

**TOWNSHIP OF WEST DEPTFORD COMMITTEE MEETING and WORK SESSION MINUTES**  
**400 CROWN POINT ROAD, WEST DEPTFORD, NJ 08086**  
**NOVEMBER 14, 2022 7:00 P.M.**

**1. A.** The November 14, 2022 West Deptford Township Committee Meeting and Work Session was called to order by Deputy Clerk Jill Magill, 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 6, 2022 and noting the public meeting format is 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. Megan Kerr, Deputy Mayor Adam Reid, Mr. Jim Robinson and Mayor James Mehaffey were in attendance for this meeting; Ms. Ashley Morrell was absent.

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

Petition to Extend Licensed Premises from Damminger Enterprises, Inc. dba Colonial Cafe for Special Events to held October 28th and 29th, 2022

Covid-19 Expansion of Premises Permit Application - Damminger Enterprises, LLC dba Colonial Cafe

Application to Amend Raffle License RA823 for Change of Date to January 13, 2023 - West Deptford Band Parents, Inc. - Basket Raffle

Application to Amend Raffle License RA824 for Change of Date to January 13, 2023 - West Deptford Band Parents, Inc. - 50/50 Raffle

Bingo Application - West Deptford Band Parents, Inc. - January 13, 2023

Raffle Application - West Deptford High School Girls Soccer Team - Drawing December 16, 2022

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

Ms. Kerr	Y, w. abstention for Raffle application for WDHS Girls Soccer Team
Ms. Morrell	A
Deputy Mayor Reid	Y
Mr. Robinson	Y
Mayor Mehaffey	Y

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

Motion to approve the October 19, 2022 Township Committee Work Session minutes made by Deputy Mayor Reid, seconded by Mr. Robinson and the vote was as follows:

Ms. Kerr	Y
Ms. Morrell	A
Deputy Mayor Reid	Y
Mr. Robinson	Y
Mayor Mehaffey	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 Reid. Mr. Robinson seconded his motion and the motion was approved by the entire Committee. Deputy Clerk Magill reviewed the procedures for public participation, including the five (5) minute time limit per speaker.

**TOWNSHIP OF WEST DEPTFORD COMMITTEE MEETING and WORK SESSION MINUTES  
400 CROWN POINT ROAD, WEST DEPTFORD, NJ 08086  
NOVEMBER 14, 2022 7:00 P.M.**

Gary Rutter, residing at 1559 Donop Street, question on the agenda for availability of the Resolutions and Ordinances on-line. Deputy Clerk Magill explained copies of Ordinances can be obtained from the Clerk's office after Introduction as well as after Adoption; however, Resolutions are only available after Adoption. Mr. Rutter suggested all documents be made available to the public prior to meetings.

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

**4. RESOLUTION**

**A. PUBLIC SAFETY – PART 1:**

**2022-321 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD APPOINTING DASHON BURDETT TO THE RANK OF PATROL OFFICER 11TH CLASS IN THE WEST DEPTFORD POLICE DEPARTMENT**

Chief Chambers thanked the Mayor and Township Committee for the opportunity for the appointment to replace a patrol officer who had resigned. He spoke to the process of hiring, Officer Burdett's attributes and career, and presented Officer Burdett for appointment.

Ms. Kerr motioned to approve the Resolution 2022-321, seconded by Deputy Mayor Reid, and the vote was as follows:

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

Police Officer Burdett was sworn in by Mayor Mehaffey with his family joining him on the dais.

At recess was called at 7:11 pm; Mayor Mehaffey reconvened the meeting at 7:16 pm.

**5. SPECIAL REPORTS:**

**A. ENGINEER'S REPORT:** Mr. Timothy Staszewski submitted the November 2022 Engineer's report.

**ENGINEER'S REPORT - November 2022**

**WATER AND SEWER PROJECTS:**

**Well 8 - PFAS breakthrough was noted in the lead treatment vessels. Solvay was notified of this and directed to begin preparation of media changeout. Discussions are ongoing with Solvay for the scheduling of the work.**

Work is continuing on a draft agreement to turn the PFAS treatment system over to the Township. RVE has reached out to the treatment provider (ECT2) to determine long-term maintenance requirements of the system so that the costs may be covered in the Agreement.

**Water Quality Accountability Act – no change** - The Water/Sewer Department completed the WQAA Capital Improvement Reporting submission prior to the June 3<sup>rd</sup> reporting deadline. RVE will work with the Department on a regular basis to maintain work records in advance of future annual submissions.

RVE is working to develop a valve exercising schedule to ensure compliance in advance of next WQAA deadlines (December 31, 2025, and December 31, 2029, for large and small valves, respectively).

**Cumberland Avenue Sanitary Sewer Pump Station (PS#1) - Technical questions were received from the NJDEP regarding the TWA. RVE is preparing a response to the comments; resubmittal is anticipated on or about**

**TOWNSHIP OF WEST DEPTFORD COMMITTEE MEETING and WORK SESSION MINUTES  
400 CROWN POINT ROAD, WEST DEPTFORD, NJ 08086  
NOVEMBER 14, 2022 7:00 P.M.**

11/7. We anticipate that the contract will be ready for advertisement as soon as the TWA approval is received.

**Water Meter Replacement Project** - Notice to Proceed was issued to Lenegan on 9/29; meters have been delivered to the Twp. A meeting was held with Lenegan for meeting the week of 10/13 to start resident notification and construction start. A draft notice was provided from RVE to the Township on 10/14; the Twp. is anticipated to distribute the notice on or about 11/7.

**2 Million Gallon Jessup Road Water Storage Tank Painting Project** - Touch up work where damaged by equipment/cables was performed by Allied. RVE is working with Allied on closeout documents to complete the final Change Order and Pay Estimate work.

