

**COMMITTEE / COMMISSION
MINUTE PACKET**

Public Works Committee Meeting

Date: August 1, 2017

Those in Attendance: Freeholder Ben Laury, Chairman
Freeholder Lee Ware
James McKelvie, County Engineer
Jeff Ridgway, Director, Public Works
Ray Owens, Road Supv.
William Miller, Assist. Co Supt of Bridges
Joseph O'Donald, Traffic Safety Coord.
Steve Schalick, Transit
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 Joe O'Donald, that, the Minutes of the June 6th, 2017 meeting of the Public Works Committee be approved as distributed. Motion carried. *
5. Resolutions submitted for the Agenda for the June 21st, 2017 regular Freeholders Meeting.
 - a. Resolution to Approve Pittsgrove Wrestling Association Application for Motorist Solicitation Pursuant to Resolution No. 98-115.
6. 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-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. Receipt of Bids: June 13 at 11:30. Award of Contract: June 21. NJDOT Concurrence in Award received July 12. Pre-construction meeting to be scheduled.

Mr. McKelvie reported that a pre-construction meeting will be scheduled soon for this project.

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. Receipt of Bids: May 9. Award of Contract: May 17. Contractor: South State, Inc. Contract amount: \$812,384.52. Pre-construction meeting: June 21.

Mr. McKelvie reported that we held the Pre-construction meeting on June 21st, 2017. This project will be starting after the completion of the 1st phase of Woodstown-Alloway Road.

FY 2015 Local Safety Program-Construction: Federally funded project is complete and closed out. Resident complaints received regarding excessive noise. According to NJDOT Local Aid, since the project is federally funded, removal of the rumble strips is not possible without returning all of the federal funds. Designating no passing zones in residential areas may reduce noise. No passing zones are being investigated. *Mr. McKelvie reported that the possibility of "no passing Zones" in the area of the rumble strips is still being investigated.*

SJTPO-FY2016

Salem County Mill and Overlay Resurfacing Program-Construction: Transportation Trust Fund (TTF) design funding: \$100,000.00. TTF 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. Survey by "Fralinger" in the amount of \$63,642.55. Approval of design plans, specifications and estimate received from NJDOT. Awaiting funding agreement for execution.

Mr. McKelvie reported that we are awaiting the full execution of the funding Agreement.

Hook Road, County Road #551-Design: Transportation Trust Fund design funding: \$150,000. Project includes raising a 1,000-foot long section of Hook Road and resurfacing from East Pittsfield Street to Route 295. Survey services awarded to "Fralinger Engineering" and geotechnical services awarded to "TRC Engineers." Survey kickoff meeting: May 25. Geotechnical kickoff meeting: June 13. Field survey and soil borings in progress.

Mr. McKelvie reported that "Fralinger" has been out surveying Hook Road for the past two (2) weeks; and "TRC" was on site doing some soil borings.

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. Survey services awarded to "Fralinger Engineering." Concurrence received from NJDOT. Kickoff meeting: May 25. Field survey complete, base maps being prepared.

Mr. McKelvie reported that the base maps for New Bridge were delivered to the Office by "Fralinger" for review; still awaiting the base maps for Watsons Mill Road.

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 submitted to NJDOT Local Aid along with a Categorical Exclusion Document (CED). Received CED approval from NJDOT. Three (3) proposals for design were received June 27. Highest ranking proposal submitted by Remington and Vernick Engineers. Cost proposal is in the amount of \$34,487.10. Submission to NJDOT for design authorization is in progress. Award of design contract anticipated on August 16.

Mr. McKelvie reported that we hope to present a resolution for the Board's consideration at the August 16th, 2017 meeting awarding the project to "Remington & Vernick". This project is being funded by the 2018 Subregional Transportation Planning Program. Grant is \$43,000.00 with \$8,600.00 County match.

SJTPO-FY2018

Hook Road, County Road #551 Raising and Resurfacing-Construction: Federal construction funding: \$2,000,000 for raising a 1,000-foot long section of Hook Road along with resurfacing from East Pittsfield Street to Route 295.

Five Points and Six Points Roundabout Projects: SJTPO plans to submit applications to NJDOT this summer for funding of both roundabout projects. Projects are first being submitted to Traffic Data & Safety for review before they will be evaluated by a Technical Review Committee comprised of the NJDOT Bureau of Environmental Program Resources (BEPR), Local Aid, Traffic Data & Safety, as well as FHWA. SJTPO anticipates authorization of Federal funding for both projects in FY 2018. Funding for Design, Construction, and Construction Inspection will be included within the applications. Six Points will be submitted as part of the Local Safety Program, Five Points will be submitted as part of the Roundabout Pilot program.

Mr. McKelvie reported that these two (2) Roundabout Projects are being submitted by SJTPO for authorization.

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.

Mr. McKelvie stated that currently the County will be receiving \$1,500,000.00 for construction and \$150,000.00 for field survey and design – per year – thru SJTPO..

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. Contract complete and closed out.
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±. Work is substantially complete, with the exception of a NJDOT weigh-in-motion (WIM) sensor, for which a change order has been processed. Submittal from "South State" approved by NJDOT. WIM installation completed.
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. Atlantic City Electric reset several utility poles. Property owner releases prepared for work on private property. Project limits extended north of East Lake Road to meet recently paved section just south of Hungry Hill Bridge. Paving work is complete. Awaiting price for extra work associated with restoration of fence and landscaping.

Mr. McKelvie reported that extra work for landscaping, grading and fencing will be needed. In the process of nailing down the costs with "South State". A Change Order may be ready and presented at the August 16th, 2017 Board meeting for consideration. A brief discussion ensued concerning driveways being done and easements that may or may not be required.

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.

1. Alloway-Woodstown Road, County Road #603 from Bailey Street to Liberty Avenue;
2. Woodstown-Pedricktown Road, County Road #602, from Pennsville-Auburn Road, County Road #551 to Freed Road;
3. Hollywood Avenue, County Road #618, from US Route #130 to Pennsville-Auburn Road, County Road #551: Awaiting installation of guide rail on Hollywood Avenue.

Mr. McKelvie reported that all work with the exception of the guide rail on Hollywood Avenue has been completed under this project. E-mails have been sent to "Pierson" requesting a schedule for completion.

Due to available funding the project was revised to include milling and resurfacing of the following supplemental locations:

1. Kings Highway, County Road #620 at Mannington Creek Bridge;
2. Woodstown-Alloway Road, County Road #603 at Hungry Hill Bridge;
3. Perkintown Road at the Route 295 overpass in order to eliminate rough road conditions.

The work at the supplemental locations is complete.

Mr. McKelvie reported that all work with the exception of the guide rail block outs needed on Perkintown Road.

