

SALEM COUNTY ECONOMIC DEVELOPMENT ADVISORY COUNCIL

Meeting

December 15, 2016

Salem Community College

Present: Brian Cowan, Susan Coan, Jaci Bobbitt, Mr. Bolil, Scott Donnini, Mike Gorman,
Dawn Hughes, Louis Joyce, Mike O'Brien, Cordy Taylor,
Kathy Mills

Absent: Pat Bomba, Steve Carnahan, Joe Delmar, Joe DiNicola, Chris Humphries,
Brian Jones, Jack Swain, Dave Yhlen

November Meeting Notes were approved.

Lou Joyce - Resource Team

No Report

Mike Gorman – Livability Team

No Report

Lou Joyce - Railroad update/Salem City

Progress is being made with estimated completion date 12/17.

Lou Joyce invited a representative from *Light My Fiber* to the meeting. Chris Bradley gave a presentation on fiber optics and broadband, introducing what this company does and how it can help business get best prices and best practices. Chris provided short case studies on work they are doing in York County, PA and in North Carolina. He is available for further discussions as needed. (handout)

Next meeting: January 19, 2017

4:30 PM

Salem Community College

Public Works Committee Meeting

Date: February 7, 2017

Those in Attendance: Freeholder Ben Laury, Chairman
Freeholder Lee Ware
Freeholder Scott Griscom
Michael Mulligan, Solicitor
James McKelvie, County Engineer
Jeff Ridgway, Director, Public Works
Ray Owens, Director, Transportation
William Miller, Assist. Co Supt of Bridges
Joseph O'Donald, Traffic Safety Coord.
Steve Schalick, Co. Road Supervisor
Diana Ford, Chief of Adm. Services

Location: Salem County Engineer's Office
Fifth Street Complex

MINUTES

1. Meeting Facilitator, Freeholder Ben Laury, Chairman.
2. Attendance was taken.
3. A motion was made Jeff Ridgway, seconded by Steve Schalick, that, the Minutes of the January 10, 2017 meeting of the Public Works Committee be approved as distributed. Motion carried.
4. Resolution submitted for the Agenda for the February 15th, 2017 regular Freeholders Meeting.
 - a. Resolution Authorizing a Written Amendment Rehabilitation of Willow Grove Road/Lake/Water Control Structures in Pittsgrove Township for the County of Salem, Federal Project #ER-NJ11(064)Con; NJDOT #7110321.
5. The Status Report prepared by County Engineer, James McKelvie will be the basis of these Minutes. Discussion items and added notes will be identified in italics.

ROADS

SJTPO-FY2013

Commissioner's Pike, County Road #581, Phase III Resurfacing: Federal funding: \$1,658,312.00. Alloway-Woodstown Road, County Road #603 to Watsons Mill Road, County Road #672. Design by "Churchill." Contractor: "South State, Inc." Contract amount: \$988,457.65. Base failure near the south end of the project. Change order approved for repair of a 450-foot long section at the southern end of the project. "South State" utilized a DBE firm for the repairs. Repair work substantially complete. NJDOT conducted a final inspection. **Punch list items completed. Closeout documents being submitted to NJDOT.**

Mr. McKelvie reported that this project is getting nearer to final closeout.

SJTPO-FY2014

Woodstown Road, County Road #603-Design: Commissioner's Pike, County Road #581 to Brickyard Road. Transportation Trust Fund design funding: \$100,000. NJDOT Job # 7101310, FAP-2014-Salem Co-02201.

Field survey and base mapping by “ARH”. Design performed in-house. Design complete. **Closeout documents being submitted to NJDOT.**

Mr. McKelvie reported that this Design Project is completed and the final documentation has been submitted to DOT for reimbursement.

Cohansey-Friesburg Road, County Road #635-Design: Transportation Trust Fund design funding: \$100,000. FAP-2013-Salem Co-02054. Cumberland County Line to Watsons Mill Road, County Road #672. Field survey and base mapping by “Fralinger”. Design performed in-house. Design complete. **Closeout documents being submitted to NJDOT.**

Mr. McKelvie reported that this Design Project is completed and the final documentation has being finalized for submitted to DOT for reimbursement.

SJTPO-FY2015

Woodstown Road, County Road #603 Resurfacing-Construction: Transportation Trust Fund funding for construction: \$1,220,000, NJDOT Job # 7101312, FAP-2015-Salem Co-02284. Commissioner’s Pike, County Road #581 to Brickyard Road. **Specifications being prepared for bidding.**

Mr. McKelvie reported that this Construction Project is going to advertised on March 6th, 2017 with bids scheduled to be received on March 28th, 2017 and Award on April 5th, 2017.

Cohansey-Friesburg Road, County Road #635 Resurfacing-Construction: Transportation Trust Fund funding for construction: \$1,000,000. NJDOT Job # 7010303, FAP-2015-Salem Co-02286. Cumberland County Line to Watsons Mill Road, County Road #672. **Specifications being prepared for bidding.**

Mr. McKelvie reported that this Construction Project is going to advertised on March 6th, 2017 with bids scheduled to be received on March 28th, 2017 and Award on April 5th, 2017.

Salem County Mill and Overlay Resurfacing Program-Design: Transportation Trust Fund design funding: \$100,000.00. Locations: Centerton Road, County Road #553 from Almond Road, County Road #540 north to Buck Road; Centerton Road, County Road #553 from Almond Road, County Road #540 south to the County Line; and Welchville-Alloway Road, County Road#540 from the railroad tracks to Main Street, County Road #581. Design note: The inlets along Centerton Road in front of the high school reportedly have steel plates over them, which need to be removed, and the castings need to be reset to grade with bicycle-safe grates. Survey by “Fralinger” in the amount of \$63,642.55. **In-house design work is proceeding. Preliminary PS&E to be submitted to NJDOT by February 15, 2017.**

Mr. McKelvie reported that the Preliminary PS&E is scheduled to be submitted to DOT next week. Project appears to be on schedule.

FY 2015 Local Safety Program-Construction: NJDOT Job #7100324. Federal funding for centerline rumble strips. Funding agreement received and processed for execution. The contractor is South State Inc. in the amount of \$267,585. Project is complete. **Closeout in progress. Resident complaints received regarding excessive noise. The County is considering filling in some of the rumble strips using microsurfacing. However, according to NJDOT Local Aid, since the project is federally funded, removal of the rumble strips does not appear possible without returning the federal funds.**

Mr. McKelvie explained that after a recent meeting with DOT – we received notification that the removal of the rumble strips would not be recommended without returning the full amount of Federal Funds received for this project. The project must stay intact for the useful life of the improvement. Mr. Ridgway reported that he spoke with Cumberland County and

the pot hole repair machine they have – would not be appropriate to use to remove the rumble strips. Mr. McKelvie reported that the appropriate way, if it could be done, would be to micro-seal the area of the rumble strips. However, this action is not approved by NJDOT. A brief discussion ensued. Freeholder Laury will follow up with Michael Russo, NJDOT.

SJTPO-FY2016

Salem County Mill and Overlay Resurfacing Program-Construction: Federal funding for construction: \$1,600,000. Locations: Centerton Road, County Road #553 from Almond Road, County Road #540 north to Buck Road; Centerton Road, County Road #553 from Almond Road, County Road #540 south to the County Line; and Welchville-Alloway Road, County Road #540 from the railroad tracks to Main Street, County Road #581.

Mr. McKelvie reported that Jonathan Rishel is working on this in-house design project.

Hook Road, County Road #551-Design: Transportation Trust Fund design funding: \$150,000. Concept plans and estimates prepared for raising a 1,000-foot long section of Hook Road along with resurfacing from East Pittsfield Street to Route 295. NJDOT authorization received for design funding. **RFPs for consultant survey and geotechnical services being issued.**

Mr. McKelvie reported that the “RFP” for the Field Survey/Base Mapping and the “RFP” for the Geotechnical Services were both advertised on February 6th, 2017. Deadline for “RFP’s” February 28th, 2017. Hope to Award both RFP’s at the March 15th, 2016 Freeholders Meeting.