RVE met with the Township, BOE and contractor regarding the installation of two antennas on the corral for emergency communication equipment. A submittal was received from the BOE's contractor and is under review by RVE.

**Well 3** – *no change* - A meeting was held with the Township and Solvay on 8/1 to discuss next steps in developing a replacement for Well No. 3. Solvay will obtain water quality samples from all potential source aquifers to see which would be most efficient for treatment. Township to look into obtaining property from the neighboring swim club pending markout of gas main and RVE research into Colonial contamination plume.

**Water/Sewer Connection Application Process** – *no change* - Standard construction details were completed and delivered to the Township on June 13<sup>th</sup>. The details were placed on the Township website for download by Applicants. RVE is working on standard construction notes to supplement the details.

**Hessian Avenue Sewer Relining** - Field visit was held 10/15 to confirm quantity measurements. Design is ongoing, with the project anticipated to be complete for bid advertisement by mid-November.

**Church Street Pump Station (PS#10)** - A proposal for the replacement of the station, including environmental permitting due to the station's location, was submitted by RVE on 10/25. Awaiting Twp. authorization.

**Phase 3B Water Main Extension** - Agreement was reached between the Twp. and Neri regarding Neri's request for cost escalation, in advance of the start of work. We are working with NJDEP on the formatting of the C.O., to best coordinate with the State's reimbursement of costs. Work has started; Marple property is complete (except well sealing); work continues on Crown Point Road near the Matteo property.

**Well No. 6 Rehabilitation** - The contract was awarded at the 10/5 Committee meeting; RVE is working with A.C. Schultes to set up contracts and a pre-construction meeting.

**Well No. 8 Iron Treatment** – *no change* - RVE is preparing the proposal for the design of iron treatment facilities at Well No. 8, including the integration of the iron treatment with the existing PFAS treatment.

**New Water and Sewer Garage and Office Building** - RVE is preparing concept floor plans and site layouts for the new water and sewer garage building. Additionally, a proposal for the remainder of work is being developed.

**Developer Reviews:**

RVE received a resubmittal of plans on 10/4 for the Crown Point 295 (Warehouse) project (Block 333, Lots 1, 10, 11 & 12). Plans are under review by RVE. *No change*

RVE is awaiting submission of the revised Conceptual Review (Form F) application form from the Applicant. Plans will have to address the recent problems with the receiving line and manholes on Budd Boulevard.

**TOWNSHIP OF WEST DEPTFORD COMMITTEE MEETING and WORK SESSION MINUTES  
400 CROWN POINT ROAD, WEST DEPTFORD, NJ 08086  
NOVEMBER 14, 2022 7:00 P.M.**

RVE received a Plan Review (Form F) application for the Purple Cloth Recovery Center (Block 365 Lots 1 thru 9, Block 367 Lots 1 thru 23) on 9/20. Plans are under review by RVE. *No change*

RVE received a meeting request from the developers of the proposed New Street Warehouse project (Block 346, Lot 7). This project was denied conceptual approval due to capacity deficiencies in both the Church Street and Cumberland & Grove pump stations. *No change*

**ROADWAY PROJECTS:**

**Sidewalk Improvements**

The following locations have been identified by the School Board to provide a safe pathway to area schools:

Jessup Road between Rolling Brook Boulevard and the doctor's office towards Forest Creek Apartments

Red Bank Avenue, between Hessian and Crown Point, in front of houses #1183, 1145, and 1119 to meet the existing sidewalk next to the 295 exit ramp

Hessian Avenue between Woodlane Drive and house #375 Hessian, also between #157 to #165 Hessian

Grant awards for FY2022 NJDOT Safe Routes to Schools were announced on May 31<sup>st</sup>. Unfortunately, this application was not selected for funding.

**FY 2020 CDBG: Brewer Avenue Resurfacing Phase I**

Funding Source(s): CDBG (\$50,000.00) - Contractor: Landberg Construction - Contract Amount: \$98,100.75 - Construction Start Date: 9/19/2022 - Project Completion Date: 9/30/2022

RVE has reviewed construction plans and specifications for this project. **The project award was formalized on June 15, 2022. Preconstruction meeting has been held and construction is completed. We have received a copy of the contractor's maintenance bond and are working towards closing the project.**

**FY 2021 CDBG: Brewer Avenue Resurfacing Phase II** - A grant in the amount of \$50,000.00 for FY 2021 funding for Brewer Avenue from Storrie Avenue to Warren Avenue was approved. **RVE has been authorized to begin this project.**

**FY 2022 CDBG: Public Facilities & Infrastructure Application Phase III** - An application for FY 2022 funding of Brewer Avenue was submitted on May 31<sup>st</sup>.

**Imperial Way Reconstruction**

Funding Source(s): NJDOT Local Aid (\$270,000.00) - Contractor: Arawak Paving Co., Inc. - Contract Amount: \$267,800.00 - Construction Start Date: 8/29/2022 - Project Completion Date: 10/12/2022

RVE has reviewed construction plans and specifications for this project. Authorization to advertise was received by T&M Associates from NJDOT. **The project award was formalized on June 15, 2022. The preconstruction meeting has been held and construction has been completed. The contractor has submitted their first payment application and we are waiting to receive their final payment application. The contractor has been made aware of punchlist items that must be completed before the project is closed and the retainage is released.**

**Paradise Road Improvements**

Funding Source(s): NJDOT Local Freight Impact Fund (\$700,000.00) - Contractor: Landberg Construction - Contract Amount: \$286,998.52 - Construction Start Date: 10/27/2022 - Project Completion Date: 12/15/2022

**TOWNSHIP OF WEST DEPTFORD COMMITTEE MEETING and WORK SESSION MINUTES**  
**400 CROWN POINT ROAD, WEST DEPTFORD, NJ 08086**  
**NOVEMBER 14, 2022 7:00 P.M.**

