

Richard C. McCarthy Commission
Chamber, City Hall
Millville, New Jersey
May 3, 2016 4:00 p.m.

The Board of Commissioners met in a Work Session with Mayor Santiago presiding. Members present: Santiago, Ennis, Porreca Compari and Sooy. Absent: None. Vacant: Commissioner of Revenue & Finance.

Mayor Santiago led the flag salute.

Mayor Santiago made the statement required by the Open Public Meeting Act of 1975.

"This meeting is being conducted in accordance with the Open Public Meetings Act of 1975", was advertised, posted and made available to the public as required by Statute. The Municipal Clerk is directed to include a statement in the minutes of this meeting.

The City Clerk/Administrator reviewed changes to the agenda as follows:

Addition:

Engineer/Public Works Project Status Report.

Commissioner Porreca Compari requested meeting minutes and Engineer Reports to be provided to the Commissioners for review in a more timely manner.

Commissioner Ennis discussed Reports of Commissioners listed on both the Work Session Agenda and the Commissioner Meeting Agenda and recommended the removal from the Work Session.

Mayor Santiago opened the public comment portion on agenda items only and asked if any persons wished to be heard.

Paul Porreca discussed changing the Report of Commissioners to Discussion of Commissioners on the work session agenda.

The consensus of the Commission was to change the description from Reports of Commissioners to Discussion among Commissioners on the Work Session Agenda.

Paul Porreca advised that paragraph two says the easement on Peach Drive can be canceled by the grantor, which he has done.

There being no further public comments, Mayor Santiago closed the public comment portion.

Old Business

4.I. Tourism Marketing and Promotional Proposal-Discussion

The Commissioners discussed the roll of Government in Tourism Marketing and determined additional public input is

needed. The proposal will be forwarded to Larry Malone, President, Millville Chamber of Commerce, for review and further discussion.

4.II. Termination of easement re: Industrial Airpark Farms, LLC, Peach Drive-Discussion

Brock Russell advised the Resolution to record the termination of easement is on the Commission Meeting Agenda to be removed from the table and adopted and recommended the Commission approve the Resolution.

**Reports of Commissioners
Department of Public Works**

Wayne Johnson, City Engineer reviewed the following Engineer/Public Works Project Status Report:

**For Bi-Monthly-Mtg
3-May-16**

Project Title	DESCRIPTION	STATUS / ACTION
<p>Rhonda Drive Drainage Issue</p>	<p>Rhonda drive and Cedar Lane are a sub watershed area discharging to the White Marsh Stream. Residence on Rhonda drive have experienced flooding and damage to basement structures from severe storms in 2014. There is an existing easement with a 36 in cmp from Rhonda to Cedar lane discharging to the white marsh.</p>	<p>Engineering is surveying the existing storm sewer system in the surrounding drainage area and plans are being completed to install additional or increase size of inlets on Rhonda drive to add inflow capacity. NJDEP flood plain maps are being reviewed and profiles obtained for determining 100 yr storm elevations. Cumberland County has installed 1,000 lf +/- of perf. pipe and stor that will increase the storm lag and detention. Airport detention basin that overflows to Cedar street is also being investigated for additional capacity. Public Works will be installing temporary protective fencing at 36in cmp outfa at Cedar Lane. COM will also start inspecting all outfalls with in City as require by NJDEP Stormwater Management plan to document any erosion or scour conditions. Engineering preparing design to construct B type BMP inlets on Rhonda to increase system inflow, Quotes from contractors to complete work Engineering and COM considered completing this work as an Emergency Condition; Work did not pass Emergency declaration test, considered due to poor drainage and recent flooding 2-16-16. Inspection of Storm Sewer Outfall: to White marsh Rosie Court and Briar lane, found system surcharged with water to elevation of surrounding area in White Marsh. Currently working on solution to redirect upstream storm flows thur perforated piping system or additional outfalls. Discussion with PW and commission on starting Project crew to install inlets and perforated pipe. Public Works has ordered necessar inlet block, mortar and concrete required to increase size of catch basin to allow for NJ type E inlets on both sides of Rhonda. This will double the inflow capacity. Engineering ordered the type E frames/ grates to be installed as soon as received by PW crew. Public Works Crews started installation of 2 NJDOT type E inlets on Rhonda Drive April 19,2016. Public Works Project Crew completed the installation of two type E inlets on Rhonda Drive on April 28, 2016. Crew will be completing road restoraton weather permitting. This is phase 1 of Rhonda Improvements.</p>

<p style="text-align: center;">Cedar Street Water Main</p>	<p>Cedar Street Water main replacement contract drawings need additional information to be complete for bidding. Tie in to existing water service main at main street and brandif details with details for wet taps.</p>	<p>COM water has called in for mark out and scheduled for test pits over existing valves to determine field information. Obtain necessary field information to conform conditions. BP and WEJ working on pipeline specs, NT working on detail sheet. COM to re appropriate bonds to allow for project funds. Commission to vote on bond amendment February 2, 2016. Engineering working on completing plans and specification, COM Water request that proposed main be extended to Maple st to tie into existing 6in main. Engineer Cost estimate with additional 720lf of 12in DIP CL 52 main and connection of 20 additional service at \$452,089.00+/- . Additional field information required due to extension of Cedar St main. Schedule to have plans and specs complete by next week. Plans and Specs will be ready for Contractor this week, Advertis to Bid today, Schedule Pre Bid March 10, Receive Bid March 31, Award April 5 Bids were received on March 31, 2016 and Garrison Enterprises was the low bid (\$436,573.00) recommended to the City to complete the water main replacement project. Engineering is requesting that the Commission app and award the bid to Garrison at the meeting tonight. Work will then be started and completed with in 45 days to not impact the County paving project on Cedar Street. Garrison Enterprises issued notice to proceed on April 18, 2016. Crews will start main construction at wet tap on Rt 49 then constructin along Cedar Street toward Brandiff. Construction to be Completed in 45 working days to allow for County paving project. Cedar street to be closed during working hours from Rt 49 to Brandriff due to Public Safety during construction. Construction from Brandriff to Maple will be done with One lane Closure. Traffic Safety Coordination with NJDOT, County of Cumberland and Millville Police Department. Cedar Street Water Main Replacement Construction began on April 25, 2016 with wet tap on Rt 49. Tap was into 6in Cast Iron main that was recorded to be 8in. Contractor installed additional 12x12x12 tee after wet tap for future tie in for replacement from Maurice River Bridge to Brandriff. Crews installed 1,190 lf of 12 in C-900 water main 1 just short of Brandriff. New main was chlorinated, filled with water and held for 24 hours. Line flushed then placed under pressure test for 2 hours at 150 psi. Crew will start services on first segment of main on Thursday am after results of Bactria test are recieved and approved. Results must be zero or absense of Total Colifrom and Chlorine residual measured as free chlorine must match system residual 0.83mg/l.</p>
<p style="text-align: center;">Fifteenth Street Public Works Facility</p>	<p>Fifteenth Street Public Works facility has been completed and Public Works is in process of moving into building. Site work, paving, fine grading, complete storm sewer installation, security fencing also incomplete.</p>	<p>Site inspection 1-5: review paving limits min required for facility to operate. Storm sewer completed and work to finish. Field measure fence limits for bid preparation. Ramps to maintenance bays required at drop off at 2 door ways. Door required at top ramp south corridor from entrance door no 9, door required at electrical service room. 1-7 NT and BP to do topo of building entrance area to evaluate drainage. Field inspection for testing fire syste Flow test failed, Call to Aliano Brothers, Compton Fire and Franklin Alarm, Franklin alarm will be on site tomorrow. Chuck Compton will be on site Wed 1pm to simulate flow to gen signal to alarm panel. Requested TCO from Const Code Official with punch list 1-15-16. Engineering is reviewing drainage at facility and in process of having public parking area pavement completed. Coastal was on site Thursday to review contract status. Coastal will schedule alarm system start up and training with Parks and Public Property's. Minor warranty issues continue to show up and are being addressed. PW reorganization Engineering oversight on Fleets Maintenance and Public works Meeting with Commission, Staff to developed management/ operations/ strategy. Paving award to low bidder for public parking area March 18, 2016. Temporary trailer removed from area to allow for installation of storm sewer. Eng working on bid spec for fencing and electronic gates. Police department utilizing evidence bay and have possession of both keys. Paving Awarded to Slade Construction March 24, 2016, Paving to be completed by April 30,2016. Slade Construction completed paving of public parking area on April 15, 2016. Public Works crews will line stripe and complete grading seeding fertilize and lime. This will allow for issuance of CO for Project. PW will be placing top soil in landscaped areas this week and then requesting CO for Facility. Fleets Maintenance is transitioning into 15th street, one mechanic is working out c new shop currently, Last vehicle lifts will be moved to 15th street on Thursday May 7 and last mechanic will be relocated on Friday May 8, 2016.</p>