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

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;

Plans, specifications and estimates and EO215 for Phase 1 submitted to NJDOT for approval. Plan approval received. Project being advertised for bids. Receipt of bids: August 29 at 11:00.

Mr. McKelvie reported that Phase I of the 2014 County Aid will be advertised on August 7th, 2017 with receipt of bids on August 29th, 2017; intend to award at September 6th, 2017 Freeholders Meeting.

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;

Plans for South Golfwood Avenue sent to Carneys Point Township engineer for review and comment. Plans, specifications and estimates have been submitted to NJDOT for approval. EO215 to be submitted to NJDOT for approval as soon as possible.

Mr. McKelvie reported that the plans for Phase 2 have been submitted to NJDOT for review and approval. A set of plans was also sent to Carneys Point Township requesting comments, since they are more closely familiar with the conditions on South Golfwood Avenue.

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

1. Perkintown Road, County Road #644 from Straughens Mill Road, County Road #643 to Pennsville-Pedricktown Road, County Road #601.
2. Pennsville-Auburn Road, County Road #551, 500-foot long section north of Route 48 and south of Quilleytown Road. Flat area to be regraded.
3. Pennsville-Auburn Road, County Road #551 in Carneys Point from NJ Route #48 to Georgetown Road.
4. Penns Grove-Pedricktown Road, County Road #642 in Oldmans Township from Route 130 to Straughens Mill Road, County Road #643.
5. Telegraph Road, County Road #647 in Quinton from County Road #540 to NJ Route #49.
6. North Broad Street, County Road #607 in Penns Grove and Carneys Point from Main Street to NJ Route #130.
7. 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.
8. Hawks Bridge Road, County Road #540 in Carneys Point and Mannington From US Route #40 to Haines Neck Road, County Road #631.
9. Dutch Row Road, County Road #611 from US Route #40 to the Gloucester County line.
10. McKillip Road, County Road #676, from Welchville-Alloway Road, County Road #540 to the Mannington Township line.

McKillip Road is being added to this project due to the condition of the road. Plans, specifications, estimates and EO215 for all roads to be submitted to NJDOT for approval as soon as possible.

Mr. McKelvie reported that McKillip Road is being added to this project.

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).
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 Penn grove- 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 and base mapping completed.

Mr. McKelvie stated that this project will probably be bid in Spring, 2018.

2017 County Aid: NJDOT grant funding in the amount of \$2,399,200.

1. Quinton-Alloway Road, County Road #581 from NJSH#49 to Woodstown-Alloway Road, County Road #603.
2. Pennsville-Auburn Road, County Road #551 from NJSH#140 to Georgetown Road, County Road #629.

Base mapping in progress.

Mr. McKelvie stated that this project will probably be bid in Spring, 2018.

2018 County Aid: Notification received from NJDOT that the funding to be provided to Salem County under this program is \$4,842,538.

2017 Oil and Stone Program: List of roads includes the following:

1. New Bridge Road, County Road #623 from Grieves Parkway to Quinton-Hancock's Bridge Road, County Road #650;
2. Cross Road, County Road #654 from Robinson Road to Harmersville-Pecks Corner Road, County Road #667;
3. Cemetery Road, County Road #679 from Mannington-Yorketown Road to prior project limit;
4. Remsterville Road, County Road #656 from Alloway-Aldine Road, County Route #611 to Cohansey-Friesburg Road, County Road #635;
5. Upper Neck Road, County Road #690 from Alvine Road, County Road #655 to Willow Grove Road, County Road #639;
6. Whig Lane Road, County Road #660 from Glassboro Road, County Road #619 to NJSH #77;
7. Acton Station Road, County Road #653 from Cream Ridge Road to NJSH #49 (Alternate).

Project advertised for bids. Receipt of Bids: June 13 at 11:00. Award of Contract: June 21. Pre-construction meeting: July 25. Contract period: August 15-September 30.

Mr. McKelvie reported that we had a Pre-Construction Meeting and the contractor is fully committed to other projects until September.

Future Road Projects: Base mapping of Alloway-Aldine Road, County Road #611 in progress.

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. Alaimo Group is working with DEP to satisfy difficult review comments from previous submissions; and working on preparing the permit applications for the remaining sites.

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. Contacted property owners regarding easements, no objections. Deeds of easements in progress. Remington and Vernick have finalized the plans and specifications. Plans have been submitted to NJDOT for approval.

Mr. McKelvie reported that "Remington & Vernick" submitted the plans to NJDOT for approval; easements are still needed; hope to bid in the Fall, 2018.

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. NJDEP permit applications submitted, including general wetlands permit and individual flood hazard area permit. Permit plans received for review. NJDOT needs an EO215 environmental document.

Mr. McKelvie reported that "Churchill" is in the process of submitting permits.

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. The Public Works Committee selected Centerton Bridge, which is functionally obsolete. Funding application submitted March 13, 2017. Funding application approved. Awaiting funding agreement.

2018 NJDOT Local Bridges, Future Needs Program: Salem County's allotment under this program is expected to increase from \$1,000,000 to \$2,000,000.

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. Quarterly reporting on major bridge priority repair status is now required by FHWA and NJDOT and is due May 15, August 15, November 15 and February 15. First quarterly report submitted.

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: April 2017 by "Alaimo Group"

Next inspection due: 2021

EAP: To be submitted by October 2017.

O&M: To be submitted by October 2017.

Condition: Poor.

The inspection report recommends immediate repairs, long-term improvements, and engineering studies.

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. Inspection scheduled.

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. Inspection completed, report in progress.

Algonkin Dam 30-22

Upper Pittsgrove Township

Hazard Class: Significant

Owners: "Bancroft NeuroHealth"

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

Next inspection due:

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. 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.

Mr. McKelvie reported that a letter was received from "NJDEP" concerning this location. A brief discussion ensued. Mr. Mulligan requested that a copy of the "Emergency Action Plan" be requested from Upper Pittsgrove Township.

Slabtown Lake Dam 30-23

Upper Pittsgrove Township

Hazard Class: Low

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

Last inspected: April 2017 by "Alaimo Group"

Next inspection due: 2021

EAP: N/A

O&M: To be prepared by April 2018

Condition: Poor

The inspection report recommends immediate repairs, long-term improvements, and engineering studies.

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

Pilesgrove Township

Hazard Class: Low

Owners: Salem County

Last inspected: May 2017 by "Alaimo Group"

Next inspection due: 2019

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. Interest rate: 2%; term: 20 years. Approximately \$300,000 of funds eligible for the loan have been spent on engineering and permitting. Latest cost estimate is approximately \$2,000,000. O&M Manual prepared by the Salem County Engineer's Office. NJDEP Dam Safety and Freshwater Wetlands permits received. Construction management services will be needed. The County agreed to provide \$1,000,000 in funds for this project. Approval of easements from NJDEP Green Acres is required. Information regarding easements sent to NJDEP Green Acres. Awaiting response from Green Acres. Extension of Dam Safety permit until April 24, 2018 received from NJDEP. Dam inspection completed.

