

**TOWNSHIP OF WEST DEPTFORD COMMITTEE WORK SESSION MINUTES**  
**400 CROWN POINT ROAD, WEST DEPTFORD, NJ 08086**  
**OCTOBER 21, 2020 7:00 P.M.**

**1. A.** The October 21, 2020 West Deptford Township Committee Work Session was called to order by Jill Magill, Deputy Clerk.

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 2nd, 2020. Additional written Public Notice was given by notifying the South Jersey Times and the Courier Post, posting on the official bulletin board of the Township and filing written notice with the Township Clerk on September 30, 2020 regarding the public meeting format available as an in-person public meeting, as well as a video/teleconference public meeting, following Covid-19 public gathering restrictions and CDC guidelines.

**B. PLEDGE OF ALLEGIANCE AND PRAYER** were recited.

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

**2. A. TOWNSHIP CLERK CORRESPONDENCE:**

Letter of Resignation as West Deptford Township Joint Insurance Fund Commissioner from Michael Kwasizur - Effective October 12, 2020

Amended Raffle Application - Emmanuel Cancer Foundation - Golf Outing at RiverWinds Golf Club - October 26, 2020

Rescission of Local Disaster / Emergency Notice - Effective October 19, 2020 at 15:16 Hours

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

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

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

Motion to approve the October 7, 2020 Township Committee Meeting minutes and the October 7, 2020 Closed Session minutes made by Mr. Reid, seconded by Mr. Robinson and the vote was as follows:

Ms. Kerr	Y
Deputy Mayor Mehaffey	A
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 Mr. Reid. Mr. Robinson seconded his motion and the motion was approved by the entire Committee. Mayor DiCarlo reviewed the procedures for the public to participate in person and virtually. As no one chose to address the Committee, Mr. Reid motioned to close the meeting to the public, Mr. Robinson seconded and his motion carried unanimously.

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**4. SPECIAL REPORTS:**

**A. ENGINEER'S REPORT:** Mr. Edwin Steck submitted the October 15, 2020 Engineer's report.

**WATER AND SEWER ISSUES:**

**Connection of Private Wells to Water System**

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

**PHASE 2** - This phase is complete and included the following properties:

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** - The total list of properties is twenty (20). Including engineering fees, legal fees, and contingency the total project costs could be \$934,000. The project financing amount of for the twenty (20) Phase 3 properties is included in the pending Bond Ordinance 2019-11 which was introduced on June 5, 2019 and approved on June 19, 2020 in the amount of \$1.1 million for this project.

**The project has been broken into two sub-phases as listed below based on funding.**

**PHASE 3A (Solvay portion) - This project is complete.**

Phase 3A Work Locations (Complete):

963 Kings Highway (Martin)

965 Kings Highway (Minix)

1043 Kings Highway (Amey)

346 Parkville Station Road (Russo)

348 Parkville Station Road (Russo)

350 Parkville Station Road (Phillips)

352 Parkville Station Road (Phillips)

296 Ogden Station Road (Yousufai)

619 Mantua Grove Road (Luka)

639 Mantua Grove Road (Zander & Sons)

643 Mantua Grove Road (T. Zander)

1098 Jessup Road (Lange/Solari)

631 Mantua Grove Road (Tighe)

Solvay has agreed to pay for the Township to connect twelve (12) of the twenty (20) Phase 3 connections separate from the NJDEP project. We have vetted the list and proposal with the NJDEP to determine if this raises any issues for the NJDEP to separate the work and complete the remaining connections. The NJDEP has agreed with the Solvay proposal, the Township can now bid and construct the twelve connections without waiting for the NJDEP to create and approve a Change Order. The Township administration is pursuing the remaining access agreement with the Russo Property. Two Bids were received on September 26<sup>th</sup>. The low bidder was Mount construction in the amount of \$542,875.00; T&M has submitted our recommendation to award the Phase 3A project in the amount of \$542,875.00, Solvay's will be paying \$433,825.00 toward this Phase of the project. The Township approved this award at the October 16<sup>th</sup> Township Committee Meeting and an agreement with Solvay has been resolved. A Pre-Construction meeting was held on November 6<sup>th</sup>. A Notice to Proceed was issued on November 7<sup>th</sup>.

Construction started the week of November 18<sup>th</sup> and the project was substantially complete as of the adjusted contract end date of January 27, 2020. A final walkthrough was held with the contractor on March 26, 2020, once the project was deemed substantially complete. The Punchlist was completed except for some turf repair areas

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that need to be reseeded and two properties where leaks in the basement were requested to be further investigated by the homeowners. These issues have since been addressed. The 6<sup>th</sup> and Final progress payment for release of retainage was processed by T&M and delivered to the Township along with close-out documentation for approval. This project is considered complete.

**PHASE 3B** - The remaining Phase 3B work for eight (8) properties cannot be advertised until the NJDEP approves the scope of work, issues a Change Order to fund the work, and approves the bidding. On June 28<sup>th</sup> the NJDEP indicated that a Change Order for the Phase 3 work (twenty properties) was approved and that the Township could submit plans and specifications for approval.

T&M and Township staff have met with several of the Phase 3B property owners to obtain their consent for property access. **One or more property meetings and approvals are pending.**

**A contact has now been made with the property owner that needs to provide an easement to the Township along Princeton Avenue. Once the property meetings are completed, plans will be completed and submitted to NJDEP for approval to advertise for bids.** 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. **The permit will need to be modified to include the additional main extension to Red Bank Avenue that the Township seeks.**

Proposed Phase 3B Work Locations (Upcoming):

- 667 Mantua Pike (Solimeo)
- 671 Mantua Pike (DePietro)
- 759 Mantua Pike (Southwood) \*\* Well Closure Only
- 1686 Crown Point Road (F&J Autos)
- 1692 Crown Point Road (Matteo)
- 1752 Crown Point Road (Jersey Fire Protection)
- 399 Jessup Road (Marple)

We were contacted by the NJDEP on July 30<sup>th</sup> and asked to verify which properties were remaining for work in Phase 3B with DEP funding. They also inquired about the potential costs for connecting homes along Hillside Drive. We have provided them with some preliminary information and have not heard any more from them.

**In a related action, Mr. Marple (399 Jessup Road) has inquired about connecting sewer along with the water connection listed above. The sewer connection would be by a small private onsite lift station and forcemain from the farmhouse to the Township's Pennview pump station via an easement through the Township's stormwater lot and pump station lot. Our office and the Township utility department are reviewing this request.**

**FUTURE PHASES - No Change** - Based on the recent NJDEP response about known POET systems and available funding by the DEP, no additional connections are planned at this time.

**Water and Sewer Mapping: No Change** - We have completed the mapping updates based on available information. We can add further information when the Township provides relevant archived project plans. The work includes several previously unmapped areas. These mappings are based on any available records but will need some field verification and editing to enhance the work. These maps will be a critical component of the required Infrastructure documentation that will be required by the NJDEP. This new mapping includes quantifiable infrastructure features that allows for itemizations of pipes and manholes in each subarea and a totalization for the entire Township system.

**Red Bank and Queen Street Pump Stations** - T&M is in the process of submitting all required documentation to the NJDEP to close-out the project. This project will be complete once all documentation has been received and approved by the NJDEP. Hard copies of the close-out documentation will be provided to the NJDEP at the final inspection. The final inspection with the NJDEP was scheduled for March 25<sup>th</sup> but was postponed due to the

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Coronavirus. A date for rescheduling the final inspection has not been set. We will also be available to assist the Township with the NJIB Loan Closure.

On June 3<sup>rd</sup>, the Township lost power and a problem with the generator transfer switch was observed. T&M and Level-1 were notified of the issue and Cooper Electric made a site visit to troubleshoot the problem. Cooper Electric has been to the site on several occasions to investigate issues with the transfer switches for the generators at both the Queen Street and Red Bank locations. The Township is tracking invoices from Cooper and will send them to Level-1 for payment since they are responsible for the repairs under the 2-year Maintenance Bond. This situation will continue to be monitored until the problem is resolved.

**The Township sent a list of issues with the pump stations to T&M. T&M sent the issues to Level-1 so they can be addressed. Level-1 is still under the maintenance bond for this contract. We will continue to monitor the issues to make sure they are resolved by the Contractor prior to the Maintenance Bond being released.**

**Well No. 5 Improvements - No Change - contract close-out documents are still pending submission**– 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 May 11<sup>th</sup>, close-out documentation and the Final Payment Application have not been submitted by the Contractor. T&M has been in contact with the Contractor and have instructed them to submit close-out documentation as soon as possible or we will recommend the contract be terminated and the balance will be forfeited.

