

Florence, New Jersey
October 21, 2015

The Florence Township Council held a regular meeting on the above date in the Municipal Complex, 711 Broad Street, Florence, New Jersey.

The meeting was called to order by Council President Sandusky at 8:00 PM. All of the **Boys Scouts** who were present led the **Salute to the Flag**.

The Opening Statement was read by the Township Clerk: Notice was posted on the municipal bulletin board; placed on the web-site on January 8, 2015; and advertised in the Burlington Co. Times on January 11, 2015. It was also provided to the now defunct Register News for information and sent to the Trenton Times on May 21, 2015.

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

Also present: Mayor Craig H. Wilkie; Richard A. Brook, Township Administrator; Thomas A. Sahol, Assistant Township Administrator; Kelly Grant, Esq., Township Attorney; Joy M. Weiler, Township Clerk

MINUTES

Woolston made a MOTION; seconded by Baldorossi to approve the following minutes. Roll call vote – all ayes. Motion carried. Unanimous approval.

- Township Council Executive Session – September 9, 2015

FINANCIAL CORRESPONDENCE

It was the MOTION of Lovenduski; seconded by Ostrander to receive and file the Tax Collector's Tax and Water & Sewer Reports and Township Clerk's Report for September. Roll call vote – All ayes. Motion Carried.

It was on the MOTION of Baldorossi; seconded by Woolston to approve the **Treasurer's Bill List**.

Upon roll call Council voted as follows:

YEAS: Baldorossi, Lovenduski, Ostrander, Woolston, Sandusky

NOES: None

ABSENT: None

Motion carried. Unanimous approval.

REGULAR CORRESPONDENCE None at this time.

APPLICATIONS: None at this time.

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PUBLIC COMMENTS

The meeting was opened to the public at this time.

Seeing no one wishing to be heard, it was the MOTION of Lovenduski; seconded by Ostrander to close the public comments. Roll call - all ayes.

RESOLUTIONS

RESOLUTION NO. 2015-230
Approve Payment No. 1 for the Contract for
Roadway Improvements for Boulevard, Phase II to
Richard T. Barrett Paving Company, Inc.
400 Prospect Street, Trenton, NJ 08618

RESOLUTION NO. 2015-231
Resolution of the Township Council of the Township of Florence
Referring a Proposed Redevelopment Plan for a
Parcel Within the Route 130 Redevelopment Area to the
Township of Florence Planning Board and Directing the
Planning Board to take Certain Actions Pursuant to
N.J.S.A. 40A:12A-7(f)

RESOLUTION NO. 2015-232
Approve Payment No. 1 and Change Order No. 1 for
Rehabilitation of Well No. 3 to
A.C. Schultes, Inc.
664 South Evergreen Avenue
Woodbury Heights, NJ 08097

It was the MOTION of Lovenduski; seconded by Baldorossi to approve Resolution Nos. 2015-230 through 2015-232.

On the question

Administrator Brook said Resolution 2015-231 noted that the property contains one large building, the former Superfresh building. There are three other buildings but they are in the process of being demolished.

Upon roll call, Council voted as follows:

YEAS: Baldorossi, Lovenduski, Ostrander, Woolston, Sandusky

NOES: None

ABSENT: None

Motion carried. Unanimous approval.

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ORDINANCES None at this time.

REPORTS

Committees, Boards and Officers:

David Lebak, Director of Water & Sewer

- **Safety Program: *Put Safety on Your Agenda***

Mr. Lebak said he serves as Safety Coordinator for the Township of Florence. Florence Township belongs to the Joint Insurance Fund (JIF). The JIF requires that the Safety Coordinator update the Mayor and Council on what the Safety Committee is undertaking. The JIF encourages a safety culture in the township: doing things like coaching, communicating and showing a commitment to safety by addressing any employee concerns. This reaches the administrative level. Some things the committee does are control hazards and offer continued education. JIF offers a host of safety trainings that the township participates in. Just over the past few years there has been training for: Blood Borne Pathogens, Confined Space Entry, Personal Protective Equipment, Ladder Safety, Heavy Equipment Training, Snow Plowing, Leaf Collection, Hearing Conservation, Playground Safety, Shop & Tool, Hazardous Materials, and more. It is an extensive list of training that the employees have participated in. They are also trained in CPR and Fire Safety Awareness. The administrative office staff is also taught office safety. Each of these programs has a frequency requirement. Some are yearly and others may be every three years. Training is on-going throughout the year. The Safety Committee also meets throughout the year. The committee performs accident reviews to see if there is anything that could be done differently to prevent a recurrence. Sometimes these accidents are not preventable and there are hazards that cannot be foreseen.