Mr. McKelvie reported that we are still awaiting a response from "Green Acres"; and that we got the extension of the Dam Safety permit.

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

Contract amount: \$3,731,607.21. EAP received for review. Comments issued to identify Pittsgrove Township as the operator. Punch list items completed. Final inspection by NJDOT completed. Documentation submitted to NJDOT to accompany reimbursement request. As-built plans in progress. "South State" did not meet the required trainee goal. Good faith effort documentation required.

Mr. McKelvie reported that: as-built plans are in the process of being prepared as requested by DEP; have an issue with "South State" not meeting the "Trainee Requirements". Mr. Mulligan reported that the "Nature Conservancy" will be paying \$50,000.00 (split with Cumberland County 60% and Salem County 40%).

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, 2016. 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. Inspection completed, report in progress.

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: April 2017 by "Alaimo Group"
Next inspection due: 2021
O&M: Needs to be prepared and submitted by October 30, 2017.
Condition: Fair.
The inspection report recommends immediate repairs and long-term improvements.

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 "Pennonni Associates" in the amount of \$56,140. Design kickoff meeting October 4. Consultant denied access by property owner. Based on correspondence from the County Solicitor, the project may proceed.

Mr. Mulligan will prepare a letter to "Alloway Township" and "Mr. Cobb" for reimbursement of cost for Decommissioning.

STORMWATER

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 amount is \$990,000 with a County match of \$110,000. NJOEM has assisted in the preparation of a benefit-cost analysis, and appears confident that the project will receive funding. Expenses already paid may be used toward the County match. Additional information provided to NJOEM on 3/14/17. Application is in the hands of NJOEM for submission to FEMA.

Mr. Ridgway reported that there were no calls about flooding from the last two (2) storms.

NJDEP Stormwater Permit Violation: As a result of an inspection conducted on June 28, 2016, the County has received a Notice of Violation dated February 23, 2017 regarding the flooding on Porchtown Road and requiring a plan of action within 30 days to address the violation. In addition, the County has received a report of the NJDEP inspection indicating the need for corrective action pertaining to record keeping for inspection and maintenance of storm inlets and outfall pipes. As directed by the Public Works Committee, a letter was sent to NJDOT requesting an explanation of the violation.

Mr. McKeivie reported that we have not had any response from DEP. Mr. Mulligan reported that the "SADC" found no liability on the farmer.

NJDEP Stormwater Permit Annual Report and Certification: The annual report and certification was submitted on May 2. Annual NJDOT stormwater inspection held June 13. Awaiting NJDOT inspection report.

Mr. McKelvie reported that we have not had any response from DEP.

ENVIRONMENTAL

Biennial Certification: Contract awarded to: "Pennoni Associates" in the amount of \$2,500. Additional funding requested by "Pennoni" approved. 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. Correspondence and application forms sent to "PSE&G" to complete, sign and return. The New Millenium LLC is still in existence, but the interest in Gateway was transferred to Matrix. This issue is under review by PSE&G.

Mr. McKelvie stated that we have not received any new correspondence on this issue.

Remediation: Proposals received from "PT Consultants" for remedial work at the Lakeview Complex (\$19,010); and Road Department (\$5,455). The cost figures appear to be within the previously approved funding. Monitoring Report received from "PT Consultants" recommending installation and monitoring of two additional wells. Proposal submitted by "PT Consultants", but the amount exceeds the funding amount previously encumbered. Additional quotes are being obtained.

Mr. McKelvie reported that as directed – we solicited quotes for the additional work. "PT Consultants" price - \$34,465.00; "Pennoni Associates, Inc." - \$34,800.00; "Adams, Rehmann & Heggan Associates" - \$13,225.00. A brief discussion ensued. Low Quote from "ARH" was selected.

TRAFFIC

SJTPO Funded Traffic Studies: The SJTPO FY2018 Salem County Sub-Regional Planning Grant includes \$24,000 for consultant studies. The funding is to be used for various intersections and road analyses for which a traffic consultant. Awarded to "Remington and Vernick" in the amount of approximately \$21,000 for four (4) locations, including Parvin Mill Road, Watsons Mill Road at Commissioners Pike; Route 40/45/Bailey Street; and the intersection of Welchville-Alloway Road and Acton Station Road in Alloway. Kickoff meeting: August 1.

Mr. McKelvie reported that the Kick-Off meeting was held this morning. A question was raised by "Remington & Vernick" about the public meeting. A brief discussion ensued. Mr. McKelvie will contact "R&V" - the meeting should be between "R&V" and the "Woodstown Woman's Club".

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 completed for the Salem County portion of the study. Access to the data will be provided through ArcGIS Online.

Lower Alloways Creek Crosswalk: A crosswalk has been requested by the Township across Locust Island Road at the post office. A resolution of the governing body was submitted. Subject to the direction of the public works committee, the next step would be to prepare a crosswalk feasibility study including traffic counts and other factors to determine whether a mid-block crosswalk is appropriate. Crosswalk study in progress.

BUDGET

Alaimo Group Invoices: The professional services contract requires approval of technical assistance work by the Public Works Committee. Invoices for the period ending 5/31/2017 are as follows:

A0930-0013-000	Technical Assistance	\$5,706.00
A0930-0013-013	2012 County Aid Road Project	\$1,010.00
A0930-0013-015	Camp Karney Dam Rehab	\$360.00
A0930-0013-028	SJTPO*	\$1,215.00
A0930-0013-034	ARC of Salem County-Design	\$2,152
A0930-0013-040	Welchville & Centerton Resurf.	\$720.00
A0930-0013-045	Centerton Traffic Signal Improv.	\$180.00
A0930-0019-000	2014 County Aid Road Project	\$5,995.50
A0930-0022-000	2015 County Aid Road Project	\$1,810.00
	Total	\$19,148.00

Invoices for the period ending 6/30/2017 are as follows:

A0930-0013-000	Technical Assistance	\$370.00
A0930-0013-013	2012 County Aid Road Project	\$2,255.00
A0930-0013-023	Cohansey-Friesburg Road	\$192.50
A0930-0013-028	SJTPO*	\$2,160.00
A0930-0013-036	Meeting Attendance	\$1,952.50
A0930-0013-040	Welchville & Centerton Resurf.	\$1,757.50
A0930-0013-043	Murphys Bridge	\$385.00
A0930-0013-045	Centerton Traffic Signal Improv.	\$1,080.00
A0930-0013-046	Planning Board	\$55.00
A0930-0015-000	2013 County Aid Road Project	\$4,021.25
A0930-0019-000	2014 County Aid Road Project	\$12,205.00
A0930-0022-000	2015 County Aid Road Project	\$9,715.00
	Total	\$36,148.75

* To be reimbursed to County through SJTPO funding.