**Well No. 8** - Construction of the Filter Building and installation of Treatment Vessels has been initiated at well #8. The treatment will consist of four (4) ion exchange resin filtration vessels for the removal of PFNA. Solvay has issued a contract to Napoli Construction. A pre-construction meeting was held on January 16<sup>th</sup>. Construction Permits were issued and a notice to proceed was issued effective January 20<sup>th</sup>. The construction duration is 150 calendar days, which is June 17<sup>th</sup>.

The contractor has completed construction of the new building, installation of exterior and interior pipework, electrical conduit, generator and is nearly finished with construction of the basin. Underwood has been on site to perform concrete testing and is submitting concrete test results to T&M. The vessels, filters and manifolds were delivered on April 9<sup>th</sup> and have been set in place. The interior pipe connections are also complete. ECT2 was on site the week of May 18<sup>th</sup> to implement the resin treatment. They provided training for Township employees on May 21<sup>st</sup> and the training was recorded via Zoom for employees not present. Uni-Tech Drilling began work on reconditioning the existing well the week of May 4<sup>th</sup>.

Napoli submitted a cost proposal for additional electrical work required by PSE&G due to the electrical load exceeding the load capacity of the existing configuration. The proposal was reviewed by T&M and Solvay and Solvay has agreed to pay the revised cost submitted by Napoli after the initial proposal was rejected. An on-site meeting was held on June 9<sup>th</sup> between Napoli, their subcontractors and T&M to discuss the additional work. The trench, conduit and wiring installation were completed the week of June 22<sup>nd</sup> and the asphalt driveway and turf restoration was completed the week of June 29<sup>th</sup>. ECT2 was on site to flush the tanks on July 2<sup>nd</sup> and 3<sup>rd</sup> to prevent bacteria from growing in the tanks prior to the well being put back into commission. Generator start-up is scheduled for July 8<sup>th</sup> and the fence installation is scheduled to be completed the week of July 13<sup>th</sup>.

The pump and shaft were reinstalled by Uni-Tech the week of August 3<sup>rd</sup>. The pump test was conducted on August 7<sup>th</sup> by Uni-Tech. ECT2 was on-site on August 10<sup>th</sup> and 11<sup>th</sup> for the system start-up. Napoli had their subcontractor on site both of those dates to correct any issues with leaks in the pipes and to blow-off the chlorine added to the well during the pump test. During the start-up procedure, a pipe broke at the flange leading into one of the vessels after the pump was running for a couple minutes. The pump was shut off and the pipe was repaired. T&M and ECT2 are looking into possible causes of the pipe break and will report their findings to Solvay and the Township.

**A bypass was be installed by connecting an 8” hose to the piping inside the existing building to divert the water into the basin prior to entering the distribution line. Napoli’s plumber was on site on September 9<sup>th</sup> to set up the bypass and repair the piping inside the new building to prepare for the start-up. Once the plumber**

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completed their work, two trials for start-up were conducted. On both trials, the pressure in the system was observed at over 100 PSI and leaks occurred at multiple joints causing the start-up to be cut short. It was determined a VFD will need to be installed to regulate the water flow from the pump prior to attempting another start-up of the system. The piping inside the well building will also be reconfigured with check valves to help regulate pressure in the system. The Township received pricing for installing the VFD and reconfiguring the piping inside the well building. The Township is in the process of scheduling the work for the piping and VFD.

The most recent round of BAC Tests from the well passed after the first two attempts failed. The Township contracted with Schultes to connect a hose to the raw water line so the chlorinated water can be blown-off into the basin prior to the next start-up attempt of the system since the resin cannot be exposed to chlorinated water. The piping will be reconnected in the existing building prior to the next the start-up attempt. This will not occur until the VFD and/or the new piping in the building is in place to control the flow/pressure. ECT2 is preparing to return to the site to flush the system and disinfect the resin if BAC tests from the vessels indicate there is bacteria present.

ECT2 will adding nitrogen to the treatment tanks to eliminate the possibility of bacteria forming on the resin. The tanks will remain charged with the Nitrogen until the VFD and piping modifications are finalized. Start up of the well will be in November.

**Grandview Avenue Pump Station Improvements** - The bid opening was conducted on June 11 with seven bids received. The contract was awarded to B&H Contracting Inc in the amount of \$222,915.00. The pre-purchased pumps were inspected and serviced by Municipal Maintenance Company. The contract was awarded at the July 15<sup>th</sup> Committee Meeting. The Contractor has submitted shop drawings which were reviewed by T&M and returned.

**The Pre-Construction Meeting was held on August 12<sup>th</sup>.** The project includes the installation of the pre-purchased pumps, the installation of a PumpMate above grade valve and control station, which will provide easy access to pump discharge valves and pump controls, new controls, and other miscellaneous repairs. The Contractor started construction on September 8<sup>th</sup> with installation of the by-pass pumping and are nearly complete with all contract work. PSE&G needs to provide power to the system prior to start-up. The Contractor is anticipating system start-up on or around October 19<sup>th</sup>.

**Water Quality Accountability Act - No Change** - The next milestone will be the completion of the annual certification, which will be submitted to the NJDEP by October 19<sup>th</sup>. By then all hydrants should have been tested. The initial exercising and testing of valves less than 12-inches in diameter is ongoing and will need to be completed by October 19, 2021, as well as the second round of exercising and testing of valves 12-inches and larger in diameter.

The Asset Management Plan will need to be updated to address the recently installed treatment system at Well #8, system upgrades, project updates as well as other changes that have taken place over the past year in the Department. **We are working with the water department to edit the current plan and will have a draft available for review this month.**

The Asset Management Plan was completed by the deadline of April 19, 2019. T&M will continue to work with the Township to periodically update this "living" document as required to address any revisions to the GIS mapping of the water distribution system, changes/updates to planned capital improvement projects and associated funding sources. The next scheduled regulatory deadline required by the Water Quality Accountability Act to is complete the inspection and exercising of all 12-inch valves or greater in size before October 19, 2019. The Water Department is providing list of valves that have been exercised and coordinates of the valve locations to be placed on the system map.

All the 12-inch valves were exercised and inspected before the October 19<sup>th</sup> deadline, as well as the annual NJDEP Certification form which was completed and submitted on-line by the Administrator's Office.

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T&M continues to assist the Water & Sewer Department with mapping of 6" and 8" valves that the Township will locate, operate, and document as required by the Act.

**Warren Street I/I Investigation** - T&M has completed the Phase 1 study and provided the report to the Township. Our investigation has utilized existing GCUA monthly flow records to quantify monthly values for I&I.

In order to further isolate the problem areas and likely sources of I&I, we installed data recorders on pump stations and simultaneously installed flow meters in gravity pipelines to gain 24/7 data about flow conditions. Our focus in the study was on major stream crossings to ascertain if these critical locations are a significant source of infiltration.

The results of this study indicate multiple I&I conditions and the report provides direction for further study and remedial action. The Township needs to address the following critical areas:

- I&I to GCUA maintained lines,
- I&I to major Township lines crossing tidal waterways,
- I&I to collection areas located along tidal areas and where pipe inverts are below groundwater levels and where manholes are located within flood prone areas
- I&I from individual locations including residential sump pumps

We will continue to evaluate areas in need of further investigation, remedial action, and provide cost estimates for work to be considered by the Township. The Township will need to develop a program for funding remedial work and further investigations including manhole locating and evaluations, pipe video inspection, and flow measurements.

The Township and T&M met with the GCUA on July 23<sup>rd</sup> and discussed the shared I&I issues and GCUA responsibility for GCUA lines which contribute I&I costs that the Township pays for monthly. The GCUA agreed to investigate their lines and meet again near the end of August to continue discussions. The GCUA has reported that they conducted some investigations and have not located any issues or I&I sources in their system. No further action is planned by them.

The August, September, October, November, and December 2019 GCUA reports showed a definitive decrease in Township generated flows to the GCUA system as compared to the record months of June and July this year (\*\**based on records since 2010*). This is due in part to low rainfall, seasonally low groundwater levels, and to Township efforts to eliminate I&I at several manholes in their system. The January thru July 2020 flows reported from the GCUA indicate below average rainfall and sewage flow as compared to the 10-year averages. These monthly 2020 values are also below the historically high 2019 levels.

