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

B. Mailing written notice to The Gloucester County Times and The Courier Post on January 7, 2011
C. Filing written notice with the Clerk of West Deptford Township on January 7, 2011

Roll Call:

Mr. Kilpatrick, Ms. Szymborski, Mr. Garrison, Deputy Mayor Daws and Mayor Docimo were in attendance for this meeting.

Correspondence:

The following items were approved in a motion given by Ms. Szymborski and seconded by Mr. Garrison. The items were approved by the entire Committee.

  Social Affair Permit for Kimmy’s Krew for October 14th

Open Meeting to the Public:

Mayor Docimo opened the meeting to the public.

Mrs. Elaine Flannigan asked if the age restriction was lifted for Rivercove Apartment. She was advised it had not been and would be considered once the Planning Board issues had been addressed. Mr. Ray Chintall questioned the procedure on amending ordinances. Mr. Angelini provided him with an explanation.

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

BILL LIST

WHEREAS, the Township committee of the Township of West Deptford received and reviewed the “Bill List” as prepared by the Township Treasurer and the Purchasing Officer for the Monthly period ending September 6th, 2011.

NOW, THEREFORE, BE IT RESOLVED that said “Bill List” as prepared by the Township Treasurer and the Purchasing Officer by 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 September 9th, 2011.

Ms. Szymborski abstains from all items pertaining to Wells Fargo Bank and Mr. Kilpatrick abstains from all items pertaining to TD Bank because they are employed by those banks.

Engineer:

Mr. Garrison motioned to approve the following two verbal resolutions authorizing the administrator to file applications for a grant for repair work for South Queen Street and Crammer Avenue. It was seconded by Mr. Kilpatrick and approved by the entire committee.
RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD FOR THE APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE RECONSTRUCTION OF QUEEN STREET PROJECT

RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD FOR THE APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE RECONSTRUCTION OF CRAMMER AVENUE PROJECT

Mr. Kilpatrick motioned for a verbal resolution for an application for State Aid for roads that have damage due to the recent storms. His motion was seconded by Ms. Szymborski and approved by the entire committee.

RESOLUTION FOR AN APPLICATION FOR STATE AID FOR ROADS THAT HAVE DAMAGE DUE TO THE RECENT STORMS

ENGINEER’S REPORT
TOWNSHIP OF WEST DEPTFORD
September 1, 2011

1. MUNICIPAL SEARCHES

All Municipal Search Improvement requests are up-to-date. The Engineer did not receive any municipal assessment searches this month.

2. RIVERWINDS AT WEST DEPTFORD APPROvals

Waterfront Development

Based on the NOV (EA ID# PEA 100001-820-01-1002.1), the Township must take corrective actions to comply with Special Condition #3 of Transition Area Waiver Averaging Plan #0820-01-1002.1. This requires the Township to file deed restrictions for portions of the transition area located on Block 328 Lot 7 (Township owned), 7.04 (Namwest owned) and 7.07 (Township owned – Golf Course). We are awaiting confirmation from the County Clerk’s office of the recorded deed restriction for Lot 7.04.

Once we have received copies of the restrictions filed with the County Clerk’s Office. We will submit a copy to the NJDEP and to the Township.

We continued to provide technical support to the Township’s attorneys as part of the Redevelopment Agreement negotiations.

No Further Action Letter from NJDEP

Recent discussion with the NJDEP Case Manager, Linda Range, confirmed that she received our site remediation status update report and accepted it as verification that remediation has been ongoing. Thereby, she acknowledged that remediation is continuing under Department oversight, under the existing Memorandum of Agreement (MOA).
The original MOA and Remedial Action Plan will need to be revised for any proposed change in use to residential.

**Golf Course NFA**

The NJDEP will issue a No Further Action (NFA) determination for the golf course, once documentation is presented to show compliance with the Remedial Action Work Plan. We have met with NJDEP and agreed upon a soil investigation to document the soil cap depth, which needs to be at least 6” on the fairways and rough and 12” on the tees and greens. On July 22, 2010, we initiated the investigation and completed the field work on August 26, 2010. We are prepared to review the results with the Township before discussing the results with NJDEP – **No Changes**.