A motion was made by Ray Owens, seconded by Jeff Ridgway, that, the "Alaimo Group" bills dated May 31st, 2017 and June 30th, 2017 be approved for payment. Motion carried. *

Railroad Invoices: A meeting was held with the CFO and Treasurer to review the railroad project engineering invoices, which are now to be processed through the engineer's office. An amendment to the Alaimo Group contract is needed to include funding for railroad projects. A summary of each project status and budget is being prepared.

MISCELLANEOUS

ARC of Salem County: Grant administrator: "Triad Associates." The project is parking lot resurfacing, striping ADA improvements and site lighting. Amount of CDBG funding: \$300,000 of which \$250,000 is for construction, \$15,000 (5%) is for grant administration, and \$35,000 (12%) for engineering. Contractor: "South State." Contract amount: approximately \$254,000 including site lighting and electrical work. Issues with contractor's compliance with DCA funding requirements delayed the start of construction. Survey work and electrical work in progress.

Mr. McKelvie reported that the parking lot project is finally moving forward; they are forming sidewalks today.

Mid-Atlantic States Career and Education Center (MASCEC): A preliminary engineer's estimate was prepared for a CDBG funding application being prepared by Triad. The application will include repairs and upgrades to the warehouse located at 27 Hubbell Avenue, Salem City. The work needs to be done using prevailing wage rates. Estimates using prevailing wage rates are needed. Bid documents will need to comply with the requirements of the Local Public Contracts Law and the funding agency.

Mr. McKelvie reported that "Alaimo" has prepared a preliminary engineer's estimate. Freeholder Laury stated that the Plans and Specifications for this project will be prepared by "others". The only item needed from "Alaimo" was the preliminary engineer's estimate.

SJTPO FY18 Port Area Planning Study: SJTPO is in the process of awarding a contract to "ABCOM" for a multimodal transportation planning study of the Salem Port area. The study will describe the existing operations of the port and make recommendations for improvements to rail, water and roadway infrastructure improvements. The existence of this study will form the basis for future funding applications. The study is expected to take from August 2017 to February 2018 to complete.

Atlantic City Electric Guide Rail Installation: It is our understanding that the County is considering accepting responsibility for maintenance of guide rail on East Lake Road in Pilesgrove. An agreement between Salem County, Pilesgrove Township and ACE will be needed.

Mr. McKelvie reported that "ACE" installed guide rail on East Lake Road in Pilesgrove. However, Pilesgrove Township does not want to accept maintenance responsibility for the guide rail. A lengthy discussion ensued. No decision at this time; further investigation will be needed; follow up discussion at our next meeting.

RAILROAD

NJDOT Grant #2205529- Salem County Short Line Track Rehabilitation:

- Part I: For railroad reconstruction from MP 18.00 (Bailey Street Crossing) to 18.80 (East 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, release letter and State invoice in the amount of \$556,345.38 submitted to NJDOT

A question was raised about engineering costs. Mr. McKelvie reported that the current NJDOT Grants do not include funding for engineering.

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 Mile Post 17.64 to 19.75, from Memorial Lake Bridge, Mile Post 17.64, to Bailey Street; from East Lake Road to Alloway-Woodstown Road; and from Cedar Lane to Mile Post 19.75. Contractor: "The Railroad Associates Corp (TRAC)." Contract amount: \$1,228,873.88.

Status:

- Final contract amount: \$1,183,432.08. Project is complete.
- Request to use remaining funds was denied by NJDOT.
- Closeout documentation, release letter and State invoice in the amount of \$1,065,088.87 submitted to NJDOT.

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:

- NJDOT time extension to 9/21/18 granted to allow time for permitting and design.
- Design to include in-kind replacement of 105" corrugated metal culvert pipe.
- Field survey completed.

Salem County Railroad Port Area Improvements:

Status:

- 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 12/14/16. NJDEP issued a determination on 2/23/17 that an individual CAFRA permit; and general permit for bulkhead replacement are required. CAFRA Permit application submitted. Bulkhead permit-by certification to be submitted.
- Field survey completed; soil borings completed, geotechnical report received.
- Preliminary design prepared; distributed for review and comment; and submitted to NJDOT.
- USDA funding application submitted. Coordination with USDA engineer is needed regarding environmental and bid documents.
- If USDA funding is to be used, approval from USDA is needed prior to proceeding.
- Contract documents should incorporate FEMA, NJDOT and USDA funding requirements.
- Final plans, specifications and estimate in progress.

Mr. McKelvie reported that we are need of the easement from "Empire Blended". A brief discussion ensued concerning the easements needed versus letter of approval. Mr. McKelvie stated that most of the bulkhead work is outside of the right-of-way. The bulkhead is going to be and "in kind replacement" in the same location. The possibility of "Eminent Domain" as discussed. Mr. McKelvie was asked to prepare a description. Mr. Mulligan will go forward with the process.

Freeholder Laury reported that he is awaiting a phone call from Mike Russo, NJDOT concerning possible funding for the Port Project. The possibility of using County Aid funds was briefly discussed.

NJDOT Grant #7100323 - Short Line Running Track Rehabilitation Phase VII– MP 10.86 to MP 12.00:

- **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.
- NJDOT time extension to 9/21/18 granted.
- NJDOT grant project limits: MP 10.86 to MP 20.00.
- Plans and specifications in progress.

NJDOT Grant #7115325 - 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:** MP 17.11 to MP 17.64 in the Borough of Woodstown.

Status:

- Base mapping and specifications in progress.

NJDOT Funding: Preliminary cost estimates were prepared for future funding needs. It has been reported that a section of track north of milepost 10.86 in Swedesboro may fall under Salem County jurisdiction at some point in the future. The exact limits are not clear at this point.

TIGER Funded Track Rehabilitation – Woolwich Township - Phase VIIb: 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. A change order has been requested for extra work for tree removal and pipe installation. The request is under review, but is expected to be within the amount of available TIGER funding. Meeting held with Triad to review the funding status. Project needs to be closed out as soon as possible.

Mr. McKelvie reported that an additional Change Order is needed for this project. This project also needs to be closed out as soon as possible.

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 excavation complete. Track construction complete. A change order has been requested for extra work related to subgrade replacement. The request is under review, but is expected to be within the amount of available TIGER funding. Meeting held with Triad to review the funding status. Project needs to be closed out as soon as possible.

Mr. McKelvie reported that an additional Change Order is needed for this project. This project also needs to be closed out as soon as possible. The proposed Change Order will not go over the original grant amount.

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. Closeout documentation submitted to NJDOT in support of the final invoice on Part II of NJDOT Grant #2205529.