Salem County Mill and Overlay Resurfacing Program-Design: Transportation Trust Fund design funding: \$100,000.00. NJDOT Job # 7101313, FAP–2016–Salem Co-02427. Watsons Mill Road, County Road #672 from Commissioners Pike County Road #581 (MP 3.35) to Aldine-Friesburg Road, County Road #635 (MP 0.00) in Alloway Township; and New Bridge Road, County Road #623, from 500 feet south of Harmersville Road, County Road #658 (MP 3.31) to Beasleys Neck Road, County Road #651 (MP 4.46) in Lower Alloways Creek Township. NJDOT authorization received for design funding. **RFP for consultant survey services being issued.**

Mr. McKelvie reported that the “RFP” for the Field Survey/Base Mapping was advertised on February 6th, 2017. Deadline for “RFP’s” February 28th, 2017. Hope to Award RFP at the March 15th, 2016 Freeholders Meeting.

SJTPO-FY2017

Salem County Mill and Overlay Resurfacing Program-Construction: Funding anticipated in the amount of \$1,800,000. Watsons Mill Road, County Road #672 from Commissioners Pike County Road #581 (MP 3.35) to Aldine-Friesburg Road, County Road #635 (MP 0.00) in Alloway Township; and New Bridge Road, County Road #623, from 500 feet south of Harmersville Road, County Road #658 (MP 3.31) to Beasleys Neck Road, County Road #651 (MP 4.46) in Lower Alloways Creek Township.

Centerton Traffic Signal Improvements: FY2017 Congestion Management and Air Quality (CMAQ) funding in the amount of \$75,000 for design and \$275,000 for construction. The funding is for signal upgrades at the intersection of Centerton Road, County Road #553 and Almond Road, County Road #540 in Pittsgrove Township. SJTPO kickoff meeting held January 26, 2017. **RFP for design to be prepared and submitted to NJDOT Local Aid along with a Categorical Exclusion Document (CED) in February.**

Mr. McKelvie reported that the “RFP” for the Centerton Traffic Signal Improvements is being worked on.

SJTPO-FY2018

Hook Road, County Road #551 Raising and Resurfacing-Construction: Transportation Trust Fund construction funding: \$1,500,000 for raising a 1,000-foot long section of Hook Road along with resurfacing from East Pittsfield Street to Route 295.

SJTPO-FY2019 through FY2022

Salem County Mill and Overlay Resurfacing Program: \$1,500,000 for construction and \$150,000 for field survey and in-house design.

2012 County Aid: NJDOT Funding: \$1,823,000.00. Project includes:

1. ADA Ramp Project at numerous locations throughout the County:
Contract awarded to Charles Marandino, LLC in the amount of \$271,058.50. Construction of ADA ramps is substantially complete. **NJDOT conducted a final inspection and no corrective work is required. Closeout documents to be submitted to NJDOT.**

Mr. McKelvie reported final closeout approval was received from NJDOT.

2. Pointers-Auburn Road, County Road #540, from Marshalltown Road to Bypass Road:
Contract awarded to South State, Inc., in the amount of \$911,000±. Notice to proceed: June 20. **South State to perform the work in the spring.**

Mr. McKelvie reported that this project, which was delayed by the Governors Executive Order, is scheduled to resume on April 1, 2017.

3. Woodstown-Alloway Road, County Road #603, East Lake Road to Brickyard Road:
Contract awarded to South State Inc. in the amount of \$1,100,000±. Notice to proceed: June 27. **South State to perform the work in the spring.**

Mr. McKelvie reported that this project, which was delayed by the Governors Executive Order, is scheduled to resume on April 1, 2017.

2013 County Aid: Grant amount is \$1,807,000.00. The Contractor is "R. E. Pierson Construction." The contract is in the amount of \$2,008,280.25. Project includes:

1. Alloway-Woodstown Road, County Road #603 from Bailey Street to Liberty Avenue:
Substantially complete.
2. Woodstown-Pedricktown Road, County Road #602, from Pennsville-Auburn Road, County Road #551 to Freed Road:
Substantially complete.
3. Hollywood Avenue, County Road #618, from US Route #130 to Pennsville-Auburn Road, County Road #551:
Substantially complete.

*Mr. McKelvie reported that the initial 3 roads have been substantially completed. Finalizing some punchlist items. *

To the extent that funding will allow, it is intended to include, via change order, resurfacing of Kings Highway, County Road #620 at Mannington Creek Bridge; Woodstown-Alloway Road, County Road #603 at Hungry Hill

Bridge; and Perkintown Road at the Route 295 overpass in order to eliminate rough road conditions. **These plans are in progress and should be complete in February.**

Mr. McKelvie reported the plans needed for the 3 additional locations are being prepared by "Alaimo" and should be ready for submission to DOT this month.

2014 County Aid: Grant amount: \$2,365,000. Project includes:

Phase 1:

1. Parvin Mill Road, County Road #645 in Pittsgrove from Morton Avenue at the County line to Crystal Road;
2. Deerfield Road, County Road #540 in Pittsgrove from Centerton Road, County Road #553 to the Cumberland County line;
3. Bailey Street, County Road #616 in Woodstown from US Route #40 to South Main Street, County Road #672;

Phase 2:

4. West Mill Street, County Road #642 in Pedricktown from Straughens Mill Road, County Road #643 to Railroad Avenue, County Road #602;
5. State Street, County Road #634 in Penns Grove from Beach Avenue to West Main Street, County Road #675;
6. South Golfwood Avenue, County Road #601 in Carneys Point from Georgetown Road to Hollywood Avenue;

Design notes: It was noted to verify the need to include stump removal along Bailey Street; and to address the wall/curbing along West Mill Street near Railroad Avenue; slow drainage conditions on West Mill Street; and replacement of broken curb on Parvin Mill Road. Plans for Phase 1 at 95% completion; Plans for Phase 2 at 85% completion. **Anticipated schedule: Advertise for bids in April, award contact in June.**

Mr. McKelvie reported we hope to advertise this project in April and award the contract in June.

2015 County Aid: Grant amount: \$2,365,000. Project includes:

1. Perkintown Road, County Road #644 from Straughens Mill Road, County Road #643 to Pennsville-Pedricktown Road, County Road #601.
2. Kings Highway, County Road #620 at Mannington Creek Bridge.
3. Pennsville-Auburn Road, County Road #551, 500-foot long section north of Route 48 and south of Quilleytown Road. Flat area to be regraded.
4. Pennsville-Auburn Road, County Road #551 in Carneys Point from NJ Route #48 to Georgetown Road.
5. Penns Grove-Pedricktown Road, County Road #642 in Oldmans Township from Route 130 to Straughens Mill Road, County Road #643.
6. Telegraph Road, County Road #647 in Quinton from County Road #540 to NJ Route #49.
7. North Broad Street, County Road #607 in Penns Grove and Carneys Point from Main Street to NJ Route #130.
8. Marlton Road, County Road #636 in Pilesgrove from Marlton Recreation Area to Kings Highway, County Road #620. It was noted to address a bad area on Marlton Road near Borton Drive if possible.
9. Hawks Bridge Road, County Road #540 in Carneys Point and Mannington From US Route #40 to Haines Neck Road, County Road #631.
10. Dutch Row Road, County Road #611 from US Route #40 to the Gloucester County line.

Design note: Need to review/discuss North Broad Street (concrete road) and Kings Highway (settlement). Plans at 90% completion. **Anticipated schedule: Advertise for bids in April, award contact in June.**

Mr. McKelvie reported we hope to advertise this project in April and award the contract in June.

