

## **FLORENCE TOWNSHIP COUNCIL EXECUTIVE SESSION**

**April 10, 2013**

**8:00PM**

### **CALL TO ORDER & FLAG SALUTE**

Council President Sandusky called the meeting to order and led the Salute to the Flag.

### **SUNSHINE STATEMENT**

The Opening Statement was read by the Township Clerk: Notice was sent to the Register News for information; posted on the municipal bulletin board; placed on the web-site on January 3, 2013; and advertised in the Burlington Co. Times on January 6, 2013.

### **ROLL CALL**

Present: Frank Baldorossi, Ted Lovenduski, David Woolston, Jerry Sandusky

Note: Paul Ostrander could not attend due to a work commitment.

Also present: Mayor Craig H. Wilkie; Richard A. Brook, Township Administrator; Thomas A. Sahol, Assistant Administrator; Kelly Grant, Esq., Township Solicitor; Russell Trice, Township Water & Sewer Engineer; Joy M. Weiler, Township Clerk

### **PUBLIC COMMENTS**

Council President Sandusky opened the meeting to the public.

Seeing no one wishing to be heard, a Motion was made by Baldorossi, seconded by Woolston to close the public comments. Roll call vote – all ayes.

### **BUSINESS**

#### **Township Water & Sewer Engineer:**

##### **Cedar Lane Water Tower: Maintenance Update**

Administrator Brook said the Township Water & Sewer Engineer and Director of Water & Sewer were present to discuss the Cedar Lane water tower. The tower needs to be taken out of service temporarily and repainted. Pitting is beginning to occur and waiting would make the project more costly. Both the inside and outside of the tank have been inspected by independent firms. It is recommended the tank be painted in the fall because it is the optimal time of the year to take the tank out of service. He said it would be financed with a bond ordinance. Alaimo would prepare the bid specifications and secure a price and the tower will be painted.

Russell Trice, Township Water & Sewer Engineer, said the firm MBA has been doing tank inspections for Alaimo for the last 15 years. The outside surfaces and the interior dry area were inspected. There is an access tube that runs to the bowl from the ground and there is a hatch on the top of the tank that allowed access.

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MBA inspected the interior of the tank by using a robotic device that swam around and videoed the inside. The report provided after the inspection stated the exterior surfaces as well as the interior dry portion should be over-coated. There are rust areas that need to be sanded. The entire tank needs to be power washed and painted. The interior wet portion does not need any work at this point. Now is the time to perform the work because if it is put off now, the cost will be much higher later.

Director of Water & Sewer David Lebak said the tower being serviced was built in 1970 and for 30 years it was the only tower serving Florence Township, so it could not be taken out of service. Once the Florence-Columbus Road Tower, or Tower 2, was built, the Tower 1 was taken off line. At that time there was much corrosion found inside. He said there were about 120 steel plates put in the bottom of the tank. This will not be that kind of overhaul, but it is a matter of staying ahead.

Mr. Trice said in about five years there will need to be that kind of heavy maintenance again. The work for this year is scheduled to begin in the early fall and last for a few months. During most of the project the tank will be kept in service.

Director Lebak said the tanks are routinely inspected. Also, there will be some sediment removal from the wet part of the tank.

Administrator Brook said there will be a resolution prepared for the May meeting and Thomas Hastie, Bond Counsel, will prepare the actual bond ordinance.

### **TWA Submission: Digester Conversion**

Director Lebak explained that there are older Process Control Tanks at the Sewer Plant. The department has been trying to decide the best use for the tanks. Efficiency is always the goal. The new Belt Filter Press is working well. The hauling to the County also works out well. Based on what he has seen, he recommends converting the old Process Control Tanks into additional sludge holding tanks. This would also provide emergency storage if it was ever needed and would give more flexibility in operations. There is some cost associated with the conversion and unfortunately whenever you change anything within the wastewater treatment plan from process control standpoint permission must be obtained from DEP. It is an involved process to receive approval but the benefits will outweigh the negatives.

Mayor Wilkie asked how much the tanks hold? Director Lebak said between the two tanks the capacity is around 300,000 gallons. The plant processes 1.6 million gallons a day. There is about 50,000 gallons of sludge a day. Also, the extra tanks will allow the plant to separate more water off that can be sent back into the system and produce a thicker product for the Sludge Press to run more efficiently.

