Richard C. McCarthy Commission
Chamber, City Hall
Millville, New Jersey
September 20, 2016 4:00 p.m.

The Board of Commissioners met in a work session with Mayor Santiago presiding. Members present: Santiago, Porreca Compari and Sooy. Absent: Ennis. Revenue & Finance Commissioner vacant.

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.

6.1 The City Clerk reported the Certificates of Achievement presentation-Water and Sewer Department has been postponed.

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

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

Discussion of Commissioners

Department of Public Works

Department of Public Affairs

Commissioner Porreca Compari requested the letter on the Commission Meeting Agenda appointing Larry O'Donnell, Class IV Member to fill the unexpired term of Natakie Chestnut be amended to include the correct term expiration date of November 8, 2016.

Commissioner Porreca Compari requested more detail be provided by the city attorney in the future for resolutions approving release of mortgages.

Commissioner Porreca Compari reported Kevin Asselta and Kim Carty have volunteered to emcee the upcoming town hall meeting on the upcoming Charter Commission Election and will organize the speakers. The City Clerk was directed to advertise the town hall meeting a second time and to coordinate with the venue for proper setup.

The commissioners discussed the pending reimbursement from the Federal Emergency Management Administration resulting from damage to city owned facilities from Hurricane Sandy.

Commissioner Porreca Compari will advise FEMA to proceed with the reimbursement based on the documentation that has been provided from the city.

Commissioner Porreca Compari reported the redevelopment attorney for the city has advised that in order to change the boundaries of the UEZ Zone the State of New Jersey must approve and the commissioner recommended it be a addressed in the update of the Master Plan process.

Department of Revenue & Finance

Marcella Shepard, CFO provided information on the difference between Capital Projects and Operating Expenses in the budget.

Commissioner Sooy discussed the Streets and Roads operating budget, the recent 10th Street emergency road work expense, the Peach Drive project and the balance of Streets and Roads operating expense budget, the November transfer resolution process and recommended a bond ordinance be adopted for future infrastructure projects.

Department of Parks & Public Property

Mike McNiss, Recycling Coordinator discussed the Clean Communities Grant and provided information on allowable uses.

The commissioners discussed and agreed to provide small grants for local non-profit groups and prepare agreements in the future for the non-profit groups to provide cleanup services to be coordinated by the Recycling Coordinator.

Wayne Johnson, City Engineer and Brian Prohowich, Assistant Engineer reviewed the following City Engineer Project Status Report:

No.	**1**	Project Title	**Rhonda Drive Drainage Issue**	Date, Initiated	**1/5/2016**	
DescriptionStatus/ Action		Rhonda Drive and Cedar Lane are sub watershed areas discharging to the White Marsh Stream. Residences on Rhonda Drive have expierenced 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 White Marsh.				
3/1/2016		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 stone 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 outfall at Cedar Lane. COM will also start inspecting all outfalls with in City as required 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.
3/15/2016	Inspection of Storm Sewer Outfalls 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.
4/5/2016	Public Works has ordered necessary 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.
4/19/2016	Public Works Crews started installation of 2 NJDOT type E inlets on Rhonda Drive April 19,2016.
5/3/2016	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.
5/17/2016	Crew will be completing road restoration weather permitting.
6/7/2016	Public Works crews completed final pavement restoration on May 25, 2016.
8/16/2016	Public works project crew will be installing one additional NJDOT type E inlet, Existing Storm MH to be removed and concrete lid saw cut to accommodate type E. Inlet will increase inflow capacity and reduce runoff flow to low point at 36 in cross drain area. Work is being scheduled to follow Peach Drive improvements.
9/14/2016	**Engineering inspection of Storm sewer MH approximately 350 lf offset from the Cedar Street ROW line, Public Works project crew will begin work to install NJDOT type E inlet on 9-15-2016, work will require saw cutting of existing pavement, removal of existing mh, saw cutting precast concrete**

	mh top to accommodate type e inlet and pavement restoration. 36 in RCP line was in good condition and clear.
9/20/2016	**Engineering inspection of Storm sewer inlets during severe short storm 9-19-16 identified areas in system that require video inspection due to pipe flow capacities. Inlets on south side of Rhonda at low point were storm line was submerged due to high flows from Cedar Street.**

