant for Lancing Road. We discussed this possibility with NJDOT, who indicated they can combine the grants to make one larger project. Constructing all road segments at the same time with the same contractor may result in an economy of scale and would likely produce the best overall project

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outcome. At the Township's direction, we are ready to move forward with this project, anticipating a summer/fall construction schedule.

Freight Routes

No Change. Two separate grant applications for NJDOT's newly created Local Freight Impact Fund (LFIF) were submitted in December. One application was for Mid-Atlantic Parkway from Grandview Avenue to Metropolitan Way. A secondary application was for Imperial Way from Mid-Atlantic Parkway to Grove Road. NJDOT expects to make award announcements in May of this year.

Community Development Block Grant

The plans and specifications have been completed and submitted to the County for review and approval. Once we hear back from the County, we will coordinate with the Township to decide when the project should be bid and constructed.

Township Wide Roadway Condition Survey

The inventory of roadway conditions has been completed. We have prepared a letter report summarizing the findings, as well as a map which color-codes the roads based on urgency of repair. We will make arrangements to deliver the plan and report to the Township and schedule a meeting to review our findings.

RIVERWINDS:

RiverWinds Community Center Pool Roof and Exterior Building Improvements

During this period, the contractor continued the engineering submittals, furnished and installed the vapor barrier, insulation and underlayment materials, performed roof demolition, worked on the metal roof system and soffit, installed the temporary wall barrier and started the removal of windows. 100% of the clerestory roof and approximately 50% of the main roof material have been removed and 1st layer synthetic roofing has been installed. Partial removals of windows, fascia and soffits are in progress. About 95% of the engineering submittals have been reviewed and approved. The temporary wall was finished and the roof demolition is expected to be completed during the week of March 12.

RiverWinds Community Center Pool Area Building Improvements

We are preparing the bidding documents including plans and specifications with a target completion date of March 30, 2018. We will utilize a lift on March 14, to access and review the ceiling items. Please see the following proposed schedule for the project.

Complete Plans & Specifications and Township Review of Documents

April 2	Advertise
May 3	Bid Opening
May 16	Award
May 17 – June 30	Sign Contracts, Process Submittals

July and August Construction

We understand that the Community Center typically drains and refills the pools over a 2-week period in August, therefore we propose to plan for a portion of the construction to take place during this time to minimize disruption in the pool areas.

RiverWinds Redevelopment Area

No Change - We were contacted by Edgewood Properties and were requested to meet with them on February 15th to exchange information.

RiverWinds Concession Stand

No Change - We recently performed a building inspection and have submitted our report with recommendations dated April 12, 2017. In summary, it appears the rate of settlement has slowed in the last 5 years.

Repair recommendations have been provided for the area of the restroom entry doors to eliminate tripping hazards and minimize rainwater from entering the building. We will meet with the Administrator to discuss implementation of the recommendations.

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RiverWinds Point

No Change - The Riparian Mitigation Planting Plan (Plan) was amended due to the limited availability of tree species. The amended Plan was approved by the New Jersey Department of Environmental Protection (NJDEP). The Township has received an escrow from FHG Urban Renewal to cover the cost of the plantings. The bid was awarded to Perfect Touch Landscape.

Installation of the plants was completed November 3, 2017. Installation of the plants were in accordance with the approved Plan. T&M advised the NJDEP of the project progress and completion of the plantings.

On November 3 and November 24, 2017, the NJDEP performed an inspection of the site. As a result of the inspection, the NJDEP expressed concern regarding the lack of plantings on the riverbank slope located south of the restaurant, and the spacing of several trees at the point. The NJDEP reiterated the requirement that 85% of the plantings must remain viable after three (3) growing seasons, as per the approved Plan.

Based on conversations between T&M and the Township, the Plan has undergone an additional revision and it proposes four (4) additional trees on the riverbank slope located south of the restaurant for planting by May 2018.

Also, in January 2018, based on a brief field inspection by T&M, it was noted that several trees had been removed due to wildlife predation. An inspection of surviving trees/vegetation will be completed on/about April 1, 2018, and based on the inspection, T&M will provide a recommendation for replacement of the trees/vegetation.

Replacement recommendations, along with the four (4) trees noted above, will included on the revised plan and annual inspection report to be provided to the NJDEP by April 15, 2018. Replanting of the trees/vegetation should be completed by May 1, 2018, unless otherwise approved by the NJDEP.