Director Lebak explained most of the work will be done in-house. There may be some outside help for certain aspects such as demolition work.

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Some of the preparatory work has already been completed. Equipment will need to be purchased to be able to complete the job. The job is being worked on a little at a time. He said he thinks it will be completed by the end of the year and doing the work in-house will save money.

Director Lebak said the plant is rated to 2.5 MGD. Right now it is running at about 1.5. When it reaches 2 MGD, it would be 80 percent of the cap. At that point a capacity assurance plan would need to be drafted. The plan would show how the township would plan for increased capacity.

Administrator Brook said it is very important to be able to show developers that the water plant can handle the increased use. Director Lebak said the township always needs to look ahead so it can accommodate potential growth.

Administrator Brook explained that Mr. Trice's office keeps track of all of the current and proposed developments. This keeps the township ahead and prepared to accommodate growth in a timely manner. Once projects are approved, they become part of the committed flow so new projects like NFI and the Burlington Coat Factory are already included in the current calculations. Mr. Trice thinks the capacity at this time will be adequate long into the future.

Director Lebak extended an invitation to Mayor and Council to visit the water treatment plant to see first-hand the work that is done there. Council President Sandusky expressed Mayor and Council's gratitude for the work the Water & Sewer Department does and the cost savings that are realized. Director Lebak said he would pass on the kind words.

Administrator Brook said Platinum Developers owns the **Manors and Crossroads Phase I and Phase II**. The developer has been slow to attend to the open punch list items. Their pace has increased and they are seeking a quick release of the bond. He recommended considering release of Phase I, if a formal request is submitted. The Homeowner's Association is being kept apprised of the situation. Director Lebak noted that it has been four years that he has been requesting the pump station punch list items be addressed, but the developer did not address any items until very recently.

### Township Engineer

Administrator Brook said that now that the debt service will begin to drop off, Mayor and Council can start to consider getting prices to repair roads throughout the township. He presented a list that he called a "starter list" for roads to be considered. He believes they represent the worst right now.

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He asked that Mayor and Council review the list and add any roads they felt should be included. The information will be forwarded to the Township Engineer for him to provide cost estimates for everything but Hornberger Avenue, Potts Mill Road and Boulevard. Those three roads qualify to apply for a state grant. They are major connector roads that handle a great deal of traffic. Once Mayor and Council have decided what roads will be included in the road program, the Engineer will provide cost estimates. A decision could be made in May or June and the bids and specs could be sent out and the work could begin in the spring of 2014.

Council Member Baldorossi would like Seventh Avenue at Hornberger Avenue to be considered. There are drainage issues. Administrator Brook said doing the entire length of Hornberger Avenue would be a massive project. Potts Mill Road would also be a very large project. Once the cost of the projects is projected, a decision can be made.

Council Member Baldorossi noted that Seventh Avenue at Riverside Avenue needs some attention. He thinks Seventh Avenue could be worked on when Hornberger Avenue is repaired.

Administrator Brook explained that a bond ordinance would be done to cover the costs of the engineer's work. There is a large amount of survey work. If there are curb or sidewalk issues on the streets chosen, it would be incorporated into the project.

Council President Sandusky inquired about getting the state to fill in pot holes near where the bridge work on Route 130 is being performed. Assistant Administrator Sahol will contact the State of NJ and make a request.

### Assistant Administrator

Assistant Administrator Sahol provided information on items being offered for **auction**. If everything is okay, a resolution will be prepared for the next meeting. There are a couple of vehicles that are in disrepair. Also included are the old boat dock sections. He would like to set a base that is at least more than the scrap value. Council Member Woolston will take a section of the dock to get it weighed to help set a price. Mayor and Council in agreement. The Mayor noted that the hallway is full of items for auction and he looks forward to clearing it out.

Assistant Administrator Sahol was contacted by Bordentown Township regarding a **Shared Services Agreement**. Bordentown Township needs someone certified to sign their tonnage reports and grant applications. Assistant Administrator Sahol holds the required certification. He was also contacted by Fieldsboro and Chesterfield for the same agreement. These agreements are looked upon kindly by the State of NJ.

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Assistant Administrator Sahol explained the township participates in a Tree Master Plan. The township has been very active in the tree plan, and it is not just the trees. It includes the sidewalks and such. The plan covers five years. With that comes an umbrella of protection from certain liabilities. Having the plan in place also makes the township eligible for grants not available to other communities. He recently learned of one of these grants and would like to put together a proposal. All in agreement for Assistant Administrator Sahol to move ahead with applying for the grant.