DISCUSSION ITEMS:

1. *Coin Drop Applications.* Mrs. Ford stated that we have received our first Charitable Solicitation Application. Since this issue is now to be handled by this Office questions were raised. The original resolution adopted in 1998 has not been reviewed by this Office. Question – how do we handle the current application. A brief discussion ensued. Mr. Mulligan suggested a copy of the original resolution be sent to the applicant along with their approval; and that all applicants receive a copy of the 1998 resolution when they originally receive the application form. The Engineer's Office will review the old resolution and prepare recommendations for any language changes.
2. *Drainage concern.* Mr. McKelvie reported that we had a complaint about flooding at 583 Harmersville-Pecks Corner Road. The property owner is Nancy Myers. A brief discussion ensued. Mr. Owens will have someone investigate the drainage in the area.
3. *Stormwater Regulations.* Mrs. Ford asked for feedback on the Policy and Procedures for "Illicit Connections to Storm Sewers" and the "Improper Disposal of Waste into Storm Sewer" and the resolutions approving both. Mrs. Ford explained that during our Stormwater Compliance Inspection – these 2 issues were noted and found to be not in compliance. A brief discussion ensued. Mr. Mulligan requested a copy of the original Storm Water Permit to review the compliance requirements.
4. *Elm Street Sidewalk.* Mr. Owens reported that the railroad work is scheduled for mid-September. Once the railroad work is completed, he will schedule the installation of the sidewalk as per the Shared Services Agreement with the Borough of Woodstown.
5. *Mud Digger Ditch.* Mr. Ridgway reported that "Mud Digger Ditch" is being cleaned out by County Forces.
6. *Mosquito Commission.* Mr. Ridgway reported that the Mosquito Commission is doing a lot of treatment due to the recent storms.
7. *Traffic Safety Coordinator.* Mr. O'Donald reported that he is waiting for a new supply of "only rain down drain" discs to resume his project as assigned by the Road Department.
8. *Jake Brake Request.* Freeholder Laury presented a request from Upper Pittsgrove Township for the installation of signs at the intersection of Commissioner's Pike, County Road #581 and Daretown-Woodstown Road, County Road #615. A brief discussion ensued. The aforementioned intersection is located in Pilesgrove Township. Mrs. Ford was directed to send a letter to Pilesgrove Township asking if they would support the request initiated by Upper Pittsgrove Township.
9. *Road Opening and Driveway Access Permits.* Mr. Miller reported he has nothing new to add at this time.
10. *Additional Rail/Swedeseboro.* Mr. Owens and Mr. Schalick spoke on the additional rail from "Conrail". A brief discussion ensued. Freeholder Laury stated that we are not interested in the additional railroad at this time.
11. *Oldmans Requests.* Mr. Miller reported: the requested signage exiting Interstate 295 is not within our jurisdiction; resurfacing of eastern half of overpass on Perkintown Road, County Road #644 is complete; and the "No Parking" request for the westbound lane of Railroad Avenue, County Road #602 from the fire hall to the center of town needs a resolution.
12. *SJTPO.* Freeholder Laury asked Mr. Owens if he would mind serving on the Policy Board and be a part of the TAC. Mr. Owens agreed.
13. *CMAQ.* Freeholder Laury reported that there are CMAQ funds available for senior buses. He will discuss this issue with the Office on Aging.

DATE OF NEXT MEETING: The next Public Works Committee Meeting is scheduled for the **SECOND TUESDAY, SEPTEMBER 12TH, 2017 at 1:30 PM.**

A motion was made by Steve Schalick, 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

February 28, 2017

Ware Agricultural Office Complex

No one volunteered to take meeting notes

Kirsten updated the group on her meeting at the VSJ conference. There were lots of tourism professionals in attendance with good speakers and some great ideas.

Arts In bloom is well underway. Several videos will be made compliments of the Southern New Jersey Institute for the Arts.

There will be 2 Discover Salem County weekends in April.

The Fall Fam. Tour was discussed. While a few volunteered to "help," there was no volunteer to spearhead the event.

Brochures were made available for distribution.

Next meeting:

March 21, 2017 - Ware Building - 6:30 PM



SALEM COUNTY TOURISM ADVISORY COUNCIL

Meeting Notes

March 21, 2017

Ware Agricultural Office Complex

No one volunteered to take meeting notes

There will be 2 Discover Salem County weekends in April, celebrating the Outdoors and Salem County History. One weekend will be promoted in May celebrating Art.

Arts In bloom is well underway. Several videos will be made compliments of the Southern New Jersey Institute for the Arts. Please share them!

The Fall Fam. Tour was discussed. There was no volunteer to spearhead the event. Looking to do this in the Spring. Resources were discussed
Barrett's, Inn at SC Country Club, Distillery

Brochures were made available for distribution.

Next meeting:

April 11, 2017 - Ware Building - 6:30 PM



SALEM COUNTY TOURISM ADVISORY COUNCIL

Meeting Notes

April 11, 2017

Ware Agricultural Office Complex

Amanda will take meeting notes...THANK YOU!!!!!!!!!!!!!!

Arts in Bloom Preview will be held 4/26 at 7 pm.

-Arts in Bloom weekend is 5/20 & 5/21

-FAM Tour was discussed for Spring 2018. Need locations to visit and need bus for event. Options discussed were BR Williams, Sheppard and C & B Tours bus companies. Kirsten will be the driver for this event.

-Brochure distribution of upcoming events in Salem County.

-Also distributed were the "Join us Connect-Communicate-Share" post cards in order to get people to sign up for the latest news and Events in Salem County.

Next meeting:

May 9, 2017 – Ware Building – 6:30 PM

Salem County

DISCOVER THE
POSSIBILITIES

SALEM COUNTY TOURISM ADVISORY COUNCIL

Meeting Notes

May 9, 2017

Ware Agricultural Office Complex

Arts in Bloom Update

- next year's theme is TURNING 10!
- AIB needs more media coverage on preview night, etc.