<p>Buck Street Sewer Main</p>	<p>Buck street sewer main condition has deteriorated and required emergency repairs. Video pipe services completed a assessment report with videos indicating areas of concern some with possible ring failure condition. Video / Report was completed in 2014, since that time COM has been considering restoration work to the Buck sewer system</p>	<p>COM sewer utility crew will video three areas of concern in Buck street sewer area. Crew is scheduled to do the video on (-----). Results of video will determine if condition of sewer has continued to deteriorate and allow for prioritization of slip line restoration. Sewer to schedule for Video for week of January 25,2016. Engineering is obtaining cost to complete video of areas of concern on Buck street sewer mains and planning to video and bypass pump t complete required follow up inspection. Cost obtained to do bypass pumping and video of Buck Street Trunk main are too high to proceed, 17,000-29,000. Plan to proceed with working on shared ser vice agreement with Cumberland County and LSA. Video will then be done prior to slip lining pipe as standard practice, any areas in ring failure mode will then need to be repaired, by open cut if required. Engineering planning a demonstration slip lining section of Buc Street sewer main as part of Shared Services Agreement, Cumberland County and CCUA to evaluate Buck Street Slip line to determine efficacy of entering into shared service agreement. City of Millville benefit from having a section c sewer main in poor condition showing signs of fracture and ring failure repaired at reduced cost. Perma Liner has provided cost estimate to complet demonstarion of lining on Pine Street from Buck to High Street MH no 145-144. Line is 18 in Concrete. Field inspection identified void below road surfac of existing built up pavement/ concrete profile. Area to be delineated by Water utility using rock drill. Void to be filled thru core holes with flowable fill. Scheduled to do bore holes week of April 24, 2016. Voids possibly remaing from water, sewer and storm sewer repairs.</p>
<p>Cedar Street Sewer Main</p>	<p>Cedar street sewer main was reported to be in poor condition County contractors working on Cedar Street. Video was completed indicating areas of concern. County is currently reconstructing Cedar street and its desired to do any sewer repairs prior to paving scheduled for spring 2016.</p>	<p>COM sewer utility crew will video areas of concern in Cedar street sewer area Crew is scheduled to do the video on (-----). Results of video will determine condition of sewer. Sewer video completed and identified collapsed section o main 70+/- north of Howard St. Emergency repairs currently underway. Sewer Dept. to contact Cumberland county on temporary restoration detail on road way due to pending paving in spring. No final restoration min would be to install 6in DGA compacted to 98% ASTM D1557mod and 6 in HMA base coars to road surface to be milled as req by County Contractor.</p>
<p>WWTP Phase II</p>	<p>AECOM has completed contract drawings for bidding. Plans have been set up to NJDEP construction element last week in December 2015. 20 day review period after which comments will be received.</p>	<p>Call to AECOM 1-4-16 re structural drawing package not included with COM drawing set. Sabriya Vincenti to forward drawings to Engineering. Sabriya will also contact NJDEP Charles Jenkins for update. 1-7 AECOM sent structural drawings. AECOM and COM have a revised tentative bid schedule that will be used for discussion with the Infrastructure Trust for the WWTP Phase II project. NJDEP should be providing there comments by the end of the week and AECOM can complete the required revisions to plans and specification. Allowing for this work our tentative bid schedule is as follows: Authorization t Advertise March 7- Advertise March 24- Receive Bids April 12- Award Contrac May 10. Contractor can then begin shop drawing and submittal process and Site Mobilization. NJDEP has requested a revised Engineer Agreement be submitted requested by Charlie's Jenkins A Draft must be received by NJDEP prior to Authorization to Advertise and Final before Contract can be awarded. AECOM is currently working on the DRAFT. NJDEP comments have been received thru e mail to AECOM waiting on official notification. AECOM work o response on Engineering review on construction of Clarifier no 3. COM workin on DRAFT Engineering Agreement NJDEP requirement. (NJJET) New Jersey Environmental Infrastructure Trust- Revised task items on trust schedule to reflect CMS service for Phase II bond. NJDEP comments received via em ila from Trevor Shields, AECOM addressing comments, COM discussion with NJDEP re AECOM Engineers agreement, WEJ drafting cover letter for submission. AECOM has completed draft response to NJDEP comments. Insurance specification section under review by Citys insurer. Engineers agreement cover letter to be completed by beginning of week April 17, 2016. WEJ has log in account for NJEIT required for review of trust information. Engineering has completed Revised Engineers Agreement and Environmental Inspection Commitment leter required by NJDEP. In review of NJEIT program requirements there are ADA compliance certifications that need to be provide as part of NJET financing. Building modifications were removed from project a part of Value engineering: ADA accessibility needs to be addressed / planned , constructed to comply with NJEIT. AECOM has completed all responses to NJDEP comments and response leterr will go out Thursday. AECOM sent response to NJDEP comment letter dated March 8, 2016 on April 26, 2016.</p>