RVE has reviewed construction plans and specifications for this project. **The project award was formalized on July 20, 2022. A preconstruction meeting has been completed and construction began in the last week of October. The milling & paving will be bid publicly under a separate contract.**

**FY 2022 NJDOT Local Aid: Resurfacing of Elberne Avenue Phase I**

Funding Source(s): NJDOT Local Aid (\$250,000.00) - Contractor: TBD - Contract Amount: TBD - Construction Start Date: TBD - Project Completion Date: TBD

An application for FY 2022 funding for Elberne Avenue from Academy Avenue to N. Broad Street was awarded in the amount of \$250,000.00. **Survey has been completed and preliminary design has begun. Submission to NJDOT is anticipated in November.**

**FY 2022 NJDOT Local Freight Impact Fund - Forest Parkway**

Funding Source(s): NJDOT Local Freight Impact Fund (\$750,000.00) - Contractor: TBD - Contract Amount: TBD - Construction Start Date: TBD - Project Completion Date: TBD

An application for FY 2022 funding for Forest Parkway was awarded in the amount of \$750,000.00. **Design is ongoing.**

**RIVERWINDS PROJECTS** - None.

**MISCELLANEOUS PROJECTS:**

**268 Crown Point Road** – *no change* - A meeting was held on February 9, 2021, with Green Acres, the Township, and RVE. It was determined that 0.86 acres of the 1.5 acre lot were encumbered by Green Acres. The location of this 0.86 acres is not documented but generally in the location of a prior basketball court and playground based on aerial imagery from 1986. With RVE's assistance, it is the Township's task to delineate this 0.86 acres and submit to Green Acres. The Township is also to contact the developer for a sketch plan of the area in an attempt to avoid the NJDEP Diversion process. **The subdivision plan has been submitted to Green Acres for review.**

**Pickle Ball Courts**

Funding Source(s): Capital - Contractor: Shore Top Construction - Contract Amount: \$292,435.00 - Construction Start Date: 5/5/2022 - Project Completion Date: 10/31/2022

A field review was held on January 27, 2021, with the Township and conceptual plans with budgetary cost estimates were developed and submitted on January 28, 2021. The project was awarded to Shore Top Construction Corp., on April 6, 2022, in the amount of \$292,435.00. **Construction is complete. A final site walk through will be completed prior to project closeout. Additionally, the contractor will complete the fence capping work started by the township.**

**Rivergate Park**

Funding Source(s): Capital - Contractor: Shore Top Construction - Contract Amount: \$817,708.50 - Construction Start Date: 8/29/2022 - Project Completion Date: 11/30/2022

A meeting was held with the Township on July 27, 2021, to discuss the project. RVE has submitted a revised conceptual design phase service proposal. Authorization was provided on August 3, 2021. **The project award was formalized on July 20, 2022. Construction is ongoing.**

**Sherwood Park** - RVE has reviewed this location for potential environmental constraints and other required permitting. A scope of services for design phase services is to be provided. RVE reviewed areas of drainage

**TOWNSHIP OF WEST DEPTFORD COMMITTEE MEETING and WORK SESSION MINUTES**  
**400 CROWN POINT ROAD, WEST DEPTFORD, NJ 08086**  
**NOVEMBER 14, 2022 7:00 P.M.**

concern on April 13, 2021. Results of the GPR investigation have been received. **Preliminary design has begun. A pre-application meeting has been held with the NJDEP to identify required permits which are now being prepared.**

**Library Air Testing Summary** – *no change* - Lab results were received on October 6, 2021, and a summary report was issued in response to concerns of mold within the Township Library. Common mold species were identified as part of the investigation. It is noted that outdoor samples revealed higher levels of mold spores than compared to indoor. Potential roof leaks were noticed. An award recommendation was submitted on April 6, 2022.

**Thorofare Fire Department** – *no change* - The Township has requested that RVE conduct a building inspection and Phase I environmental review of the site. A draft Phase I report was submitted by January 18, 2022. The Phase II investigation was authorized at the end of January/beginning of February 2022. The field work was completed on March 4, 2022, and report preparation has been started. Laboratory sample results are complete. Final reporting was submitted. **A scope of services for additional action has been approved and work is ongoing. Sampling was conducted on September 7, 2022, and reporting will be completed upon receipt of testing results.**

**Verga Fire Station** – *no change* - The Township has requested that RVE review a Notice of Violations from the State and conduct a field inspection to determine corrective action. A letter report was issued.

**Westwood Court Storm Sewer Improvements**

Funding Source(s): ARP - Contractor: Landberg Construction - Contract Amount: \$817,708.50 - Construction Start Date: 8/29/2022 - Project Completion Date: 10/31/2022

**The project award was formalized on July 20, 2022. Pipe construction and trench stabilization is complete. Milling and paving has been completed and the contractor has submitted their second payment application. We have received a copy of the contractor's maintenance bond and are working towards closing the project.**

**West 1<sup>st</sup> Avenue Stormwater Improvements** – *no update* - RVE has reviewed this location for potential environmental constraints and other required permitting. A scope of services for design phase services is to be provided. **A budget for survey and permitting services has been provided and has been approved. Survey has been completed and permitting work is scheduled to begin this winter.**

**New DPW Garage Building** - RVE is working with Blue Scope Construction to prepare a prefabricated building for the Township to purchase.

**ACTIVE ESCROW PROJECTS:**

**Shira Court, Paradise Estates** - Landscape inspection has been completed and we have provided a maintenance bond release recommendation letter to the township.

**Colonial Pipeline Photovoltaic Ground-Mounted Array** - A performance bond inspection was completed, and a performance bond release recommendation letter has been provided to the township.