Discover Salem County Weekends

- June Events are out – Appel Farm Wine & Music Festival
- Connect Post Cards were distributed again
- Need more advertisement in Visit South Jersey and NJ Heartland

FAM Tour – Discover the Road Less Traveled – May, 2018

Possible Locations

Everyone

- History = Old Courthouse, Salem Co. Historical Society, Friends of Fort Mott, Ferry
- Farms = Coombs
- Arts = Appel
- Wineries = Auburn, Monroeville, Salem
- Cowtown
- Antique Shops
- Food = Farm to Table Dodge's, Creekside/Golf

Sponsorships

Mary Lou

- Banks
- Hotels (Holiday Inn Express)
- Pay to Play? – bet businesses to contribute to expenses in order to visit them

Guests

Heather

- Bloggers
- Bike Club
- Mommy Magazines
- Newspapers – NJ.com, AC Press, SJ Times, Bill Gallo
- CH 4, SJ News, Delaware, NJTV, Comcast
- Travel journalists, SJ Travel
- History people
- Bird people

Transportation

- C&B Tours, BR Williams, Sheppard, CH

Amanda

Goodie Bag

- Look at getting bags printed by VoTech. Kirsten will help with that
- Include coupons, wine, produce, etc in bags

Shannon

Misc:

- Pop up art shows around County in 2018 (Bob Vanderslice)
- News article in SJ Biz
- Next meeting June 20th
- Heather suggested using Google Drive for sharing info on Fam Tour

Next meeting: June 20, 2017 Ware Building



SALEM COUNTY TOURISM ADVISORY COUNCIL

Meeting Notes

July 18, 2017

Ware Agricultural Office Complex

Attending: Kirsten, Helen, Bill, Amanda, Rebecca, Mary Lou, Lee Ware, Kathy

Salem Co Art Express – looking for artists to showcase their work at the college during events there. Kathleen had put together a rough draft flyer for the council to review. Some edits were suggested.

Fair Schedule is full except someone is needed Thursday from 3-9 pm (Filled)

Catch a Fire Program – nonprofit that other nonprofits can hire to help with marketing, graphics, guides, etc. Paul Kranz attended the information meeting and sent along very detailed notes.

FAM Tour – Discover the Road Less Traveled – May, 2018

The idea is to target specific groups (mommy bloggers, press people, etc) and take them on a tour of Salem County so they will have experienced it for themselves and can tell others.

Locations (Everyone):

Sponsorships (Mary Lou):

- PSE&G, ACE, Mannington Mills, Banks, Hotels (Holiday Inn Express)
- Kathleen will work on PSE&G, ACE since she has a connection

Guests (Heather): see her email

Transportation (Amanda):

- C&B Tours (still waiting on price),
- BR Williams 40passenger bus = \$55/hr
- Riverfront limo – 27 passenger = \$120/hr

Goodie Bag (Kirsten & Shannon)

- 100 canvas bags printed with logo = \$509 + tax

Next meeting: August 15, 2017 Ware Building



SALEM COUNTY TOURISM ADVISORY COUNCIL

Meeting Notes

August 15, 2017

Ware Agricultural Office Complex

Salem Co Art Express – looking for artists to showcase their work at the college during events there.

Salem County Fair – volunteers had a good experience, TY's were sent out

FAM Tour – Discover the Road Less Traveled – May, 2018

The idea is to target specific groups (mommy bloggers, press people, etc) and take them on a tour of Salem County so they will have experienced it for themselves and can tell others.

Visit South Jersey has offered help.

Areas decided on: Nature/Outdoors, History, Art

Committee is to think about the story we want to tell and that will lead us to who to invite and what to see.

Business list to hit for Bag items needs to be created. Items should include tickets for future events

Hotel rooms should be booked at discounted rate for the tour...even if not used

Next Meeting – What is our story!?????

Next meeting: September 19, 2017 Ware Building 6:30 PM

SALEM COUNTY ECONOMIC DEVELOPMENT ADVISORY COUNCIL

Meeting Notes

January 19, 2017

Salem Community College

Present: Brian Cowan, Jaci Bobbitt, Pat Bomba, Scott Donnini, Mike Gorman,
Dawn Hughes, Chris Humphries, Louis Joyce, Mike O'Brien, Jack Swain, Cordy Taylor,
Kathy Mills, Joanna Penmen for Brian Jones
Freeholders: Bob Vanderslice
Absent: Steve Carnahan, Susan Coan, Jennifer Jones, Dave Yhlen

December Meeting Notes were approved.

Brian Cowan was elected Chair

Cordy Taylor, Vice-Chair

The Council voted to recommend County membership in the Southern New Jersey Development Council to the Freeholder Board.

Bob Vanderslice and Lou Joyce - Railroad update/Salem City

The project is moving forward and completion is slated for December, 2017.

Possible grants include the USDA and the USEDA.

Jack Swain spoke about collaborating with businesses and the expansion of VoTech curriculum.

Ex.: Diesel Mechanic, Entrepreneurship

Lou Joyce - Resource Team

Will update in February

Mike Gorman – Livability Team

Negative: Healthcare, Empty business fronts, Salem County's proximity is not on the radar

Positive: Rural-Safe-Proximity

Salem County needs to present itself as Business Friendly with a strong message, first shared with a group of 300-500 key communicators.

Message to include: Rural/Affordable, Close-by and Safe. We will work on tag line/message at February meeting.

ACTION STEP! Each member is asked to hand in 10-12 names they consider key communicators that can be connected to our message and help spread it. There is a form attached to these minutes which can be filled out and returned at the February meeting or to Kathy via email.

Next meeting: February 16, 2017

4:30 PM

Salem Community College

SALEM COUNTY ECONOMIC DEVELOPMENT ADVISORY COUNCIL

Meeting Notes

February 16, 2017

Salem Community College

Present: Jaci Bobbitt, Pat Bomba, Mike Gorman, Dawn Hughes, Chris Humphries,
Louis Joyce, Jack Swain, Cordy Taylor, Dave Yhlen, Kathy Mills
Freeholders: Bob Vanderslice, Doug Painter
Absent: Julie Acton, Brian Cowan, Steve Carnahan, Susan Coan, Scott Donnini, Brian Jones,
Jennifer Jones, Mike O'Brien

January Meeting Notes were approved.

Bill Clark – SCC

He spoke about the Key Communicators program at the College. The County will fashion a similar program to communicate important information to interested residents, local governments and the press. Each member was asked to hand in 10-12 names they consider key communicators that can be connected to our message and help spread it. Kathy has received no names to date.

Lou Joyce - Resource Team

The resource team handed out a list of State/Regional – County & Local resources along with an action plan defining economic resources. Please contact Lou if you have any additional resources to add to the list. Hospitals & Tourism Advisory Council were added to the County resource list.

Mike Gorman – Livability Team

We will work on tag line/elevator message at March meeting.
Message to include: Rural/Affordable, Close-by and Safe

Bob Vanderslice - Updates

The Salem City RR project is moving forward ahead of schedule, to date. Completion is slated for December, 2017. Bob has been communicating with Ardagh Glass about the upgrades happening.

Jack Swain spoke about the revision of school funding formulas which could impact Penns Grove and Salem High Schools

March meeting will include creating next set of goals for the Council

Next meeting: March 16, 2017

4:30 PM

Salem Community College

SALEM COUNTY ECONOMIC DEVELOPMENT ADVISORY COUNCIL

Meeting Notes

March 16, 2017

Salem Community College

Present: Julie Acton, Ron Burkhart, Brian Cowan, Mike Gorman, Dawn Hughes, Mike O'Brien,
Janna Penmen, Jack Swain, Cordy Taylor, Kathy Mills
Freeholders: Bob Vanderslice, Doug Painter
Absent: Jaci Bobbitt, Pat Bomba, Steve Carnahan, Susan Coan, Chris Humphries, Brian Jones,
Jennifer Jones, Louis Joyce, Dave Yhlen

February Meeting Notes were approved.

