

The meeting was called to order at 7:00 p.m. by Township Clerk, Amy Leso, RMC. The meeting was advertised in the following manner:

- A. Posting written notice on the official Bulletin Board in the Township Municipal Building on January 8, 2015
- B. Faxing and mailing written notice to The South Jersey Times and The Courier Post on January 8, 2015
- C. Filing written notice with the Clerk of West Deptford Township on January 8, 2015

Roll Call:

Mr. Hansen, Mr. Maher, Mr. Reid, Deputy Mayor Mehaffey and Mayor DiCarlo were in attendance for this meeting.

Correspondence:

Mr. Maher made a motion to approve the following items. His motion was seconded by Mr. Hansen and approved by the entire committee.

2 Raffle Applications for West Deptford High School Band Parents for March 21, 2015

Mr. Maher made a motion to approve the previous meeting minutes from January 1st, 14th and 28th. His motion was seconded by Mr. Reid. Mayor DiCarlo noted three typographical errors. Mr. Reid made a motion to amend the minutes to include the correction of the errors. Mr. Reid also requested that the following be added to the bottom of page 15 (following the words "during the discussion") "Mr. Reid asked Mr. Hansen about reading the audit and speaking to the members of his department. Mr. Hansen said that he had not yet read the audit or met with his department." Mr. Mehaffey made a motion and it was seconded by Mr. Reid. Mr. Hansen then made a motion to amend the statement to say that "Mr. Hansen said he had not read the report in a while." His motion was seconded by Mr. Maher. The vote was as follows:

Mr. Hansen	Y
Mr. Maher	Y
Mr. Reid	N
Deputy Mayor Mehaffey	N
Mayor DiCarlo	N

The motion was defeated and therefore reverted back to Mr. Mehaffey's motion. The vote was as follows:

Mr. Hansen	N
Mr. Maher	N
Mr. Reid	Y
Deputy Mayor Mehaffey	Y
Mayor DiCarlo	Y

The motion to amend carried. The vote to approve the meeting minutes as amended was as follows:

Mr. Hansen	Y
Mr. Maher	Y
Mr. Reid	Y
Deputy Mayor Mehaffey	Y
Mayor DiCarlo	Y

Mr. Mehaffey made a motion to approve the following appointments for the West Deptford Township Police Department. His motion was seconded by Mr. Reid. Chief DiSimone spoke about each of the recruits/officers individually. He also outlined the procedure for hiring which includes a written test, physical fitness test and then an interview. Mr. Maher voiced his concerns about the impact the hiring of four officers would have on the budget. Mayor DiCarlo said that this creates a full police force. Mr. Mehaffey outlined the past numbers in the police department and spoke about contract negotiations. He said that the four officers were included in the 2014 budget. Mr. Umba confirmed this and explained the inclusion of expanded steps. This will bring the police force to 41 officers. Mr. Maher said that he wants to make sure West Deptford can afford the new hires. Mayor DiCarlo explained that they cannot examine the overall budget yet as the Annual Financial Statement has not yet been received. The vote was as follows:

Mr. Hansen	Y
Mr. Maher	Y
Mr. Reid	Y
Deputy Mayor Mehaffey	Y
Mayor DiCarlo	Y

#55 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD APPOINTING ROBERT NISZCZAK AS PATROLMAN/ACADEMY RECRUIT IN THE WEST DEPTFORD TOWNSHIP POLICE DEPARTMENT

#56 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD APPOINTING PAUL MANFRE AS PATROLMAN/ACADEMY RECRUIT IN THE WEST DEPTFORD TOWNSHIP POLICE DEPARTMENT

#57 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD APPOINTING WILLIAM REICHERT AS PATROLMAN 9TH CLASS IN THE WEST DEPTFORD TOWNSHIP POLICE DEPARTMENT

#58 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD APPOINTING JOHN RICHARDSON AS PATROLMAN/ACADEMY RECRUIT IN THE WEST DEPTFORD TOWNSHIP POLICE DEPARTMENT

Each of the officers were sworn in individually by Mayor DiCarlo with his family present.