June 2020 rainfall was about normal and resulted in low flow rates for the Warren and "West Deptford" areas that seems to indicate a strong influence of groundwater on those areas. The July numbers are also below 2019 levels but a significant rainfall on July 10<sup>th</sup> caused an uptick in flows that receded almost immediately afterwards. This would indicate some short-term "inflow" issues. **September flows reported by the GCUA showed a return to normal of flows after a peak in August. We recommend that the Township pursue maintenance inspection and repairs to address potential I&I conditions and savings in GCUA fees.**

**Grove Road Sewer Leak** - A sewer main leak was detected along Grove Road (near the railroad tracks) by the Township Public Works Department using their pipe video equipment. Neri Construction was called under the 2-Year Maintenance contract to perform repairs. They found a collapsed portion of pipe and made a repair of about 10 LF. Follow-up video by the Township also showed additional issues further east on Grove at Evergreen Avenue. Neri was again called out to investigate the problems and a repair was made but it now appears that the pipe will need to be replaced in entirety. Prices for a "pipe bursting" replacement were received on October 14<sup>th</sup>. The low bid for the project was submitted by Root 24 in the amount of \$54,000.00 and a PO was recommended to be issued under an emergency contract.

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**We recommend that the Township continue investigations in this area to determine if other pipes are suffering similar conditions.**

**Water Meter Replacement Project** - On September 29 we were informed that the letter granting Authorization to Advertise had been completed and signed by the reviewer's supervisor, but was waiting one more signature from the Bureau Chief. We have contacted them again and are waiting to hear the status. We expect the project to be able to move forward in the very near future. On September 9<sup>th</sup> the NJDEP we were informed that the Authorization to Advertise Letter has been drafted and is being edited to include new Agency Policy Determinations. We expect to receive the authorization soon. Final antenna locations have been discussed with the Township and Construction plans have been prepared and uploaded to H2loans.com for DEP review and approval. Dependent upon DEP's workload and furlough schedule, we hope to have DEP's authorization to advertise (ATA) by the end of the month.

DEP has finished their review of the contract documents and is satisfied with the specifications. We are working on revisions to the construction plan, identifying the exact location of new, stand-alone antenna towers. We will submit the draft plan to the Township within a week for review and approval of antenna locations. After we submit the new plan to DEP, we anticipate having authorization to advertise by the end of July. A new construction cost estimate has been prepared and submitted to EIT through the H2loans website. We are preparing an updated construction cost estimate for submission to DEP/EIT. We have contacted the area Neptune brand dealer for current equipment pricing. After submitting the new cost estimate, we will stay in contact with DEP/EIT to work toward obtaining the soonest possible loan closing and authorization to advertise. We have revised project specifications, addressing each of their view comments. Revised documents have been uploaded to H2loans.com. Once approved by DEP, the next step in the loan process will be made available for input. DEP's Municipal Finance and Construction Element (MFCE) has reviewed the loan application and issued a letter noting a few required corrections and the need for an additional resolution.

We are addressing their comments and intend to submit the revised documents on or about February 19<sup>th</sup>. After DEP reviews the corrected information and resolution, we anticipate receiving Authorization to Advertise in the near future. The project is waiting for Authorization to Advertise. We have contacted DEP asking for a status update and will inform the Township as soon as we have news. Plans and specifications have been uploaded on the NJIB web site.

The project has recently received SED and DLGS approval. We anticipate receiving NJDEP Authorization to Advertise this month. Once approved, we are targeting a 1/10/20 advertisement date and 2/11/20 bid opening date. In the meantime, we are finalizing the exact locations of the antennas to ensure full coverage of the Township and that the proposed locations are acceptable. We have been in contact with the County Engineer's office regarding the installation of one the antennas adjacent to Parkville Road which borders a Green Acres parcel. There appears to be enough area to accommodate the antenna, which is Township owned and identified as "area excluded for potential future right-of-way". T&M is obtaining pricing to stakeout the Green Acres boundary in this area to confirm the feasibility of the antenna installation.

**2 Million Gallon Jessup Rd Water Storage Tank** - After recent discussions with Bond Counsel, we understand the State will be providing a waiver to the Town, allowing Township financing of the project which relieved the need from having to use the I-Bank.

A meeting was held with the cellular carriers on Thursday, August 20<sup>th</sup> to review the project and to discuss the removal of their antennas. Also, discussed is the interest of the carriers to install a corral system to house the antennas. All four carriers (ATT&T, Verizon, T-Mobil, and Sprint) were represented and interest was expressed for the installation of a corral system to house the antennas. ATT&T was interested but non-committal at the meeting. Advantage Engineers, consultant to all the cellular carriers, was also present and agreed to prepare conceptual designs of the corral system for distribution to the Township and carriers.

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The objective is to have the cellular carriers to fund the installation of the corral system since it's availability will be a substantial cost savings by not having to remove the current antenna's and set up temporary transmitters. Assuming an agreement can be reached, the corral system would be installed later this year. The painting bid documents would be advertised by November of this year with a bid opening in January. March 1<sup>st</sup> is the target Notice to proceed date.

**Advantage Engineers has prepared a conceptual design of the corral and shared it with the cellular companies. All the cellular companies have signed off on the concept plan. Advantage Engineers is in the process of finalizing the design and will make it available in the next few weeks. Once completed and distributed, pricing will be obtained, and negotiations will proceed. It should be noted that T-Mobil and Sprint have merged which may reduce the number of needed antennas.**

**ROAD PROJECTS:**

**2019 Community Development Block Grant - Storrie and Snyder Avenues - The Contractor has not yet submitted their final payment application. We will follow up with them to complete the final paperwork and prepare the grant reimbursement request.** Construction is substantially complete. T&M is working with the Contractor on project close-out documentation and final payment processing. Once all forms are prepared, we will submit a grant reimbursement request to Gloucester County's CDBG office.

A preconstruction meeting was held on May 13<sup>th</sup> and Notice to proceed issued on May 29<sup>th</sup>. Construction began on June 8<sup>th</sup> and to date the contractor has completed all contract work including storm pipe installation, ADA curb ramp, curb, base and top course asphalt paving and traffic striping. The contractor also removed approximately 30 ft of deteriorated CMP storm pipe on Storrie Ave. They backfilled and compacted the area prior to placing base and top course asphalt. This project is now substantially complete.

The rescheduled bid opening took place on April 14<sup>th</sup> with nine contractors submitting bids. The low bidder was Bogey's Trucking with a base bid of \$96,559.30 and a total bid of \$116,784.30 which included Alternates 1 & 2 for drainage improvements. The contract was awarded to Bogey's Trucking in April. Contract documents have been completed and we are working to have the pre-construction meeting on May 13<sup>th</sup>.

**NJDOT 2019 Local Freight Route Grant – Mid-Atlantic Parkway – Phase I - The Contractor repaired an irrigation line that was damaged during construction which was the last remaining item on the Punchlist. The project is now complete. T&M will prepare the final change order form and circulate for signature by the Contractor and Township as well as the Final Payment Application and other close-out documentation. We will prepare the Final Payment Voucher form and CFO Certification form and submit those to the Township for signature. Once all project closeout paperwork is complete and signed, we will submit all documentation to DOT and request the final grant payment.**

The Township recently received notification from NJDOT that a grant is being awarded for the resurfacing of Mid-Atlantic Parkway from Grandview to Metropolitan Way in the amount of \$400,000.

**NJDOT 2020 Local Freight Route Grant Application – Mid-Atlantic Parkway Phase II - The project was bid and awarded the South State, the same company that constructed Phase I. The Pre-construction Meeting was held on September 1<sup>st</sup> and the executed contract has been received. The Contractor began work the week of September 21<sup>st</sup> and to date all concrete work has been completed. The Contractor is planning to mill and pave the week of October 19<sup>th</sup>. T&M will continue to be on-site for inspections as needed.**

NJDOT approved a \$275,000 grant for the resurfacing of Mid-Atlantic Parkway between Metropolitan Avenue and Grove Road. T&M submitted a proposal for engineering and construction services, which was recently approved by the Township. We have scheduled to have a topographic survey performed, which will immediately be followed by base mapping and project design. We plan to submit plans and specifications to DOT near the end of April and hope to have DOT's authorization to advertise by the end of May. Construction is anticipated to take place in July and August.