No.	**2**	Project Title	**Cedar Street Water Main**	Date, Initiated	**1/5/2016**	

Description Status/ Action	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 brandriff with details for wet taps.
3/1/2016	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. Engineers Cost estimate with additional 7201f 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. Scheduled to have plans and specs complete by next week. Plans and Specs will be ready for Contractor this week, Advertise to Bid today, Schedule Pre Bid March 10, Receive Bid March 31, Award April 5.
4/5/2016	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 approve 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.
4/19/2016	Garrison Enterprises issued notice to proceed on April 18, 2016. Crews will start main construction at wet tap on Rt 49 then constructing 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.
5/3/2016	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 to 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 Thurday 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.
5/17/2016	Crew completed 40 1 in HDPE poly water services and 4 1-1/2 HDPE poly water services from Rt 49 to Brandriff. Contractor will be shutting down/ cut and cap old 4 in and 6 in cast iron mains on Cedar Street starting on May 13, 2016. Test pits were completed to determine tie in locations at Fulton. Once old mains are abandoned tie ins to Fulton and Howard will be completed. Contractor will then install 12 in C-900 from Brandriff to Maple, following up with remaining services. COM / Contractor identified old 4 in gate valve at intersection of Brandriff and Cedar, Valve needs to be closed to allow for construction. Line Stop may be required at this location, this would be an extra to the contract.
6/7/2016	Construction of C-900 12 in water main was completed to Maple Street on May 27, 2016 total linear feet installed 1,950. Water Main from Brandriff to Maple 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 last segment of main on Friday June 3, 2016 am after results of Bacteria test are received and approved. Fire Hydrants have been tested for acceptance on First section of main replacement from Rt 49 to Brandriff. 3 Hydrants were inspected and flow tested. The hydrant at Cedar and Howard street replaced an older one that had a flow below 250 gallons per minute, the new Hydrant tested out at 1,810 gpm with a static pressure of 73 psi and residual of 24 psi. As of March 27, 2016 Garrison has expended 5 crew days and installed 6 line stops to

	locate, identify and complete the shut down of the two old cast iron water mains on Cedar stret between Brabndriff and RT 49. COM utility maps and avaiable information were incomplete and or lacking necessay details of cross connections, valves buried in the field and un documented wet taps. The resulting extra work was ddue to the differing conditions and required to complete the transfer of service from the old to new water distribution mains. The extra work has been completedon a time and material basis with a total cost of $ 32, 540.02, this exceeds the 5% limit and requires approval by Commission. The T& M basis of the extra work actually results in a savings of $15, 800. Formal Change order documentation has been completed and will be submitted for Commission review and approval.
6/21/2016	Cedar Street Water Main replacement project was completed on June 14, 2016. Final Change order will be processed that includes T&M work for connection to existing mains at Brandriff and Cedar, cross connection between dual mains behind Senionr High Rise on old Middle avenue, this connection increased the hydrant flow of two hydrants behind the high rise from 250 gpm (red tagged out of service) to green or orange flow capacity flow test to be completed) All new hydrants will be flow test as part of hydrant commissioning and reported to Fire Department.
7/7/2016	**Contractor has submitted final payment application and two change orders have been reviewed and submitted for processing and payment.**

