

**August 13, 2009**

The meeting was called to order at 7:00 p.m. by Mayor Docimo. The meeting was advertised in the following manner:

- A. Posting written notice on the Official Bulletin Board in the Township Municipal Building on January 6, 2009
- B. Mailing written notice to The Gloucester County Times and the Courier Post on January 6, 2009.
- C. Filing written notice with the Clerk of West Deptford Township on January 6, 2009

**Roll Call:**

Mr. Garrison, Mr. Cobb, and Mr. Daws, and Mayor Docimo were in attendance for this meeting. Ms. Szyborski was unable to be in attendance at this meeting.

**Township Clerk**

The Clerk presented the following applications or licenses for committee approval:

Special Permit – Thorofare Fire Hall	9/11/09
Special Permit – Devereaux	9/11/09
Raffle License – Devereaux	9/11/09
W.D. Woman’s Club Raffle	11/13/09

A motion to approve the above was given by Mr. Daws with a second from Mr. Cobb. Mayor Docimo abstained on the Thorofare Fire hall application but the remaining licenses were unanimously approved.

**Open Meeting to the Public**

Ms. Miller of the Thorofare section addressed the committee in regards to her water and sewer bill. She was concerned about the minimal quarterly fees and recommended the bills reflect actual usage. The Mayor recommended that Ms. Miller contact the county and look into senior discounts, make application for township tax rebate, and apply for the 10% water and sewer discount from the township.

The meeting was closed for public comment in a motion given by Mr. Daws seconded by Mr. Garrison and this motion was approved by all.

Mr. Daws moved to approve the BILL LIST and additions and his motion was seconded by Mr. Cobb. The bill list and additions were approved unanimously.

**BILL LIST RESOLUTION**

**WHEREAS**, the Township Committee of the Township of West Deptford had received and reviewed the "Bill List" as prepared by the Township Treasurer and the Purchasing Officer for the monthly period ending August 11, 2009.

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**NOW, THEREFORE, BE IT RESOLVED** that said "Bill List" as prepared by the Township Treasurer 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 August 13, 2009.

### **Engineer's Report**

#### **MUNICIPAL SEARCHES**

All Municipal Search Improvement requests are up-to-date. The Engineer received one (1) municipal assessment search in July 2009.

2. **VERGA FIRE STATION**

**Handicap Accessibility Upgrades**

Project continues to be on hold pending receipt of comments from the Fire Department.

3. **RIVERWINDS AT WEST DEPTFORD APPROVALS**

**Waterfront Development**

A revised or modified application will need to be submitted to NJDEP once a revised plan and redeveloper is selected.

**No Further Action Letter from NJDEP**

We are contacting NJDEP to request that a new case manager be assigned to the project, since the previous manager is no longer with the department. We will be discussing the requirements for a revised remedial action plan, based on residential areas being added to the plan.

**Wetlands – Letter of Interpretation (LOI)**

NJDEP has requested additional documentation during their review of the LOI application submitted last year. T&M has prepared a comprehensive deed restriction and site wetlands plan. The plans are being revised to incorporate NJDEP comments. We are still attempting to get NJDEP to meet on site to review the vegetation along the cove.

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4. SHERWOOD UTILITIES

Sherwood Green

Township crews have minimal curb repairs to make within Sherwood Green. Otherwise, this project is complete.

Speed Humps in Sherwood Green

Once Township crews complete the installation of warning signs within Sherwood Green, this project will be complete.

Sherwood West

Concrete curb, sidewalk and aprons should be completed in all of Sherwood West by the end of this week. Roadway milling and grading will begin soon.

Bids have been opened for Contract 15 Roadway Materials for Sherwood West. American Asphalt Company was the low bidder, and authorization of award for this contract is before the Mayor and Committee this evening.

Paving of Sherwood West can begin upon award of the contract, and when Battata Construction has the roads milled and graded, and manholes re-set.

5. PUBLIC WORKS GARAGE HVAC/EMERGENCY GENERATOR

The revised preliminary project scope of improvements of probable construction costs was submitted to the Township for review and comment upon receipt of authorization we will begin the project.

6. MOORE PROPERTY

The case manager indicated that NJDEP is considering a policy change regarding State funding of agricultural pesticide cleanups (the Moore property involves cleanup of agricultural arsenic). Since agricultural pesticides were applied rather than spilled, cleanup of such sites may be excluded from funding. The policy review committee is meeting this week; decisions regarding pending applications of this nature are currently on hold.

7. RIVERWINDS COMMUNITY CENTER – EMERGENCY GENERATOR

The Township has received confirmation that a \$200,000.00 grant has been issued to help defer costs for the installation of an emergency power backup generator for the facility. The project cost is projected to be about \$475,000.00, which includes engineering and a construction contingency.

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The generator will supply power to the entire Community Center with the exception of the Aquatic Center. Supplemental funding is being explored for this project.