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**NJDOT 2020 Municipal Aid Grant – Jessup Road Resurfacing Phase II** - We have had phone calls with both Sunoco Pipeline and Transco Pipeline and understand the gas and petroleum pipes will not be a conflict. Both companies will respond to the Contractor's utility mark-out request to identify the exact depth of all pipes and to move their bollards away from the roadway. After consulting with the Town, we have asked the Contractor to include a price for removing three trees that conflict with the road widening. The trees were previously heavily cut back away from overhead power lines and likely will not live much longer even without road widening. Tree removal will be faster and less expensive than re-aligning the roadway. The Contractor has stated they want to and have the ability to perform the road widening. We are waiting for their quote to perform the work and believe that most if not all of the work can be paid for with the existing DOT grant. A preconstruction meeting is scheduled for October 19<sup>th</sup>.

After discussion with the Township, a partial survey was conducted of the west side of the road to determine the impacts of adding a shoulder. The base plan has been updated to reflect the new survey data. We have contacted the gas company to obtain details about the gas main that lies just outside the current limits of paving. Assuming the gas main will not be a conflict, we will revise the plans to show the addition of a shoulder. The project was awarded to AE Stone, Inc. We are working with the Contractor to see if the addition of a five-foot wide shoulder can be added to the south side of road and keeping with the DOT grant award.

The Bid opening was held on July 8<sup>th</sup>. Five bids were received with low bid submitted by AE Stone, Inc. in the amount of \$157,000. The bids will be reviewed, and a recommendation letter will be provided for the July 15<sup>th</sup> Committee Meeting.

The Township was recently notified that DOT will provide a \$210,908 grant to resurface Jessup Road from Budd Blvd. to Kings Highway. We will prepare a proposal for design, bidding and inspection and submit it to the Township for review and approval.

**Red Bank Court and Linda Lane** - The Pre-Construction Meeting was held on August 13<sup>th</sup> and construction began on August 24<sup>th</sup>. To date, the Contractor has completed all contract work at Linda Lane and Red Bank Court. T&M has sent a Punchlist to the Contractor which will be addressed in the coming weeks. Once all Punchlist work is complete, the project will be closed out.

**Red Bank Ave Pedestrian Improvements** - Separate contracts have been awarded for the pedestrian signal and for the ADA ramps and crosswalks. The Contractors have submitted plans to the County to obtain road opening approval.

**To date, all concrete, asphalt, and striping work has been completed. The flashing beacons were also installed. This project is in the process of being closed-out.**

**FY2021 CDBG Funding Application - No Change** - After coordinating with Township officials, we submitted a grant application to resurface Brewer Avenue from Storrie Avenue west to the dead end. We anticipate the County will announce grant awards in the Fall.

Gloucester County Community Development Block Grant applications are due on May 21<sup>st</sup>. Brewer Ave will be the recommended candidate road for the application.

**FY 2021 NJDOT Local Aid Funding Application - No change**. A grant application was prepared and submitted to NJDOT on June 30. The proposed scope of work includes reconstructing Imperial Way from Mid-Atlantic Parkway north to the RR and resurfacing the road from the RR north to Grove Road. We anticipate DOT will make grant announcements near the end of the year

**FY 2021 NJDOT Local Freight Impact Funding Application** - NJDOT is accepting applications for LFIF grants through November 10. Limiting criteria for eligibility include documenting a minimum of 10% large truck traffic. The Township noted Paradise Road north of Crown Point Road as an area in need of repair. We contacted DVRPC who previously conducted traffic studies on this road segment. DVRPC agreed to conduct a 48-hour traffic count on Paradise Road, including differentiating large trucks. The traffic count was scheduled to be performed the week of October 5 and we expect to receive results in the near future. If results show large truck

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traffic is 10% or greater, we will prepare a grant application for this road segment. If truck traffic is less than 10%, we will discuss alternatives with the Town.

**RIVERWINDS PROJECTS**

**Community Center Entrance Roof Gutter Improvements - No Change** - Patriot Roofing completed the Gutter improvements project. Final Payment Application No. 2 for Patriot Roofing was submitted to the Township on July 23<sup>rd</sup> for review.

**Community Center Water Slide Bolts** - White Water West has completed the installation of the new slide bolts. The invoice from White Water West was forwarded to the Township by Greg Black for payment. NJDCA recently visited the CC and inspected and approved the installation of the slide bolts.

**RiverWinds Outdoor Lighting** - JJD Electric has completed the project

**RiverWinds Community Center Gym Windows** - We are proceeding with distribution of the RFP to contractors for the work on October 14 with proposals due October 22. The RFP scope of work includes acquiring a unit price for diagnostic work and improvements to 1 set of 5 windows and a separate unit price for improvements to repair the leaking windows. Once the diagnostic unit price work is investigated, completed and water tested, we should understand the source of the leaks to continue with the improvements to the other leaking windows.

**RiverWinds Community Center Pool Windows** - DA Nolt installed the window gasket to stop a leak over the pool area clerestory on September 25<sup>th</sup>. This was the last remaining item for DA Nolt to complete regarding items identified during the two- year maintenance bond inspection.

**Irrigation System Improvements - No Change** - On November 19<sup>th</sup> & 20<sup>th</sup> 2018, 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 to the athletic fields located on Grove Avenue.

The survey team needed to return to obtain additional information on December 14<sup>th</sup>. The additional investigation was not able to obtain the information needed due to perched ground water conditions.

On April 23<sup>rd</sup> T&M witnessed the excavation of a test pit by Township forces to confirm the location of the potable water main piping and investigated the location of the irrigation piping in the vicinity of the booster pump, which currently services the soccer and football field areas.

Based on the results of the test pit excavation and utility mark-outs of water main piping in this area, the potable water main piping which is routed behind the Concession Building to this location was confirmed. Water main piping was also previously marked-out in the front of the Concession Building, which conforms to the original design drawings. It is unknown at this time if this is a continuation of the potable water main piping or the irrigation main piping.

On May 16<sup>th</sup> T&M witnessed the excavation of an additional test pit in this area by Township Department of Public Works personnel to confirm if the water main marked-out in front of the Concession Building is a continuation of the potable water service or if it is the irrigation main pipe.

The test pit excavation confirmed that this pipe was connected to the potable water main piping at this location, which originates from its connection to the potable water main at the intersection of Eagle Point Road as shown on the original design drawings. However, it is still unclear why the potable water supply to the irrigation system is discontinued when certain valves at this location are closed.

T&M discussed next steps with Township personnel and concluded that an additional test pit should be excavated to confirm if the potable water main is truly routed behind the Concession Building based on prior utility mark-out information. 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.

**Lacrosse Field** - The Contractor (Down to Earth Landscaping) started construction on October 14<sup>th</sup>. T&M has been on site to perform inspections as necessary throughout construction. The Contractor has installed silt fence around the perimeter of the job site, installed inlet filters and stripped topsoil.

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The Contractor has also trenched and installed all 4", 6" and 12" HDPE pipe for the underdrains, installed filter fabric along the trench walls, backfilled the trenches with clean stone and spread topsoil.

They have also finished construction of the Type E and Type A Inlets and installed HDPE pipes to tie into existing inlets. The Contractor also completed fence installation, placed topsoil and straw mulched the work area prior to the last week of December. The Contractor repaired irrigation lines damaged during construction.

The irrigation system was tested by the Township and after the repairs were made and no issues were found. The Contractor is planning to return in March to seed and fertilize the field. The first, second and third Payment Applications were submitted and processed by T&M and approved by the Township. The fourth and final Payment Application will be submitted by the Contractor in the Spring once all contract work is complete.

We are in the process of investigating an issue with standing water on the field after heavy rainfall. The Contractor was directed to submit their as-built survey for review to see if any grading issues can be identified. Further tests may need to be conducted to identify any potential drainage issues with the field. The possibility of placing sod on the field instead of seeding and fertilizing was discussed and a request was made to the contractor to submit a price for sod. The contractor was directed not to seed and fertilize the field until a decision has been made regarding the sod.

We conducted multiple site visits and excavated test pits by hand to uncover the drain system. The underdrains appear to be clear and able to convey water, but fine particles within the topsoil layer are clogging pores in the filter fabric. We are preparing a summary of findings, including solutions to correct the issue.