Since the success rate of the plantings must be monitored for at least (3) growing seasons, T&M provided an estimate to the Township detailing the effort required for monitoring of the plantings and to prepare the necessary annual reports to the NJDEP to demonstrate permit compliance.

RiverWinds Golf Remediation:

Based on our most recent meeting with the Township on February 28, 2018, T&M is preparing a proposal to perform the following activities:

- 1. Prepare and submit a 5-year timeframe extension request to the NJDEP.**
- 2. Prepare Remedial Action Reports and Restricted Use Response Action Outcomes for Block 328, Lots 7.01, 7.05, 7.07, 7.071 and 7.09.**

T&M continue to assist the Township with the redevelopment of Block 328, Lots 7.04, 7.06 and 7.08. T&M will complete the Remedial Action Report and Response Action Outcome for these lots when redevelopment is complete.

T&M is continuing to discuss the applicability of the Spill Act to this site with NJDEP and if the regulatory and mandatory timeframes apply. In the interim, the NJDEP requested that the timeframe extension request mentioned above be submitted. The extension request cannot exceed the Mandatory timeframe, which is 5 years past the May 2018 Regulatory timeframe.

MISCELLANEOUS PROJECTS:

Municipal Building Roof Replacement:

We have processed a majority of the project material submittals and shop drawings submitted by D.A. Nolt. Construction is anticipated to begin following substantial completion of the HVAC Improvements on the roof in early May.

Municipal Building HVAC System

The Contractor submitted a preliminary construction schedule. On March 7, the Contractor mobilized to the site and began investigations and preparations for Phase 1, RTU 2 demo work. Demo work started near the Water and Sewer department and is progressing up to the Administrative Office. Work is coordinated daily with WDT.

Rivergate Park:

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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.

Energy Studies

No Change - We met with the Administrator on February 7th to present the Information from Energy Audit and Incentive Program and discuss possible implementation.

Public Works Garage HVAC System

No Change - This project is on hold.

Municipal Lien Searches:

No Activity this month.

Curb and Sidewalk Waivers:

No applications this month

ACTIVE ESCROW PROJECTS

Certificate of Occupancy:

A Temporary Certificate of Occupancy inspection was completed and recommended for 1167 Hessian Ave.

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.

Park West (AKA. Huntington Green and formerly The Club)

No Change - We attended a work session on February 1st, 2017 with the applicant present to review the General Development Plan. As a result of the meeting it is expected that a revised submission will be made addressing the comments provided. It is our understanding that the Applicant has made a presentation to the Planning Board on June 28th. We are prepared to review the offsite improvements once the plans are finalized.

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

T&M reviewed the information raised by the Developer for the completion of Lot 8 which is between 2 existing homes with installed fence on the property line and over drainage swales. Re-grading of the lots may be necessary to provide proper drainage, but the Developer must submit any changes proposed.

Roadway base repairs were previously performed by the Developer's sub-contractor. A sub-contractor mobilized to the site and removed vegetation from the stormwater management.

One house is presently under construction (basement construction).

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

No Change - All work is complete. The release of the reduced Performance Bond and requiring the Developer to post a 15% Maintenance Bond from the total original Guarantee, in the amount of \$142,865.10 was recommended by T&M and approved by WDT.

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

No Change - No new C.O. inspections were made on Patsy Court during this period.

Colonial Pipeline Solar Project

T&M prepared the Performance Guarantee Estimate and recommended a performance bond in the amount of \$441,572.40 be posted and that an escrow account for site inspections be established in the amount of \$22,078.62. Escrow has been posted and approved by the WDT Solicitor.

Construction activity is expected to start in the spring.

West Deptford Distribution Center

RC Andersen has Pennoni Associates continue performing subbase and excavations compaction testing and backfill monitoring. Daily reports are being provided to T&M. Storm sewer piping & structures and water

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service piping installations continue in progress despite weather issues. Soil Erosion Control Measures are being maintained along the perimeter of the property. Poor weather conditions affect the access routes to the project but the Contractor is continuously sweeping the County route accesses. Concrete curb installation started and several roadway sections are being worked on in preparation for base paving. The project is scheduled to be complete by September 2018.