City Hall Roof	COM roof replacement contract for city hall to Alper Roofing low bidder and contract awarded. COM to issue award letter and request bonds, insurance, signed contracts, affirmative action.	Contractor needs to apply for building permits and letter will be required for wind load design calculations indicating that calculations are in accordance with NJ IBC code. Inspected roof today to verify width and length, also check roof deck height. ASCE 7-10 wind load check to determine uplift on roof. Contracts with Alper Roofing have been signed. Contractor notified of require insurance limits he needs to provided prior to authorization to proceed. Pre construction meeting to be scheduled once proper insurance obtained. Alper Revised Insurance Pre Con to be scheduled for next week. Preconstruction meeting with Alper completed on March 23, 2016. Alper to be on site within two weeks to begin roof replacement. Scaffold to be erected on South Face of City Hall.
Knoll Property Drainage	Basement flooding issues on Knoll property. Piping in easement and off-site outfall serve as existing drainage.	Preliminary design to be reviewed. Soil boring obtained. Percolation test to be performed to determine details of design. WEJ to inspect site and discuss with resident on condition. Site inspection with Wayne G on Mar 2, 2016, Observed 230 lf 18in CAP perforated pipe run thr Knoll property to farm to south. End excavated in farm incomplete. Engineering reviewing design, Possibly install 24 in ads perforated pipe in ROW and abandon old cap from 1971 not functioning as recharge. Easement required to abandon or repair. Engineering will be installing approximately 250lf of 18in dia perforated pipe and stone on Peach drive in ROW to increase storm system capacity, work will include on additional inlet Type B NJDEP BMP compliant. Existing old storm drain to be capped and abandoned and disturbed areas to be restored. Easement still required to abandon old storm line on Knoll property. Public Works project Crew is scheduling to install drainage improvements on Peach drive, Utility Mark out has been called in and layout will be completed based on existing utilities. Crew will precast 6x6x6in concrete base for planned inlet at end of perforated recharge.
High Street Paving	Two Phase Mill & Pave project with associated upgrades of handicap ramps, head pieces and grates. Phase I is from Depot Street to Harrison Avenue and Phase II is from Harrison Avenue to Route 47.	Engineering to conduct field work to generate construction documents for Phase I initially, then Phase II. Research treatment of expansion joints. Phase to be City funded. NJDOT grant application submitted for Phase II; awaiting award from NJDOT. Engineering will be working on High Street last week in February to obtain necessary field work. Video of high Street sewer mains to be completed as part of design for verifying conditions. Engineering to have base map completed by 3-18-16. Design will then be completed and shown or this plan. Engineering to complete topo and field dimensioning of HC ramps required for design. Engineering to shift focus to grant projects with deadlines approaching for Third and Vine street. Deadline are June 19 and July 11, 2016 to award this projects. (see supplemental information).
Ware Avenue Demolition Project	COM project to demolish 3 buildings at Ware ave that were flooded during hurricane sandy. FEMA funding has been granted for this work. Buildings have been vacated and existing Parks Public property building condemned by COM code official.	Site inspection 1-6 with CD and BP. Three electrical services 2 metered observed. Gas service and water sewer connections to be disconnected. SCS permit required. No fencing to secure facility in project. Fence bid spec may b required and funding for work from water budget. Call to SCS today; permit required, Engineering working on soil erosion sediment control plan for submission. Waiting on authorization to give notice to proceed to contractor. Preconstruction meeting tomorrow April 6, 2016 with Delphi to review demolition and schedule. Notice to proceed to be issued tomorrow. Delphi was issued notice to proceed April 19, 2016. Delphi has Asbestos report that identified asbestos materials, pipe insulation, VAT tiles in the old office. Delphi to supply written proposal to remove asbestos materials, verbal cost was provided during field meeting \$3,900.
Municipal Landfill	COM Landfill has been closed approximately 30 years and in post closure monitoring and reporting phase. Engineering has been utilizing Roux Environment to complete Title V permit reporting.	COM will actively pursue during 2016 taking over all Title V administrative reporting. COM Engineering has been completing field sampling. BP has been identified as RO for COM Landfill reporting. Quarterly Methane monitoring report, Quarterly PID meter VOC testing submitted to NJDEP. In Compliance
Four Seasons Ph 1 - Water Leak near 138 Cottage St.	Water leak has emerged in roadway after the City has accepted streets; City has been investigating cause of leak.	Engineering to do soil boring outside of roadway to determine groundwater and soil conditions; test pit in road is possible course of action to determine extents of existing piping. Street & Roads dispatched to salt any areas of ice accumulation. WEJ BD to do soil bore to determine soil / ground water conditions. Engineering has Consultant Dave Battistini reviewing the leak plan to excavate area to inspect for leak in water, or sewer force main. Mr Battistini has been reviewing as built plans and inspected the site. Emergency Crew repaired service leak at 137 cottage on March 31, 2016. Leak was difficult to trace due to heavy clay soils and 4-5 feet of fill placed in area during development.

<p>Water Main Replacement Program</p>	<p>South Millville Columbine Water Service Area. COM Water has made 7 repairs since 2014 and a total of 21 in the water area. Main is old ACP with corporations tapped directly into the pipe. Rt 49 from Cedar to Maurice river bridge crossing has significant tuberculation in the 8 in water line, hydrant on corner of Riverside and 49 shut off due to no flow.</p>	<p>COM needs to reinitiate water main program and budget/ bond for yearly projects to replace older ACP that is at end of useful life and to replace mains that are turburculated severely restricting flows to hydrants and residence. WEJ CD review information to initiate program. base survey maps will be required in accordance with map filing act. Discuss replacement on Columbine from first valve off second street to next in line approx. 1,300 lf and 35 services. Eng. request that water system pressure be reduced by another 2psi in effort to reduce no of breaks. COM has requested that GPM consult anting provided proposal to complete plans and specification for replacing the three problem areas in South Millville starting with Columbine followed by Valentia and Leonard. Engineering is revisiting the operations recommended for the Water System as described in the Operations plan. Looking at reductions on a temporary basis of system pressure and reconfiguring storage tank/ pump station at Orange street to operate at a reduced level in effort to mitigate on going issues in the local water service causing breaks and disruption of residents service. GPM has been awarded PSC to design South Millville area water main upgrades, Fralinger Engineering has started Survey Field Work necessary for design. March 15, 2016 pre bid meeting on Water main project. Preliminary plans and specifications are completed. Engineering to review wit GPM to determine limits of replacement and tie in of adjacent streets to create loops in water mains. Final Plans are complete, Once Project Specifications are ready bid documents, advertisement, bids receive and award dates will be set. GPM Engineering and Water Utility walk thru of South Millville phase I I and III minor revision to tie in of existing water mains were required. Site inspection was done April 29, 2016. GPM will have revisions completed this week with project specifications. Engineering will complete bid packages for Phase I Columbine Avenue.</p>
<p>Street Sweeping Containment Structure</p>	<p>NJDEP and Cumberland County Health department have directed COM to construct Containment structure to store debris collected during street sweeping. Street sweeping is a required NJDEP permit condition of the city storm water management plan</p>	<p>CCHD required COM to have in place a containment structure by spring 2016 beginning of street sweeping. WEJ, BP and BD to review actual quantities and make recommendation. Temporary plan is to consult with CCHD and discuss using a on site roll off container with closed top and possibly storing under cover at 15th street. WEJ revving Storm DRAFT Water regulations for 2016. CCIA container on site 20cy, street sweepings hauled to CCIA landfill for beneficial reuse cap cover.</p>
<p>WWTP Operations</p>	<p>NJDEP issued a violation notice to the COM WWTP due to malfunction of UV disinfection system back in October 2015 that resulted in discharge of approximately 480,000 gallons of partially treated waste water. The plant flow at the time of the event was split in two effluent streams in an effort to mitigate reduction in disinfection that were occurring. The split was that the majority of the plant flow went thru the Trojan UV system approximately 2.0 million gallons and a portion thru the Wedeco as reported at 480,000 gallons. The 2.0 million gallons that discharged thru the Trojan UV system was properly disinfected, however the effluent stream thru the Wedeco was not properly disinfected.</p>	<p>The NJDEP made an unscheduled visit to the treatment plant February 4, 2016 to do a plant inspection. the COM was issued a notice of violation for the failure that occurred on October 26, 2015 of the Wedeco UV system that caused a 480,000 gallon discharge of undisinfected waste water. The Wedeco UV was placed on line to assist the Trojan UV as the Trojan bulbs were at the end of life and we were noticing higher fecal coliform results. We also needed to verify that the Wedeco unit would work during the overhaul of the Trojan UV as it has not been run in a year and a half. While testing the Wedeco unit we had a light fixture fall off one of our clarifiers into the tank. This required us to shut down the clarifier and drain it to retrieve the light fixture. During this down time both the Wedeco and Trojan UV systems shut down as required when flow was stopped. The problem occurred when the tank was placed back on line and flow was restored to the UV system. The Trojan UV restarted but the Wedeco UV did not restart and also did not send an alarm. City of Millville received Violation Notice Letter from NJDEP NOV issued on October 26, 2016 Letter requires response with timetable for corrective actions within 30 days. Plant is OC out of Compliance for Maintenance of Defective RAS gates and for Plant capacity reduction due to RAS system. WWTP Plant Phase II upgrades will replace defective RAS gates restoring control and allowing for design plant capacity of 5MGD. Pilot UV system is also OC out of compliance due to maximum capacity of 2.5MGD. The pilot trojan system will be replaced with a Trojan 5MGD system to restore capacity to Design. Turblex no 1 aeration system blower was taken off line for scheduled maintenance when it was determined that unit was unsuitable for service. Unit turbine was damaged from bearing failure that will require reconditioning. WWTP operations and treatment rely on the aeration of waste activated sludge, with only one turblex blower available a second failure would be detrimental to the plant meeting compliance. An Emergency requisition was done to get the no1 turblex blower repairs / turbine reconditioning initiated as quickly as possible.</p>