The committee does jobsite observations too. That responsibility rotates and is fluid. Sometimes there are impromptu stops at sites that the group will later evaluate with the help of photos. From these discussions corrective measures are offered. The Public Works Department performs many inspections on playgrounds and buildings. Inspections are on-going. Twice a year there are inspections performed by the JIF. They review the paperwork and check on the training records. The representative will essentially determine if Florence Township is or isn't doing a good job. There is something called an optional safety budget built into the safety incentive program. If the township receives a high level evaluation, which it has for several years, there is a sum of money provided to the township to spend on safety-related equipment for the following year.

Administrator Brook said it is approximately \$4,000.00. Mr. Lebak said he is proud to say the committee has earned the top value for the last ten years. There have also been several individuals recognized for special awards. This year Captain Brian Boldizar was recognized, the year before Nancy Erlston was. The perk to that is JIF supplies lunch to the employees of the township. It is nice for camaraderie among the employees. At this time he asked if there were any questions?

Mayor Wilkie thanked Mr. Lebak for his leadership of the safety initiative. Administrator Brook said Mr. Lebak does a tremendous job. He works extremely hard with the employees and the members of the Safety Committee.

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Richard Pendle, Director of Public Works and Dave Lebak, Director of Water & Sewer

- **Stormwater Management**

Mr. Pendle said he was present this evening to discuss the Township's Stormwater Management Program and Pollution Prevention Program. The first part of the effort is public education. There is a plan in place. Information is posted on the website and mailings are sent to residents' homes. Every drain inlet in Florence Township has a symbol of little blue fish with white labels. The newer inlets have the symbol stamped into the curb piece. They are to remind people that the water that goes into that drain is emptied to the river. There are ordinances regarding waste disposal, such as those pertaining to pet waste. There are ordinances for littering, not feeding wildlife and illicit connections. That is the term for when someone pumps something into the storm drains that shouldn't be there. There are outfall pipes along the rivers and streams where all the water will eventually go. There are fifty-five of them in the township and each and every one of them is mapped. Each year the department is required to check and see if there is any illicit water coming out of those pipes. It is done mainly in August because that is the driest time of the year. If there were a few weeks without rain, it stands to reason that there shouldn't be any water coming from the pipes. If water is found, the department tries to find the source to determine if there was an illegal hook-up. Last year Public Works was able to check twenty outfall pipes.

He went on to discuss the Street Sweeping Program. Public Works employee, Butch Marshall, covers hundreds of miles every year. In 2014 eight hundred fifty miles of road surface were cleaned. There was about fifty tons of debris removed from the roads. The debris: oil, leaves, cups and whatever else is on the roads, would have ended up in the storm drains.

Mayor Wilkie said there is a GPS-type tracking system on the sweeper. Residents may say their street hasn't been swept in a while. Within about a day the township can track where the vehicle has been. It provides documentation to the state and federal governments that the streets are being cleaned and what goes into the river is clean.

Mr. Pendle said inlet retrofits are also the responsibility of the township. The newer inlets that have been installed recently are closer to the road surface. It keeps debris, such as soda bottles and cups, from going into the inlet. That type of debris can get into the non-retrofitted inlets quite easily. Right now about eighty percent of the inlets are retrofitted. There is about twenty percent left to do to be totally compliant. He hopes to reach that goal within the next couple of years.

There are approximately 990 catch basins that have to be cleaned every year. It is usually done from January to March. At that time, they are also inspected for any problems that need to be addressed. This year there were twenty that needed repairs. At this time all twenty were repaired. There are two more that were called in within the last month and they will be addressed shortly.

Regarding the drainage ponds, Public Works maintains these. They cut the grass and make sure they drain properly. The department also knows which are problem areas and try to attend to them prior to any big storms.

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Many years ago the department started using “coon cages” at the headwall where the water exits the pond. It is an additional layer of protection to collect debris that would otherwise get into the pond. They are named after the man who made them for the department, Larry Coon.

The deicing material is stored in the old Public Works garage. It will fit about one hundred twenty-five tons maximum. If there are back to back ice storms, that would all be used. It is very difficult to get salt that time of year. Moving forward, the new salt building will be a blessing to Florence Township.

Mr. Pendle also monitors the fueling operations. There are two six-thousand gallon tanks. If there was a spill, it would be a major headache. Pressure testing was conducted and it showed a few leaks which have been taken care of.

The department has to be mindful of its housekeeping. There are things at Public Works that need to be handled a certain way. There are many guidelines to follow. An example is that sand cannot be stored uncovered or within fifty feet of a storm drain inlet. Also, oils and fuels have to be stored in a certain manner.

Maintaining and washing equipment is very important. Up until a few years ago, the department was very reluctant to rinse or wash the equipment because the dirty water went into the drainage system. Now it is hooked up to run into the sanitary sewer system.

Another component of Stormwater Management is employee training. Everything he has reviewed is documented and sent to the State of NJ. He said this was the conclusion of his presentation and asked if there were any questions?

On behalf of the Mayor and Council, Council President Sandusky thanked both gentlemen for the information provided this evening.