Based on our observations, we believe very fine, silty material that existed in the originally imported topsoil has clogged the filter fabric above the newly installed underdrains in certain locations. The Contractor has excavated a four-foot wide strip of topsoil above each of the problem underdrain areas and provided new sandy topsoil to cover the underdrains. We will evaluate the field after the next rainfalls.

The Contractor returned in late May to excavate problem areas and replace with better draining soil. The second application of hydroseed was applied and grass coverage is nearly 100%. The Contractor returned to the site on June 29<sup>th</sup> to repair a valve for the irrigation system and reseed the areas where the new soil was placed. We will monitor field conditions and inform the Contractor if additional restoration work is needed.

**A site visit was made with the Township and the Contractor to investigate issues with the irrigation system. The Contractor returned to the site in late August to make the repairs and no issues with the system have been reported since. The Contractor submitted close-out documentation including the Final Pay App, Final Change Order, Maintenance Bond, etc. T&M submitted Final Pay Application, Change Order, and close-out documents to the Township; however, payment will be withheld until the Contractor reseeds, removes rutting, and addresses any ponding issues that still exist. The Contractor is planning on returning to the site on October 22<sup>nd</sup> to address these issues.**

**RiverWinds Multi-Purpose Path Improvements - The Two-Year Maintenance Bond went into effect on December 1, 2019.**

**RiverWinds Point** - The Township and FHG Urban Renewal (FHG) previously received Notices of Violations (NOV) for clearing vegetation from the riparian zone at Block 328, Lot 7 and 7.09. The Administrative Consent Order (ACO) was accepted by the NJDEP for past noncompliance activities and violations of the Flood Hazard Control Act (riparian zone clearing). As required by the ACO, the restored/mitigated riparian zone must be protected through a conservation restriction (deed). We submitted the draft restriction in January 2020 and are awaiting comments on the restriction by the NJDEP.

We met with the Township on August 17, 2020 to assess the riparian zone plantings. Based on the assessment, tree planting survival rate is near adequate, but the shrub plantings were found to be inadequate. T&M has coordinated with the Township to request bids for installation of new plantings. **One bid was returned and accepted from Perfect Touch Landscaping. The plants will be installed in October 2020. Once the plants are installed T&M will prepare the Annual Report for submission to the NJDEP as required by the NOV to provide**

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**details of the project during 2020. The report is due December 31, 2020. We will continue to track the progress throughout the fall and will offer recommendations as necessary.**

**RiverWinds Riverbank Stabilization Project** - Previously, T&M met with the Township to discuss vegetative maintenance and bank stabilization measures along the river and cove area. We reviewed various erosion stabilization measures and are preparing plans, which will be available for review by Township.

The new proposal will require an authorization from the by the NJDEP Division of Land Use Regulation (DLUR). The NJDEP DLUR agreed to review the proposal for the stabilization measures, and to provide comments/guidance to the Township prior to formal submission. **We anticipate an informal submission of the plans to the NJDEP DLUR for review to solicit comments on the final design plans.**

**RiverWinds Golf Remediation** - **The required inspection of the engineering controls (cap) at RiverWinds Golf Course was completed on August 31<sup>st</sup>. The next inspection is scheduled for January 2021.**

**No Change** - T&M to schedule a meeting with the Golf Course Superintendent and the Golf Course's LSRP to discuss routine maintenance and disruption of the cap. The meeting has been on hold due to social distancing requirements.

**RiverWinds Remediation (Non-Golf Course Areas)** - **The July 2020 inspection of the engineering controls (cap) at RiverWinds Restaurant has been completed. The biennial certification to be submitted to NJDEP is currently on hold due to issue with the current ownership. Since the Restaurant property is no longer owned by the Township, the current owner is required to establish Financial Assurance. T&M is looking into this issue and will further update the Township next month.**

**The next inspection for RiverWinds Restaurant is scheduled for January 2021.**

**No Change** - The areas exhibiting arsenic exceedances identified at Block 328, Lot 7 and Block 328, Lot 7.05 have been fully delineated, and will be excavated and backfilled with 'clean' material and topsail and grass seed. **T&M's Team has finalized the draft specification and drawings for bidding this work. The final specification and drawings for Township review and approval shortly.**

**RiverWinds Redevelopment Area** - We met with Edgewood Properties on September 26<sup>th</sup> to review development plans for lot 7.06, the general development plan (GDP) and the proposed concept sub-division plan. As a follow-up to the meeting a revised GDP was submitted on September 28<sup>th</sup>.

We are anticipating the formal submission for Phase 1, Lot 7.06 to be submitted this month along with the GDP and minor subdivision plan to create a new lot for the existing sewer pump station and relocated golf cart path. On October 31, 2019, final draft of the plans was submitted for lot 7.06. Also received was the General Development Plan and proposed subdivision for the pump station lot. **The formal submission to the Planning Board remains pending.**

A meeting was held on November 25, 2019 with Township Representatives and Jaworski Golf to review and discuss the termination agreement for the Club House Lot. T&M provided the plans to be used as an exhibit to the Agreement. The Termination agreement has been finalized and we will start preparing the subdivision plan for the club house lot and revisions the golf course lot.

On June 11<sup>th</sup> we met with US Fish & Wildlife and NJDEP to discuss the proposed development and the impacts caused by presence of the Eagle Nest. On January 31, 2020, a copy of the General Development plan and site plan for Lots 7, 7.01, 7.04, 7.06, 7.07, and 7.08 were submitted to the US Fish & Wildlife as a follow-up to our June 11<sup>th</sup> meeting. We continue to coordinate with the agencies for the follow-up conference call and anticipate it will be scheduled within the few weeks. We have submitted a proposal to assist Jaworski Golf to implement the conditions of the termination agreement. Our services if authorized would pass through the Township and Jaworski Golf would post an escrow account. Services would include obtaining all permits/approvals required for relocating the cart paths and preparing the sub-division. Once the escrow is posted, we will commence with our services.

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Edgewood Properties was on site on April 23<sup>rd</sup> through April 29<sup>th</sup> at lot 7.06 to obtain soil borings for foundation design and to obtain soil samples to verify the capping requirements for the site. Results of the testing and foundation recommendations are pending.

A conference call was held with NJDEP and US F&W on June 18<sup>th</sup> to review the developments plans for Lot 7.06 and the impact of the Eagle nest on the project. No new information was generated from the phone call and since no NJDEP permits are needed for the work to proceed. The agencies will be contacted when work is scheduled to proceed to finalize any restrictions during the eagle breeding season.

**Jaworski Golf representatives have reviewed the concept plan and approved the location. The plan has been finalized and provided to Jaworski Golf so they can obtain quotes from contractors and move forward with construction this fall. Jaworski Golf provided a check for Soil Conservation District Certification. The SCD application, check and plans were delivered to the District on October 13.**

**MISCELLANEOUS PROJECTS:**

**Removal of Light Poles at Red Bank Ave – Marty Gray Field - This project is complete**

**Light Poles at the Little League Complex - The removal of the Penny Field and Bob Oldt Field light poles and return of the lights to the Township was completed by Janney Electric. The Payment Application recommendation was forwarded to the Township for review on August 18<sup>th</sup>. Budget pricing for new poles and re-use of the existing lights and new poles and new LED lights were submitted to the Township for review. We understand that the project is on hold until November when it will be evaluated for implementation. We will evaluate the four (4) 70 feet long metal poles stored at the Park for possible re-use at a Little League field once they are removed and turned over to observe for corrosion. If not corroded, we will perform ultra-sonic testing on the poles to acquire exact depths of the metal and perform structural load and wind calculations to determine if the poles are strong enough to be re-used.**

**Municipal Building Security Panels - The security panel improvements including five office doors, the Information Service window, the Construction Department, and the Transaction Area have been substantially completed. A and A Glass intends to complete the remaining item to stiffen the transaction half door panel with angles by October 16<sup>th</sup>. The installation of the talk boxes in the doors has been removed from the scope of work and a credit was sent to the Township for this work by A and A Glass.**

**Storm Damage Repairs - We have reviewed damage caused by the June 20<sup>th</sup> storm and subsequent rainfalls in the Township with Bill Gigliotti and provided estimates to be submitted to FEMA. We will be prioritizing projects and updating estimates. The priority areas include repairs to 351 Hessian Avenue, Budd Boulevard and Meravan Farms.**

A report with estimated costs was initially submitted to the Township on August 19<sup>th</sup> and subsequently revised and resubmitted on August 28<sup>th</sup>, the priority repairs are included in the pending Bond Ordinance.