2016 County Aid: NJDOT grant funding in the amount of \$2,365,000. Funding application submitted. Roads included:

1. Alvine Road, County Road #655 from Almond Road, County Road #540 to Route 56 in Pittsgrove Township (Needs survey and drainage improvements).

Mr. McKelvie reported there is a drainage issue on Alvine Road that needs to get resolved.

2. Gershal Avenue, County Road #638 from Route 56 Garden Road, County Road #674 in Pittsgrove Township.
3. Quinton-Alloway Road, County Road #581 from Route 49 to Greenwich Street, County Road #540 in Quinton and Alloway Townships.
4. Pennsville-Pedricktown Road, County Road #601 from Perkintown Road, County Road #644 to Pennsgrove- Pedricktown Road, County Road #642 in Oldmans Township.
5. Bridgeton Road, County Road #614 from County Line to new culvert in Upper Pittsgrove Township. (Note: This road received oil and stone in 2016. Resurfacing can be postponed.)

Survey scheduled. Plans in progress. Anticipated schedule: Advertise for bids in June, award contact in August.

Mr. McKelvie reported the survey for this project is being done by "Alaimo"; and is scheduled to be done.

2017 County Aid: Announcement of NJDOT grant funding in the amount of \$2,399,200. Funding application is due April 14, 2017. The Salem County Improvement Authority has requested that McKillip Road be included. Additional roads to be selected.

Mr. McKelvie reported the SCIA would like McKillip road included in this phase of resurfacing. A brief discussion ensued concerning a possible "give and take" concerning the railroad ties currently stored at the SCIA. The following roads were mentioned as possible candidates for this funding phase: Quaker Neck Road; Porchtown Road; Maskells Mill Road; and Fork Bridge Road. No decisions were made at this time.

2017 Oil and Stone Program: Roads to be selected.

Mr. McKelvie reported a list of potential roads was received from Mr. Schalick. Additional investigation to be undertaken before the list of roads is finalized.

Swedesboro Road, County Road #605: Quotations received for milling of raised joints, including traffic control signs and flaggers. Contractor: R. E. Pierson Construction, \$10,300. **The work is complete.**

Mr. McKelvie reported this project is complete. Good reports were received.

BRIDGES

2013 NJDOT Local Bridges, Future Needs Program: Rehabilitation of Scour Critical Bridges. NJDOT funding: \$1,000,000. Project includes scour countermeasures at eleven (11) bridges as recommended by Bridge Evaluation Reports. Design and permitting on four (4) locations was begun by "Federici & Akin." "Alaimo Group" proceeding with design and permitting of seven (7) remaining locations. Permits have been received for one (1) location, Pleasant Hill Bridge, CB #1701-088, the plan is to advertise the project for bids and proceed with construction while permits are in progress for the other locations. Per Alaimo Group environmental specialist, extension of time is needed due to NJDEP permitting issues. Resolution prepared and submitted to NJDOT

requesting an extension of time. NJDOT Response: NJDOT cannot formally grant an extension of time, but the project should continue to move forward. **Design and permit application in progress.**

Mr. McKelvie reported the permits for these scour projects are difficult.

2014 NJDOT Local Bridges, Future Needs Program: Replacement of Murphy's Bridge, County Bridge #1711-111 on Friendship Road in Upper Pittsgrove, which is both functionally obsolete and structurally deficient. NJDOT funding: \$1,000,000. Design, permitting, and construction management by "Remington & Vernick Engineers" in the amount of \$97,525.00. Flood Hazard Area Permit, Freshwater Wetlands Permit and Soil Erosion Certification received. **Easements needed from adjacent property owners.**

Mr. McKelvie reported our consultant "Remington & Vernick" have secured the permits. The County has to get the necessary Easements in order to move forward.

2015 and 2016 NJDOT Local Bridges, Future Needs Program: Replacement of Jesse Bridge, County Bridge #1701-274 on Gershal Avenue in Pittsgrove, which is structurally deficient. NJDOT funding: \$2,000,000. Design, permitting, and construction management by "Churchill Consulting Engineers" in the amount of \$141,133.00. Preliminary construction cost estimate: \$2.1 million. Preliminary design in progress. **Design engineer reports that mitigation of disturbance within the 300-foot riparian zone. Cost impact requested. Awaiting action by NJDEP for permit process to move forward.**

Mr. McKelvie reported our consultant "Churchill" had a recent meeting with NJDEP – apparently there are riparian issues, etc.

2017 NJDOT Local Bridges, Future Needs Program: Salem County will receive NJDOT funding in the amount of \$1,000,000 for repair or replacement of structurally deficient, scour critical or functionally obsolete bridges. **Funding application is due March 17, 2017.**

Mr. McKelvie asked for suggestions for this next round of funding. Freeholder Laury suggested Centerton Bridge. A brief discussion ensued. This project would probably require two (2) years of funding. Bridge Inspection reports will be reviewed for other possibilities.

Bridges Requiring Priority Repairs: Numerous priority repair recommendations received for major and minor bridges. Some repairs (riprap and embankment) may be done by the Road Department. Other (structural) repairs will require design of repair details and bidding for repairs by a contractor. Some embankment and riprap repairs have been completed by the Road Department.

Richmanville Bridge, County Bridge #1704-123, on Woodstown-Daretown Road, County Road #615: Repairs needed to timber piles and sheeting. Repair details prepared, to be drafted in the Salem County Engineer's Office. **Repair details being prepared.**

Bridges Requiring Guide Rail: Numerous minor bridges require guide rail. Annual program for installation of guide rail is being prepared. Plans have been prepared for the first ten (10) locations. **Design needs to be completed.**

DAMS

General: Need to review the status of all O&Ms and EAPs and correct any that incorrectly identify Salem County as the Owner/Operator.

Black Road Dam 30-30

Mannington Township

Hazard Class: Low

Owners: Mannington Township, Catalano and Holliday

Last inspected: September 2012 by "Alaimo Group"

Next inspection due: **2016**

EAP: Was to be submitted by March 2013.

O&M: Was to be submitted by March 2013.

Condition: Poor.

The inspection report recommends immediate repairs, long-term improvements, and engineering studies. Letter received from NJDEP Dam Safety, dated July 18, 2013, requiring submission of plans for repairs and studies according to the schedule in the inspection report. Dam owner notified. **Inspection due.**

East Lake Dam 30-10

Pilesgrove Township

Hazard Class: Significant

Owners: NJDEP Fish and Wildlife, Pilesgrove Township

Last inspected: 7/17/10

Next inspection due: 2 years from completion of construction. NJDEP will do the inspection.

Recently rehabilitated.

EAP: None

O&M: None

Camp Roosevelt Dam 30-12

Alloway Township

Hazard Class: Significant

Owners: BSA Southern NJ Council

Last inspected: April 2015 by "Alaimo Group"

Next inspection due: 2017

EAP: Done.

O&M: Done.

Condition: Poor.

The inspection report recommends immediate repairs, long-term improvements, and engineering studies. Letter from NJDEP Bureau of Dam Safety, dated December 38, 2015, received requiring engineering design and reports. Letter sent to Boy Scouts confirming they are responsible for design and reports. Advised the Boy Scouts to have their engineer contact NJDEP Dam Safety to discuss what is required. Tree removal to be done by a contractor for the Boy Scouts. Road closure anticipated.

Ballinger's Mill Pond Dam 30-13

Alloway Township

Hazard Class: Significant

Owners: BSA Southern NJ Council

Last inspected: April 2015 by "Alaimo Group"

Next inspection due: 2017

EAP: Done. Revisions recommended.

O&M: Done. Revisions recommended.

Condition: Poor.

The inspection report recommends immediate repairs, long-term improvements, and engineering studies. Letter from NJDEP Bureau of Dam Safety, dated December 16, 2015, received. Letter sent to Boy Scouts confirming they are responsible for design and reports. Advised the Boy Scouts to have their engineer contact NJDEP Dam

Safety to discuss what is required. Tree removal to be done by a contractor for the Boy Scouts. Road closure anticipated.

