

FLORENCE TOWNSHIP COUNCIL EXECUTIVE SESSION

September 10, 2014

8:15PM

CALL TO ORDER & FLAG SALUTE

Council President Lovenduski 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 9, 2014; and advertised in the Burlington Co. Times on January 12, 2014.

ROLL CALL

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

Also present: Richard A. Brook, Township Administrator; Thomas A. Sahol, Assistant Administrator; Kelly Grant, Esq., Township Solicitor; James Biegen, Township Engineer; Russell Trice, Water & Sewer Engineer; Joy M. Weiler, Township Clerk; David Lebak, Director of Water & Sewer

PUBLIC COMMENTS

Council President Lovenduski opened the meeting to the public. No comments.

MOTION was made by Ostrander; seconded by Sandusky, to close the public comments. Roll call vote – all ayes.

BUSINESS

Township Water and Sewer Engineer

Digester Conversion

Administrator Brook said the township has two old digesters that are just sitting. They are of no use to Florence Township. The question the township faces is should they be demolished or should they be put to a good use? There are no holding tanks at the Water & Sewer plant. The township runs on a very fine margin with respect to the operation of the sludge. The township has to remain within its permit parameters. Florence is continuing to expand, especially from a commercial standpoint. The township is going to see 1,600 to 1,700 jobs come on board within town in the next year. That is a significant number of jobs. There is additional potential for commercial development in several parts of the community, including Cedar Lane. The township has to always look at its infrastructure and the effect more commercial development could have.

Florence Township Council Executive Session 9/10/14

The township looked at the digesters and moved quickly to get the bond ordinance. It was so quick that he didn't get a chance to sit down with the Director of Water & Sewer and the Water & Sewer Engineer to get an in-depth explanation of the project and an idea of the cost. That resulted in the ordinance being underfunded. It is important to understand what the project will mean. The digesters will be converted to holding tanks. There will be energy savings, additional storage, and improved efficiency at the plant. The more water that is taken off the sludge, the better it is for the plant in the long term. The press won't be run as much or consuming as much energy. The employees won't need to be at the plant as often. There was a situation within the past two weeks where the operator was unable to work due to an emergency. The tanks would have helped in that situation. If there is a slow up or other situation these tanks would be used.

Administrator Brook said he presented an ordinance before he had firm numbers and he should have waited until he had all the figures to present the ordinance. As infrastructure improvements in Water & Sewer are done over time, it pays significant dividends. He noted some projects that are planned for the near future. This project will improve the overall operating efficiency and save the municipality money. When the sludge press was approved there was a significant savings.

Engineer Trice said the Water & Sewer plant will be receiving more leachate from Burlington County. This project will help handle it.

Director Lebak said one of the tanks will be used for daily processing and slow up processing. The other tank will take leachate and be an emergency storage system. It will provide more handling capacity. The tank in use now doesn't hold one day's worth of waste.

Administrator Brook said if you look at the development of the community, especially from a commercial standpoint, the municipality is more attractive for potential developers because of the improvements to the Water & Sewer utility.

Director Lebak said the tanks offer a fall back if necessary. He is always looking for ways to be able to operate and do maintenance to the utility. They could be used for emergency holding, if it is ever needed. He said presently when sludge is taken out, it goes into the thickener tank. When it goes in there, it changes the whole characteristic of sludge very rapidly. There is a 50,000 gallon capacity in the tank. While it is dewatering and removing the sludge, the sludge dewatering goes crazy.

Florence Township Council Executive Session 9/10/14

The polymer stops working and sludge starts going to the press and liquidizes and they have trouble getting it back on line. By having better mixing and more volume to mix it with, there is not as much of an upset.

Administrator Brook said this was a worthwhile project. There will be a bond ordinance prepared. When a bond ordinance is done for a utility, there is not a significant impact on Debt Service. The improvements will give the utility the ability to operate more efficiently and to give some of the much needed capacity in case of an emergency.

There will be an ordinance prepared for October 1, 2014.

Director Lebak said there is a new operating system for the equipment that TV's lines. He said there was a blockage in a resident's private drainage line. The resident was getting water in the basement. He was able to TV the line and found a blockage in the yard. The residents were glad to learn what the problem was and were able to fix it. This gives the department the ability to see much more in the pipes more clearly. It is a great benefit that is available to the residents of the township.