Heritages

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

Base paving and surface paving were completed. Striping was also completed as well as installation of landscaping items. A temporary certificate of occupancy was recommended on Oct. 9th, conditioned to the resolution of the replacement of three trees that were removed during the installation of the storm drainage piping and the installation of two truck trailer parking signs.

All concrete curb-work is complete. Storm sewer was installed. The water service was installed and connected. The sanitary sewer service was installed and connected.

Building construction continues in progress and the Sub-Contractor placed DGA for sub-base and then completed base paving.

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 is in 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.

Mr. Steck also noted a Change Order for the Municipal Building HVAC system is being requested by the Township. The change would be for shift differential from 5:00 pm to 1:00 am for up to two weeks totaling \$8,284.00. The Change Order is for the Police Department due to safety concerns and for the convenience of the staff, officers, and prisoners. Deputy Mayor Mehaffey asked the Chief if he was aware of the change order request and the Chief DiSimone responded that he had requested the change. It was noted that one officer would be in the building while the workers are in the Police Department. Mr. Reid asked what the purpose was and Mr. Steck responded, it would be to minimize the impact on the Police Department. Motion to approve the change order was made by Deputy Mayor Mehaffey and 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

Mr. Steck added a second change order request for replacement of the insulation. Mr. Steck would like to review the proposal and come up with a more cost effective way to do the work. Mr. Reid asked if there was an update

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on the RiverWinds project. Mr. Steck noted the glass would start to get installed within a day or two and they are progressing and Mr. Steck is pleased with the work and the workers are very accommodating to the facility. Work is progressing on the plans for the inside work. Mr. Robinson asked for an update on Harker Avenue and Mr. Steck noted the project is progressing but nothing can start before the 2018 Municipal Budget is adopted.

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

D. ADMINISTRATOR'S REPORT: Mr. Lyman Barnes, No Comment

E. TREASURER'S REPORT: Ms. Christine Greenwood, CFO, submitted the February 28, 2018 Treasurer's Report, Ms. Greenwood also gave an update on the Bond Sale and noted the introduction of the 2018 Municipal budget is on the agenda for the Committee approval and updated the Committee regarding the changes the State of New Jersey made to the Homestead Rebate amount given to qualified recipients.

5. COMMITTEE REPORTS:

A. Mayor DiCarlo - Administration/Finance, financial reports were submitted for review, the 2018 Municipal Budget will be introduced on this agenda. Mayor DiCarlo thanked Ms. Greenwood for the great job her department has done, noted the surplus is at an all-time high which shows the Township's stability. The Municipal tax rate will increase just under \$.02, giving the Library an additional \$.001, so the average homeowner will see an increase of about \$40.00. The Budget Hearing and adoption is scheduled for the May 2nd 2018 meeting.

B. Deputy Mayor Mehaffey - Public Safety, No Comment.

Chief Samuel DiSimone, No Comment

C. Committeewoman Kerr - Buildings, Grounds & Recreation – attended the Eagle Egg Scramble, thanked Tyler Rost and the West Deptford Queens for their help during the event, Earth Day Event – April 21st, 9:00 am to Noon and the notice for the Earth Day Event will be sent out in an email blast.

Tyler Rost, Events and Communications Coordinator, No Comment

D. Committeeman Reid – Utilities – submitted the Water/Sewer Report, and informed the Committee that hydrant flushing will start this month.

Keith Lamb, Acting Water Sewer Superintendent, No Comment

E. Committeeman Robinson - Public Works – There were no snow events since the last meeting, leaf pickup started, potholes are being repaired and street sweeping will start once street sweeper is repaired.

Keith Lamb, Acting Public Works Manager, No Comment

6. Ordinances

Deputy Mayor Mehaffey motioned to open the meeting for the public hearing on Ordinance 2018-05 amending Chapter 160, Section 24, Schedule I no parking – Spiegle Avenue, seconded by Mr. Reid and approved unanimously. As no one chose to address the Committee, Deputy Mayor Mehaffey motioned to close the public hearing, seconded by Mr. Reid and approved by the entire Committee. Deputy Mayor Mehaffey motioned to adopt Ordinance 2018-05, Mr. Reid seconded and the vote was as follows:

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

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Mr. Robinson Y

Mayor DiCarlo Y

#2018-05 AN ORDINANCE OF THE TOWNSHIP OF WEST DEPTFORD AMENDING CHAPTER 160, SECTION 24, SCHEDULE I: NO PARKING, OF THE CODE BOOK OF THE TOWNSHIP OF WEST DEPTFORD (VEHICLES AND TRAFFIC)