<p>Water Operations</p>	<p>COM Water Utility Fire Hydrant malfunction at 500 block of south second street.</p>	<p>COM water utility disassembled fire hydrant removed from 500 block of south second street. Hydrant was a newer style American Darling B62 with COM Fire Department Stortz connection. Water utility is stepping up maintenance schedule to check for flow of all hydrants. Once cause of failure is known report will be made to City commission. COM Water crews continue to do hydrant flow test and maintenance as per AWWA. City of Millville combined department Fire Hydrant testing/ inspections began Monday April 4, 2016 after second hydrant failed during Fire. Mount Pleasant Church caught on fire early Sunday am after severe wind storm, Fire Department discovered second malfunctioning hydrant at Peal and Main Street on NW corner at Millville Savings and Loan. All hydrants to be tested with Modified AWWA M17 procedure, 4 combined crews from Water and PW working on hydrants near schools, day cares and public buildings, once complete crews will continue in residential center city areas working outward to surrounding neighborhood. 936 Hydrants have been tested by the combined Water Sewer and Public Works Crews, 5 hydrants were tagged/ bagged as out of service April 18 at Airport. The total no of hydrants out of service is 15. The hydrant at Pearl and rt 49 was removed and replaced today. The hydrant will be disassembled for determination of what caused the malfunction during the fire at the Methodist Church on April 3, 2016. Water Utility has continued to make repairs and replacement of hydrants found to have maintenance or operational issues. Hydrant at Fire May 1, 2016 325 west main street was scheduled to be replaced however was operational, flow test completed after fire on May 2, 2016 was 1,630 gpm with static pressure of 68 and residual of 50 psi. Engineering importing all maintenance data into ESP program provided by Fire Department, Information will be available to Engineering, Water and Fire Departments. Total no of hydrants recorded up to 979</p>
<p>Fleets Maintenance</p>	<p>COM Fleets Maintenance servicing COM Public Works vehicles, Police Department, Fire Department, Water and Sewer vehicles, City Hall / Engineering cars and trucks</p>	<p>COM Engineering working with Fleets on schedule to relocate to 15th street facility. Next week Mohawk to relocate 1 15,000 lb lift to 15th street. Follow up with setting up for 1 mechanic to begin working out of 15th st. First lift has been relocated to 15th street. Air compressor parts ordered once operational lift will be put in service and 1 mechanic will be working out of 15th street</p>
<p>Capitol Improvement Plan</p>	<p>COM received Remington & Vernick Water and Sewer Capitol Improvement Plan today March 1, 2016</p>	<p>Plan under review. Meeting with Water and Sewer to go thru recommended capitol expenditures. The R&V technical report provides the necessary components for establishing a detailed capitol improvement plan.</p>
<p>Wheaton Factory 200-300 G street</p>	<p>COM recently acquired the Wheaton Faculty from foreclosure. Site visit by Eng to determine electrical service power capability for potential buyer. BBJ group contacted COM re on going environmental clean up</p>	<p>Meeting held February 6, 2016 with BBJ group and Rio Tinto, describe clean up of site and that all discharges to ADA pond will be sealed. COM to look at storm discharge 36 in and other that can impact area. BD to visit site to identify location of storm discharges. E mail to Brock R re outline on meeting and report for additional review re demolition, sealing of wells, removal of transformers. Ongoing discussion with BBJ group Kelli Hick re DRAFT Access agreement. Received insurance certificated from BBJ. Site Inspection with Commissioner Sooy, located all site transformers and place on plan to be used for Quotes to remove. Storm Sewer located at RR spur entrance, Video required to trace. Continue to evaluate storm sewer. BBJ group has submitted draft Access Agreement for review. BBJ has filed work scheduled this month to complete ground water and soil sampling. BBJ Group on site completing groundwater sampling low flow. Crew will be on site all week. Franklin Reisenberger has revised Access Agreement that he will deliver for Signature to BBJ Group and Rio Tinto.</p>
<p>Sherwood Forest Tomasello Detention Basin</p>	<p>Subdivision stormwater basin not functioning properly.</p>	<p>Engineer contracted with to redesign existing basin, included overflow valve and to excavate out Impervious soils replacing with K-5 and or mix with existing. COM to pull samples to test for permeability. No work has been started owner is obtaining contractor quotes for repairs. Project is still under bond. Street not accepted by COM.</p>
<p>Tenth and F Street Storm Main</p>	<p>Main cmp storm line to pond east side of 10th street, conveys storm water from center of Millville along F street.</p>	<p>Sink hole developing at intersection of 10th and F street. Public works has been repairing depression in North Bound lane however area continues to subside. Public works has ordered a 8ft x 14 ft x 3/3in road plate to span area and protect public /traffic. Culvert is old possibly 48 in diameter possible from 1950 based on brick mh construction. Line is approximately 8 feet below grade and submerged four feet below water. Emergency contractor inspected area, due to excessive amount of water no repairs can be completed until water is controlled by either plugging storm line nad bypassing flow or waiting until drier period when pond is at low elevation. PW and engineering will monitor for safety. Condition of culvert out to needs to be assessed.</p>

The Commissioners discussed a possible change order to add a replacement blower to the Waste Water Treatment Plant Phase II upgrade.

Wayne Johnson will review the project and provide further information and recommendations.

The Commissioners discussed the manpower needed for the repair of the fire hydrants to be found non-functioning.

New Business 11.1

Cumberland County Health Department Meet and Greet.