Mayor Wilkie asked if he objected to the disposal of one 1996 Jeep Cherokee 4x4? Director Lebak thanked Mayor and Council for the new vehicle for the Water & Sewer Department.

Township Engineer

Engineer Biegen said the Boulevard Street Phase I is continuing. There is curb work going on. The trees are coming down in the next few weeks and then paving will begin. There is a portion of East Second Street that is being improved. Assistant Administrator Sahol said he saw an area today that needed to be looked at.

Council Member Sandusky said a resident that lives on the corner of Fifth Street stopped him to tell him he was satisfied with the work that was done. Right past where the job was finished there are two potholes forming. The resident asked why they couldn't have filled them while the work was going on?

Assistant Administrator Sahol said he will look at the area. Engineer Biegen said there would be some additional punch list work that will need to be done, and it is possible the potholes could be added.

Administrator Brook noted for the record that when things were being put together for the Boulevard, it was hectic. The quotes were correct but the Resolution regarding the tree removal did not reflect the lowest bidder that submitted the quote.

Florence Township Council Executive Session

The quotes were correct and the lowest responsible bidder was selected. The bidder was **Aspen Tree Expert**. The correction was made in **Resolution No. 2014-184**. The Resolution was put together quickly, there was not enough internal communication to change it to match what was on the quote sheet.

Assistant Municipal Administrator

NJDOT FY 2015 Grant Applications

Assistant Administrator Sahol said some of the areas discussed last month included municipal aid for paving. Some of the streets discussed were Main Street, Potts Mill Road and Hornberger Avenue and the benefits, likelihood and possibility of each. He is leaning toward Potts Mill Road and Hornberger Avenue because of the amount of traffic. The priority would be Hornberger first and then Potts Mill Road. Hornberger Avenue would be the section from Delaware Avenue to the mill. The section from Route 130 to Second Avenue is in better shape because it does not have the cobblestone sub-base. Unless Council has any other direction they would like to give, that is the area he would like to focus on with the Township Engineer. It would be a large grant application and hopefully the township will get a large amount. If not, only certain portions would be done. The Mayor noted the road was last done in 1992 or before that. Assistant Administrator Sahol believes that is correct. He thinks it has been 22 to 24 years.

Assistant Administrator Sahol said regarding the **bike path** the first phase went really well. The second phase is being redesigned with minor modifications. It will be rebid and he feels very comfortable with it. The options are to look at the third phase of that project or look at tying the community in toward the bikeway by heading from Delaware Avenue out into the country.

Mayor Wilkie Said he looked at Cedar Lane with the foot traffic and Tall Pines and the more that area grows the more the kids are going to walk back and forth. The sooner something can be done to make it safer, the better. He saw kids walking in the ditch on Cedar Lane over the summer.

Safe Streets to Transit

The township did not receive this grant last year. Florence Township continues to pursue trying to get the park and ride into the community for the walkers at Ready Pac. The problem is the Cedar Lane overpass. The township can also look at doing additional sidewalks that lead to the bus stops along Front Street. He likes that kind of grant because he thinks when it is reviewed, it will be seen as being spread out and hitting all the areas that are a major concern, rather than doing 1,000 ft. in one spot. There are also plenty of streets in Roebling that would benefit. Council was in agreement to apply for various streets instead of one area.

Florence Township Council Executive Session 9/10/14

Assistant Administrator Sahol said he will work with the Township Engineer and have a Resolution for the next meeting.

Administrator Sahol said the list that was provided in the packet was a list of the items to be auctioned. The items have either exceeded their useful life or just doesn't meet the standard. All of the equipment is primed for disposal by the auction process. There will be a Resolution prepared for the next meeting.

Township Solicitor

Draft Ordinance: Maintenance Bonds

Solicitor Grant said for certain projects the maintenance bond will be required. For others it would be a case by case basis.

Administrator Brook said this came about to help small businesses and perhaps some of the larger ones. He asked Engineer Biegen if there was going to be a threshold? Engineer Biegen said an example is the work Dr. Blum recently performed. His bond was \$82,000. The MEND project is at about \$480,000. He thinks MEND would be the upper threshold.