**COIM Pre-Polymer Building** - Project has been completed.

**301 Grove Building Expansion** - Applicant has been contacted via e-mail and we are waiting for a status update.

**Wawa Diesel Fuel Modifications** - A maintenance bond inspection was conducted the week of July 11<sup>th</sup> and a punch list has been issued.

**Aviana at Park West, Phase 1 & Club Section** - We have generated and distributed a letter of credit release recommendation to the township.

**TOWNSHIP OF WEST DEPTFORD COMMITTEE MEETING and WORK SESSION MINUTES**  
**400 CROWN POINT ROAD, WEST DEPTFORD, NJ 08086**  
**NOVEMBER 14, 2022 7:00 P.M.**

**Aviana at Park West, Phase 2** - Project is currently under construction.

**DeHart & Sons Building Expansion** - The building has been completed. The applicant has been contacted to post additional escrow funds.

**Heritage's** - Inspection has been completed. Maintenance bond release letter has been provided to the township.

**Black Creek Industrial Fund** - The pre-construction meeting was held on July 11, 2022. The project is currently in construction.

**C. LSRP/REDEVELOPMENT ENGINEER'S REPORT:** Mr. Behram Turan submitted the November 2022 LSRP/Redevelopment Engineer's report.

- **RiverWinds Site**
  - RiverWinds Restaurant (NJDEP SRP PI No.: G000039018)
  - RiverWinds Restaurant (NJDEP Land Use ACO NEA 170001 – 0820-01-1002.1)
  - Golf Course (NJDEP SRP PI No.: 758711)
  - Community Center (NJDEP SRP PI No.: 811910)
  - Undeveloped Parcels (Block 328, LOTS 7.01, 7.04, 7.06, 7.07, 7.08, and 7.10)
  - Wetland Mitigation Bank Parcels (Block 328, Lots 1 and 6)
- **Automatic Plating Company Facility:** 271 Jessup Road (NJDEP SRP PI No.: 014907)

**RIVERWINDS RESTAURANT (NJDEP SRP PI No.: G000039018) -**

CME completed an inspection of the engineered cap at the RiverWinds Restaurant on August 2, 2022. No changes to the cap were identified. The next inspection of the cap is scheduled for January 2023. The *Remedial Action Protectiveness/Biennial Certification* Form was submitted to the NJDEP on August 27, 2022.

CME is preparing the *Remedial Action Permit Transfer/Change of Property Ownership Application* to assign the current property owner (FHG Urban Renewal Realty LLC) as a co-permittee of the Remedial Action Permit (RAP) for the Site. On August 30, 2022, CME met with representatives of the Township and FHG Urban Renewal Realty LLC to discuss the NJDEP requirements for the RAP transfer. The required NJDEP forms were provided to FHG Urban Renewal Realty LLC on September 8, 2022 for their review and execution.

During a review of the Biennial Certification and Deed Notice for the Restaurant property, it was identified that Lot 7.10 was included as part of the Deed Notice and Remedial Action Permit. Review of the historical records indicate that the portion of the property currently identified as Lot 7.10 was previously part of Lot 7.02 and was subdivided out of Lot 7.02 in March 2017. The subdivision occurred after the Deed Notice was recorded in 2014. CME will prepare the required modifications to the Deed Notice and Soil Remedial Action Permit for the Restaurant parcel to remove Lot 7.10 from the Deed Notice and Soil Remedial Action Permit.

**RIVERWINDS RESTAURANT (NJDEP LAND USE ACO)**

CME completed an inspection of the plantings and mitigation areas on August 2, 2022. No issues with the plantings were noted during the inspection. Monthly inspections of the plantings by Township personnel will continue through 2022. CME will conduct quarterly inspections of the plantings concurrently with the cap

**TOWNSHIP OF WEST DEPTFORD COMMITTEE MEETING and WORK SESSION MINUTES**  
**400 CROWN POINT ROAD, WEST DEPTFORD, NJ 08086**  
**NOVEMBER 14, 2022 7:00 P.M.**

inspection of the RiverWinds Restaurant. The next inspection of the plantings is scheduled for November 2022. The annual inspection report is due to the NJDEP in January 2023.

**GOLF COURSE (NJDEP SRP PI No.: 758711)**

CME has completed an inspection of the engineered cap at the RiverWinds Golf Course on May 25, 2022. CME met with the Golf Course Superintendent on June 20, 2022 to discuss routine maintenance and any proposed disruptions to the cap for the upcoming 2022 golf season. During the meeting, CME was informed of potential cap disruptions slated for the late summer and/or early fall. The Golf Course Superintendent will notify CME prior to any cap disruptions. To date, no disruptions to the golf course cap have been completed. The Biennial Certification for the Golf Course is due to the NJDEP by March 15, 2023.

**COMMUNITY CENTER (NJDEP SRP PI No.: 811910)**

On February 17, 2022, CME was notified by the Township's contractor, Resource Control Consultants (RCC), that the proposed disposal facility (National Park Landfill) for the impacted soils identified on Block 328, Lots 7 and 7.05 needed additional analytical samples to be collected. On February 18, 2022, RCC mobilized to the Site and collected the additional samples for PCB analysis, as requested by the disposal facility. On March 4, 2022, RCC notified CME that based on the sample results, the impacted soils cannot go to the National Park Landfill and that another suitable disposal facility will be selected. In addition, RCC has identified a source for certified clean fill for backfill of the excavations.

On April 7, 2022, RCC notified CME that a suitable disposal facility has been identified. The impacted soil will be disposed at the Cumberland County Improvement Authority (CCIA) landfill. CME provided the Township with the *Soil Approval Contract* form from Beneficial Soil Solutions, Inc. (BSSI). For this project, BSSI will manage the import of soil material for disposal on behalf of the CCIA landfill. The Township executed the *Soil Approval Contract* form for BSSI at the April 20, 2022 meeting (Resolution 2022-141).