#59 BILL LIST

WHEREAS, the Township committee of the Township of West Deptford received and reviewed the "Bill List" as prepared by the Township CFO and the Purchasing Officer for the monthly period ending February 16th, 2015.

NOW, THEREFORE, BE IT RESOLVED that said "Bill List" as prepared by the Township CFO and the Purchasing Officer be approved and said Officials are authorized to render payments to each vendor appearing on the attached "Bill List." Adopted at a meeting of the Township Committee of the Township of West Deptford on February 18th, 2015.

Mr. Hansen made a motion to approve the Bill List. His motion was seconded by Mr. Reid. Mayor DiCarlo abstains from all items pertaining to Comcast as she is an employee. Mr. Mehaffey abstains for items pertaining to Gloucester County. Mayor DiCarlo asked about the bill from American Water for December and asked Mr. Pine to prepare a transfer so it will be covered by funds from 2014. Mr. Pine will prepare the memo and transfer. Mr. Maher questioned the fact that they were approving the payment for the concerts before approving the actual contract. He would prefer that the approval for this bill be contingent upon the passage of items #16 on the

agenda. He also asked if the salt usage was high for this winter. Mr. Umba explained that there were numerous ice events and one application of salt costs \$14,000.00. He also asked about the payment to Westville for water analysis. Mr. Douglas explained. The vote on the amended Bill List was as follows:

Mr. Hansen	Y
Mr. Maher	Y
Mr. Reid	Y
Deputy Mayor Mehaffey	Y
Mayor DiCarlo	Y

Mr. Steck, Township Engineer, gave a report.

**TOWNSHIP OF WEST
DEPTFORD ENGINEER'S
REPORT
FEBRUARY 13, 2015**

T&M Associates Transition

On January 13, 2015 we met with the Township Administrator, Department Heads and the former Township Engineer. The purpose of the meeting was to review the status of projects and transition T&M Associates into the Township for 2015.

Subsequent to the Transition meeting, T&M met separately with each of the Department Heads to obtain additional background information and a list of priority projects.

NJDOT 2015 Funding Application for Sterling Road, Lancing Road, and Lancing Court

The application for 2015 NJDOT funding has been resubmitted by the Alaimo Group, awaiting response from NJDOT.

Union Field

T&M Associates conducted our structural investigation of the Union Field Grandstands on February 3rd. We are developing a report of our findings with recommended repairs in order to have the stadium opened for occupancy. Our report will include quantities and a statement of probable construction costs.

As a result of our investigation we identified areas that need immediate attention and repair. We will be able to prepare a specification to be used to procure construction bids by February 20th so bids can be opened on Tuesday, March 3rd. This would enable Township Committee to Award a contract at the March 4th meeting, so repairs could be completed in April.

Asbury Avenue/Sunoco Drainage:

On Friday, February 13, 2015 we will be attending a meeting with Sunoco representatives to discuss their recent letters to the Township and their concerns with the NJDEP permit application requiring their signature. A summary report of the meeting will be provided.

Water and Sewer Issues:

Water and Sewer Mapping:

T&M has reviewed the records for both the water and sewer systems throughout the township. The records are in paper format and are seemingly dated.

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T&M is able to update these physical maps, and is also able to update the maps into a cloud Geographic Information System (GIS), compatible with what is being implemented in the Fire department.

Red Bank, Queen Street, and Grandview Pump Stations:

T&M has briefly inspected and developed a rehabilitation plan for the 3 deteriorated pump stations. This plan will be discussed with the administrator and the water and sewer superintendent to secure budgeting and develop a proposal to rehabilitate the existing deteriorated pump stations.

Well No. 5 improvements:

T&M has not received the plans to review this project as stated in the January 13th transition meeting. No update has been provided to our office, we will follow-up with the Administrator and Department Head.

Sanitary Sewer Condition Assessment:

The Water and Sewer Superintendent requested T&M onsite to inspect the current condition of the recently collapsed sanitary sewer main adjacent to Mantua Pike, in the vicinity of the intersection of Ogden Road. After inspecting, T&M provided an email correspondence to the Administrator regarding the request to complete a condition assessment of the mains in the area to develop a root cause analysis for the failure and recommend repairs of the main.