Administrator Brook asked if thresholds were required or could criteria be the nature of the improvements? Engineer Biegen said he has never had a threshold for maintenance bonds. There are some projects that will not require a bond because there are no real public improvements or public interest in the improvements that are proposed.

Engineer Trice said there would need to be additional wording for the Water & Sewer utility bond. There may be private lines initially but down the road someone could connect into them. That would be something to take into consideration.

Mayor Wilkie asked for Solicitor Grant to change the legislation to reflect on not so much the dollar amount but if it is a private service.

Solicitor Grant said she was looking for some kind of minimal objective standards such as monetary or the size of the lot for the Water & Sewer utility bond. She would like to see some kind of standard.

Administrator Brook discussed other towns that have similar practices. Developers ask why they need a bond for their personal lots? They don't have to pay it in other towns. Administrator Brook does not see the need for the threshold.

Engineer Trice said from a Water & Sewer standpoint, it comes down to who is going to own the line. Are there going to be multiple customers connected to the lines? Engineer Trice said fire lines are another issue.

Florence Township Council Executive Session

Administrator Brook said the most important characteristic is the use of the improvement when the performance bond is done. Township Engineer Biegen said it is important to consider things like landscape buffering and maintenance bonds would be necessary. It would also be required with public safety improvements. The size of the property is not relevant.

Township Engineer Biegen discussed what is done in other towns where he works. Some don't have legislation but decide at the discretion of the engineer.

Mayor Wilkie suggested the ordinance move forward as is but with the addition of the Water & Sewer utility threshold. Solicitor Grant will make the required changes and prepare the ordinance for the September 17, 2014 meeting.

Action

Proclamation – Constitution Week, September 17 – 23

Mayor Wilkie said **September 17, 2014** is the **227th Anniversary of the Constitution of the United States**. This is proclamation is supporting that.

Resolution No.2014-171, State Contract Purchase Trucks (2) (Held from August 13, 2014 and September 3, 2014)

Mayor Wilkie said there were memos provided by himself and Assistant Administrator Sahol regarding this. He had additional conversations with other people involved in the process. He is comfortable at this point recommending Council move forward with the purchase of the trucks.

It was the MOTION of Sandusky, to approve Resolution No. 2014-171.

Mayor Wilkie said there is a potential savings of \$50,000. All of the questions have been answered. Council Member Woolston said the savings listed is not accurate. He believes it is less. He discussed some of the costs. He said all of the separate line items of the truck could be put out to bid and the body of the truck could be purchased. There was discussion on this idea.

There was further discussion regarding the differences with the trucks proposed and the next lowest bidder and the regeneration of the different vehicles.

Assistant Administrator Sahol said the State Contract expires soon. If this resolution is turned down, there will have to be a full blown bid on all of the equipment.

The MOTION on the floor was seconded by Baldorossi.

Florence Township Council Executive Session 9/10/14

Upon roll call Council voted as follows:

YEAS: Baldorossi, Sandusky, Lovenduski

NOES: Ostrander, Woolston

Motion carries.

Zoning Board Appointment: Unexpired Term, Alt. No. 2, Expires 12/31/14

Council President Lovenduski said this was a Council appointment. He asked if there was anyone any Members of Council would like to nominate?

Council Member Sandusky said this was the first time he had a chance to review.

It was agreed to hold the nomination until the next meeting.

PUBLIC COMMENT

Administrator Brook said there may be discussion at a later date regarding the possible need for the township to regulate **emergency generators**. With the weather the way it has been over the last few years, more residents are getting emergency generators. There are no regulations for emergency generators. There might need to be parameters.

Mayor Wilkie asked if there was something that could be installed to muffle the sound? Assistant Administrator Sahol said the generators already have that. He thinks there might need to be exemptions for some emergency or life saving devices. There is some leg work that will need to be done.

Administrator Brook explained that the calendar has been amended at **Christmas** to be **closed Thursday and Friday**.

It was the MOTION of Woolston, seconded by Sandusky to close the public comments. Roll call vote - All ayes.

9:32 PM MOTION by Ostrander; seconded by Sandusky to adjourn. Roll call vote – all ayes. Motion carried.

ADJOURNMENT

9:32 PM: Meeting adjourned.

Respectfully submitted,

Joy M. Weiler, RMC/MMC
Township Clerk
/aek