Megan Shepard, Health Officer, Noah Hetzell, Health Officer and Kathleen Gandy, Chief Registered Environmental Health Specialist discussed the Cumberland County Health Department would like to be an asset and support Municipalities. The following information was provided.

Special Child Health Services



Assists in helping children birth to age 21 with chronic health conditions, disabilities, and developmental delays.

- Informational counseling and referral
- Crisis Resource
- Case management and monitoring
- Early intervention services
- Supplemental Security Income (SSI)
- Model Waivers for medically fragile children
- Catastrophic Illness in Children Relief Fund (CIRCF)
- Pharmaceutical assistance for children with lung conditions.
- Hearing aids and prostheses

Health Education Services

Contributes to health of the population via assessment, research, and evaluation activities.

Free Program Presentations:

- Chronic Disease Self-Management Workshop
- Diabetes Self-Management Workshop
- Cardiovascular education and Prevention
- STD/HIV prevention education

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Cumberland County Health Department

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(856) 327-7602
www.ccdoh.org



Mission:

The Cumberland County Health Department is dedicated to the promotion, protection, and improvement of the communities that we serve.

Vision:

Healthy Lifestyles, healthy communities



Public Health
Prevent. Promote. Protect.

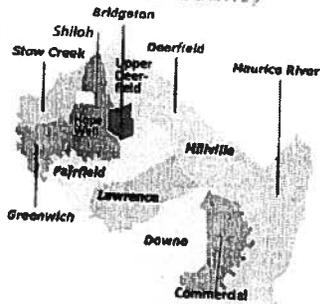
Our Divisions

Environmental Health Services

Inspections:

- Retail food establishments
- Waste & recycling centers
- Noise pollution
- Public facility water supply systems
- Septic and well systems
- Pools, lakes, spas (recreational)
- Tattoo & body art facilities
- Tanning facilities
- Campgrounds & youth camps
- Animal bites, pet shops & kennels
- School pest management
- Pesticide applicators
- Public Health Complaints
- Hazardous materials incidents
- Childhood lead surveillance

Cumberland County



Emergency Preparedness

Responsible for planning, epidemiological investigations, distribution of information, and education before, during, and after public health emergencies and threats.

- Increase local preparedness for all hazards in the county
- Manage county-wide alert system Local information Communication System (LINCS)
- Manage Medical Reserve Corps (MRC) volunteers that assist in emergencies and public health initiatives

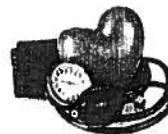
Community Services

Provides residents with resources, information, and support with medical, dental, and social programs

- Limited prescription assistance for underserved populations
- Medication assistance for seniors and the disabled
- Children's dental trailer

Nursing Services

Dedicated to help maintain a healthy community, the Public Health Nursing division provides a wide range of available health services and programs to the residents of Cumberland County



Programs

- Shots for Tots
- Childhood Lead Poisoning Prevention
- Sexually Transmitted Disease Clinics
- HIV Testing
- Diabetes Information
- Hypertension screenings
- Influenza Immunizations
- Tuberculosis Screenings
- Adult Immunizations
- Communicable Disease Investigations
- School Immunization Audits

For additional information on our programs please refer to our webpage at: www.ccdoh.org



**Cumberland County
Public Health**
308 Buak Street
Millville, NJ 08332
Phone: (856) 827- 7802
Fax: (856) 327- 8275
www.cchhealth.org

Environmental Health Services

Kathleen Gandy- Chief Registered Environmental Health Specialist

Contact Info: (856) 327- 7602 ext. 3

Public Recreational Bathing	Public bathing facilities including lakes, pools and spas are inspected twice per year. Inspectors use the Public Recreational Bathing Regulations to determine if these facilities are operating in a safe and sanitary condition. Enforcement is done through issuance of Notice of Violations and subsequent court action.	<i>Permit Review & Inspection:: Jody Husted</i>	Program Oversight: Jody Husted, Sr. REHS jhusted@ccdoh.org
Rabies and Zoonosis Control	Inspections focus on the control of diseases that can be passed from animals to humans. Regulations for the Sanitary Operations of Kennels, Pet Shops, Shelters and Pounds are used to determine safe and sanitary housing and handling of animals. To control the spread of Rabies, follow-up of reported animal bites is done. Quarantine notices and health information is provided to the owners & bite victims. Supplies are provided to each Municipality for their annual Rabies Clinic. Inspectors respond to complaints of dead/ill birds for West Nile Virus Surveillance. Enforcement is done through issuance of Notice of Violations and subsequent court action.	<i>Program Inspectors: West Nile Surveillance & Animal Bite Investigations: Tabitha Dilks Kennel/Pet Shops: Inspections: Nina Paulaitis</i>	Program Oversight: Mark Wiley, Sr. REHS mwiley@ccdoh.org
Right-to-Know	Inspectors provide Right to Know education and outreach activities to the community. Inspectors also participate in the RTK Pilot program and work with the NJ Department of Environmental Protection (NJDEP) to enforce the community provisions of the RTK Act in the private sector such as ensuring that surveys are submitted. Enforcement is done through penalty assessments. The Health Department serves as a repository of Right to Know Surveys (completed by public agencies), Community Right to Know Surveys (completed by private employers), and Hazardous Substance Fact Sheets, which are distributed to members of the public upon request.	<i>Program Inspector: Tabitha Dilks</i>	Program Oversight: Nicole Giacalone, Sr. REHS ngiacalone@ccdoh.org
Hazardous Materials	Inspectors respond to reports of spilled and/or improperly disposed hazardous materials. Investigation of these reports determines if material is properly cleaned-up and orders clean-up if not. A Sub-contract is maintained with a certified Hazardous Materials Response Team. Enforcement of violations is done through a referral to NJ Department of Environmental Protection. Enforcement is done through penalty assessment and court actions.	<i>Program Inspector**: All Staff</i>	Program Oversight: Nicole Giacalone, Sr. REHS ngiacalone@ccdoh.org
Noise Pollution Control	Inspectors respond to citizen noise complaints concerning commercial / industrial noise pollution. Calibrated noise meters are used to take certified noise readings. Enforcement is done through issuance of Notice of Violations and subsequent court action.	<i>Program Inspector**: Nicole Giacalone Danielle McKelvey Jody Husted Nina Paulaitis</i>	Program Oversight: Nicole Giacalone, Sr. REHS ngiacalone@ccdoh.org
Ambient Stream Water Monitoring	Inspectors collect surface water samples at NJDEP designated stream sites. These samples are sent to NJDEP and analyzed for various bacteria counts.	<i>Program Inspector: Tabitha Dilks Nicole Giacalone</i>	Program Oversight: Nicole Giacalone, Sr. REHS ngiacalone@ccdoh.org
Safe Drinking Water	Inspections of facilities, other than municipal water supply systems, which provide water to the public are done. Inspections determine safe well location and proper well water testing. Inspectors also respond to citizen complaints concerning drinking water. Enforcement is done through penalty assessment and court actions.	<i>Program Inspector: Danielle McKelvey Nicole Giacalone</i>	Program Oversight: Nicole Giacalone, Sr. REHS ngiacalone@ccdoh.org
Site Remediation: LECs (Low Environmental Concerns)	Respond to and investigate NJDEP referrals and citizen complaints of low environmental concern (LEC) cases. Follow NJDEP standard operating procedures for LECs. Issue correspondence to responsible parties & refer to NJDEP for further enforcement.	<i>Program Inspector: Noelle Hogan Nicole Giacalone</i>	Program Oversight: Nicole Giacalone, Sr. REHS ngiacalone@ccdoh.org