Algonkin Dam 30-22

Upper Pittsgrove Township

Hazard Class: Significant

Owners: "Bancroft NeuroHealth"

Last inspected: August 2012 by "T&M Associates."

Next inspection due: 2014

Hydrologic and Hydraulic Study commissioned by "Bancroft NeuroHealth" and prepared by "T&M Associates" (Study). Revisions requested by NJDEP.

EAP: Prepared by "T&M Associates," December 2009, updated September 2012.

O&M: Prepared by "T&M Associates," April 2010.

Condition: Poor.

The inspection report recommends immediate repairs, long-term improvements, and engineering studies. Letter from NJDEP Bureau of Dam Safety, dated February 13, 2013, received requiring hydraulic analysis and EAP by May 13, 2013 and that immediate repairs be performed by August 31, 2013. A letter was sent to "Bancroft NeuroHealth" confirming that they are preparing the necessary reports and requesting copies upon completion. Response received indicating that the County is one of the dam owners and is, therefore, responsible for a portion of the costs. County Solicitor recommended no action at this time.

Slabtown Lake Dam 30-23

Upper Pittsgrove Township

Hazard Class: Low

Owners: Township of Upper Pittsgrove, Jodi and Mark Leonetti.

Last inspected: September 2012 by "Alaimo Group"

Next inspection due: **2016**

EAP: N/A

O&M: Was to be prepared by September 2013.

Condition: Poor.

The inspection report recommends immediate repairs, long-term improvements, and engineering studies. Letter received from NJDEP Dam Safety, dated July 18, 2013, requiring submission of plans for repairs and studies according to the schedule in the inspection report. Dam owner notified. **Inspection due.**

Camp Karney Dam 30-8 (aka Avis Mill Pond Dam and Camp Crockett)

Pilesgrove Township

Hazard Class: Low

Owners: Salem County

Last inspected: 3/15/11

Next inspection due: 2015.

EAP: None.

O&M: None.

Design by "Churchill." There is a \$1.3M loan for this project, under the 2004 NJDEP Dam Restoration Loan Program. O&M Manual prepared by the Salem County Engineer's Office. Fund balance: approximately \$1M. NJDEP Dam Safety and Freshwater Wetlands permits received. Construction management services will be needed. Latest cost estimate is close to \$2,000,000. The County agreed to provide \$1M in funds for this project. The permit requires that construction proceed within one (1) year of issuance of the permit, or by April 24, 2016 and completed within one (1) year after that. Design engineer prepared construction easement descriptions. Easements are required from NJDEP. Approval from NJDEP Green Acres is required. Sent a plan to NJDEP Green Acres program for review. NJDEP requested additional information, which "Churchill" has provided.

Temporary and permanent easements under review. Received updated engineer's estimate from Churchill. **Need to send easements and additional information to NJDEP.**

Mr. McKelvie reported Easements still need to be completed.

Elmer Lake Dam 31-10

Pittsgrove Township

Hazard Class: Significant

Owners: Salem County, NJDEP Division of Fish and Wildlife

Last inspected: 5/4/11

Next inspection due: 2014. To be done by NJDEP.

EAP: Submitted.

O&M: None. NJDEP will prepare the O&M.

Willow Grove Dam 31-23

Pittsgrove Township

Hazard Class: Significant

Owners: Nature Conservancy

Last inspected: 10/29/10

Design by "Pennonni." "Pennonni" is providing review of shop drawings; coordination with utilities; construction support. Alaimo Group is to provide construction oversight on an as-needed basis and certification report. The work in Salem County consists of rehabilitation of existing Culvert No. 3, constructing a new spillway, permanent sheeting on the downstream side of the bridge and road; and reconstructing the road at the existing width up to a transition in width to the Cumberland County width. FWHA funding covers 80% of the construction and inspection costs. Contract amount: \$3,731,607.21. EAP received for review. Comments issued to identify Pittsgrove Township as the operator. **Punch list items need to be completed.**

Mr. McKelvie reported we only have Punch List items to be completed on this project.

Palatine Lake Dam 31-8

Pittsgrove Township

Hazard Class: Significant

Owners: Palatine Lake Homeowners Association

Last inspected: April 2015 by "Alaimo Group".

Next inspection due: 2017

EAP: Done.

O&M: Done.

The inspection report recommends immediate repairs, long-term improvements, and engineering studies. Letter received from NJDEP Dam Safety, dated December 29, 2015, requiring submission of plans for repairs and studies according in accordance with a schedule provided in the letter. Letter sent to Palatine Lake Homeowners Association confirming they are responsible for design and reports. Meeting held with Linda Amme on March 23. Submitted request to NJDEP Dam Safety for extension of time to complete repairs; Submitted Hydrologic and Hydraulic Study prepared in 2000 by JCA Associates - NJDEP Dam Safety indicated the report needs to be updated to current standards; Ownership of the roadway embankment and downstream property to be reviewed to determine responsibilities. Letter to NJDEP Dam Safety submitted to NJDEP identifying the status of each item recommended in the inspection report.

Thundergust Pond Dam 35-19

Pittsgrove Township

Hazard Class: Significant

Owners: NJDEP Division of Parks and Forestry

Inspection: NJDEP will perform the inspections.

Parvin Lake Dam 35-2

Pittsgrove Township

Hazard Class: Significant

Owners: NJDEP Division of Parks and Forestry

Inspection: NJDEP will perform the inspections.

Coxhat Pond Dam 34-25

Quinton Township

Hazard Class: Low

Owners: Richard E. and Frances Haash

Last inspected: October 2012 by “Alaimo Group”

Next inspection due: **2016**

O&M: Needs to be prepared and submitted by September 30, 2013.

Condition: Fair.

The inspection report recommends immediate repairs and long-term improvements. Letter received from NJDEP Dam Safety, dated July 18, 2013, requiring submission of plans for repairs and studies according to the schedule in the inspection report. Dam owner notified. **Inspection due.**

West Branch Dam 34-27

Lower Alloways Creek Township

Hazard Class: Low

Owners:

Last inspected: May, 2015 by “Alaimo Group”

Next inspection due: 2019

H&H, Stability and Failure analysis recommended.

No O&M

The inspection report recommends immediate repairs, and preparation of an O&M Manual. The ownership of the dam needs to be confirmed to determine responsibility for repairs.

Cobbs Mill Dam 34-6

Alloway Township

Hazard Class: Significant

Owners: William Cobb, Alloway Township

Last inspected: 11/7/08

Next inspection due: Past due. Subject to resolution of legal matter.

Prepared a Projected Scope of Work with approximate timeline which was submitted on 8/21/15. A meeting was held 12/14/15 with all parties to discuss the project. A draft RFP for design, permitting, and construction management is to be prepared by the Engineer’s Office and distributed for review by 1/15/16. **Design contract awarded to Pennoni Associates in the amount of \$56,140. Design kickoff meeting October 4. Consultant denied access by property owner. License agreement in progress.**

Mr. Mulligan reported that he has not had a response from Mr. Cobbs’ attorney Mr. Ziegler – on the License Agreement approving entry on to “Cobb” property.

STORM DAMAGE

Fort Elfsborg Road, Elsinboro: Flooding of Fort Elfsborg Road and surrounding area occurs during heavy rains and high tides. Concept plans and cost estimates, preliminary schedule prepared for a stormwater pump station. Funding application submitted through njemgrants.org. Funding requested is approximately \$1,000,000 with a County match of \$100,000. **Comments on the benefit cost analysis received from FEMA and NJOEM are to be addressed with additional historical and cost information.**

Mr. McKelvie reported he has additional work to complete on this project.