- **Boy Scout Presentation**

Al Garcia of Boy Scout Troop 3 came forward to present an award to **Mayor Wilkie**. He said it is a very distinguished award called the **North Star Award**. It is the highest honor that the Boy Scouts of American can bestow upon a non-scout adult. He is being recognized for his support of the scouting program in Florence. Mayor Wilkie is being recognized for the role he played in acquiring the new scout headquarters and for everything he has done for the program. He attended every Blue & Gold Banquet and the various Courts of Honor. The program appreciates his dedication and support. In order to nominate Mayor Wilkie, Mr. Garcia said he had to gather information about him. He thanked everyone for helping provide the information.

Mr. Garcia presented the nomination form to Mayor Wilkie. Scott Weise, a leader from Boy Scout Troop 3, read the award certificate into the record. It was signed on July 11, 2015 by senior scouting executives of the Garden State Council.

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The scouts then presented Mayor Wilkie the North Star Medal. They gave him a patch that depicted the original scout hut that was in town near the river. It was built in 1915.

Mayor Wilkie said he was honored and was very surprised. He thanked the scouts for all that they do for the community. He thanked the parents for helping the program continue and the scout leaders for giving so much of themselves to the scouting program in Florence Township.

Council President Sandusky said Council would like to thank the parents for all they have done. He was impressed. Mr. Garcia said Troop 3 is the second largest troop in its Council, which spans from Bordentown to Cape May.

Administration

Mayor

Mayor Wilkie said there was a presentation to the Township attended by Council Member Lovenduski, Administrator Brook and Assistant Administrator Sahol. As many know, the Township was able to have **Duffy School** renovated. Florence Township was honored by the **Housing and Community Development Network of New Jersey** in recognition of Florence Township's leadership and commitment to the creation of affordable homes. It is one of a number of awards the township has received over the last few years. It was good to be able to preserve Duffy and provide affordable housing.

This Saturday **Riverfront School** is having its **Fall Festival**. There will also be a Color Run. Over 200 people were registered for it last week, so it should be a successful event. The festival immediately follows with vendors and activities for the kids.

That evening at 6:00pm the **Riverbank Charter School** will be holding its annual **Trunk or Treat** event. It usually draws a very large crowd.

Halloween is the following weekend and there is a curfew in place. He said he hopes everyone has a safe time.

This coming Sunday the **Florence Township Fire Department** will be having a **Halloween party** for the children at 2:00pm. The information is on the fire department website.

November 11th is Veteran's Day. Post 194 will be having a Service of Remembrance at 11:00am. Florence Township holds its service at the monument at the Municipal Building at 11:30am. It includes all of the posts and veterans. He is honored that Dick Glass, who was a member of the committee that had the monument created, will be placing the wreath. He is the last surviving member.

Administrator

Administrator Brook said when there are large projects, such as Liberty, Subaru or Express Scripts, often times some of the concrete pours for the flooring need to be done very early in the morning so it has time to cure. Liberty will be doing that over the next couple of weeks.

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They will work diligently to ensure that there is minimal disruption to those in the area. They have taken steps to assure this. The main concern is the backup alarms on the trucks. They will probably be pouring two or three times a week. It will be limited to two if at all possible. There will be notifications provided to nearby residents.

Christopher Green, a Florence Township resident, was hired as a police officer. He entered the **Police Academy** on Monday.

Florence Township has been in litigation with **Legacy at Meadowcroft** over the Performance Bond work to finish up the development of the site. One of the site developers was not diligent with completing the work so the township had to proceed with litigation against him. The balance of the landscaping work is supposed to begin next week. The Homeowners Association has been notified through the engineer.

Assistant Municipal Administrator

Assistant Administrator Sahol said all the paving work that Barrett was working on is complete. The township is working on the punchlist now, to identify any areas where asphalt needs to be repaired and concrete elevations need to be changed and gutter lines modified. All in all the work is done and there are just a few minor things that need to be addressed. Then there will be restoration to try and get some germination before the fall season is over.

Council President Sandusky asked about Main Street near the area of Eighth and Ninth Avenue. He knew it had been discussed in the past. Assistant Administrator Sahol said that has been authorized to be addressed and about 220' of pavement will be done in the center. It will be reconstructed so that it will be new surface and not just an overlay. It will be done before the winter months so it can be plowed and driven safely.

Public Comments: Open to the Public

Motion made by Lovenduski; seconded by Woolston to open to the public for a second time. Seeing no one wishing to be heard, it was the **MOTION** of Lovenduski; seconded by Woolston to close the public portion of the meeting. Roll call vote – all ayes. Unanimous approval.

Council President Sandusky said before the meeting adjourned, he would like to thank the Boy Scouts for coming out this evening. It was nice award that they presented to Mayor Wilkie.

ADJOURNMENT

8:36 PM **MOTION** of Ostrander; seconded by Lovenduski to adjourn to Closed Session. Roll call vote – all ayes. Motion carried. Meeting adjourned.

Respectfully submitted,

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