Water Meter Replacement Specifications:

Provided comments to Jeff Totten, of West Deptford, awaiting further instruction.

Sewer Maintenance Contract:

The Sewer Maintenance Contract with Neri's Construction & Rental expired in January 2015. A new contract is recommended to be developed and put out to bid at the next opportunity. We have reviewed the specifications from last year and recommend that the technical specifications be used, but the proposal form be revised to provide the Township with the flexibility to award multiple contract based on categories. One such category would be Sewer Pipe Cleaning & Video and another for Emergency Pipe Repair.

Road Segment Reconstruction of Maple Avenue and North Roosevelt:

T&M has reviewed the plans prepared by the Alaimo Group and will send our comments to be incorporated into the final design.

Red Bank Estates Sewer Lining:

The Alaimo Group was in the process of completing this project at the transition meeting on January 13.

Road Reconstruction of Meadowcroft Road:

Bids were received November 18, 2014 and awarded to Arawak for \$223,700.00.

T&M has set up a pre-construction meeting with Arawak for February 18, 2015.

Verizon, Mantua Grove Tank:

A pre-construction meeting was held on-site on Monday, February 2, 2015, with Verizon, their Sub-contractors, WDT and T&M. The Subcontractor utilized the project plans to show the proposed power conduit/line to feed the new antenna system. T&M was requested to revise the Tax map to verify that the property belongs to WDT. T&M revised the tax maps and the proposed easement is within WDT's property. Verizon's subcontractor proposed to start the work within two weeks.

Golf Course DRBC Permit:

The Delaware River Basin Commission approved the renewal of the allocation of surface water and review of a surface water withdrawal project on December 10, 2014 based on an Application submitted by the Alaimo Group.

Golf Course Water Allocation Permit:

The NJDEP Water Allocation Permit is currently in effect and was scheduled to expire on November 30, 2012; however the NJDEP Permit Extension Act has extended the expiration to May 2015.

We have retrieved our files from 2002 and have submitted a proposal to file the necessary reports and documentation to obtain a permit renewal. We are prepared to file the application within 30 days of authorization.

2014 CDBG Grant Application:

An application was submitted May 2, 2014 for ADA curb ramps. The application remains pending. We will contact Gloucester County to determine the status of the application.

RiverWinds-Pool Area HVAC:

A Pre-Construction meeting was held on February 3, 2015 with the Contractor, WDT and T&M. A Notice to Proceed was issued to the Contractor as of that same date. Equipment shop drawing submittals for the new HVAC system were submitted and T&M performed the initial review, but the equipment manufacturer visited the site and indicated that will re-submit the system based on their site observations. Recent soffit and fascia damage repairs are being evaluated to be included under this project (please see below).

RiverWinds – Pool Areas - Roof/Soffit/Fascia

T&M briefly inspected the roof structure at the RiverWinds Community Center from a complaint of displaced debris and roofing material that may have compromised the structural integrity of the roof system.

T&M did not find what appeared to be any immediate structural issues, but noted that the existing cosmetic soffit and fascia is significantly deteriorated, and should be thoroughly investigated during the warmer months or after the HVAC upgrades are complete.

Construction Supplement:

T&M has begun review of the Construction Specification Supplement, will draft comments and review with township.

Municipal Lien Searches:

One Municipal Lien Search was received in February and has been processed.

Curb and Sidewalk Waivers:

No activity this month.

ACTIVE ESCROW PROJECTS

Certificate of Occupancy:

No activity this month

St. Regis Walk Condominiums:

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The applicant is requesting replacement of the water booster station for a privately owned water system. The booster station shop drawing is approved. Bonds have been submitted for approval.

It was agreed by all parties that this project remain with Alaimo Group since it was underway and has a 2 week duration.

Solvay Solexis:

Nothing to report.

NuStar:

Nothing to report.

Colonial Pipe:

Nothing to report.

The Farm:

No activity to report this month.