ENVIRONMENTAL

Biennial Certification: Contract awarded to: Pennoni Associates in the amount of \$2,500. Biennial Certification and Remedial Action Soil Permit application submitted to NJDEP. Correspondence received from NJDEP indicating that PSE&G should be listed as a responsible party. **Pennoni to prepare correspondence to PSE&G.**

Mr. McKelvie reported this Certification should be completed soon.

TRAFFIC

SJTPO Funded Traffic Studies: The SJTPO FY2016 Salem County Sub-Regional Planning Grant has been amended to include \$24,000 for Intersection/Road Analysis by a Consultant; and \$6,000 for the Traffic Counting Program by the County, which would serve as the 20% local match. The funding may be used for various intersections and road analyses for which a traffic consultant is needed, including Almond Road, Parvin Mill Road, Watsons Mill Road at Commissioners Pike; Watsons Mill Road at Aldine-Alloway Road; Route 40/45/Bailey Street; and Five Points in Pittsgrove. Additional locations: Quaker Neck Road (Speed limit); Watsons Mill Road (Speed limit); Commissioners Pike (Speed limit); Alloway – Woodstown Road (Speed limit). **RFP is being prepared based on SJTPO input.**

Mr. McKelvie reported the appropriate RFP is in the works.

Six Points Roundabout: Traffic data, conceptual design and preliminary estimate and resolution of support were submitted to SJTPO for review for the Six Points intersection in Pittsgrove Township under the Local Safety Roundabout Pilot Program. SJTPO has indicated that since the project is identified on the Salem County intersection crash screening list, funding would be available through the HSIP funding program. HSIP funding application completed and submitted to SJTPO on March 9, 2016. **On hold at SJTPO.**

Mr. McKelvie reported this project is in "SJTPO's" corner.

Local Safety Roundabout Pilot Program: There is \$1.75M funding available for one roundabout in each SJTPO County meeting certain traffic criteria. The preferred location would be Five Points in Pittsgrove Township, at the intersection of Porchtown Road, County Road #613; Lawrence Corner Road, County Road #621; and Upper Neck Road, County Road #690. **On hold at SJTPO.**

Mr. McKelvie reported this project is in "SJTPO's" corner.

SJTPO Technical Study: Traffic Signal Equipment Inventory: SJTPO consultant: "Taylor Wiseman and Taylor." The inventory includes such items as type of signal, controllers, signal poles, signal heads, crosswalks, etc. The results of the study would be provided to the County for future use in planning signal upgrades. **Consultant work in progress.**

Mr. McKelvie stated that he understands “Taylor, Wiseman & Taylor” is moving forward with this three (3) county project. We have not heard anything recently.

BUDGET

2017 Budget Request: The 2017 draft budget request for the Engineer’s Office was submitted.

Mr. McKelvie reported he would like permission to purchase two (2) licenses of “Auto-Desk”. We would like Jon’s license to be updated and to add a license for Matt. The system we are now using is Auto-Cad 2010; which is no longer viable with consultants. The last quote we had was from last year. We are gathering information on current cost and computer system requirements. Estimated cost \$12,000.00. Freeholder Laury took a copy of the old estimate and will get back to Mr. McKelvie with a decision.

Alaimo Group Invoices: The professional services contract requires approval of technical assistance work by the Public Works Committee. Invoices for the period ending 12/31/2016 are as follows:

A0930-0013-000	Technical Assistance	\$90.00
A0930-0013-011	Commissioners Pike Phase 3	\$175.00
A0930-0013-020	Cobbs Mill Dam	\$175.00
A0930-0013-023	Cohansey-Friesburg Road	\$180.00
A0930-0013-034	Arc of Salem Co.-Design **	\$360.00
A0930-0015-000	2013 County Aid Road Project	\$710.00
A0930-0019-000	2014 County Aid Road Project	<u>\$1,400.00</u>
	Total	\$3,090.00

** \$35,000 for design/construction management to be reimbursed to County through CDBG funding.

A motion was made by Ray Owens, seconded by Jeff Ridgway, that, the “Alaimo Group” bills listed above dated December 31st, 2016 be approved for payment. Motion carried.

MISCELLANEOUS

CDBG Funding: Grant application administrator: Triad Associates. The proposed project is parking lot resurfacing, striping and ADA improvements at the ARC of Salem County. Amount of funding: \$300,000 of which \$250,000 is for construction, \$15,000 (5%) is for grant administration, and \$35,000 (12%) for engineering. Site lighting to be bid as an alternate for funding flexibility. Final plans, specifications and estimates reviewed with Mannington Township, the Arc of Salem County and the Public Works Committee prior to bidding. Comments from NJDCA addressed. **NJDCA approval received. Schedule for bidding to be prepared.**

Mr. McKelvie reported that we finally received DCA approval of the specifications and we can move forward. This project is scheduled to be advertised on Monday, February 13th, 2017 with bids due on March 7th, 2017 – intend to award on March 15th, 2017.

Railroad Ties at SCIA: SCIA requested that the public works committee discuss the removal of railroad ties left from a prior railroad project.

Mr. Schalick reported that he has 100 of the railroad ties sold. Mr. Schalick also reported he is going to move a stock pile of the railroad ties over to the Public Works yard to be used on miscellaneous projects.

ACE Transmission Line Route 540: Atlantic City Electric is replacing poles along their transmission line in Mannington Township. The work along the causeway crossing Mannington Creek necessitates the

closure of Pointers-Auburn Road, County Road #540 from Marshalltown Road to Bypass Road and detour of traffic from February 7, 2017 through February 24, 2017. The detour will direct traffic to Haines Neck Road and Kings Highway.

Freeholder Laury questioned why the road has to be closed down 24-7. He would like to see the equipment moved off of the road at the end of work – so traffic can get through. A brief discussion ensued. Mr. McKelvie was asked to contact Bert Lopez to see if the equipment can be moved at night – so the road can be opened.

RAILROAD

NJDOT Grant #2205559- Salem County Short Line Track Rehabilitation:

- Part I: For railroad reconstruction from MP 18.00 (Bailey Street Crossing) to 18.80 (E. Lake Road Crossing). Project funding: \$1,000,000, of which the State funding is 90% or \$900,000.00, and the Sponsor share is 10% or \$100,000.00.
- Part II: For replacement of Oldmans Trestle Bridge in conjunction with the Federal TIGER III funding. Salem County match for the Federal grant is \$500,000.00. Project funding: \$500,000.00, of which the State funding is 90% or \$450,000.00, and the Sponsor share is 10% or \$50,000.00.
- Part III: For emergency railroad repairs from MP 19.78 to 19.90. Project funding: \$148,747.50, of which the State funding is 90% or \$133,872.75, and the Sponsor share is 10% or \$14,874.75.
- Total project funding: \$1,648,747.50, of which the State funding is 90% or \$1,483,872.75, and the Sponsor share is 10% or \$164,874.75

Status:

- All work is complete.
- Closeout documentation and State invoice in the amount of \$563,757.18 ready to submit to NJDOT.
- **Waiting for cancelled checks from County.**

Mr. McKelvie reported that the only thing outstanding for this project is a copy of the cancelled checks from the Treasurer's Office.

NJDOT Grant #7100319 - Salem County Short Line Running Track Rehabilitation Phase VI:

- Project funding: \$2,101,252.50, of which the State funding is 90% or \$1,891,127.25, and the Sponsor share is 10% or \$210,125.25.
- Project: Short Line Running Track Rehabilitation Phase VIa, Pilesgrove Township MP 17.64 to 19.75, from Memorial Lake Bridge, M.P. 17.64 to Bailey Street; from East Lake Road to Alloway-Woodstown Road; and from Cedar Lane to M.P. 19.75. Contractor: "The Railroad Associates Corp (TRAC)." Contract amount: \$1,228,873.88.