7. Resolutions

A. ADMINISTRATION/FINANCE:

Deputy Mayor Mehaffey motioned to introduce the 2018 Municipal Budget, 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

#2018-97 2018 MUNICIPAL BUDGET

Ms. Kerr motioned to authorize the Bill List for April 4, 2018, 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, Abstention for items pertaining to Comcast as an employee

#2018-98 BILL LIST

Ms. Kerr motioned to cancel appropriations under Bond Ordinance #2017-08, 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

#2018-99 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD CANCELING APPROPRIATIONS UNDER BOND ORDINANCE #2017-08

Ms. Kerr motioned to authorize Closed Session for information regarding the water/sewer infrastructure study, 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

#2018-100 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY AUTHORIZING A CLOSED SESSION FOR REVIEW OF PRELIMINARY DRAFT OF INFORMATION FOR WATER/SEWER INFRASTRUCTURE STUDY

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The Mayor stated the Committee will continue with the meeting and then go into Closed Session upon completion of the agenda.

B. PUBLIC SAFETY:

Deputy Mayor Mehaffey motioned to authorize an online auction, 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

#2018-101 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY NO LONGER NEEDED FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE

Deputy Mayor Mehaffey motioned to authorize a Tri-Partite Traffic Signal Agreement for Mantua Grove Road, 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

#2018-102 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING EXECUTION OF A TRI-PARTITE TRAFFIC SIGNAL AGREEMENT FOR MANTUA GROVE ROAD (COUNTY ROAD 656) WITH THE EAST DRIVEWAY FOR WEST DEPTFORD PROJECT

C. BUILDINGS, GROUNDS & RECREATION:

No Resolution Presented.

D. UTILITIES:

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

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

#2018-103 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING THE REMOVAL OF WATER AND SEWER CHARGES

Mr. Reid motioned to authorize the release of Maintenance Bond #2010-12 for Dunkin Donuts, 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

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#2018-104 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING RELEASE OF MAINTENANCE BOND #2010-12 IN THE AMOUNT OF \$28,491.45, (DUNKIN DONUTS – 1007 KINGS HIGHWAY BLOCK 369, LOT 1)

Mr. Reid motioned to authorize Change Order #3 Neri Construction & Rental, Inc., Phase 2 of the Water Main Installation, seconded by Mr. Robinson. Mr. Reid noted that this was the third change order and all were reductions. The vote was as follows:

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

#2018-105 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING CHANGE ORDER #3 TO NERI CONSTRUCTION & RENTAL, INC. FOR PHASE 2 OF THE WATER MAIN INSTALLATION, SERVICE CONNECTION AND WELL SEALING PROJECT

E. PUBLIC WORKS:

Mr. Robinson motioned to appoint Keith Lamb as the Acting Public Works Manager, seconded by Mr. Reid. Mr. Reid stated there were big shoes to fill, thought Mr. Lamb would be perfect fit for the job and congratulated him on the position. Mr. Robinson welcomed Mr. Lamb to the Public Works Department. The vote was as follows:

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

#2018-106 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD APPOINTING KEITH LAMB AS THE ACTING PUBLIC WORKS MANAGER FOR THE TOWNSHIP OF WEST DEPTFORD

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. Reid seconded his motion and was approved by the entire Committee.

Ms. Miriam Reichenbach requested clarification on the wording for the resolution authorizing the online auction. Mr. Barnes responded. Ms. Reichenbach noted not everyone was using a reusable water bottle and thanked Matt Moore for all his hard work over the years. Mr. Ed Komczyk, Hillside Road thanked Matt Moore for his service and requested information regarding the release of a Maintenance Bond on the agenda. Mr. Steck explained the purpose of a Maintenance Bond and explained why the Bond was being released. 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 Township Committee went into Closed Session at 8:28 pm.

The Township Committee returned to Open Session at 8:45 pm.

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Mr. Scaffidi stated that while in Closed Session the Township Committee continued the discussion regarding the Water/Sewer Infrastructure Study. No Action Taken.

11. ADJOURNMENT:

Deputy Mayor Mehaffey motioned to adjourn, Mr. Reid seconded, and the motion carried unanimously.

Respectfully Submitted,

Lee Ann DeHart, RMC