8. COMMUNITY CENTER ALTERNATIVE ENERGY SOURCES

T&M has conducted an investigation of alternative energy sources to help defray utility costs being incurred to operate the Community Center. Our study assessed the site constraints, review alternatives, investigate grants and prepare construction cost estimates with operating costs for the installation of solar panels. We are updating our Financial Analysis based on sale of energy credits and advancements made in the industry. We are also investigating the option of installing the panels on the former U.S. Wetlands property.

9. ROAD PROGRAM – COLUMBIA AVENUE

All punch list repairs for Union Avenue have been completed, and we have issued a letter authorizing the release of the performance bond.

We will be preparing a final punch list for Colonial Avenue. Once all punch list items are complete and all closeout documentation is completed and received, we can submit the Final Payment Voucher to NJDOT for the balance of the reimbursement due to West Deptford Township.

10. UNION AVENUE EXTENSION

All punch list repairs for Union Avenue have been completed, and we have issued a letter authorizing the release of the performance bond.

11. NJDOT TRANSPORTATION ENHANCEMENT PROGRAM

Bicycle Route Grant

The preliminary plans are near completion and will be submitted to the County for review. This project is being completed with a \$90,000.00 grant. No change.

12. 2009 NJDOT TATUM STREET PROJECT

Design completed and submitted to NJDOT for review on July 22, 2009. We expect to be advertising for bids in August upon receipt of the Township's and NJDOT's approval.

13. CENTER STREET (2005 STATE AID PROGRAM)

Plans and specifications for sidewalk improvements are completed. The plans were sent to NJDOT. The project will be advertised for bids when directed by the Township.

14. NJ ENVIRONMENTAL INFRASTRUCTURE TRUST – ECONOMIC STIMULUS PROGRAM

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All approvals have been received from NJDEP. Gloucester County Utilities Authority (GCUA) had endorsed the project at their July 1, 2009 meeting. The project has been pulled by the Township for FY 2009 loan agreements. The project will be requested to be added to the FY 2010 project list for possible funding.

### 15. COMMUNITY DEVELOPMENT BLOCK GRANT

On July 15, 2009, Gloucester County Housing and Community Development approved the Township's 2009 project to repair Virginia Avenue from Woodbury Terrace to Audubon Avenue. The \$50,000.00 grant will be made available on or about November 1, 2009.

### PLANNING BOARD

The status of on-going Planning Board projects is as follows:

- a. Tilden Court – All punch-list items have been inspected and corrected. A letter of recommendation for release of the performance escrow Letter of Credit was issued on November 10, 2008, subject to the submission of a Maintenance Bond. A Maintenance Bond is still pending submission by the developer.
- b. Eagle View Estates – Two (2) year maintenance bond expired in October 28, 2006.
- c. The Reserve at RiverWinds – Two (2) year maintenance bonds for the four sections expired in February 2009. A recommendation letter for release of the maintenance bonds was sent to WDT on May 26, 2009 after the developer agreed to pay WDT \$2,000.00 to cover the cost to repair one apron and mortar a curb block joint.
- d. Kings Woods, The Village – Sections 1.1 and 4.3 (Active Adults) are currently on a (2) year Maintenance Bond that expires on June 23, 2010. The spalling sidewalks were repaired and are included in the current maintenance bond.
- e. Kings Woods, The Grande – Sections 1.2, 2.1 and 4.1 (Single Family), are currently on a two (2) year maintenance bond that expires on July 2, 2010. T&M recommended performance bond release of Section 4.2 subject to the developer making payment in the amount of \$2,328.75 for the possible future basin access installation. T&M recommended WDT to accept this payment to satisfy the uncompleted item. Two dead trees were replaced in 665 Worcester Dr. after the homeowner complained to WDT. The apron on 536 Saxon Dr. in Section 1.2 was replaced (half) by D.R. Horton following a complaint by the homeowner. D.R. Horton claimed to have addressed the punch-list items and requested the release of the performance bond for Sections 2.2, 2.3, 4.4, 4.5 and 4.6 (Condos), based on the punch-list that was previously developed. T&M is coordinating this release with the HOA and continues to provide inspection services to this site.
- f. Pelican Place – Two (2) year maintenance bond expired in February 2009. The developer, Hovbros Reserve, LLC, submitted a letter on March 2009 requesting