Based on the change in the disposal facility, RCC submitted a change order for their contract (Resolution 2021-303). The change order identified a unit price change for soil excavation and disposal from \$47.87/ton to \$56.87/ton. This change will result in a net increase in the contract of \$4,520 and brings the total contract to \$42,060. This change is an approximate 12% increase in the total contract value. The change order was submitted to the Township and approved at the April 20, 2022 meeting (Resolution 2022-140).

RCC conducted the removal of impacted soils from June 20 through June 29, 2022. The remediation included the removal of impacted soils, transportation and off-site disposal of impacted soils, and import and placement of clean fill material. CME conducted oversight of the contractor's operations including load-out of the impacted soils and initial restoration activities. RCC completed the initial restoration of the excavation areas on August 10, 2022. The excavation areas were re-seeded and stabilized with straw net biodegradable erosion control matting. CME has conducted periodic inspections of the restored areas and has communicated with RCC the need to complete additional restoration around the Club House building. On November 2, 2022, CME received from RCC the final disposal documentation from the disposal facility and the documentation for the certified clean fill material imported to the Site. CME has begun review of these documents to confirm it is acceptable.

CME has also recently received additional historical files from the previous LSRP regarding the historic investigations of the Community Center Parcel. CME is reviewing these documents and will prepare a Remedial



**TOWNSHIP OF WEST DEPTFORD COMMITTEE MEETING and WORK SESSION MINUTES**  
**400 CROWN POINT ROAD, WEST DEPTFORD, NJ 08086**  
**NOVEMBER 14, 2022 7:00 P.M.**

Investigation Report for these parcels, as well as identify any additional areas that may require further remediation. The NJDEP Regulatory Timeframe for the remedial investigation is October 14, 2023.

**UNDEVELOPED PARCELS (BLOCK 328, LOTS 7.01, 7.04, 7.06, 7.07, 7.08, AND 7.10)**

CME has initiated a review of the historical assessment and investigation files of the RiverWinds property to evaluate if additional investigation is warranted within the undeveloped parcels. The evaluation and investigation, if required, would be to support the Township's future sale of these parcels.

**WETLAND MITIGATION BANK PARCELS (BLOCK 328, LOTS 1 AND 6)**

On October 19, 2022, the Township received correspondence from Solvay Specialty Polymers USA LLC (Solvay) regarding sampling data collected from areas within the Wetland Mitigation Bank parcels. The letter provided shallow groundwater and soil results for PFAS sampling completed in 2021. On November 1, 2022, CME and the Township met with representatives from Solvay to discuss the sample results. Following the meeting, Solvay was to provide additional information including a copy of their investigation workplan and quality assurance project plan (QAPP) for CME review. CME is awaiting copies of the requested information.

**AUTOMATIC PLATING COMPANY FACILITY**

CME is reviewing files provided by the Township for the Automatic Plating Company facility located at 271 Jessup Road. CME received the additional NJDEP files from the Site Remediation Program and Discharge Prevention Program on May 10, 2022 and is currently reviewing the received files. Following completion of the file review, CME will provide a review and recommendation letter to the Township.

**REDEVELOPMENT ENGINEER**

On June 1, 2022, a pre-application meeting was held between representatives from West Deptford Township, the NJDEP, T&M Associates, Alterra Property Group LLC, and CME Associates to discuss the potential applicable permits for the waterfront redevelopment of Lot 7.04 within the RiverWinds property. The NJDEP Office of Permitting and Project Navigation identified the following NJDEP Divisions and Bureaus that may require permits and/or authorizations for the proposed project:

- Division of Land Resource Protection
  - Bureau of Watershed Management;
  - Bureau of Coastal Permitting;
  - Bureau of Flood Hazard and Stormwater Engineering;
  - Bureau of Freshwater Wetlands and Highlands Permitting; and
  - Bureau of Tidelands Management
- Division of Fish and Wildlife – Office of Environmental Review
- Water Quality Management Planning Program
- Division of Water Quality
  - Bureau of Surface Water & Pretreatment Permitting;
  - Bureau of Ground Water Permitting
  - Bureau of Environmental, Engineering and Permitting – Treatment Works Approval
- Site Remediation Program

**TOWNSHIP OF WEST DEPTFORD COMMITTEE MEETING and WORK SESSION MINUTES**  
**400 CROWN POINT ROAD, WEST DEPTFORD, NJ 08086**  
**NOVEMBER 14, 2022 7:00 P.M.**

- Division of Air Quality

One of the concerns that was identified by the NJDEP Division of Fish and Wildlife is the potential presence of bald eagle habitat within the project area, which might substantially impact the required buffer areas. The engineering firm for the Redeveloper will conduct the necessary surveys and studies to address this issue.

On June 14, 2022, representatives from T&M Associates spoke with the NJDEP in regards to the required buffers on Lot 7.04. At the June 14, 2022 meeting, the NJDEP indicated that the buffers will remain at 50-feet and will not increase to 150-feet. The NJDEP indicated that this information will be communicated by the NJDEP to the US Fish and Wildlife Service.

On October 6, 2022, representatives from T&M Associates completed a wetland delineation survey of Lot 7.04 on behalf of Alterra Property Group LLC. The results of the wetland delineation are pending.

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

**E. REDEVELOPMENT SOLICITOR'S REPORT:** Mr. Anthony Drollas will provide updates in Closed Session.

**F. ADMINISTRATOR'S REPORT:** in Ms. DeHart's absence, Mr. Rost noted the report is available for review with no additions to be made.

**G. CFO'S REPORT:** Mr. Mike Kwasizur, submitted the September 30, 2022 Treasurer's Report. No additions to submitted reports.

**6. COMMITTEE REPORTS:**

**A. Mayor Mehaffey - Utilities – No Comment**

Dan Phelps, Deputy Water & Sewer Superintendent and Dan Beach, WRM – no additions to submitted report.