**351 Hessian Avenue -This project is closed-out and is under a two-year maintenance bond that went into effect on December 9, 2019.**

**Hessian Ave Headwall Permit – To stabilize the pipe beneath Hessian Avenue, we have reviewed options for the upstream end of the pipe. Based on the strategies proposed, we have eliminated the need for a NJDEP permit.**

**Budd Boulevard and Lavenham Court – Bids were opened on June 4<sup>th</sup>, with four contractors submitting prices. The low bidder was R. Moslowski Excavation Inc. with a price of \$128,337. The bid was submission was complete and the Contractor has completed drainage projects for other municipalities. Township Committee awarded the contract at the June 17<sup>th</sup> meeting. The Construction Contract has been submitted to R. Moslowski for processing. The signed contract, bonds and insurance certificate have been received. **The pre-construction meeting was held on August 28<sup>th</sup>. The Contractor will start work once their drainage structures are on-site. They are planning to mobilize to Lavenham Court on October 19<sup>th</sup> and****

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**the drainage structures are scheduled to arrive the next day. T&M will be on-site for inspection once construction is underway.**

We have continued to refine the stormwater design to alleviate flooding and erosion issues by proposing a minimal amount of disturbance. We have found that most existing pipes are adequately sized, but existing inlets don't allow enough water to enter the pipes. Proposed plans include replacing inlets and outlet structures to handle peak flows and replacing select pipe segments to improve system capacity. Construction plans and cost estimate will be submitted to Public Works by March 13<sup>th</sup>. Construction plans have been prepared detailing proposed improvements. Based on our research into drainage areas and patterns contributing to each location, additional stormwater inlets, upsized drainage pipes and new outlet structures have been designed to alleviate the drainage problems. Topographic survey and base mapping were completed the first week of November. We are in the process of defining drainage areas to each collection point, which will be used to design stormwater collection and conveyance structures that are sized to accommodate storm events.

**Harker/Garrett Ave Area**

**We analyzed the drainage area immediately around the inlets that experience flooding. Pipe and inlet upgrades were proposed to the Town and subsequently approved. We are preparing construction plans and then will solicit quotes from contractors. Quotes have been received by two contractors to perform the work. The quotes are under review.**

**Budd Boulevard Behind County Office Building**

**We visited the site and understand the need to repair or replace the pipe that discharges to the creek. As part of their yearly maintenance agreement, Neri Construction visited the site and provided a rough estimate of \$19,000 to \$23,000 to make the repairs. We are seeking a second price from the contractor currently working on the Budd Blvd. and Lavenham Court drainage project.**

**Sunoco Property Drainage Improvements** - To identify and alleviate drainage issues at the northern portion of the Township near Asbury Avenue, the Township met with several stakeholders to discuss possible solutions. Representative of Sunoco, the NJDEP, Energy Transfer Solutions, T&M, and Law office of Timothy Scaffidi. On February 12, 2020, the Township, T&M, and several stakeholders attended a meeting with the NJDEP Office of Permit Coordination to discuss the stream cleaning and drainage improvements anticipated. The NJDEP provided direction on possible permitting requirements, depending on the nature and level of efforts considered. The plan was to initiate this work **in April** but has been delayed due the Covid-19 pandemic.

**Recent conference calls have occurred with the stakeholders and it was discussed that the stream cleaning will proceed in two (2) phases. Phase 1 includes maintenance/cleaning of the area on Sunoco property near the Red Bank Elementary School and Phase 2 will include desnagging and litter patrol along the remaining portions of the waterway continuing west to the Delaware River.**

**T&M has been coordinating with Sunoco and their surveying and engineering firm, UNI, to determine the scope of the Phase 1 maintenance and stream cleaning, testing of the sediments, the location of the placement of the sediment on the Sunoco parcel, and required permits from the NJDEP. A conference call is scheduled for October 14, 2020 to further discuss implementation of the project. The plan is to submit the NJDEP permit application by the end of October. Sunoco would like to complete the project during the winter of 2021.**

**Public Works Building - No Change** - Budget Project costs have been submitted for an initial phase to include a new 36'x50' garage at the Public Works Complex. We have submitted a proposal to replace the boiler at the complex. The boiler will be sized to use natural gas and to accommodate future phases of the reconstruction of the complex.

We previously developed Concept Plans including a breakdown of Phase I, II, and III improvements that were submitted to the Township for review. We submitted a proposal for engineering services for the Phase I and II improvements. Phase I included a 4,800 SF Repair Garage. Phase II included a 13,200 SF Parking Garage, and Phase III included a 4,000 SF Personnel Area.

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**Public Works – Boiler Replacement** - The bids received on August 18<sup>th</sup> exceeded the project budget. We are investigating the use of a Co-Op that is available to the Township. Verderame & Sons has the contract through the Co-Op and has met with us on August 31<sup>st</sup> and agreed to provide a quote through their Co-Op contract. The plans and specifications were provided on September 2<sup>nd</sup>. A quote was received, and the contract is planned to be awarded at the next Committee Meeting.

**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.

We have investigated the submission of a grant application to the NJ Library Bond Act for the replacement of the HVAC System. We initiated preliminary documentation that is needed to file the application. On March 11<sup>th</sup> we were authorized to proceed with the submission of the application. We are proceeding with the conceptual design and grant application.

The grant application was submitted on June 5, 2020. A review comment was issued on June 26<sup>th</sup> and was responded to on June 29<sup>th</sup>. Announcement of grant awards are anticipated in the fall of 2020.

**Little Theater - No Change** - We are currently working with the Township for the removal of the Underground Fuel Storage Tank (UST) which was located by ground penetrating radar partially under the existing ramp. This removal will be performed prior to the start of any demolition work. This work has been placed on hold until the municipal services master plan is completed.

**271 Jessup Property Evaluation** - T&M followed up again with the HDSRF coordinator Ms. Rachel Orobono-Stopper at the end September to determine the status of the HDSRF application submitted for this site. Ms. Orobono-Stopper indicated that the application is still in the queue and will be review at some point this year but could not give a specific timeframe. T&M will follow up again in November and provide an update.

**Energy Studies** - After the Clean Energy Program was closed earlier this year, we were informed that the PSE&G energy savings program has been re-opened and the previous audits could be used. This program is similar to the NJ Clean Energy Program, with 70% grant, but the remaining 30% costs goes back on the PSE&G's bill to the township over a three year period so there is not out of pocket costs to the township. The audits prepared have been submitted to PSE&G for consideration. Over the past month we conferenced with the PSE&G representative and the audits/agreements were accepted by the Township.

Agreements have been signed and returned to PSE&G on May 8<sup>th</sup>. A pre-construction meeting was held with the contractor on Tuesday, May 19<sup>th</sup>. Fully executed copies of contracts for each building have been returned by PSE&G on June 24<sup>th</sup> and all locations are ready to proceed with the pre-installation process which includes obtaining permits, ordering materials, and scheduling the installations.

On September 9<sup>th</sup> the PSE&G contractor provided notice that the fixtures have arrived, and installation will begin on Tuesday September 15<sup>th</sup> and planned to be completed by October 2<sup>nd</sup>. As of October 15, the status of each building is as follows.

**Scout Building - Completed.**

**WDT Park Maintenance Building - Completed.**

**Public Works - Completed.**

**Municipal Building - Completed except for 3 exterior lights.**

**Library - Completed except for 10 exterior pole lights at the front patio.**

**River Lane Baseball Building - Completed.**

**River Lane Concession Stand - Completed except for 4 exterior lights.**

**River Lane Restroom Building - Completed.**

**The remaining items noted above are expected to be completed by October 16<sup>th</sup>.**

**Municipal Lien Searches: No Activity this month.**

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**Curb and Sidewalk Waivers:** No Activity this month.

**ACTIVE ESCROW PROJECTS**

**Certificate of Occupancy:**

No new CO inspections were performed during this period.

**Paradise Estates: Performance Bond No. B98809020417, \$164,940.00** - All properties on Shira Ct have now been constructed and granted PCOs.

**The performance bond release was approved at the April 1, 2020 Township Committee Meeting pending receipt of a 2-year maintenance bond in the amount of \$24,741.00.**

**Patsy Court, Nottingham Estates – Apron, Sidewalks and Grading Inspections** - No Change - No new CO Inspections were made for Patsy Court during this period.