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

Township representative have indicated that previous attempts to contact the Developer have not resulted in receiving any positive feedback and that no repairs to the pending improvements have been scheduled nor addressed. The Performance Bond is reduced at thirty percent (30%) of the original. Utilities have been installed and base paving is in place.

T&M visited the site to revise the outstanding punch-list items including the storm water management basin and began preparing a cost estimate of the remaining municipal improvements to be completed.

Should the Developer continue to be unresponsive, we will provide technical support to the Solicitor if the Bond is to be called in order to finish the improvements with a local Contractor.

Victorian Walk: Performance Bond No. 379, \$275,399.10

It was agreed by all parties that this project remain with Alaimo Group since it was nearing completion.

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

CA-941-001-002: D. R. Horton)

Under construction. The last sections of sanitary sewer have been installed and tested. Punch list transmitted to applicant for his attention.

Dwelling construction is in progress. A bond reduction was approved August 7, 2014. T&M will provide inspection services as needed.

LS Power:

The Planning Board has approved the project. The project has 'been divided into phases, as follows:

- Phase I: The power plant and site work.
- Phase II: Pump station and pipelines for process water.
- Phase III: Electric transmission lines, gas pipeline, and meter stations.

Phase I:

It was agreed by all parties that this phase of the project remain with the Alaimo Group since it is nearing completion.

T&M will be providing inspection services as needed once work resumes on the subsequent phases.

COMMERCIAL SITES:

No Activity this month.

Projects under Maintenance Bond

Queen Street:

Project is on maintenance bond for two (2) years, which will expire by January 31, 2016. T&M will monitor for any action items that are covered under the maintenance bond.

Well No. 8 Improvements:

The two (2) year maintenance bond was active as of February 24, 2014 and will expire in February 2016. T&M will monitor for any action items that are covered under the maintenance bond.

LS Power:

Phase II:

As-builts have been submitted and maintenance bond will be revised. The performance bond was released March 6, 2014. Project is on maintenance bond until March 6, 2016. T&M will monitor the project for any action items that are covered under the maintenance bond.

INACTIVE PROJECTS:

Public Works Garage HVAC/Generator

The project is on hold due to lack of funding.

NJDOT Bicycle Route Grant

The project is on hold, additional funds are needed to supplement \$90,000 NJDOT Grant received.

T&M ASSOCIATES
Edwin J. Steck, P.E., C.M.E.
Township of West Deptford Engineer

Mr. Reid made a motion to authorize the following three items. His motion was seconded by Mr. Mehaffey. The vote was as follows:

Mr. Hansen	Y
Mr. Maher	Y
Mr. Reid	Y
Deputy Mayor Mehaffey	Y
Mayor DiCarlo	Y

- RFP for Structural Upgrades to Union Field.
- RiverWinds HVAC Construction, Management and Inspection
- Golf Course Water Allocation Permit

The committee discussed the structural upgrade for Union Field. Mr. Steck explained that this project is Phase I and is a temporary solution. Mr. Hansen said that this needs to be monitored. Mr. Maher requested that the school board be asked for financial assistance as the field is used by the high school team. Mr. Umba discussed this with the Athletic Director and Facilities Manager at a field usage meeting in December. Mayor DiCarlo will meet with the school board president.

Mr. Umba explained the transition between the previous engineer and current engineer regarding the RiverWinds HVAC project.

The Golf Course Water Allocation Permit will expire in May 2015 and the cost to prepare the new documents for the application is \$9,000.00.

Ms. DiCarlo requested that all support for all action items for the Engineer be forwarded to the clerk.

Mr. Steck provided an update on the Red Bank Estates project. Weather permitting, the construction will begin in March.

Open Meeting to the Public:

Mayor DiCarlo called for a motion to open the meeting to the public for agenda items only. Mr. Reid made a motion, it was seconded by Mr. Mehaffey and approved by the entire committee.

Ms. Laurin Stahl stated that since work is still being done on the Meadowcroft Sewer Project, the committee should not authorize the payment listed in item #17. Mr. Steck could not comment as the project is being supervised by Alaimo. Mr. Umba explained the purpose of the payment and that a maintenance bond will be supplied at the end of the project. Neither Mr. Umba nor Mr. Douglas was aware that the company was on site doing work today. She also asked for an explanation of the CAP Ordinance and Mr. Pine provided an explanation. She also requested that more local bands be used for the concert series, minutes be approved sooner and a more inclusive prayer be used at the meetings to represent people of all faiths.