Regulated Underground Storage Tanks (UST)	Inspections are performed at facilities with USTs larger than 2000gals. These inspections determine proper installation, adequate leak detection equipment and testing, and adequate liability insurance to cover clean-up of leaking product. Enforcement is done through delivery bans on product and penalty assessments. Inspectors also responded to citizen complaints concerning USTs. Enforcement is done through penalty assessment and court actions.	<i>Program Inspector:</i> N/A	<i>Program Oversight:</i> N/A
Subsurface Sewage Disposal Systems	Inspectors review applications and issue permits for Subsurface Sewage Disposal Systems (septic systems). Permits are reviewed in accordance with the State Standards for proper design, installation and maintenance. A properly functioning septic system protects ground water and prevents exposure to disease causing agents. Inspectors also perform field inspections of installations. Inspectors respond to citizen complaints of overflowing septic systems. Enforcement is done through issuance of Notice of Violations and subsequent court action.	<i>OSI/ATU Review:</i> Jody Husted <i>Program Inspector**:</i> Crystal Brown Danielle McKelvey Nina Paulaitis Mark Wiley	<i>Program Oversight:</i> Jody Husted, Sr. REHS jhusted@ccdoh.org
Individual Wells	Well permit applications are reviewed to determine compliance with the State Standards for Construction. Inspectors also perform field inspections of these installations. Enforcement is done through issuance of Notice of Violations and subsequent court action.	<i>Program Inspector:</i> Nicole Giacalone Tabitha Dilks	<i>Program Oversight:</i> Nicole Giacalone, Sr. REHS ngiacalone@ccdoh.org
Retail Food Surveillance	Facilities serving food to the public are inspected under N.J.A.C. 8:24 of the Public Health Administrative Code to determine safe food handling procedures, safe food sources, and sanitary food preparation and storage. Plan reviews and pre-operational inspections are done for all new facilities. Inspectors respond to citizen complaints against retail food establishments. Food Handlers educational classes are given free of charge to any food service worker. Enforcement is done through issuance of Notice of Violations and subsequent court action.	<i>Plan & Application Review:</i> Mark Wiley <i>Program Inspector:**</i> Crystal Brown Danielle McKelvey Nina Paulaitis Jody Husted	<i>Program Oversight:</i> Mark Wiley, Sr. REHS mwiley@ccdoh.org
Childhood Lead Poisoning	Inspectors receive medical reports of Children with elevated blood lead levels. An environmental assessment using a specialized lead detection machine is performed at the child's home. Parents are given educational information. Orders to remove any lead paint are issued. Follow-up inspections are done and the child is monitored by a case manager. Enforcement is done through issuance of Notice of Violations and subsequent court action, or referred to state for enforcement.	<i>Program Inspector:</i> Mark Wiley <i>Incumbent (July 1 2016):</i> TBD	<i>Program Oversight:</i> Elaine Webster, Acting Nursing Director ewebster@ccdoh.org Mark Wiley, Sr. REHS mwiley@ccdoh.org
Water Pollution Control	Inspectors respond to citizen complaints concerning ground, surface water pollution and illegal discharges. Enforcement is done through penalty assessment and court action.	<i>Program Inspector:</i> Tabitha Dilks Nicole Giacalone	<i>Program Oversight:</i> Nicole Giacalone, Sr. REHS ngiacalone@ccdoh.org
Tanning	Inspections are conducted under N.J.A.C. 8:28, which establishes safety, sanitation and recordkeeping requirements for the operation of indoor tanning facilities that use ultraviolet sunlamp products. Violations are referred to state for enforcement.	<i>Program Inspector:**</i> Crystal Brown Danielle McKelvey Nina Paulaitis Jody Husted	<i>Program Oversight:</i> Jody Husted, Sr. REHS jhusted@ccdoh.org
Body Art	Facilities are inspected to establish sterilization, sanitation, and safety standards for persons engaged in the business of tattooing, permanent cosmetics, and ear and body piercing to the public. Enforcement is done through issuance of Notice of Violations and subsequent court action.	<i>Program Inspector:</i> Crystal Brown	<i>Program Oversight:</i> Jody Husted, Sr. REHS jhusted@ccdoh.org
Public Health Nuisance Complaints	Inspectors respond to citizen complaints concerning general health nuisance conditions affecting the public. Notice of Violation documents may be issued as a result of the investigation findings. Enforcement is done through issuance of Notice of Violations and subsequent court action.	<i>Program Inspector</i> Tabitha Dilks	<i>Program Oversight:</i> Mark Wiley, Sr. REHS mwiley@ccdoh.org
Indoor Air Quality	The Program works to protect health by providing the public the resources and knowledge about reducing the public's exposures to mold, radon, second hand smoke and other indoor environmental pollutants.	<i>Program Inspector:</i> Tabitha Dilks	<i>Program Supervisor:</i> Mark Wiley, Sr. REHS mwiley@ccdoh.org

	Enforcement of smoke free air act through issuance of Notice of Violations and subsequent court action.		
Campgrounds and Youth Camps	Inspectors use the Youth Camp Safety Standards to determine that safe operational practices are in place prior to children attending the camp. Campgrounds are inspected to determine safe and sanitary operations including water, sewer, trash, swimming, vermin etc. Enforcement of Campground Regulations is done through issuance of Notice of Violations and subsequent court action. Youth Camp violations are referred to state for enforcement.	<i>Permit Review:</i> Jody Husted <i>Program Inspector:</i> Jody Husted	Program Supervisor: Jody Husted, Sr. REHS jhusted@ccdoh.org
Pesticides	Monitor's and enforces the State's Pesticide Control regulations at <u>N.J.A.C. 7:30-1 et seq.</u> in accordance with the NJDEP Pesticide Control Program's standard operating procedures, policies, and guidance documents. Inspector conducts school visits to determine compliance with NJDEP IPM rules, inspects stores, restaurants, apartments (multi-family housing), campgrounds, landscapers, schools and/or golf courses, and complaints to determine whether the owner or operator has sold, applied or caused to be applied any pesticides, and where applicable, was performed by a licensed applicator/ business. Enforcement is done through issuance of Notice of Violations and referred to state for enforcement.	<i>Program Inspector:</i> Nicole Giacalone	Program Supervisor: Nicole Giacalone, Sr. REHS ngiacalone@ccdoh.org
Solid Waste	Inspections are performed at solid waste facilities including landfills, convenience centers, recycling centers, compost facilities and farmland mulch sites to determine compliance with the Solid Waste Management Act. Recycling surveys are done at schools and businesses in order to educate facilities on recycling regulations. Investigation of citizen complaints concerning solid waste issues and illegal dumping is done. Trucks hauling solid waste are checked to ensure that they are registered and disposing of waste properly. Enforcement is done through penalty assessment and court actions.	<i>Program Inspector:</i> Noelle Hogan Nicole Giacalone	Program Supervisor: Nicole Giacalone, Sr. REHS ngiacalone@ccdoh.org
Air Pollution Control	Inspections of dry cleaners, auto body, large boilers and generators are performed in order to determine compliance with the operations of their permitted equipment. Diesel idling surveillance is performed to discover compliance with vehicle idling regulations. Inspectors respond to citizen complaints concerning possible air pollution, open burning and odors. Enforcement is done through penalty assessment and court actions.	<i>Program Inspector:</i> Danielle McKelvey	Program Supervisor: Nicole Giacalone, Sr. REHS ngiacalone@ccdoh.org
Private Well Testing Act Program (PWTA)	All new private wells and homes with private wells involved in Real Estate Transactions must have their well water tested in accordance with the NJ Private Well Testing Act. The Health Department receives notification of wells that do not pass Safe Drinking Water Standards. Neighborhood notification is done where there is a Primary Drinking Water Contaminant found. Health information on well water contaminants is left with residents. All residents are encouraged to have their own well tested, but this is not mandatory. Rental property owners are required to have the well water supply tested by a licensed laboratory and certified by the Health Department every 5 years.	<i>Review of Results:</i> Jody Husted <i>Program Inspector:</i> Tabitha Dilks	Program Supervisor: Jody Husted, Sr. REHS jhusted@ccdoh.org