**Restaurant NFA**

T&M examined the soil cap placed on the restaurant site and collected nine (9) soil samples on August 24, 2011. The samples are being analyzed for arsenic, ideally to demonstrate that a minimum of six (6) inches of low arsenic soil caps the site where it is not covered by pavement or building.

Upon receipt of the laboratory results and if they support a request for an NFA determination from NJDEP, T&M will prepare said request for submission within 30 days.

**Township Property NFA**

T&M performed an investigation and sampling of soil “cap” (i.e., low arsenic soil) on June 15 and 16, 2011. We collected 34 samples at the rate of 2 per acre on an untested area the athletic fields, the recreational field adjacent to the community center, landscaped areas at the community center, areas adjoining the tennis and hockey facilities, the park and amphitheater, and along trails/pathways. Two sample locations yielded unacceptable levels of arsenic. T&M prepared a scope of work and cost estimate for services required to begin delineation of the reported exceedances, in preparation for removal of unacceptable soils.

We collected the delineation samples on August 24, 2011 and expect to receive analytical results by September 8, 2011. The results will determine if we can then prepare the request for an NFA determination or if additional delineation sampling and testing are required.

**Club House**

We have reviewed the golf clubhouse concept plan from McKernan Architects and have requested additional information for comparison to the previously approved overall Site Plan by the NJDEP. We have prepared a schedule of action items relative to this site. We will continue to provide technical documentation and assistance as requested. – **No Changes**.
Wetlands – Letter of Interpretation (LOI)

Portions of the wetland transition area on Lots 7, 7.04 and 7.07 are required to be deed restricted in accordance with the transition area waiver (approved 2001) for the RiverWinds Site. We are in the process of filing the restrictions with the County Clerk’s office and will provide a copy of the filed restrictions to the Township upon receipt from the Clerk’s office – **No Change.**

Concession Building Floor Repairs

**A separate contractor performed the caulking work to fill in the gap between the building wall and the building perimeter sidewalk. The project is complete, in use and ready for close-out.**

RiverWinds Restaurant NJDEP Notice of Violation

A Notice of Violation (NOV EA ID# PEA 11000-1-0820-01-1002.1) was issued to the restaurant on March 21, 2011 for clearing of trees within the riparian buffer. While the Notice of Violation was issued to the restaurant owners, the clearing was performed on Township property. The riparian buffer is the vegetated area adjacent to the Delaware River and cove. Removal of vegetation is regulated by the NJDEP.

**A Riparian Area Enhancement Plan was approved by the NJDEP on August 4th. We are working with the Township to review the requirements and assist in initiating the plantings. Plantings must be completed by October 30, 2011.**

3. **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. **No change.**

4. **RIVERWINDS COMMUNITY CENTER – EMERGENCY GENERATOR**

The electric metering installed on July 27th has remained in place through August 27th. The results will be reviewed for sizing the generator.

Following review of the metering data, we will complete the bid documents for advertisement of the project.

5. **COMMUNITY CENTER ALTERNATIVE ENERGY SOURCES**

Three bids were submitted and opened on August 25th for the installation of a 2 MW solar carport facility at the RiverWinds Community Center. The contractor selection process will be through a competitive contracting procedure. The savings to be generated from the project will result in about $100,000 per year for the next 15 years. The project would be implemented
through a Power Purchase Agreement. The $10 million dollar project would be implemented by the successful developer at no cost to the Township.

Our recommendation will be presented in a letter to Township Committee next week.

6. **ROAD PROGRAM – COLUMBIA AVENUE**

The Certification of project completion from the Townships Chief Financial Officer is completed. The application for payment is completed and was submitted.

We have contacted NJDOT to follow-up on the $36,000.00 reimbursement status. We will continue to follow-up until the reimbursement is received. To the best of our knowledge, we have submitted all the required forms.

7. **NJDOT TRANSPORTATION ENHANCEMENT PROGRAM**

**Bicycle Route Grant**

The preliminary plans are complete and have been submitted to the County for review. This project is being completed with a $90,000.00 grant. Upon receipt of County comments, we will finalize the documents and submit them to NJDOT for review and approval – *No Change*.

8. **2009 NJDOT TATUM STREET PROJECT**

We have contacted NJDOT to follow-up on the $200,000.00 reimbursement status. We will continue to follow-up until the reimbursement is received. To the best of our knowledge, we have submitted all the required forms.