**Colonial Pipeline Photovoltaic Ground-Mounted Array** - No Change – The Solar Contractor (Enter Solar) has completed most contract work. T&M met with a representative from Enter Solar on site on October 4<sup>th</sup> to discuss remaining work. It was determined the Contractor needed to address any turf restoration areas that need to be re-seeded in the spring and plant trees on the outside of the fenced-in area in accordance with the plans. Two other tasks that were also incomplete were the construction of an 18” wide concrete pad for flexible bollards and the installation of the solar light pole and fixture at the gated entrance. The Contractor requested that these two items be removed from the scope. This change was discussed with the Township and it was determined the concrete pad and bollards could be eliminated but the solar light pole at the entrance is still required. The Contractor has completed planting all required trees and is in the process of ordering the solar powered light pole and fixture. All other site-work requiring our inspection is complete. A 70% Bond Reduction Recommendation Letter was submitted to the Township by T&M on May 13<sup>th</sup>. The bond will be released 100% once the light pole is installed and reseeding is complete.

The Contractor installed the solar-powered light pole at the entrance to the site the week of August 3<sup>rd</sup>. They also removed the dead trees planted around the perimeter. Once new trees are planted in the fall, T&M will perform a final inspection and recommend a Bond Reduction for the remaining funds provided that all remaining work was completed.

**COIM Pre-Polymer Building** - No Change - The Contractor (Debex Contractors) has not performed any stormwater utility work over the past month. The Contractor has addressed issues described in the most recent soil conservation report and the drainage basin has been accepted. The Contractor has continued work on the building.

**301 Grove Building Expansion** - No Change - A final walkthrough was performed with the Contractor (Blue Rock) on 7/25/19 and a Punchlist was generated with some minor issues to correct. T&M performed a follow-up inspection to confirm all Punchlist items from the walkthrough are complete.

However, the proposed entrance off Friars Blvd has not been constructed. There was some confusion from the Contractor as to whether the entrance off Friars Blvd was part of this project. The Contractor was planning on constructing the entrance separately from this project. The Planning Board approved the entrance as a change of plan to be included with this project. The Bond Release and CO will not be granted until an agreement is reached on the Friars Blvd entrance.

**Jersey Fire Protection Associates – Crown Point Rd** - No Change – A CO inspection was conducted on November 27<sup>th</sup> 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. To date, we still have not received confirmation of DOT approval.

**WAWA Diesel Fuel Modifications** - No Change – 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



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vent to a height of 12 ft. All other contract work including striping, signage and curb ramp construction has yet to be completed.

**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. T&M visited the site on January 20<sup>th</sup> to see if the trees had been planted. Three new trees were in place. T&M made another site visit on February 21<sup>st</sup> for a Performance Bond release inspection. No major issues were found during the inspection. T&M recommended a Maintenance Bond equal to 15% of the landscaping value items (\$8,220.00) be posted for a 2-Year Period to guarantee the condition of the landscaping.

**West Deptford Distribution Center** - The Performance Bond has been released and replaced with a 2-year maintenance bond in the amount of \$1,454,562.00 with an expiration date of October 16, 2020. **T&M will schedule a Maintenance Bond inspection the week of October 12<sup>th</sup> to determine if any repairs need to be made. Once all repairs are complete, T&M will recommend the release of the Maintenance Bond.**

**Bostik Expansion, 2000 Nolte Drive - No Change** – T&M performed a CO inspection of the site on February 21<sup>st</sup> and all work was complete in accordance with the plans. No Punchlist items were identified to be addressed. A PCO for the property was recommended. T&M sent a Bond Release Recommendation Letter on April 3<sup>rd</sup>.

**Solvay Solar** - A pre-construction meeting was held on September 25<sup>th</sup> between the developer, design engineer, electrical contractor, T&M, and the Township. Site clearing and mobilization began on September 26<sup>th</sup>. T&M has been monitoring progress and performing site inspections of fencing, soil erosion, site clearing and turf restoration and will continue to do so throughout the project. The project is nearing completion and the bulk of the work remaining is landscaping.

T&M met on-site with the Contractor on June 23<sup>rd</sup> to discuss the remaining work and construction schedule. Landscaping, turf restoration and fence repairs are the major remaining items that need to be completed. The Contractor anticipates the project will be substantially complete in August. T&M will continue communicate with the Contractor regarding their schedule and completion date.

**T&M will reach out to the contractor to schedule an inspection in the coming weeks and identify any Punchlist items that need to be addressed. Once all Punchlist items are addressed, a PCO will be recommended and a Bond Release Recommendation Letter can be sent to the Township.**

**Solvay Hydraulic Containment & Treatment System** - T&M has been monitoring construction which began the week of December 2<sup>nd</sup>. The Contractor has mobilized, installed soil erosion measures, performed site clearing and construction of the building pad, construction of the building, well drilling and pipe installation. The Contractor completed the roadway widening including excavation, grading, DGA placement and compaction, base, and top course paving. The trench on the side of the new road has been seeded and straw mulched.

A complaint was received from the property owner at 627 Mantua Grove Rd mainly regarding site restoration and drainage issues occurring as a result of the work being performed. A drain has been installed near the driveway apron which has improved drainage in that area. The resident also complained about dust from the roadway and construction vehicles traveling from Mantua Grove Rd to the site. A layer of stone was added to the roadway for dust control and construction traffic has decreased significantly now that the project is nearing completion. T&M will continue to monitor the situation. **A CO Inspection will be scheduled once the new facility is ready for start-up.**

**265 Jessup Road – Parking Facility - No Change** – The contractor has completed the project. T&M performed a CO inspection on March 6<sup>th</sup> and recommended a TCO for the property due to landscaping and turf restoration not being complete. Another CO inspection was performed on March 26<sup>th</sup> once the landscaping was in place and the turf restoration was 100% complete. T&M sent a PCO Recommendation Letter to the Township following the inspection and a Bond Release Recommendation Letter was sent on April 3<sup>rd</sup>.

**The Club** - A Pre-Construction Meeting was held on July 10<sup>th</sup>. The Contractor began work on August 19<sup>th</sup>. To date, the Contractor has completed installation of the stormwater, sanitary and water utility installation. Curb

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installation, grading and base paving have also been completed. **T&M has been on-site performing inspections of the underground utility installation, curb, and paving operations. T&M will continue to perform inspections as required. Phase I of this project is nearly complete.**

We prepared a report to Committee recommending the posting of performance bond and inspection escrow amounts for Section 1 of Phase I.

We have reviewed the water and sewer plans for Phase 2 of the club and issued a review letter. We completed the review of the NJDEP Treatment Works Application and recommended endorsement of the application.

**Capital Projects Under Maintenance Bond**

**RiverWinds Pool Area HVAC Upgrades - No Change** – 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. The return fan and crank case heaters were replaced the week of July 22, 2019. A new condenser is also required and has been replaced in September.

T&M made a site visit on January 14<sup>th</sup> to meet with RiverWinds administration and discuss issues with Unit 13. A leak occurred in the weight room and there were rust stains on the metal ceiling. Falasca has since returned to make the necessary repairs. No issues have been reported to T&M regarding the HVAC system over the past month.

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.

**RiverWinds Community Center Pool Roof and Exterior Building Improvements** - This contract has been closed-out and is currently under a 2-year maintenance bond which is in effect through June 20, 2020. DA Nolt completed the repairs for 3 items including installation of a clerestory window seal, re-anchoring a few loose coping anchors, and repairing a sill leak in the clerestory window. A letter of recommendation to conditionally release the bond has been submitted.

**RiverWinds Pool Resurfacing** - This contract has been closed-out and is currently under a 2-year maintenance bond which is in effect through November 9, 2020. We have coordinated with Greg Black and will identify and advise the Contractor of any outstanding items that need to be addressed.

**RiverWinds Community Center Pool Area Building Improvements** - This contract has been closed-out and is currently under a 2-year maintenance bond which is in effect through November 26, 2020. We have coordinated with Greg Black and will identify and advise the Contractor of any outstanding items that need to be addressed.

**Municipal Building Roof Improvements** - This contract has been closed-out and is currently under a 2-year maintenance bond which is in effect through June 20, 2020. We performed a roof inspection on June 3, 2020 and observed roof components to be in good condition. A letter of recommendation to release the bond has been submitted.