****Rotation basis or Assigned areas by Supervisor**

2/2011cb rev 3/2011kg rev6/2015kg 2/2016kg 4/2016kg

Discussion took place about the need for documentation that programs are working to address the need for change in Cumberland County. The Health Department will provide reports as requested regarding the former Wheaton Property and any other city owned properties with environmental issues.

Noah Hetzell, Health Officer, discussed the roll of the Health Department regarding sound complaints, additional

information regarding the noise from the PA system at the New Jersey Motorsports Park will be reviewed and further information will be provided.

The roll of the Cumberland County Health Department regarding code enforcement of septic systems and mold testing was discussed.

The following End of Year Report to the Cumberland County Board of Health from the Environmental Division was submitted to the City Clerk for distribution to the Commission:

RECEIVED & FILED

MAY - 3 2015

Susan G. Robostallo
CITY CLERK

To: Cumberland County Board of Health
From: Environmental Division
Kathy Gandy, Chief REHS

End of Year Report

Consumer Health Programs	Bridgeton	Commercial	Deerfield	Downe	Fairfield	Greenwich	Hopewell	Lawrence	Maurice River	Millville	Shiloh	Stow Creek	Upper Deerfield	Vineland	Total
Animal Bites and Rabies Control															
animal bites - human incidents	27	13	5	3	3	1	7	3	3	82	3	0	9	2	161
rab/susp rabid dom animal bites	10	0	4	4	5	0	3	0	1	14	2	1	4	2	50
unimmunized dom animals quarantined	2	0	0	1	0	0	1	0	0	0	1	4	1	0	10
rabies clinic	1	1	1	0	0	0	1	1	1	1	0	0	0	0	7
# dogs and cats vaccinated	354	268	172	0	0	0	153	204	180	349	0	0	0	0	1680
LHD dog & cat licensing (Y or N)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
LHD provide ACO services (York)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
LHD Impoundment facility (Y or N)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Body Art Facilities															
total licensed establishments										1					1
pre-op inspections	0	0	0	0	0	0	0	0	0	2	0	0	0	0	2
routine inspections	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1
routine re-inspections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
emergency/complaint inspections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
unlicensed operations identified	0	0	0	0	0	0	0	0	0	2	0	0	0	0	2
reported injuries/infections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
enforcement (NOVs or Court)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Kennels, Pet Shops, Shelter/Pounds															
total licensed pet shops											1				1
total licensed kennels	1								2		1	2			6
total licensed shelters/pounds															0
pre-op inspections															
pet shop	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
kennel	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
shelter/pound	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
routine inspections															
pet shop	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1
kennels	1	0	0	0	0	0	0	0	1	1	0	2	0	0	5
shelter/pounds	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
routine re-inspections															
pet shop	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
kennels	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
shelter/pound	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
emergency or complaint based inspect															
pet shop	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
kennel	5	5	0	0	0	0	0	1	0	4	0	0	2	0	17
shelter/pound	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Consumer Health Cont															
Onsite Wastewater Disposal System															
permits issued for new system	0	2	0	0	0	0	2	1	2	1	0	0	0	0	8
permits issued for repair to system	0	3	7	2	2	3	4	0	3	6	1	1	8	0	40
permits for issued alteration no expan	1	21	14	11	24	2	3	26	20	21	1	4	28	0	176
permits issued for alteration w/ expan	0	3	2	0	2	1	3	3	0	0	1	0	3	0	18
permits for advanced treatment (all)	0	1	1	5	0	0	0	0	2	0	0	0	0	0	9
permits for commercial facilities (all)	0	0	0	2	0	0	0	0	0	0	0	0	1	0	3
field inspections	3	46	41	41	30	12	28	36	30	48	8	14	71	0	408
total # systems as of 12/31 (estimate)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
unduplicated, non-complaint systems	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1
Reality Transfer Reports	0	30	29	10	37	6	14	35	21	22	5	8	53	0	270
noncomplaint systems from RE reports	0	0	7	0	2	0	3	0	0	0	3	2	11	0	28
septic management program reports	0	0	0	0	0	0	0	1	4	1	0	0	0	0	6
system investigations conducted	0	21	5	5	2	1	5	6	5	6	0	1	9	0	66
court summonses issued	0	1	0	0	0	0	2	3	0	0	0	0	0	0	6
Potable Wells & Drinking Water															
permits issued for wells	0	36	10	6	10	3	9	7	24	14	1	4	15	0	139
total potable well inspections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
unduplicated potable well inspections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
well certificates of compliance	0	4	0	0	0	0	0	2	2	0	0	0	1	0	9
potable well investigations	0	3	0	0	0	0	0	0	0	0	0	0	0	0	3
well water hazardous to human hth	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
Proprietary Campgrounds															
total approved proprietary campgrounds															
pre-op inspections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
routine inspections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
routine re-inspections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
emergency or complaint inspections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
enforcement actions/NOVs	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
court summonses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Campgrounds															
total approved public campgrounds															
unlicensed campgrounds identified	0	0	0	0	2	1	0	0	1	1	0	0	0	0	5
pre-op inspections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
routine inspections	0	0	2	0	2	1	0	0	1	1	0	0	0	0	6
routine re-inspections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
emergency or complaint inspections	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1
enforcement actions/NOVs	0	0	0	3	0	0	0	0	0	0	0	0	0	0	3
court summonses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