No.	3	Project Title	**15th Street Public Works Facility**	Date, Initiated	**1/5/2016**	
Description Status/ Action		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.				
3/1/2016		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 system, 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.
3/15/2016	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 eltronic gates. Police department utilizing evidence bay and have possession of both keys.
4/5/2016	Paving Awarded to Slade Construction March 24, 2016, Paving to be completed by April 30,2016.
4/19/2016	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.
5/3/2016	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 of 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.
5/17/2016	Two Fleets mechanics are now operating out of 15th street. PW crew will have remaining top soil / seed / lime and fertilize completed by May 16, 2016. Engineering will request permanent CO to be issued for Public Works Facility May 16, 2016.
6/7/2016	Certificate to occupy 15th Street Public works Facilty was granted on May 16, 2016. Engineering has completed bid specifications for perimeter fencing and will be requesting authorization to advertise for bids on the June 21, 2016 Commission meeting.
6/21/2016	Engineering is requesting that the 15th street facilty perimeter fencing and security contract be advertised at the June 21, 2016 commission meeting.
7/19/2016	Perimeter Fencing Project has been adevertised and contractors have picked up plans and specifications. Pre Bid meeting 7-14-16 at 2pm. Bids are due July 28, 2016.
8/16/2016	Bids for the perimeter fencing and security gates were recieved on August 11, 2016. Bids are under review and scheduled to be awarded on September 6, 2016. The low bid was $79,650.00 was in line with the Engineers estimate.
9/20/2016	**Bid was awarded September 6, 2016 to All Vinyl Fencing, Contractors insurance under review by COM insurer. Preconstruction meeting to be scheduled.**

No.	**4**	Project Title	**Buck Street Sewer Main**	Date, Initiated	**1/5/2016**		
Description Status/ Action	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						
3/1/2016	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 to complete required follow up inspection.						
3/15/2016	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 service 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.						
4/5/2016	Engineering planning a demonstration slip lining section of Buck 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 of sewer main in poor condition showing signs of fracture and ring failure repaired at reduced cost.						
4/19/2016	Perma Liner has provided cost estimate to complete 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 surface 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.						
5/17/2016	COM Water utility will be rescheduled to do this work week of May 23, 2016 due to man power requirements of hydrant repairs. Sewer Utility re videoed Buck Street Trunk main Pine street mh 144 to 145 with new camera attached to Jet Vac jetter hose. Condition of 18in TCP line at service entrance has deteriorated to point of not being suitable for repair from normal slip lining operation. Condition is accessed to be level 5 requiring repair by open cut. Perma Liner has prepared cost estimate to do demonstration repair of this section of line, however at this point open cut repair are recommended for the class 5						

	rated sections of the tcp sewer line. Repair is being evaluated and contractor will be brought in to obtain their recommendation. COM is still considering the Shared service agreement with other local utilities and Engineering will be observing a demonstration slip line at an other location week of May 16, 2016.
7/7/2016	Construction cost estimate was received from Perma Liner for the slip line demonstration project on the above referenced trunk main. The cost for the liner insertion was above the Public Contracts Law Bid Limit of $40,000. Engineering is working on a slip line specification and drawings for bidding of the proposed pipe lining. The areas of the main that are unsuitable for lining will be repaired by open cut prior to liner installation.
8/30/2016	**Emergency repair to 21 in VCP sanitary sewer main on High Street between Sassafras and Pine Street. Sink hole developed on High Street with 5 ft void below road surface. Main was repaired August 25, 2016. Contractor Garrison Enterprises boxed out 10 x 12 ft area,excavated to main using 10 x 10 trench box, repaired 4 bell joints in VCP that were found ungrouted and source of exfiltration/ infiltration. Unmarked sewer service was also found and replaced with 4 in SDR 35 with in excavation. The collapse was at 80 lf from MH no 137 at Sassafras. Buck Street Sewer Main slip lining under engineering review in light of new information of leaking joints. Repair options are as folows due to observed condition of old VCP 4 in services. CIPP, hdpe slip line, pipe bursting, open cut: cost estimates required to select repair method. 21 in VCP line was 10 ft deep to top of pipe.**

No.	5	Project Title	**Cedar Street Sewer Main**	Date, Initiated	**1/5/2016**	
Description Status/ Action		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				
3/1/2016		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 of 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 coarse to road surface to be milled as req by County Contractor				

5/17/2016	Gifford completed May 5, 2016 as required by County prior to milling and pave of Cedar Street.