Mr. Dave Sileo asked about guarantees for the work to be done to the baseball field and about the water allocation permit. Mr. Steck responded and explained.

Mr. Mehaffey made a motion to close the meeting to the public. His motion was seconded by Mr. Reid and approved by the entire committee.

Mr. Hansen made a motion to authorize the Removal of Water Charges Representing Deductions for Qualifying Senior Citizens and Disabled Persons at the White Swan Manufactured Housing Community. His motion was seconded by Mr. Mehaffey. Mr. Hansen asked for documentation and Mr. Umba explained and assured him that the residents are receiving the discount. The vote was as follows:

Mr. Hansen	Y
Mr. Maher	Y
Mr. Reid	Y
Deputy Mayor Mehaffey	Y
Mayor DiCarlo	Y

**#60 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING THE
REMOVAL OF WATER CHARGES REPRESENTING DEDUCTIONS FOR
QUALIFYING SENIOR CITIZENS AND DISABLED PERSONS AT THE WHITE SWAN
MANUFACTURED HOUSING COMMUNITY**

Mr. Hansen made a motion to authorize the Removal of Water Charges Representing Deductions for Qualifying Senior Citizens and Disabled Persons at the Willow Woods Mobile Home Park. His motion was seconded by Mr. Reid. The vote was as follows:

Mr. Hansen	Y
Mr. Maher	Y
Mr. Reid	Y
Deputy Mayor Mehaffey	Y
Mayor DiCarlo	Y

**#61 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING THE
REMOVAL OF WATER CHARGES REPRESENTING DEDUCTIONS FOR
QUALIFYING SENIOR CITIZENS AND DISABLED PERSONS AT THE WILLOW
WOODS MOBILE HOME PARK**

Mr. Reid made a motion to refund various fees for RiverWinds Community Center. His motion was seconded by Mr. Mehaffey. The vote was as follows:

Mr. Hansen	Y
Mr. Maher	Y
Mr. Reid	Y
Deputy Mayor Mehaffey	Y
Mayor DiCarlo	Y

**#62 RESOLUTION FOR THE REFUND OF VARIOUS FEES FOR RIVERWINDS
COMMUNITY CENTER**

Mr. Reid made a motion authorizing an agreement with A. E. M. Inc. for the summer concert series. His motion was seconded by Mr. Mehaffey. Mr. Reid gave an overview of the bands and the committee discussed the catering fees and the possibility of using community groups to cater some concerts. Mr. Umba explained the RFP for catering services from 2014. Botto's was the only caterer to respond and bid only \$3,000.00. The vote was as follows:

Mr. Hansen	Y
Mr. Maher	Y
Mr. Reid	Y
Deputy Mayor Mehaffey	Y
Mayor DiCarlo	Y

**#63 RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING AN
AGREEMENT WITH A. E. M. INC. FOR THE SUMMER CONCERT SERIES**

Mr. Mehaffey made a motion authorizing the first reading of the following ordinance. His motion was seconded by Mr. Reid. Mayor DiCarlo explained the purpose for this ordinance. The second reading will be on March 4th. The vote was as follows:

Mr. Hansen	Y
Mr. Maher	Y
Mr. Reid	Y
Deputy Mayor Mehaffey	Y
Mayor DiCarlo	Y

**#2015-03
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND
TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14)
(First Reading)**

Mr. Reid made a motion authorizing the first reading of the following ordinance. His motion was seconded by Mr. Mehaffey. The revises the old policy and procedure manual. There were Three additions made to the ordinance:
#22 add "and inform Fire Marshal"

#23 add "Water Superintendent will send monthly status updates to the Emergency Services Coordinating Council"
Flushing - add "No flushing will be done when the temperature is at or below freezing."