9. **CENTER STREET (2005 STATE AID PROGRAM)**

**STATE VOUCHER FOR FINAL REIMBURSEMENT IN THE AMOUNT OF $56,000.00 WAS SUBMITTED TO NJDOT ON AUGUST 16, 2011.**

10. **COMMUNITY DEVELOPMENT BLOCK GRANT – VIRGINIA AVENUE**

The CDBG reimbursement application submitted on August 8, 2011. *No Change*

11. **FY2011 COMMUNITY DEVELOPMENT BLOCK GRANT**

The Contract Documents for constructing (Plans & Specifications) Curb Access Ramps, curbing and sidewalk repairs on Tatum Street between Dubois Avenue and Red Bank Avenue are 99% complete. Plans are complete and Specifications will be completed and submitted to the County for review September 9, 2011. We expect to advertise for bids the week of September 19, 2011.

12. **SEWER OPERATIONS**
Pump Station Reports

Riverview Drive Sanitary Sewer

A proposal was submitted to the Township on May 17, 2010 to conduct an inspection of the sanitary sewer manholes located in the wooded area adjacent to Riverview Avenue and the Woodbury Creek, which are in need of repair. It is recommended, by T&M, that the investigation be conducted to identify the extent of the repair work before the NJDEP is contacted to discuss the environmental permits that would be required. The project area is situated within 500 feet from a tributary of the Woodbury Creek, which is tidally influenced and would be regulated by the Waterfront Development Law.

In addition, based on our review of NJDEP i-MapNJ database information, it appears that freshwater wetlands and freshwater wetland transition areas may also be present within the project area. Our proposal is still pending. – No Change.

13. ENERGY CONSERVATION GRANT

The executed scopes of work for the 2010 and 2011 EECBG and Direct Install funding rounds were submitted to NJ Clean Energy on March 9 and are currently under review. It is our understanding that NJ Clean Energy will respond to the 2011 application by September 30, 2011.

The 2010 awards have been made and the township will be receiving $48,000 for improvements to the Municipal Building. The 2010 work consists mostly of lighting and HVAC improvements and will begin in the near future. We will forward a construction schedule to the Township for review as soon as it is received from the contractor, Commercial Carrier. We will contact NJ Clean Energy and advise them that a construction schedule from commercial carrier has not been provided yet.

14. NJDOT LOCAL AID (FY 2010)

Reconstruction of Lewis Terrace & Garrett Avenue. Contract was awarded to GWP Enterprises and the contract was prepared and sent to GWP on August 19, 2011. The pre-construction meeting will be scheduled next week.

15. NJDOT LOCAL AID (FY 2011)

Reconstruction of Pennsylvania, New Jersey and Laurel Avenues. Contract was awarded to S. Batata Construction and the contract was prepared and sent to Batata on August 19, 2011. S. Batata Construction is in the process of gathering all documents and signing the contract and will have them to us by Tuesday, September 6, 2011. The pre-construction meeting will be scheduled next week.

16. Nottingham Estates
The contract was awarded to Eco Materials. A preconstruction conference was held on June 21, 2011. A notice to proceed was issued effective July 18, 2011. The contractor mobilized to the site. The basin is substantially complete but, was delayed due to weather conditions and availability of acceptable soils. Paving will begin in September after the basin and road repair work is complete.

17. Former US Wetlands Property

During the NJDEP permitting stages of the wetland mitigation project, US Wetlands was required and has placed a deed restriction on the property due to soil contamination. This restriction will need to be amended to authorize the use of the property for the proposed solar energy project. We have contacted the NJDEP, Site Remediation (Robert Hock), Land Use Regulation (JoDale Legg) and Office of Permit Coordination (Scott Brubaker) to discuss the opportunity to use the property for the proposed project and determine the steps necessary to replace the existing restriction, if necessary, on the property. We have received the information obtained from our file review at the NJDEP to gather information related to the contamination issues are currently reviewing the date, and will use this information to create a new deed restriction. **We have visited portions of the site to determine the extent of wetlands and began to access the amount of developable upland.**

We have contacted the Office of Permit Coordination and await confirmation of a meeting date. The purpose of the meeting will be to discuss the amendment of the deed restriction, applicable NJDEP approvals required for the proposed project, and whether additional actions are necessary on the part of the Township to maintain compliance without standing conditions.