Member update:

Scott Donnini has resigned from the Council and Pat Bomba has been officially appointed to the Council. Suggestions were made to add Salem City and Penns Grove reps to the Council.

Marketing Campaign

Salem County is great for businesses and families. Many points were discussed about what to promote about Salem County. These have been compiled into a list by Mike Gorman (attached). Bob Vanderslice to create logo. Our April 20, 2017 meeting will start ½ hour earlier to work on the marketing campaign

Municipality Meetings

A calendar of dates has been created so that Council members can get the marketing messages out to the local municipalities at their regular monthly meetings (attached).

Future Guests:

Doug Painter invited a group involved with Economic Development in Glassboro to our June meeting – not yet confirmed. Mike Gorman will ask Jim Watson to a future meeting.



Next meeting: April 20, 2017

4:00 PM

Salem Community College

SALEM COUNTY ECONOMIC DEVELOPMENT ADVISORY COUNCIL

Meeting Notes

April 20, 2017

Salem Community College

Present: Julie Acton, Ron Burkhart, Susan Coan, Brian Cowan, Mike Gorman, Chris Humphries, Louis Joyce, Dave Yhlen, Joanna Penmen, Kathy Mills
Freeholders: Bob Vandetslice, Doug Painter
Absent: Jaci Bobbitt, Pat Bomba, Dawn Hughes, Brian Jones, Jennifer Jones, Mike O'Brien, Jack Swain, Cordy Taylor

March Meeting Notes were approved.

Marketing Campaign

Discussion of tag line resulted in L.O.V.E. Salem County, NJ...Location, Opportunity, Values, Energized. It was decided a retreat in the near future would be necessary to finish (Held May 8, 2017)
The elevator and expanded "speeches" were reviewed and will be updated.

Municipality Meetings

A calendar of dates has been created so that Council members can get the marketing messages out to local municipalities at their regular monthly meetings (attached). Please be prepared to sign up, in pairs, to visit local municipalities with the revised messages. (At the May 18 meeting)

Future Guests

Doug Painter invited a group involved with Economic Development in Glassboro to our June meeting.
Mike Gorman will ask Jim Watson to a future meeting. Neither confirmed as of 5/9/17.

Workforce Development

Susan Coan spoke about the funding that AC Electric has available for training, 6 million over 4 years.
Contact Susan if you need more information.

SJ Transportation Authority

Lou Joyce informed the Council that the SJTA will be conducting a transportation study which will include the Port of Salem and local freight rail.



Next meeting: May 18, 2017

4:30 PM

Salem Community College

SALEM COUNTY ECONOMIC DEVELOPMENT ADVISORY COUNCIL

Meeting Notes

May 18, 2017

Salem Community College

Present: Julie Acton, Pat Bomba, Susan Coan, Brian Cowan, Mike Gorman, Dawn Hughes, Jennifer Jones, Joanna Penmen, Cordy Taylor
Freeholders: Bob Vanderslice,
Absent: Jaci Bobbitt, Ron Burkhardt, Chris Humphries Brian Jones, Louis Joyce, Kathy Mills, Mike O'Brien, Jack Swain, Dave Yhlen, Doug Painter

April Meeting Notes were approved.

Discussion of Marketing Rollout:

- Reminder that the presentation might not be welcome in non-growth areas; committee should present to all, but understand possible opposition.
- M. Gorman presented the elevator speech, timed 35 seconds. Members can go off script, but not completely off script
- M. Gorman presented the talking points, timed 4:50 minutes
- It was agreed a list of possible FAQ's could be created in advance
- Susan Coan - Preamble to set the stage for people who don't know Salem County
- Experience Salem County LOVE or a version. Consultant will advise on best wording.
- Discussion regarding a power point version and the best areas for distribution
- Mike Gorman cautions that the committee should not present before being ready
- Discussion surrounding practice groups and ideas for types of practice groups, no decision
- Cordy Taylor states every talking point should have facts to back them up to use for possible questions

Municipality Presentations

- Discussion about the plan and how the committee should move forward
- Additional discussion on what meetings to attend and who will present.
- Mike Gorman states the committee needs to determine A, B, C groups for municipal presentation with 1 person as the spokesperson and the 2nd as back up and possibly do the introduction
- It is also agreed that the committee will avoid township presentation during June and July due to vacations and possible lack of attendance, blast during August and September
- Cordy Taylor reminds everyone that they need to sign up for the municipal presentation

Other Presentations

- There is an opportunity for a presentation at the next Rotary Meeting in PG – It is agreed that M. Gorman and R. Vanderslice will do the presentation.
- Bob Vanderslice offered the June Freeholder meeting to practice and will arrange for June 21st at 4pm. Mike G. to present
- Question – could it be a town hall meeting? – Discussion ensued and all agreed it should not be political, but a town hall is a future possibility when the message is honed.
- Pat Bomba – local economic boards could piggyback and use the message on their pages
- June 8th, Rowan is hosting NJDC with 400 booths – Susan has tickets
- June 14th is the Planning summit

Other Business:

- Bob Vanderslice announced that there is a railroad meeting at the end of May. He explains that the county needs several miles of rail to complete the project. Since rail completion project was discussed the county has had at least a half dozen business inquiries.
- Bob Vanderslice suggested doing drone views of the county, posting it on the county website, and call it "Are You Aware"
- Discussed the lack of diversity and is not representative of Salem and Penns Grove. Bob Vanderslice will reach out to both mayors to solicit possible members. A nominating committee should be created; the FH Board is not involved. It should be politically neutral. Economic Council will vet.

SALEM COUNTY ECONOMIC DEVELOPMENT ADVISORY COUNCIL

Meeting Notes

June 15, 2017

Salem Community College

Present: Julie Acton, Jaci Bobbitt, Pat Bomba, Ron Burkhart, Brian Cowan, Mike Gorman, Dawn Hughes, Jennifer Jones, Mike O'Brien, Joanna Penmen, Kathy Mills, Dave Yhlen
Freeholder: Bob Vanderslice
Absent: Susan Coan, Brian Jones, Louis Joyce, Jack Swain, Cordy Taylor

May Meeting notes were approved.

The municipality speaking schedule was distributed.

- Please contact Kathy if you have not signed up for a meeting time.
- Reminder that the presentation might not be welcome in non-growth areas; committee should present to all, but understand possible opposition.

Marketing Update:

- Graham Communications will be at the July meeting. We have hired the firm to help launch the LOVE campaign.
- Final Elevator speech sheets were distributed and updates to Fact sheets were discussed.