Mr. Hansen asked if this is an ordinance. Mayor DiCarlo said that it would become part of the Township Code and this is a necessity due to recent events. Mr. Maher voiced his concern about turning a Standard Operating Procedure into a law and the fact that it was developed in two weeks' time. Mayor DiCarlo said that this is an issue of public safety. The committee discussed the procedures and the action to be taken if the procedures in this ordinance are not followed. Mr. Umba said that his office is charged with the responsibility of ensuring that all laws are followed.

The second reading will be on March 18th. The vote was as follows:

Mr. Hansen	Y
Mr. Maher	N
Mr. Reid	Y
Deputy Mayor Mehaffey	Y
Mayor DiCarlo	Y

#2015-04
ORDINANCE AUTHORIZING THE ESTABLISHMENT OF STANDARD OPERATING PROCEDURES FOR FIRE HYDRANT MAINTENANCE AND SAFETY
(First Reading)

Mr. Mehaffey made a motion to open the meeting to the public for comment on the following ordinance. His motion was seconded by Mr. Reid and approved by the entire committee. Mr. Ernest Kraus voiced his concerns about cancelling a committee that was established in October. Mayor DiCarlo provided an overview and the reason for repealing this commission. Mr. Maher added that no one had been appointed to the board as the previous committee chose not to make appointments at the end of the year. He explained the original purpose behind establishing the commission in 2014. Mr. Mehaffey made a motion to close the meeting to the public. His motion was seconded by Mr. Reid and approved by the entire committee. Mr. Reid made a motion to approve the second reading of the following ordinance. His motion was seconded by Mr. Mehaffey. The vote was as follows:

Mr. Hansen	N
Mr. Maher	N
Mr. Reid	Y
Deputy Mayor Mehaffey	Y
Mayor DiCarlo	Y

2015-01
AN ORDINANCE REPEALING ORDINANCE O-2014-20 – AN ORDINANCE OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING THE ESTABLISHMENT OF THE ECONOMIC DEVELOPMENT COMMISSION
(Second Reading)

Open Meeting to the Public:

Mr. Maher made a motion to open the meeting to the public. It was seconded by Mr. Mehaffey and approved by the entire committee.

Carol Baker expressed concern about the lights that are broken along RiverWinds Drive. Mr. Umba explained that the lights have been discontinued. Mr. Steck will look into the lights.

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Ms. Joann Priga thanked the committee for the “Dead End” sign that was placed on her street. She asked about the timelines for OPRA requests and was directed to meet with the clerk after the meeting concerning a recent request that she submitted. She also asked about the timely testing of fire hydrants. Mayor DiCarlo responded and explained.

Mr. Shawn Hempsey said that he is a volunteer firefighter and previously the fire chiefs were asked to write guidelines for the fire hydrant testing. The guidelines included using the volunteer firefighters to assist with the testing. Mr. Umba will look for this documentation.

Mr. Dave Sileo asked if the committee considered putting antennae on the top of fire hydrants to ensure that vehicle drivers can see them. He disagrees with the statement that members of the Economic Development Commission need qualifications and thinks it should be a diverse and coordinated effort.

Mr. Ed Komczyk complimented the committee on the improved acoustics in the court room. He thanked Chief DiSimone for giving a background on each of the new officers. He also agrees that there should be a non-Christian prayer. Finally, he asked which shade of green was the official color of the township and spoke about the discrepancy in the use of colors throughout the township.

Ms. Laurin Stahl asked about the cost of the concerts. Mayor DiCarlo explained the sponsorships. Mr. Hansen added that the sponsorships also covered the cost of the police in 2014.

Mr. Reid made a motion to close the meeting to the public and it was seconded by Mr. Hansen. The motion carried unanimously.

Mr. Hansen asked for an update on Solvay Solexis and the testing of private wells. Mayor DiCarlo and Mr. Umba each provided an update. Mr. Umba further explained the difference between private well owners and the West Deptford public water system and said that the Public Safety Director is being informed throughout the process.

Mayor DiCarlo called for a motion to adjourn. Mr. Maher made a motion, a second was given by Mr. Hansen and approved by the entire committee.

Respectfully Submitted,

Amy Leso, RMC
Township Clerk