**Municipal Building HVAC Improvements** - This contract has been closed-out and is currently under a 2-year maintenance bond which is in effect through June 14, 2020. We understand by speaking with Township staff on June 5, 2020 that the HVAC system is working satisfactory. A letter of recommendation to release the bond has been submitted.

**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

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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.

A site inspection was performed on December 17, 2019, to observe existing conditions and determine whether the Maintenance Bond could be released. Curb cracks were observed in several locations. T&M recommended the contractor repair the damaged curb to prevent further deterioration. T&M met with DocuVault employees on February 19<sup>th</sup> to walk around the site and identify the cracks to be repaired. T&M recommended two Sika products that could be used to perform the repairs. Once the curb repairs are complete, T&M will recommend the Maintenance Bond be released.

**PROJECTS ON HOLD**

**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 Farm - No Change** - We received a call from the developer in October 2019, 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 draft NJEIB funding application to facilitate the permanent replacement of this old gravity pipeline with a pump station and force main.

**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.

Mr. Steck also noted notice was received on October 21, 2020 from the NJDEP authorizing West Deptford Township to advertise for the Water Meter Project. Additionally, quotes were received on October 21, 2020 for Harker Avenue Storm Drainage Improvements to address flooding in the area. Recommendation to approve Neri's Construction's quote to move forward with the project. Mr. Scaffidi noted a motion for approval to award the contract with the understating a Resolution to ratify will be provided at the next meeting. Mr. Reid motioned as such; Mr. Robinson seconded, and the vote was as follows:

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

Additional discussion, questions and comments was held regarding the Water Meter Project and the RiverWinds Lacrosse Field Project.

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

**C. ADMINISTRATOR'S REPORT:** Ms. Lee Ann DeHart, one update to submitted report; meeting scheduled for October 23, 2020 with Mr. Scaffidi and Mr. Krachun to review the Township Code Book.

**D. CFO'S REPORT:** Mr. Mike Kwasizur, submitted the August 31, 2020, Treasurer's Report. Mr. Kwasizur also noted the packets for the 2021 Budget were sent out and are due back by December 11, 2020; additional comments followed.

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**5. COMMITTEE REPORTS:**

**A. Mayor DiCarlo - Public Works – No Comment**

Bill Gigliotti, Acting Public Works Manager, provided three (3) updates to his submitted report. Leaf collection vehicles are being prepped for collections to begin November 1<sup>st</sup>; Snow fighting fleet and supplies have been readied; and the new Dude Solutions software for the Public Works department is up and running. Special recognition and thanks given to the Public Works Department personnel for all their efforts.

**B. Deputy Mayor Mehaffey - Utilities – Absent –** Mr. Reid noted that the report from Dan Beach, WRM is attached; no additional comments or discussion.

**C. Committeewoman Kerr - Public Safety - No Comment**

Sean McKenna, Police Chief, no updates to the report submitted. Noted the success of the Straight to Treatment program as well as overwhelming, positive feedback on the Police Chaplain program.  
John Austin, Fire Official, no updates to report submitted.

**D. Committeeman Reid – Buildings, Grounds & Recreation –** Mr. Reid provided a general update for Recreation as it applies to Winter sports noting the State has issued return to play guidelines for indoor sports. Additional discussion held on what will be done and how teams will proceed with upcoming schedules.

Greg Black, Director of RiverWinds Community Center, no updates to the report submitted. Noted continuing work on outdoor lighting project as well as continued growth in attendance of the membership.

Latiya Holmes, Events Manager/Communications Coordinator, no updates to the report submitted. Requested decision on Holiday events; comments and discussion followed. Noted that discussions and planning have commenced to prepare for West Deptford Township’s 150<sup>th</sup> Anniversary on March 1, 2021. Finally, noted guidelines for Halloween will be sent out in the weekly Township Email blast.

Bill Gigliotti, Acting Public Works Manager, noted two (2) updates to the submitted report; followed by questions and discussion on the batting cages.

**E. Committeeman Robinson - Administration/Finance – No Comment**

Lee Ann DeHart, RMC, noted Deputy Clerk sat for State exam with results due in 6-8 weeks. Provided an update on Election preparation noting meetings with Police to review security issues at RiverWinds Community Center as the one polling location for the municipality, as well as Poll Worker training is being held. Additional comments from Chief McKenna noting their meetings with County and Township officials to provide coverage.  
Penny Sheehan, Tax Collector, Mr. Robinson noted report is attached for review.

Tyler Rost, Asst. to Director of Administration/Special Projects Manager, no update to submitted report; follow up to highlight the 150<sup>th</sup> Anniversary updates and preliminary plans; requested feedback and guidance from the Committee.

Lorissa Luciani, Director of Planning & Code Enforcement, no update to submitted report; special note on the Spatial Data Logic Permitting System is in place with live training to commence. Construction Office will be closed on October 27<sup>th</sup> for training. Additional questions and discussion held.

**6. ORDINANCES**

**A. INTRODUCTION**

**2020-19 ORDINANCE PROVIDING FOR THE 2020 SALARIES AND COMPENSATION OF THE OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF WEST DEPTFORD, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY**

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**2020-20 ORDINANCE REPEALING THE EXISTING RULES AND REGULATIONS FOR THE WEST DEPTFORD POLICE DEPARTMENT AND HEREBY ADOPTING A NEW SET OF RULES AND REGULATIONS FOR THE WEST DEPTFORD POLICE DEPARTMENT IN THE TOWNSHIP OF WEST DEPTFORD**

**2020-21 ORDINANCE OF THE TOWNSHIP OF WEST DEPTFORD, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY AMENDING ORDINANCE 2020-16**

Mr. Reid motioned to approve introduction of Ordinances 2020-19, 2020-20, and 2020-21, Public Hearing and Adoption will be November 16, 2020, seconded by Mr. Robinson and the vote was as follows:

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

**7. RESOLUTIONS**

**2020-322 OCTOBER 21, 2020 BILL LIST**

**2020-323 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD APPOINTING ANTHONY J. FERRIOLA AS MUNICIPAL JOINT INSURANCE FUND COMMISSIONER FOR THE TOWNSHIP OF WEST DEPTFORD FOR YEAR 2020**

**2020-324 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING A FAIR AND OPEN PROCESS FOR THE AWARDED OF THE 2021 PROFESSIONAL SERVICES CONTRACTS FOR WEST DEPTFORD TOWNSHIP**

**2020-325 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD DECLARING A SPECIAL HALLOWEEN CURFEW FOR THE DATES OF OCTOBER 30 AND OCTOBER 31, 2020**

**2020-326 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING EXECUTION OF AN APPLICATION FOR SOIL EROSION AND SEDIMENT CONTROL PLAN CERTIFICATION FOR THE RIVERWINDS GOLF CART PATH RELOCATION PROJECT IN THE TOWNSHIP OF WEST DEPTFORD, NUNC PRO TUNC**

**2020-327 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING THE EXECUTION OF AN EMERGENCY CONTRACT BETWEEN THE TOWNSHIP OF WEST DEPTFORD AND ROOT 24 PLUMBING, INC. FOR SEWER MAIN REPLACEMENT AND REINSTATEMENT OF HOUSE LATERALS, NUNC PRO TUNC**

**2020-328 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING THE AWARD OF A CONTRACT TO JOHN VERDERAME & SONS, INC. FOR DEPARTMENT OF PUBLIC WORKS STEAM BOILER REPLACEMENT PROJECT AS PART OF THE HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION COOPERATIVE PURCHASING PROGRAM**

**2020-329 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AMENDING RESOLUTION 2020-11 - APPOINTING SUBSTITUTE PROSECUTORS FOR THE YEAR 2020**

**2020-330 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD COUNTY OF GLOUCESTER, STATE OF NEW JERSEY RATIFYING NOTICE OF TERMINATION**

Mr. Reid motioned to approve the Resolutions, seconded by Mr. Robinson, and the vote was as follows:

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

**8. OLD BUSINESS: None**

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**9. NEW BUSINESS: None**

**10. OPEN MEETING TO THE PUBLIC** – Mr. Reid motioned to open the meeting to the public, Mr. Robinson seconded his motion and was approved by the entire Committee.

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

**11. ADJOURNMENT:**

Mr. Reid motioned to adjourn, Mr. Robinson seconded, and the motion carried unanimously. The meeting adjourned at 7:26 pm.

Respectfully Submitted,

Jill S. Magill, Deputy Clerk