Update on SJEDD Meeting by Pat Bomba

- Pat Suggested 2 speakers for future meetings from Rowan and Gloucester County. He will provide Kathy with the contact information.

SALEM COUNTY ECONOMIC DEVELOPMENT ADVISORY COUNCIL

Meeting Notes

July, 2017

Salem Community College

Present: Julie Acton, Jaci Bobbitt, Susan Coan, Brian Cowan, Mike Gorman, Jennifer Jones, Louis Joyce, Mike O'Brien, Cordy Taylor, Kathy Mills

Freeholder:

Absent: Pat Bomba, Ron Burkhart, Dawn Hughes, Brian Jones, Doug Painter, Joanna Penmen, Jack Swain, Dave Yhlen, Bob Vanderslice

June Meeting notes were approved.

Most of the meeting was a presentation for the upcoming Econ Dev Campaign delivered by Steve Graham

The municipality speaking schedule was distributed.

- Please contact Kathy if you have not signed up for a meeting time.
- Please let Kathy know what date you have confirmed
- Reminder that the presentation might not be welcome in non-growth areas; committee should present to all, but understand possible opposition.

Susan spoke about a new ACE program for businesses. A press release will be sent. The program delivers electric to new businesses at a 20% discount on delivery charges for 5 years.

The Chamber will have a presence at the college. The ribbon cutting celebration for the George Reese Chamber of Commerce Community Room is Thursday, August 17, 4pm. The room is located in Salem Community College's Donaghay Hall, 460 Hollywood Avenue, Carneys Point. The Community Room is just off the Student Union.

Michael A. Penk of Elmer Bank will join the Econ. Council at the September meeting.



Salem County Cultural and Heritage Commission
MEETING MINUTES
Ware Agriculture Building, Woodstown, NJ
Thursday, January 5, 2017

Tom Mason called the group to order at 5:38 p.m. with the reading of the Open Public Meetings Act notice.

ROLL CALL Present: Nancy Casey, Annette Devitt, Bonnie Beth Elwell, Patty Grenier, Paul Kranz, Tom Mason, Harry Salmon, B. Harold Smick Jr., Freeholder Lee Ware and Kathleen Mills

Absent: Cindi Nolan.

REORGANIZATION:

ELECTION OF OFFICERS –

- Chair – Tom Mason (1st Salmon, 2nd Kranz) elected
- Vice-chair – Paul Kranz (1st Devitt, 2nd Salomon) elected
- Secretary – Annette Devitt (1st Grenier, 2nd Kranz) elected
- Treasurer – Harry Salmon (1st Kranz, 2nd Casey) elected

STANDING COMMITTEES & MEMBERS –

Committee members were assigned for 2015 as follows.

- ADA Committee – H. Salmon, A. Devitt, T. Mason
- Arts Committee – T. Mason, A. Devitt, P. Kranz
- History Committee – B. Elwell, H. Smick, N. Casey, P. Grenier

REGULAR MEETING:

CORRESPONDENCE – K. Mills shared correspondence.

SECRETARY'S REPORT – The minutes were not available and will be approved at the next meeting.

TREASURER'S REPORT – There is no money available yet for 2017

COMMITTEE REPORTS –

- ADA Committee – Had a training.
- Arts Committee – none.
- History Committee – none.

COORDINATOR'S REPORT (K. Mills)

- Arts in Bloom brochure is in progress, the web site is being updated and the group has received five - \$500 sponsors.
- Music Around the County – a flyer with upcoming dates was distributed.
- History Roundtable – scheduled for January 11.

OLD BUSINESS -None

NEW BUSINESS

- Commissioners are asked to review the Strategic Plan for discussion at the next meeting.
- Commissioner should make an effort to attend grantees' events.
- K. Mills will need help going through the applications to see how we are doing.
- K. Mills and N. Casey are still working on a list of history organizations in the county.
- The February meeting was moved to February 9 because the State of the County event is scheduled for February 2.

UPCOMING EVENTS

- B. Elwell shared the date for the Genealogical Society meeting.
- H. Smick will be attending the inauguration again this year.

Meeting Adjourned at 6:15 pm. (1st Smick, 2nd Elwell).



Salem County Cultural and Heritage Commission
MEETING MINUTES
Ware Agriculture Building, Woodstown, NJ
Thursday, March 2, 2017

Paul Kranz called the group to order at 5:38 p.m. with the reading of the Open Public Meetings Act notice.

ROLL CALL Present: Annette Devitt, Bonnie Beth Elwell, Patty Grenier, Paul Kranz, B. Harold Smick Jr., Freeholder Lee Ware and Kathleen Mills

Absent: Nancy Casey, Tom Mason, Cindi Nolan, Harry Salmon.

CORRESPONDENCE – none.

SECRETARY’S REPORT – The January minutes were approved (1st Smick, 2nd Devitt).

TREASURER’S REPORT – K. Mills reported that she had spent \$75 this year.

COMMITTEE REPORTS –

- ADA Committee – the report was returned from the state and it received all fair to good ratings. K. Mills has the ADA pages from the grantees for the committee to review.
- Arts Committee – see the coordinator’s report for upcoming activities.
- History Committee – none.

COORDINATOR’S REPORT (K. Mills)

- History Roundtable – Next meeting scheduled for March 29 at the Penns Grove, Carneys Point, Oldmans Historical Society.
- Strategic Plan – The Strategic Plan was approved. (1st Devitt, 2nd Smick).
- Arts in Bloom – Large signs are being made. One will be placed in front of Cowtown Cowboy Outfitters. Next year will be the 10th anniversary of Arts in Bloom. There will also be interviews with artists and live streaming of artists at work.
- Music Around the County – Delaware Women’s Choir concert coming up on March 19.
- Tourism – Two flyers for Discover Weekends distributed.
- Grants – K. Mills has not received the arts money yet. The history money has been received, but hasn’t been released through the county government yet.

OLD BUSINESS -None

NEW BUSINESS

- H. Smick was in the news for his inaugural trip. Woodstown High School students created a video about Mr. Smick. P. Kranz shared the video at the end of the meeting.
- H. Smick was concerned about Commissioners attendance at meetings and questioned whether they RSVP to meetings.

UPCOMING EVENTS

- B. Elwell shared the dates of the meetings for many of the county’s historical societies.
- P. Kranz also mentioned that it was the start of high school musical season.

- B. Elwell also shared that she is doing the narrative for the bottles for the Pine Tavern Distillery.
- P. Kranz mentioned that his band, *Along the Road*, recorded a song about Executive Order 9066 which forced the internment of Japanese-American citizens during World War II. They will be involved with the Seabrook Obon Festival this year.

Meeting Adjourned at 6:05 pm. (1st Elwell, 2nd Smick).