Status:

- Project is complete, but there are remaining NJDOT funds.
- Final contract amount: \$1,183,432.08.
- Remaining funds: \$917,820.42, of which the State funding is \$826,038.38 and the Sponsor share is \$91,782.04.
- The County submitted a request for time modification and scope expansion to NJDOT on July 20, 2015 for use of the remaining funds. We have an unsigned copy of a NJDOT time modification and scope expansion allowing use of the remaining funds to supplement #7100322 Culvert Replacement and #7115325 Track Rehabilitation M.P. 17.11 to M.P. 17.64 in the Borough of Woodstown and extending the time for completion to 3/31/18. **However, according to NJDOT they have no record of an approved time and scope modification.**
- **Draft scope modification request prepared to allow use of remaining funds for #7100323. However, this should not be sent now since the modification was apparently not granted.**
- **Closeout documentation needs to be submitted to NJDOT in the amount of \$1,065,088.87.**

Mr. McKelvie stated he was recently notified that the unused funds on this project – can not be arbitrarily used on another project.

NJDOT Grant #7100322 - Salem Branch Railroad Chestnut Run Culvert Replacement:

- Project funding: \$490,222.00, of which the State funding is 90% or \$441,199.80, and the Sponsor share is 10% or \$49,022.20.

Status:

- Required completion date per NJDOT grant agreement: 10/6/17.
- Draft time extension request prepared to allow time for permitting.
- Alaimo Group authorized to proceed with design.
- **Field survey scheduled; RFP for soil borings in progress.**
- **Slip lining being investigated to improve structure and avoid permits.**

Mr. McKelvie reported that he recently learned that the Time Extension requested has been denied. In order to move this project to completion – instead of the open culvert – the possibility of slip lining a thinner walled pipe may be utilized. A brief discussion ensued.

NJDOT Grant #7100323 - Salem County Short Line Running Track Rehabilitation Phase VII:

- Project funding: \$3,294,720.00, of which the State funding is 90% or \$2,965,248.00 and the Sponsor share is 10% or \$329,472.00.
- Project limits in the funding agreement: M.P. 10.86 to M.P. 20.00.

Status:

- Required completion date per NJDOT grant agreement: 10/6/17.
- The County would like to use the funding for track rehabilitation, new track and bulkhead replacement at the Salem City port area, approximate M.P. 28.3 to M.P. 29.00. **Draft time modification (1 year) and scope expansion request prepared to extend project limit to M.P. 29.00.**
- Additional sources of funding needed.
- FEMA funding for repair of a 300-foot section of the bulkhead in the amount of \$274,726 to restore the bulkhead to pre-disaster conditions, and an additional \$151,315 for hazard mitigation improvements, for a total of \$426,041. The funding provides 90% reimbursement of eligible costs. Extension of time granted by FEMA to October 30, 2018.
- Permits: NJDEP request for jurisdictional determination submitted. **NJDEP has not responded to multiple requests for status update. Bulkhead permit-by certification to be submitted in February. May qualify for exemption from CAFRA permitting.**
- Field survey completed; soil borings completed. **Awaiting report for final design.**
- **Preliminary design prepared and distributed for review and comment.**
- **Specifications in progress.**

Mr. McKelvie reported that a request was submitted to extend this project to the port and the request was denied by NJDOT. However, moving forward with the Rail to Port Project: base plans have been submitted for review to Mr. Owens, Mr. Kerr and Mr. Ruby. There are many issues involved including: soil borings; bulkhead permit by certification on-line; need written approval from “Ardaugh” to replace their bulkhead. Calls to Greg Perry in Muncie, Indiana have gone unreturned. CAFRA permitting may be needed – waiting for confirmation from DEP. Also in the process of getting easement from “Empire Blended”. A brief discussion ensued. Freeholder Laury asked Mr. McKelvie for a brief synopsis of the negative answers from DOT so he can follow up with others in positions of authority.

NJDOT Grant #7115325 - Salem County Short Line Running Track Rehabilitation Phase 8:

- Project funding: \$747,600, of which the State funding is 90% or \$672,840, and the Sponsor share is 10% or \$74,760.
- Project limits: M.P. 17.11 to M.P. 17.64 in the Borough of Woodstown.

Status:

- Alaimo Group authorized to proceed with design.
- **Base mapping in progress.**
- **Specifications in progress.**

Mr. McKelvie reported that luckily there is no time constraint on this project. This portion of the railroad is from US Route #40 to Elm Street in the Borough of Woodstown.

TIGER Funded Track Rehabilitation – Woolwich Township - Phase VIb: Project limits: From Oldmans Trestle north to Oldmans Creek Road, approximately MP 14.40 to 13.36. Grant administration by “Triad.” Design and Construction Management by “Alaimo Group.” Construction cost estimate: \$1,500,000. Contractor: Railroad Construction Co. of South Jersey. Contract amount \$1,128,777. Contract period: June 20-September 18, 2016. Site conditions required revised storm piping. **Storm pipe work substantially complete but area requires inlet grate set to grade, fine grading and restoration.**

Mr. McKelvie reported that punch list work is being completed on this project.

TIGER Funded Track Rehabilitation – Mannington Township: Project limits: MP 26.50 to 28.00 in Mannington Township. Grant administration by Triad. Construction cost estimate: \$1,000,000. Contractor: Railroad Construction Co. of South Jersey. Contract amount \$829,440.00. Contract period: June 20-September 18, 2016. Soft areas were encountered in the subgrade that need to be replaced. **Soil being excavated and placed along side of track.**

Mr. McKelvie reported there are soft areas along the track that have to be addressed.

TIGER Funded Oldmans Trestle Replacement: Grant administration by Triad. Plans, technical specifications and construction management by “Remington and Vernick.” Contractor: South State Inc. Contract amount: \$3,000,173.50. NJDOT Grant #2205529 provides \$450,000 of NJDOT funding toward the \$500,000 local match required by the TIGER grant. Construction complete. Remington and Vernick submitted closeout documentation to Salem County for submission to NJDOT. **Awaiting cancelled checks for submission to NJDOT.**

Mr. McKelvie reported that the only thing outstanding for this project is a copy of the cancelled checks from the Treasurer’s Office.

DISCUSSION ITEMS:

1. *Work by bond. No discussion.*
2. *Status of Railroad feeding “Empire Concrete”. Previously discussed.*
3. *Pine Tavern Distillery – signage. Mr. Miller reported that he had done some research before being off. He found different states have different approaches. A brief discussion ensued. Mr. Miller was asked to present a formal recommendation to this Committee and we will go from there. If a cost is associated with this signage – formal adoption will be need by resolution of the Freeholders.*
4. *Highway Opening Application and Fee Schedule. Mr. Miller reported that he has not done anything concrete on this issue. But will probably recommend a flat non-refundable fee in addition to an increase of the per foot fee – making that non-refundable also. Formal recommendation to be prepared and presented at a later date. A resolution will be needed for Freeholder approval of a cost change.*
5. *Inter Local Agreement Cumberland County – Parvins Mill Road and Morton Avenue. No discussion.*
6. *IT Review. Mr. Ridgway reported a possible \$180,000.00 saving going with options presented by “Verizon”. Discussion with “Green Technology” still to come.*
7. *Fire Academy – patch vs oil and stone. Mr. Ridgway reported that patching is done and the surface is asphalt.*
8. *“Tiger” Railroad Grant issues. Previously discussed.*
9. *Rumble Strip repair options. Previously discussed.*
10. *Perkintown Road – “Podolski” e-mail. Previously discussed.*
11. *SJTPO suggestion – get project ready for “Trump” stimulus package. No discussion.*
12. *Feedback 1/24/2017 meeting NJ railroad. Previously discussed.*