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- g. The release of the maintenance bond. A maintenance bond inspection was performed by T&M and a release was recommended on a letter to WDT dated May 21, 2009. The HOA later informed that there are still items to be corrected regarding pavement and curbs, but none were detected during the release inspection. T&M will investigate and inform the developer and WDT if these items are verified to be correct.
- h. Sheppard's Farm – Project was on a two (2) year Maintenance Bond for landscaping that expired on May 10, 2008.
- i. Nottingham Estates – No additional C.O. inspections were made during this period. House construction has been stopped. Six (6) C.O.'s have been recommended to date. An inspection was made to assess the cost of pending municipal improvements due to the project inactivity. A second inspection was made to assess the condition of the storm water detention basin, due to homeowner's concerns. A report with recommendations was sent to WDT on June 23, 2009 addressing maintenance items. The HOA wrote a letter to WDT requesting clarification on several of these maintenance items due to the project being stopped. It is still unknown if the developer will finish the project. T&M made several recommendations to WDT in order to address the uncompleted municipal improvements by subcontracting the initial repair and maintenance work, with the HOA assuming maintenance responsibilities thereafter.
- j. Paradise Estates – Construction of new homes was stopped due to poor new home sales. A pending municipal improvements inspection was made on May 12, 2009 to assess the cost of the pending improvements, due to the project inactivity. No new certificates of occupancy were recommended during this period. The developer posted a new escrow in the form of a bank Letter of Credit.
- k. Elite Construction – Jessup Road – The corrections to the aprons noted on the T&M inspection punch-list was previously completed. The maintenance bond escrow in the form of a Letter of Credit was recommended for release in December 23, 2008.
- l. Victorian Walk – No activity this period. The contractor previously completed the placement of concrete for the remaining sidewalks. The top paving is pending. A bond reduction inspection was previously performed for sanitary sewer & concrete curb and a letter of recommendation was issued previously.
- m. ARM Building Addition – The project is completed. All concrete restorations have been completed; all sidewalks have been removed and replaced. A CO was recommended.
- n. Norwood Construction, Union Ave. – An inspection was made on June 29, 2009 to the completed project and a letter of recommendation was sent on June 30, 2009 listing corrective actions prior to any recommendation for performance bond release. The developer informed that the items were corrected and a verification inspection was performed.

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- o. RiverWinds Restaurant – The curbs were completed. The restaurant building electrical service connection was installed by PSE&G. Asphalt surface paving was completed during this period.
- p. RiverWinds Apartments – The developer posted additional escrow. Base paving was completed and temporary parking striping was completed. A temporary CO was recommended for Building #1 and sales office. An inspection was also made to assess the remaining work items for final completion.
- q. Dunkin Donuts Sanitary Sewer Extension – The sewer line construction is complete and was successfully tested. All restoration work is complete.

In addition to the Engineer's Report, Mr. Steck presented the following approvals:

Approval of Payment Application and Certification No. 2, S. Battata Construction, Inc. Sherwood Infrastructure Improvement Program – Phase II in the Amount of \$201,461.05. Mr. Garrison moved to approve with second from Mr. Cobb. Approved by the entire the committee.

Approval of Change Order No. 1 American Asphalt Co., Inc. for an increase for the Reconstruction of Columbia Avenue in the amount of \$10,573. Motion to approve given by Mr. Cobb, seconded by Mr. Garrison and approved by the entire committee.

Approval of Payment Application and Certification No. 2, American Asphalt Company, Inc. for the Reconstruction of Columbia Avenue in the amount of \$180,167.77. Motion to approve given by Mr. Cobb, seconded by Mr. Garrison and approved by the entire committee.

Mr. Daws presented and moved to approve the 2008 Audit. His motion was seconded by Mr. Garrison and approved by all.

**RESOLUTION APPROVING THE AUDIT  
FOR THE TOWNSHIP OF WEST DEPTFORD FOR THE YEAR 2008**

A resolution authorizing a release of a letter of credit was moved for approval by Mr. Daws with a second from Mr. Cobb. Motion approved by all.

**RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD  
AUTHORIZING RELEASE OF LETTER OF CREDIT  
FOR 88 UNION AVENUE, BLOCK 220, LOTS 9-13.**

A resolution was also presented and moved upon by Committeeman Daws. His motion was seconded by Mr. Cobb and approved by all.

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

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Mr. Garrison moved on the next agenda item. His motion was seconded by Mr. Cobb and unanimously approved by the committee.

**RESOLUTION FOR THE REMOVAL OF WATER AND SEWER CHARGES**

A performance bond was released in motion given by Mr. Daws, seconded by Mr. Cobb and approved by the entire committee.

**RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD  
AUTHORIZING RELEASE OF THE PERFORMANCE BOND POSTED BY  
LEVCO ENTERPRISES, LLC**

The last agenda item was presented by Mr. Daws and seconded by Mr. Cobb. This item was approved by the entire committee.

**RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD  
AUTHORIZING THE ADMINISTRATOR TO NEGOTIATE/FINALIZE AND EXECUTE  
A SHARED SERVICES AGREEMENT WITH THE WEST DEPTFORD BOARD OF  
EDUCATION**

Meeting adjourned with motion from Mr. Cobb and a second from Mr. Daws. Motion carried by all.

Respectfully submitted

Raymond L. Sherman  
Township Clerk