Based on our conversation with Site Remediation, a No Further Action letter has not been issued for the property. Outstanding issues which must be addressed to obtain a NFA are the documentation that the engineering control (fence) is in place around the entire property and the installation of signs to warn the public of the potential contamination hazards are required. Once the NFA has been issued, the Township must submit a biennial report to the NJDEP.

We anticipate that future activities to develop the site will require a freshwater wetland delineation of the entire site, submission of a Letter of Interpretation application and other Land Use Regulation approvals, and a review by Site Remediation to obtain a modification of the NFA.

18. Asbury Avenue/Sunoco Property Drainage Issue

We visited the former drainage ditch in the area of the Red Bank School/Asbury Avenue/Sunoco Property (West Gate) with Fred Hesser representative of Sunoco. We discussed the presence of freshwater wetlands delineated by Vandemark & Lynch, Inc. and limitation for restoring the natural drainage conditions without the appropriate NJDEP approval. We are awaiting information from Mr. Hesser regarding the status
of the wetland mapping and topography. Based on the field information, we will discuss the necessary NJDEP Division of Land Use Regulation permits to restore the natural drainage of the area.

Mr. Campo gave an explanation of the Best Practices Survey and stated that the township is in good shape based on the answers provided. He was asked if the department heads approve overtime and he stated that they did through time cards. He also stated that the results of the Best Practices Survey will be sent from the state at a later time. Mr. Daws made a motion requiring that all elected officials attend training classes or seminars. His motion was seconded by Mr. Kilpatrick and approved by the entire committee

**RESOLUTION REQUIRING ALL ELECTED OFFICIALS TO ATTEND TRAINING CLASSES OR SEMINARS**

Mr. Kilpatrick made a motion for the removal of Water and Sewer Charges. His motion was seconded by Ms. Szymborski and approved by the entire committee

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

Mr. Garrison made a motion for the cancellation, application and/or refund of taxes. His motion was seconded by Mr. Daws and approved by the entire committee

**RESOLUTION FOR THE CANCELLATION, APPLICATION AND/OR REFUND OF TAXES**

Ms. Szymborski made a motion for a resolution authorizing a closed session of the West Deptford Township Committee to discuss Personnel – Water/Sewer Superintendent/Licensed Operator position. Her motion was seconded by Mr. Daws and approved by the entire committee.

**RESOLUTION AUTHORIZING A CLOSED SESSION OF THE WEST DEPTFORD TOWNSHIP COMMITTEE TO DISCUSS PERSONNEL – WATER/SEWER SUPERINTENDENT/LICENSED OPERATOR POSITION**

**Closed Session:**

The specific information and outcome of the closed session will be made public at a time when they are fully resolved.

Mayor Docimo called for a motion to open the meeting again. Ms. Szymborski made a motion; a second was given by Mr. Daws and approved by the entire committee.

Following the interviews, the committee felt the position could be done by Mike Douglas while still holding his Maintenance Foreman position at RiverWinds Community Center. He has been doing the work for both positions for several months. He will receive an increase in salary - 65% of the salary for the Water/Sewer Superintendent and 35% of the salary of the Maintenance Foreman at RiverWinds Community Center will be used to create the range for his salary for a total of $95,000.
Mr. Kilpatrick made a motion to authorize Mr. Campo to meet with the Michael Douglas to discuss the position, offer the position and determine the salary based on 65% of Water/Sewer Superintendent and 35% of the salary of the Maintenance Foreman at RiverWinds. His motion was seconded by Ms. Szymborski and approved by the entire committee.

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF WEST DEPTFORD TO AUTHORIZE THE ADMINISTRATOR TO EXTEND EMPLOYMENT TO MICHAEL DOUGLAS AS WATER/SEWER SUPERINTENDENT/MAINTENANCE FOREMAN AND DISCUSS THE POSITION AND DETERMINE THE SALARY/TERMS IN ACCORDANCE WITH THE SALARY ORDINANCE.

Mayor Docimo then called for a motion to adjourn. Mr. Daws made a motion; a second was given by Mr. Garrison and approved by the entire committee.

Respectfully Submitted,

Amy Leso
Acting Township Clerk