13. *Design of Church Street Culvert and Rehab Phase 8 in Woodstown. Previously discussed.*
14. *Oldmans Request, 4 locations. No discussion.*
15. *Cobbs Mill fine status. Previously discussed.*
16. *SADC ruling on Porchtown Road, County Road #613. Previously discussed.*
17. *Railroad close out issues – NJDOT Grant Agreement #2205529; and \$450K Trestle. Previously discussed.*
18. *Duck Crossing signs in Oldmans Twp. Mr. Schalick reported that the signs are up.*
19. *Mr. Schalick reported that ditching was recently completed on: Haines Neck Road; Quaker Neck Road; and McKillip Road.*
20. *Veterans Cemetery. Mr. McKelvie reported that he has been approached by Joe Hannagan to secure additional ground for the “Veterans Cemetery”. Mr. McKelvie showed a plan where additional space may be available near the “old potters field”. Mr. Miller reported that this Office will prepare the appropriate resolution for consideration of the Board.*
21. *S.C.I.A. Mr. Miller reported that a request was received from Melinda Williams for “Truck Entrance” signs to be installed on McKillip Road on either side of the entrance. Mr. Schalick will take care of this request.*
22. *Eldridges Hill Road. Mr. Schalick reported that Eldridges Hill Road was closed today with a detour in place from Whig Lane Road to the County Line. “Atlantic City Electric” is installing some poles. A brief discussion ensued. Mr. McKelvie will investigate.*
23. *Monroeville Road. Mr. Schalick reported that Monroeville Road is being torn up by “Pierson” trucks. Mr. Schalick is not sure of the reason why “Pierson” trucks are running this road; but the road is taking a beating.*
24. *Hinkle Lawsuit. Mr. Mulligan reported that the Hinkle Lawsuit is probably going to trial in the Spring.*
25. *Construction Board of Appeals. Mr. McKelvie presented the possibility that the “Alternate Fire Code” Official appointed to the Board may not be qualified to hear the “MHG” Appeal. A brief discussion ensued. Mrs. Ford was asked to find out if Mr. Hogan has the appropriate credentials as explained by Chuck Hughes. Discussion briefly continued with the possibility of a County-Wide Construction Code Office – where the code officials would all be county employees.*
26. *Railroad Funding. Mr. Owens reported on his meeting his morning with DOT at the Elm Street crossing. The DOT is going to be installing new guard arms and new lights. A representative from the Borough of Woodstown requested the County to install sidewalk within the County railroad r.o.w. The Borough also requested the railroad crossing signs on the road be painted – by the County. A brief discussion ensued. This Committee will wait for a formal request from the Borough before any action is taken.*
27. *Flashing Stop Signs. Mr. McKelvie reported that there may be more involved with the installation of the solar powered flashing stop signs and recommended that a “Uniform Shared Services” agreement be hammered out before any actions are taken on behalf of the County. A brief discussion ensued. Mrs. Ford was asked to prepare a DRAFT shared services agreement for review.*
28. *No Parking – Pennsville Auburn Road. Mr. McKelvie asked whether the No Parking signs were put up on both sides of the road. Mr. Schalick explained that no signs were put up on the house side of the road; at the request of the property owner. A brief discussion ensued. Mr. Schalick was asked to install signs on the “house” side of the road that indicate “No Parking between signs”.*

DATE OF NEXT MEETING: *The next Public Works Meeting is scheduled for Tuesday, March 7th, 2017 at 1:30 PM; unless the March 14th, 2017 Construction Board of Appeals Hearing is cancelled in advance of our meeting date. If possible the Public Works Meeting will be re-scheduled to March 14th, 2017 at 1:30 PM. An e-mail notification will be sent out if the original date is changed.*

A motion was made by Jeff Ridgway, seconded by Joe O’Donald, that, the meeting be adjourned. Motion carried.

Respectfully submitted,

Diana Ford

Diana Ford

Chief of Administrative Services



SALEM COUNTY TOURISM ADVISORY COUNCIL

Meeting Notes

January 24, 2017

Ware Agricultural Office Complex

REORGANIZATION

The election of Chair: Kirsten Engstrom.

The election of Vice Chair: Rebecca Gower Ferguson.

The election of Secretary: Desperately needed!

Regular Meeting

Presentation by Director of *Visit South Jersey*, Devon Perry and
NJ State Tourism Public Information Officer, Jennifer Stringfellow.

Brochures were made available for distribution

2017 Discover Weekends Calendar distributed

Next meeting:

February 28, 2017 - Ware Building - 6:30 PM



Board of Chosen Freeholders

YOUTH SERVICES COMMISSION & JUVENILE CRIME ENFORCEMENT COALITION

Administered By

Inter Agency Council of Human Services

98 Market Street, Salem, New Jersey 08079

Telephone: 856-935-7510 x 8314

Facsimile: 856-935-7747

**Jean Kuhl
Chairperson**

**Jim Whitt
Vice-Chairperson**

**Wednesday, February 01, 2017 Re-Organization Meeting Minutes
St. John's Parish House, 76 Market Street, Salem, NJ 08079**

Present:

Chuck Goldstein	Glen Donelson	Greg Wolf
Jim Whitt	Jean Kuhl	Jennifer Rodriguez
Jerry Oglesby	Leah Zeitz	John Swain
Karen Vann	Lois Diamond	Melissa DeCastro
Nicole Stemberger	Patrick McHugh	Rebekah Rosado
Ron Hudak	Shanet Bowe	Sarah Kuhl
Lani Allen-Davis	Kelly Bertozzi	Tom Brown
Kiandra Anthony		

CALL TO ORDER—Meeting was called to order by **Jean Kuhl in absent of Nicki Botsford**, at **12:40 P.M.**, in accordance with the Open Public Meetings Act, Chapter 231: Public Law 1975. The Salem County Youth Services Commission (which also serves as the Juvenile Crime Enforcement Coalition) transmitted notice of this meeting, to be held at St. John's Parish House, 76 Market Street, Salem, New Jersey to South Jersey Times, the Clerk of the County of Salem and all members. A copy of the meeting schedule is also posted on the bulletin board in the basement hallway of the Courthouse and the Salem County web page.

Introductions were made around the room.

APPROVAL OF THE MINUTES

A motion to approve the Wednesday, January 04, 2017 minutes as presented by **Jim Whitt (M)** and seconded by **Chuck Goldstein (S)**, **Motion carried.**

COMMITTEE REPORTS –

- **Planning/Allocation Committee:** No Report, the next meeting will be Tuesday, February 07, 2017 at 1:00pm
- **Quality Assurance Committee:** The first monitoring visit was Robins' Nest and the next one will be YAP. Please check emails dates and times are being formalized please respond to Karen Vann and Patrick McHugh.
- **Juvenile Expediting Team:** **Greg Wolf, Chair.** Will meet on Tuesday, February 07, 2017 and please have all information ready and prepared

ADMINISTRATOR'S REPORT—Patrick McHugh, Financial reports of Provider's will be discontinued as a distribution document. Patrick is anticipating the 2nd quarter for providers to be paid within a brief period. If there are complications with provided expenditures, IAC will work individually with the organization to continue services. We will be posting the position for Full Time Program Coordinator within a brief period.

JJC LIAISON REPORT—Spencer Young; Absent, No Report

PROVIDERS REPORT–Joe Katz/SODAT- Absent, No Report

Jennifer Rodriguez/YAP- Pay it Forward there are 5 enrolled and 2 will be discharged in approximately two weeks.

Justin Caruso/Robin's Nest-Saint Second half will start Monday February 6th and will run until June; **Connect II** 6 open and 4 on the wait list; **Grounded 1**; **Strengthening Family Bond** 2 open and 0 on the wait list

Leah Zeitz RAP- Leah is the new representative for RAP

Glen Donelson/Mid-Atlantic- Wishes not to renew the Youth Work Program for the 2017 Contract and would like to privately meet with Patrick McHugh IAC, E.D.

Jim Whitt/Ranch Hope- Camp Edge next group will be in March approximately 10-15 juveniles attending. As of December 2016 the work program from Mid-Atlantic is closed.