Administrator Brook said that Council President Sandusky extended an invitation to the Greenbriar Homeowner's Association and other homeowner's associations to meet with Mayor and Council. Greenbriar did request a meeting for 6:30 next Wednesday. This opens the doors of communication directly. The meeting will be advertised.

He said now that the budget is passed, attention can be put on purchasing vehicles for the Police Department to keep the fleet in good condition. Earlier this year a Tahoe was purchased. Now is the time to do a second resolution to order another vehicle.

The Administrator said last year there was an incident on Route 130 regarding a gentleman who was planning to sell plants around the holidays, such as Easter and Mother's Day. This is in direct competition with someone who owns a landscaping business and this was unfair. The attorney at that time advised that the local ordinance was not strong enough to withstand citations in Municipal Court. He prepared a draft, but he had concerns and asked it not be introduced. At this time the current attorney was asked to review the ordinance to prepare for introduction. The changes stipulate that a person must own a business to sell commercially. Now would be the appropriate time to change the ordinance.

Mayor Wilkie noted that "yard sale" needs to be better defined. Administrator Brook said the attorney will need to review to tighten the ordinance to prevent this.

Assistant Administrator Sahol said it does not apply to farm stands. He explained there is a "Right to Farm" law and the township can't really intervene.

Administrator Brook said the resolution prepared for the trash bid needs to be reworked. It seems to make sense to start the new contract when the twice a week pick up ends. The bid needs to be out for 60 days. Right now the township is on twice a week pick-up. There are going to be a few different options in the bid specs, such as: once a week, twice a week, shortened length of time for twice a week and others. The benefit in extending the contract is that it creates stability in the budget because the cost won't change.

Administrator Brook said that Councilman Lovenduski has asked if there was a way to expand the hours of the Recycling Center? The Administrator said there will be two half days added. The information will be posted on the website and notice will be provided.

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### Public Comments

Council President Sandusky opened the meeting to the public. Seeing no one wishing to be heard, it was on the MOTION Baldorossi, seconded by Lovenduski to close the public comments. All ayes.

Mayor Wilkie said the **Subaru facility** at the NFI site is hoping to get a TCO sometime in May. They would like to have a walk through on May 1<sup>st</sup> or 8<sup>th</sup> before the scheduled Council meeting. He said he will try to organize it for **May 1**.

Mayor and Council will also do a walk-through of the **Water & Sewer Plant** on **May 8th** at 6:00pm before the Council Meeting. Both of the off-site meetings will be advertised.

Mayor Wilkie discussed "Florence Township Spring Weekend." He said sometimes you plan events and other times events are planned and it becomes a weekend. **Richard Coates**, a member of the Navy's underwater demolition team, died in 1964 during a training exercise. The **field** named for him will be **rededicated** Saturday at 9:00am by the Baseball Association in conjunction with the township. Also being unveiled are new signs for the **Gene Olaff Little League Field, the Steven Nemeth Batting Cages and the Frankie Forsythe Concession Stand**. On Memorial Day Richard Coates' name will be added to a Vietnam Memorial in Florida. His sister wrote in a letter that members of his team petitioned for him to be honored on the Memorial.

Also on Saturday the **Museum** is holding its **Ball** and the **Baseball Association** is holding its **dance**. On Sunday at 1:00pm **Girls' Softball** will hold its **Opening Day**. The **Florence Historical Society Museum** will be holding its **open house** from 1:00pm to 4:00pm. At the **Community Center on Main Street** there will be a "**Spring Shopping Event**" to benefit the March of Dimes.

Last Wednesday the **Roebling Museum** opened again to visitors. He said there are some nice activities planned for this weekend. The following weekend **Riverfront School** will be performing **Annie**. There is also a **Comedy Night** scheduled at **McGrath Hall** to benefit a young resident battling Leukemia. There are also two pasta nights in April. Also, **Relay for Life** is being held May 3-4.

8:50 PM MOTION by Woolston, seconded by Baldorossi to adjourn. Roll call vote – all ayes.

### ADJOURNMENT

8:50 PM: Meeting adjourned.

Respectfully submitted,

JOY M. WEILER, RMC/MMC  
Township Clerk  
/aek