**B. Deputy Mayor Reid - Public Works –**

Bill Gigliotti, Public Works Director, no additions to submitted report. Noted the trash pick-up for National Park is in its 2<sup>nd</sup> week with no issues or complaints received and residents seem pleased.

Tim Staszewski noted the Jessup Road Water Tower Repainting was honored as a NJ Society of Municipal Engineer's Project of the Year for Construction Management. The Mayor, Administrator, Tim and Mark Hubal and will be recognized at a luncheon at League of Municipalities.

**C. Committeewoman Kerr - Public Safety - No Comment – Mayor Mehaffey offered congratulations to Ms. Kerr for her re-election victory.**

John Chambers, Police Chief, no additions to submitted report.

Rick Harris, Fire Administrator, Ms. Kerr noted report is attached for review.

**D. Committeeman Robinson - Administration/Finance – Mayor Mehaffey offered congratulations to Mr. Robinson for his re-election victory.**

Lee Ann DeHart, RMC, Mr. Robinson noted report is attached for review.

Mary Beth Gill, Municipal Tax Collector, Mr. Robinson noted report is attached for review.

Tyler Rost, Asst. to Dir. of Administration/Special Projects Manager/Zoning Officer, no additions to submitted report.

Mr. Robinson thanked CFO, Mike Kwasizur for his work in achieving a successful audit with no findings.

**TOWNSHIP OF WEST DEPTFORD COMMITTEE MEETING and WORK SESSION MINUTES  
400 CROWN POINT ROAD, WEST DEPTFORD, NJ 08086  
NOVEMBER 14, 2022 7:00 P.M.**

**E. Deputy Mayor Reid in Committeewoman Morrell’s absence – Buildings, Grounds & Recreation –**

Latiya Holmes, Events Manager/Communications Coordinator, no additions to submitted report. Reminder of the last shred event to be held on November 19, 2022 and currently organizing the Drive-Thru with Santa event to be held in December.

Greg Black, Director of RiverWinds Community Center, no additions to submitted report. Noted the Community Center is preparing for the start of winter sports.

Bill Gigliotti, Public Works Director, no additions to submitted report.

Mr. Robinson inquired on the progress on Rivergate Park – Mr. Gigliotti noted walking paths are completed, climbing structure is three-quarters completed, and setting fence posts for basketball and tennis; Tim Staszewski will provide completion dates.

Mayor Mehaffey commented to the progress and positive investment of Rivergate Park and complimented Latiya Holmes on the success of Truck or Treat.

**7. ORDINANCES**

**A. PUBLIC HEARING AND ADOPTION:**

**2022-17 ORDINANCE OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING THE EXECUTION OF AGREEMENT BETWEEN THE TOWNSHIP OF WEST DEPTFORD AND GREEN-FIELDS VOLUNTEER FIRE COMPANY**

The purpose of this Ordinance is to authorize the execution of an agreement between the Township of West Deptford and the Green-Fields Volunteer Fire Company for the transfer of the Green-Fields Volunteer Fire Company Fire House property known as Block 356.09, Lot 1, to the Township of West Deptford.

Deputy Mayor Reid motioned to open the meeting for the public hearing on Ordinance 2022-17, seconded by Ms. Kerr and approved unanimously. As no one chose to address the Committee, Deputy Mayor Reid motioned to close the public hearing, seconded by Ms. Kerr and approved by the entire Committee. Ms. Kerr motioned to adopt Ordinance 2022-17, Deputy Mayor Reid seconded, and the vote was as follows:

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

**2022-18 ORDINANCE OF THE TOWNSHIP OF WEST DEPTFORD REPEALING CHAPTER 132 OF THE CODE BOOK OF THE TOWNSHIP OF WEST DEPTFORD AND RE-ADOPTING A NEW CHAPTER 132 (SEWERS)**

The purpose of this Ordinance is to repeal Chapter 132 of the West Deptford Township Code Book and Re-Adopt a New Chapter 132 pertaining to Sewers to include General Provisions (i.e. supervision and control of sewer system, connections, installations, regulation of use, charges and penalties, etc.), Illicit Connections, and Improper Disposal of Waste.

Deputy Mayor Reid motioned to open the meeting for the public hearing on Ordinance 2022-18, seconded by Ms. Kerr and approved unanimously. As no one chose to address the Committee, Deputy Mayor Reid motioned to close the public hearing, seconded by Ms. Kerr and approved by the entire Committee. Deputy Mayor Reid motioned to adopt Ordinance 2022-18, Mr. Robinson seconded, and the vote was as follows:

Ms. Kerr	Y
Ms. Morrell	A

**TOWNSHIP OF WEST DEPTFORD COMMITTEE MEETING and WORK SESSION MINUTES  
400 CROWN POINT ROAD, WEST DEPTFORD, NJ 08086  
NOVEMBER 14, 2022 7:00 P.M.**

Deputy Mayor Reid            Y  
Mr. Robinson                 Y  
Mayor Mehaffey               Y

**2022-19 ORDINANCE OF THE TOWNSHIP OF WEST DEPTFORD REPEALING CHAPTER 163 OF THE CODE BOOK OF THE TOWNSHIP OF WEST DEPTFORD AND RE-ADOPTING A NEW CHAPTER 163 (WATER)**

The purpose of this Ordinance is to repeal Chapter 163 of the West Deptford Township Code Book and Re-Adopt a New Chapter 163 pertaining to Water to include Water Services, Fire Hydrants, Charges & Billings, and Public and Private Water Systems.