OLD BUSINESS–No Report

NEW BUSINESS–Annual Election of Officers:

Nomination for Chairperson: Jean Kuhl: Motion Jim Whitt and Seconded by Chuck Goldstein (S) Motion to close nomination by Chuck Goldstein (M) and second by Jim Whitt (S); **Motion Carried**

Nomination for Vice-Chairperson: Jim Whitt: Motion Chuck Goldstein and Seconded by Karen Vann (S) Motion to close nomination by Chuck Goldstein (M) and second by Karen Vann (S); **Motion Carried**

ANNOUNCEMENTS–Glen Donelson/Mid-Atlantic-Has a forklift 5 day training program if there are referrals please contact Jeff at 856-514-2200; <http://wegrowpeople.org/forklift-training/>.

Melissa DeCastro/Freeholder- Lt. Governor Kim Guadagno will be attending the freeholder's meeting 4:00pm on February 1, 2017, if there are any request please have a letter and Melissa will give it to the Lt. Governor Kim Guadagno.

Jean Kuhl/Interest Citizen- The Riverview Family Success Center in Penns Grove will have their 1st Parent Café February 7 2017 at 4:00pm. <http://www.riverviewfsc.org/calendar>.

Jim Whitt/Ranch Hope-April 1, 2017 at Camp Edge the Easter Bunny will be there starting at 10:00am.

ADJOURNMENT-There being no further business, the meeting was adjourned at **1:15 P.M. Jim Whitt (M)** and **Chuck Goldstein (S)**, motion to adjourn carried.

The Juvenile Expediting Team (JET)–The JETS meet February 7, 2017, 12:00 pm at St. John's Parish House.

Respectfully Submitted,

Rebekah Rosado

Rebekah Rosado
Administrative Assistant

RR/PM

NEXT REGULAR MEETING: March 01, 2017

February 7, 2017
REORGANIZATION MEETING

Prepared by:
CAREY ITALIANO

**POLLUTION CONTROL FINANCING AUTHORITY
OF SALEM COUNTY
February 7, 2017 at 5:30p.m.
Old Court House, 2nd Floor,
Broadway and Market Streets
Salem, NJ 080079**

REORGANIZATION MEETING MINUTES

Call to Order

The Pollution Control Financing Authority (“PCFA”) of Salem County’s February 7, 2017 meeting was called to order by Fran Grenier as Chairman at 5:30 p.m. Flag Salute commenced.

Roll Call

The Authority members present were: Fran Grenier, Chairman; Joe Racite, Vice-Chairman (tele-conference); Marjorie Sperry; Veronica Merriel; and Gunar Bergholz. Also present were; Authority Recording Secretary, Carey Italiano; Niki Trunk, Esq., Authority Attorney; and Freeholder Director Robert J. Vanderslice.

Open Public Meetings Act

The Statement of the Open Public Meetings Act was read by Chairman Fran Grenier:

ADEQUATE NOTICE OF THE POLLUTION CONTROL FINANCING AUTHORITY OF SALEM COUNTY MEETING HAS BEEN PROVIDED AS REQUIRED N.J.S.A. 10:4-6, et.seq., THE “OPEN PUBLIC MEETINGS ACT” BY ADVANCE WRITTEN NOTICE TO TWO NEWSPAPERS, POSTING ON THE PUBLIC NOTICE BULLETIN BOARD IN THE COUNTY OFFICES, AND FILING WITH THE SALEM COUNTY CLERK.

Oath of Appointment

- i. Niki Trunk, Esq. administered the oath of appointment to Fran Greiner.

Resolution No. 2017-02: Appointing Officers for 2017

- i. A motion was made by Marjorie Sperry, seconded by Veronica Merriel to the following positions:

**Chairman Fran Grenier
Vice-Chairman Joseph Racite
Secretary Marjorie Sperry
Assistant Secretary Gunar Bergholz
Treasurer Veronica Merriel
Assistant Treasurer Gunar Bergholz**

- ii. All were in favor. The motion was carried.

Approval of Minutes

- i. A motion was made by Marjorie Sperry to approve the minutes of the regular meeting held on January 10, 2017, seconded by Veronica Merriel. The motion was carried. The Minutes were approved.

Resolution No. 2017-03: Appointing Recording Secretary

- i. A motion was made by Veronica Merriel to appoint Carey Italiano as Recording Secretary. This motion was seconded by Marjorie Sperry. All were in favor with Gunar Bergholz abstaining. The motion was carried.

Resolution No. 2017-04: Authorizing Agreement for Professional Legal Services

- i. A motion was made by Veronica Merriel to appoint Niki Trunk, Esq. as Legal Services. This motion was seconded by Marjorie Sperry. All were in favor. The motion was carried.

Resolution No. 2017-05: Authorizing Agreement for Professional Auditing and Accounting Services

- i. A motion was made by Marjorie Sperry to appoint Ray Colavita of Nightlinger, Colavita and Volpa, as Auditing & Accounting Services. This motion was seconded by Veronica Merriel. All were in favor. The motion was carried.

Resolution No. 2017-06: Authorizing Agreement for Bond Counsel Legal Services

- ii. A motion was made by Marjorie Sperry to appoint John Cantalupo of Archer & Greiner as Legal Services. This motion was seconded by Joe Racite. All were in favor. The motion was carried.

Resolution No. 2017-07: Designating Meeting Dates for the Pollution Control Financing Authority of Salem County for the Year 2017

- i. A motion was made by Marjorie Sperry to appoint future regular meetings dates as follows: March 7, April 4, May 2, June 13, July 11, August 1, September 5, October 3, November 14, December 5, of 2017 and January 9, 2018. This schedule is in effect until the next annual reorganization meeting of the Pollution Control Financing Authority of Salem County, which will be held on February 6, 2018. All meetings of the Pollution Control Financing Authority of Salem County will commence at 5:30 p.m., and will be conducted at the Olde Court House, 2nd Floor, corner of Broadway and Market Street, Salem, New Jersey 08079. This motion was seconded by Veronica Merriel. All were in favor. The motion was carried.

Resolution No. 2017-08: Designating Depositories for the Year 2017

- i. A motion was made by Marjorie Sperry to appoint the following Banks as depositories for the Pollution Control Financing Authority of Salem County funds, which shall be deposited in separate designated accounts: Fulton Bank. This motion was seconded by Veronica Merriel. All were in favor. The motion was carried.

Resolution No. 2017-09: Designating Official Newspaper and Place of Posting

- i. A motion was made by Marjorie Sperry to appoint The South Jersey Times, a newspaper circulating within Salem County, as the official newspaper of the Pollution Control Financing Authority of Salem County for the year 2017.
- ii. Joe Racite questioned if Elmer Times can be added.
- iii. A motion was made by Marjorie Sperry to add The Elmer Times, a newspaper circulating within Salem County to the newspaper. This motion was seconded by Veronica Merriel. All were in favor. The motion was carried
- iv. This motion was seconded by Veronica Merriel. All were in favor. The motion was carried.

Financial Report and Payment of Bills

- i. Ended fiscal year January 31, 2017 with fund balance of \$364,743.32.
- ii. Three bills to be paid
 - a. Niki Trunk, Esq. - #16-020 - \$77.00
- iii. The Financial report was presented by Carey Italiano. It was motioned by Marjorie Sperry and seconded by Veronica Merriel to accept the Financial Report. All were in favor. The motion was carried.
- iv. It was motioned by Marjorie Sperry and seconded by Veronica Merriel to accept the Payments and Bills. All were in favor. The motion was carried.

Old Business

- i. None

New Business

- i. None

Public Portion

- i. The meeting was opened for public comment. No public was present.

Reminder: Next meeting is scheduled for Tuesday, March 7th, 2017.

Adjournment

- i. A motion was made by Marjorie Sperry with a second by Veronica Merriel to adjourn meeting. All were in favor. The motion was carried. Approximately 5:40 p.m. the meeting adjourned

Respectfully submitted by,

Carey Italiano

PCFA for February 7, 2017.docx