CEHA/Enviro Programs	Bridgeton	Commercial	Deerfield	Downe	Fairfield	Greenwich	Hopewell	Lawrence	Maurice River	Millville	Shiloh	Stow Creek	Upper Deerfield	Vineland	Total
Air Pollution Control															
total dry cleaners	1														
total minor source facilities	20	4	4		4		4	3		33		2	11	2	3
dry cleaner inspections	1	0	0	0	0	0	0	0	0	0	0	0	0	61	146
dry cleaner NOV's	0	0	0	0	0	0	0	0	0	0	0	0	0	6	7
minor source inspections	8	1	3	0	3	0	0	2	0	9	0	1	1	11	39
new minor source facilities identified	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
minor source NOV's	1	0	1	0	0	0	0	2	0	0	0	0	0	0	4
DEP referral investigations	0	2	2	0	0	0	0	0	2	2	0	1	0	0	9
citizen complaint investigations	0	0	2	1	2	0	0	2	1	2	0	0	0	1	11
site discovery investigations	0	0	0	0	0	0	0	1	1	0	0	0	0	0	1
penalties assessed	0	0	500	0	0	0	0	0	0	0	0	0	0	0	\$500
Safe Drinking Water															
non-transient inspections	0	3	4	1	5	1	1	3	0	2	0	0	0	2	22
non-transient NOV's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
transient inspections	0	1	5	1	0	0	2	0	0	2	0	0	3	0	14
transient NOV's	0	0	1	0	0	0	0	0	0	1	0	0	1	0	3
DEP complaint referrals	0	2	2	0	1	0	3	2	3	5	0	1	1	2	22
penalties assessed	0	0	0	0	0	0	0	0	0	0	0	0	0	1500	\$1,500
Water Pollution Control															
potable supply samples collected	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
surface water samples collected	18	25	0	0	0	0	0	3	0	22	0	0	0	0	68
groundwater samples collected	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
abandoned well investigations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
well contamination inspections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
new physical connection inspections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bartholomew Lake samples collected	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Beach closings	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
DEP referral investigations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
citizen complaint investigations	0	0	0	0	0	0	0	1	0	1	0	0	0	0	2
site discovery investigations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NOV's issued	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
penalties assessed	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0
Solid Waste Control (Facilities)															
sanitary landfill inspections	0	0	7	0	0	0	0	0	0	0	0	0	0	0	7
class A recycling center inspections	0	0	6	0	0	0	0	0	1	14	0	0	0	16	37
class B recycling center inspections	1	1	0	0	6	0	0	0	0	0	0	0	3	3	14
exempt class B recycling inspections	7	4	0	4	4	0	1	4	3	6	0	0	3	5	41
class C recycling center inspections	0	0	0	0	0	0	0	0	0	0	0	0	4	0	4
exempt compost facility inspections	4	3	0	0	0	0	3	0	4	6	2	0	0	8	30
farmland mulch site inspections	0	0	0	0	0	0	1	0	1	1	0	1	1	0	5
convenience center inspections	4	3	3	3	4	0	3	3	0	0	0	4	5	0	32
NOV's	0	0	0	0	0	0	0	0	0	2	0	0	0	1	3
penalties issued	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0
CEHA/Enviro Programs															
Solid Waste Control (non-facilities)															
exempt hauler interviews	0	0	0	0	0	0	0	0	0	9	0	0	0	0	9
exempt hauler investigations	0	0	26	0	0	0	0	0	0	0	0	0	0	0	26
recycling investigations	0	0	37	0	0	0	1	0	0	0	0	0	0	2	40
truck checks	0	0	146	0	0	0	0	0	0	0	0	0	0	0	146
transporter route investigations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
DEP referred complaint investigations	0	0	0	0	1	1	0	0	2	2	0	1	1	2	10
wasteflow investigations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
citizen complaint investigations	11	1	5	2	20	3	4	4	6	8	0	1	6	7	76
NOV's	3	0	47	0	2	0	1	0	0	1	0	0	0	0	54
penalties issued	500	0	10600	0	250	0	0	0	0	0	0	0	0	0	\$11,350
Hazardous Materials															
DEP referred emergency response	0	1	0	0	0	1	0	0	1	2	0	1	0	1	7
citizen/local emergency response	7	0	1	0	1	0	2	2	0	3	0	0	1	5	22
emergency response site discovery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
cost recovery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
low environmental concern invest	7	2	0	1	0	0	1	0	2	5	0	0	1	20	39
Noise Control															
complaint investigations	0	0	0	0	0	1	0	0	1	0	0	0	1	5	8
NOV's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
penalties issued	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0
Underground Storage Tanks															
DEP complaint referrals	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
citizen complaints	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
residential UST cases investigated	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
low environmental concern USTs	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NOV's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
referrals to DEP for enforcement	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Pesticide Control															
landscaper inspections	0	0	2	0	0	0	0	3	6	0	0	0	8	19	
school inspections	0	0	0	0	1	0	0	0	5	0	0	0	7	13	
food establishment inspections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
multiple family resident inspections	1	0	0	0	0	1	0	0	3	0	0	0	4	9	
campground inspections	0	0	0	0	0	1	0	0	0	0	0	0	0	1	
unregistered products found/invest	2	0	0	0	0	0	0	0	0	0	0	0	4	6	
bed bug complaint/bx follow-up	2	0	0	0	0	1	0	0	0	0	0	0	0	3	
DEP complaint referrals	0	0	0	0	0	0	0	0	0	0	3	0	1	4	
NOV's	3	0	0	0	0	0	0	0	0	0	0	0	2	5	
referrals to DEP for enforcement	0	0	0	0	0	0	0	0	0	0	0	0	3	3	
Pilot/Special projects															
school chemical management	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
DEP Right to Know	2	0	0	1	2	0	0	0	7	0	0	0	27	39	
ambient surface water monitoring	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
green acres investigations	0	0	0	31	4	0	1	4	1	1	0	2	0	44	

Department of Public Affairs

Commissioner Porreca Compari requested clarification of various Commission Meeting agenda items.

The Commissioners discussed and directed the clerk to add the following items to the Commission Meeting Agenda:

- 1) The receipt of a letter of resignation from Michael R. Mazzone as Municipal Prosecutor.
- 2) A motion to authorize the City Clerk to advertise an RFP for Municipal Prosecutor, Conflict Municipal Public Defender and

Conflict Municipal Prosecutor.

Department of Revenue & Finance

Marcella Shepard, CFO discussed request from Commissioners to authorize the cancellation of unexpended and dedicated balances for the General and Sewer Capital appropriations for the purchase of a Sewer Vac and for upgrades to City buildings.

The Commissioners directed the City Clerk to remove Resolution No. R144-2016 from the Commission Meeting agenda. The appropriate Bond Ordinance amendments and Resolutions to cancel unexpended balances will be on the Commission Meeting agenda on May 17, 2016 for consideration.

New Business

11.11 City of Millville Cell Phones-Discussion

Commissioner Sooy discussed the cell phone bill for the City is approximately \$75,000.00 per year and should be reviewed by all departments.

There being no further business, Mayor Santiago declared the public comment portion open and asked if any person present wished to be heard.

There being no further comments, Mayor Santiago declared the public comment portion closed and asked for final comments by the Commissioners.

There being no further comments by the Board of Commissioners the meeting was adjourned subject to the call of the chair, by the following vote. Yeas: Ennis, Porreca Compari, Sooy and Santiago.

Moved By: Sooy
Seconded By: Ennis

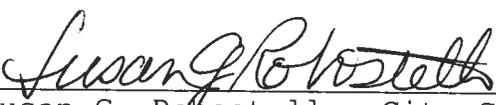
VOTING

Michael Santiago
Lynne Porreca Compari
David W. Ennis
Joseph Sooy

In Favor	Against	Abstain	Absent
X			
X			
X			
X			

CERTIFICATION

I hereby certify that the foregoing is a true copy of Commission Meeting Minutes adopted by the Board of Commissioners of the City of Millville, in the County of Cumberland, at a meeting thereof held May 17, 2016.


Susan G. Robostello, City Clerk