Deputy Mayor Reid motioned to open the meeting for the public hearing on Ordinance 2022-19, seconded by Mr. Robinson and approved unanimously. As no one chose to address the Committee, Deputy Mayor Reid motioned to close the public hearing, seconded by Mr. Robinson and approved by the entire Committee. Deputy Mayor Reid motioned to adopt Ordinance 2022-19, Mr. Robinson seconded, and the vote was as follows:

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

**2022-20 ORDINANCE OF THE TOWNSHIP OF WEST DEPTFORD AMENDING CHAPTER 160, VEHICLES AND TRAFFIC, ARTICLE X, SCHEDULES, SECTION 29, SCHEDULE VI: ONE WAY STREETS, OF THE CODE BOOK OF THE TOWNSHIP OF WEST DEPTFORD**

The purpose of this ordinance is to amend Chapter 160, Vehicles and Traffic, Article X, Schedules, Section 29, Schedule VI, by amending one-way street as noted:

Name of Street	Direction	Limits
Philadelphia Avenue	Southbound	From Columbia Avenue to Cedar Avenue ; <del>between 7:30 a.m. and 9:00 a.m. and 2:30 p.m. and 3:30 p.m. Mondays, Tuesdays, Wednesdays, Thursdays, and Fridays.</del>

Deputy Mayor Reid motioned to open the meeting for the public hearing on Ordinance 2022-20, seconded by Mr. Robinson and approved unanimously. As no one chose to address the Committee, Deputy Mayor Reid motioned to close the public hearing, seconded by Mr. Robinson and approved by the entire Committee. Deputy Mayor Reid motioned to adopt Ordinance 2022-20, Ms. Kerr seconded, and the vote was as follows:

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

**B. INTRODUCTION:**

**TOWNSHIP OF WEST DEPTFORD COMMITTEE MEETING and WORK SESSION MINUTES  
400 CROWN POINT ROAD, WEST DEPTFORD, NJ 08086  
NOVEMBER 14, 2022 7:00 P.M.**

**2022-21 ORDINANCE PROVIDING FOR THE 2022 SALARIES AND COMPENSATION OF THE OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF WEST DEPTFORD, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY**

**2022-22 BOND ORDINANCE AUTHORIZING VARIOUS CAPITAL IMPROVEMENTS IN AND FOR THE TOWNSHIP OF WEST DEPTFORD, IN THE COUNTY OF GLOUCESTER, NEW JERSEY, APPROPRIATING \$2,000,000 THEREFORE AND AUTHORIZING THE ISSUANCE OF \$1,900,000 BONDS OR NOTES TO FINANCE PART OF THE COST THEREOF**

**2022-23 ORDINANCE OF THE TOWNSHIP OF WEST DEPTFORD ADOPTING A CROSS-CONNECTION CONTROL MANUAL FOR THE TOWNSHIP OF WEST DEPTFORD AND FOR THE WATER AND SEWER DEPARTMENT**

**2022-24 ORDINANCE OF THE TOWNSHIP OF WEST DEPTFORD ADOPTING A FATS, OILS & GREASE (FOG) CONTROL MANUAL FOR THE TOWNSHIP OF WEST DEPTFORD AND FOR THE WATER AND SEWER DEPARTMENT**

Deputy Mayor Reid motioned to approve introduction of Ordinances 2022-21, 2022-22, 2022-23 and 2022-24, Public Hearing and Adoption will be December 7, 2022, seconded by Mr. Robinson and the vote was as follows:

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

**8. RESOLUTIONS**

**A. UTILITIES:**

**2022-322 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD ADOPTING THE WEST DEPTFORD WATER DEPARTMENT EMERGENCY RESPONSE AND READINESS PLAN**

**2022-323 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING THE REMOVAL OF WATER AND SEWER CHARGES**

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

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

**B. PUBLIC WORKS:**

**2022-324 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING EXECUTION OF CHANGE ORDER NO. 1 PARADISE ROAD IMPROVEMENTS PROJECT IN THE TOWNSHIP OF WEST DEPTFORD**

Deputy Mayor Reid motioned to approve the Public Works Resolution, seconded by Mr. Robinson, and the vote was as follows:

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

**TOWNSHIP OF WEST DEPTFORD COMMITTEE MEETING and WORK SESSION MINUTES  
400 CROWN POINT ROAD, WEST DEPTFORD, NJ 08086  
NOVEMBER 14, 2022 7:00 P.M.**

**C. PUBLIC SAFETY – PART 2:**

**2022-325 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING AND APPROVING THE EXECUTION OF A SHARED SERVICES AGREEMENT BETWEEN THE TOWNSHIP OF WEST DEPTFORD AND THE NATIONAL PARK BOARD OF EDUCATION FOR SPECIAL LAW ENFORCEMENT OFFICER (SLEO) CLASS III SERVICES IN THE NATIONAL PARK SCHOOL DISTRICT**

**2022-326 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING EXECUTION OF AGREEMENT BETWEEN THE TOWNSHIP OF WEST DEPTFORD AND THE COUNTY OF GLOUCESTER FOR PARTICIPATION IN THE GOVERNOR'S COUNCIL ON ALCOHOLISM AND DRUG ABUSE "DHS/DIVISION OF MENTAL HEALTH AND ADDICTION SERVICES" MUNICIPAL ALLIANCE PROGRAM YOUTH LEADERSHIP GRANT FUNDING, NUNC PRO TUNC**

**2022-327 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING EXECUTION OF ENTERPRISE SERVICE AGREEMENT BETWEEN THE TOWNSHIP OF WEST DEPTFORD AND VIGILANT SERVICES, LLC FOR THE PURCHASE OF A LICENSE PLATE RECOGNITION SYSTEM FOR A TERM OF FIVE (5) YEARS**

Ms. Kerr motioned to approve the Public Safety – Part 2 Resolutions, seconded by Mr. Robinson, and the vote was as follows:

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

**D. ADMINISTRATION/FINANCE:**

**2022-328 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING BUDGET APPROPRIATION TRANSFERS DURING THE LAST TWO MONTHS OF THE FISCAL YEAR FOR THE TOWNSHIP OF WEST DEPTFORD, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY**

**2022-329 BILL LIST RESOLUTION - NOVEMBER 14, 2022**

**2022-330 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD APPOINTING MARY BETH GILL AS TAX SEARCH OFFICER, NUNC PRO TUNC**

**2022-331 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AMENDING RESOLUTION 2022-314 APPOINTING A CERTIFIED TAX COLLECTOR FOR THE TOWNSHIP OF WEST DEPTFORD**

**2022-332 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD FOR THE CANCELLATION, APPLICATION AND/OR REFUND OF TAXES**

**2022-333 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD CERTIFICATION OF THE ANNUAL AUDIT FOR THE YEAR 2021**

**2022-334 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD IN SUPPORT OF "SHOP LOCAL SATURDAY"**

**2022-335 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING RELEASE OF MAINTENANCE BOND NO. B9889-027002 IN THE AMOUNT OF \$24,741.00 (PARADISE ESTATES- SHIRA COURT)**

**2022-336 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING RELEASE OF MAINTENANCE BOND NO. MNT9356460 IN THE AMOUNT OF \$49,801.62 (RED BANK COURT & LINDA LANE ROADWAY IMPROVEMENTS)**

**2022-337 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING RELEASE OF MAINTENANCE BOND NO. 39BCSIF315M IN THE AMOUNT OF \$109,932.50 (GRANDVIEW PUMP STATION IMPROVEMENTS)**

**2022-338 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING THE REFUND OF REMAINING PROFESSIONAL ESCROW FUNDS**

**2022-339 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING THE REFUND OF CONSTRUCTION PERMIT FEES**

**TOWNSHIP OF WEST DEPTFORD COMMITTEE MEETING and WORK SESSION MINUTES**  
**400 CROWN POINT ROAD, WEST DEPTFORD, NJ 08086**  
**NOVEMBER 14, 2022 7:00 P.M.**

**2022-340 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY AUTHORIZING A CLOSED SESSION - MATTERS RELATING TO THE PURCHASE, LEASE ACQUISITION OF REAL PROPERTY OR INVESTMENT OF PUBLIC FUNDS AND MATTERS RELATING TO LITIGATION, NEGOTIATIONS AND ATTORNEY-CLIENT PRIVILEGE**

Mr. Robinson motioned to approve the Administration/Finance Resolutions, seconded by Ms. Kerr, and the vote was as follows:

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

**E. BUILDINGS, GROUNDS & RECREATION:**

**2022-341 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING THE REFUND OF VARIOUS FEES FOR RIVERWINDS COMMUNITY CENTER**

Deputy Mayor Reid motioned to approve the Buildings, Grounds and Recreation Resolution, seconded by Ms. Kerr and the vote was as follows:

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

**9. OLD BUSINESS: None**

**10. NEW BUSINESS:** Mr. Robinson noted the Committee for People with Disabilities held a Caregiver Event on November 5, 2022 at RiverWinds Community Center to provide information on programs with participation from several organizations.

**11. OPEN MEETING TO THE PUBLIC** – Deputy Mayor Reid motioned to open the meeting to the public, Mr. Robinson seconded his motion and was approved by the entire Committee. Deputy Clerk Magill reviewed the procedures for public participation, including the five (5) minute time limit per speaker.

Doug Brown, residing at 2 Hickory Road, addressed the Township Committee regarding the Cat Colony noting he obtained records via an OPRA request pertaining to 20 of the registered cats and their health records. He expressed concern over the number of unregistered cats and the health records not being current. Ms. Kim Weikel who facilitates the Colony joined the conversation to assist in answering Mr. Brown's questions and addressing his concerns. Ms. Weikel noted they are currently relocating the Colony and updating the rabies vaccinations. Mr. Brown's time limit expired. Mayor Mehaffey closed the topic and suggested that Mr. Brown and Ms. Weikel continue their conversation outside of the meeting parameters.

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

**TOWNSHIP OF WEST DEPTFORD COMMITTEE MEETING and WORK SESSION MINUTES**  
**400 CROWN POINT ROAD, WEST DEPTFORD, NJ 08086**  
**NOVEMBER 14, 2022 7:00 P.M.**

The Mayor and Committee went into Closed Session at 7:46 pm and the Mayor noted action may or may not be taken when Township Committee returns to Open Session.

The Mayor and Committee returned to Open Session at 8:58 pm, with Mr. Scaffidi reconvening the Open Session.

Mr. Scaffidi noted that while in Closed Session discussed three (3) items:

- 1) Ongoing potential RiverWinds Redevelopment projects – Redevelopment counsel provided updates on two (2) potential redevelopers, terms being reviewed and negotiated; no official action at this time on the two (2) projects, but the professionals will continue to work with the potential redevelopers to provide plans for approval.
- 2) Request for two (2) street vacations – Southwood Bar and Seventh Street requests – motion to deny both requests will be presented prior to adjournment.
- 3) Review of proposal received by potential Special Environmental Counsel; Township Committee to motion authorization of the purchasing agent to advertise for RFP for Special Environmental Counsel.

Deputy Mayor Reid motioned to deny the two (2) Street Vacation Requests; Mr. Robinson seconded, and the vote was as follows:

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

Deputy Mayor Reid motioned to authorize to advertise for RFP for Special Environmental Counsel; Mr. Robinson seconded, and the vote was as follows:

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

**12. ADJOURNMENT:**

Deputy Mayor Reid motioned to adjourn, Mr. Robinson seconded, and the motion carried unanimously. The meeting adjourned at 9:04 pm.

Respectfully Submitted,

Jill S. Magill, RMC  
Deputy Clerk