No.	**6**	Project Title	**WWTP Phase II**	Date, Initiated	**1/5/2016**

DescriptionStatus/ Action	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.
3/1/2016	Call to AECOM 1-4-16 re structural drawing package not included with COM drawing set. Sabyria Vincenti to forward drawings to Engineering. Sabyria 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 to Advertise March 7- Advertise March 24- Receive Bids April 12- Award Contract 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 on response on Engineering review on construction of Clarifier no 3. COM working on DRAFT Engineering Agreement NJDEP requirement.
3/15/2016	(NJIET) 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.
4/5/2016	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.
4/19/2016	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 provided as part of NJET financing. Building modifications were removed from project as

	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.
5/3/2016	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.
5/17/2016	NJDEP comments / acceptance of response letter have not been received as of May 12, 2016. AECOM has submitted revised bid schedule to NJDEP. Schedule is as follows: Anticipated Bid Advertisement Date June 7, 2016, Anticipated Bid opening Date July 26, 2016, Anticipated Bid
7/7/2016	NJDEP comments / acceptance of response letter has not been received as of June 6, 2016. AECOM has submitted revised bid schedule to NJDEP. Schedule is as follows: Anticipated Bid Advertisement Date will be changed due to no response received from NJDEPin regards to approving the revised bid schedule, New Anticipated Bid Advertisement Date June 21, 2016, Anticipated Bid opening Date July 26, 2016, Anticipated Bid Closing Date July 26, 2016, Anticipated Contract Award Date August 16, 2016.
7/19/2016	NJDEP comments / acceptance of response letter has not been received as of June 6, 2016. AECOM has submitted revised bid schedule to NJDEP. Schedule is as follows: Anticipated Bid Advertisement Date will be changed due to no response received from NJDEPin regards to approving the revised bid schedule, New Anticipated Bid Advertisement Date June 21, 2016, Anticipated Bid opening Date July 26, 2016, Anticipated Bid Closing Date July 26, 2016, Anticipated Contract Award Date August 16, 2016. The final revision to the bidding schedule has been established: Advertise for Bids July 7, 2016, Sealed Bids will be received /closed on August 23, 2016, Contract Award Date October 4, 2016. Twenty Five (25) sets of plans and specifications have been received by Engineering for bidding. (NJEIT) New Jersey Infrastructure Trust has assigned a project reviewer to our project Vanessa Rosia. A meeting will be scheduled with Joel M. Fleishman, Esquire Bond Counsel. WWTP Phase II pre bid meeting was held today 7-14-16 at the Fowser Road plant. Turnout was good for a rebid project and there are 8 General Contractors that have picked up plans and specifications for the project. There was a plant inspection by the bidders after the pre bid meeting. Attached to the Commission report are the pre bid meeting minutes. AECOM and City of Millville informally met to discuss questions from the pre bid and to go over construction scheduling and bypass pumping planning. The last day for bidders to submit

	questions is July 22, 2016, the bid date is August 23, 2016.
8/2/2016	AECOM working on Addendum No 1 for WWTP phase II: Addendum includes response to bidders questions on ICC specifically RTU 10 termination points for additional I/O that includes GBT flow meter, control alarms, conveyor controls and emergency eye wash showers. Construcion schedule being extended by 2 month in response to bidders commentson long lead mechanical items, this will adjust substantial completion to 12 months. AECOM reviewing potential contract adjustment with NJDEP. Addendum No 1 needs to be agreeded upon by August 5, 2016 to not push back bid dates.
8/16/2016	Addendum No 1 is complete and under review. Bid date revised to September 8, 2016. Construction Contract Time revised to 395 days substantial completion, final completion within 455 days of notice to proceed. Equipment Breakdown (FLOATER) insurance was added as result of COM insurance review. Addendum no 1 ICC clarifications on process controls. AECOM will adress additional bidders questions in Addendum No2 that includes response regarding reconstruction of the plant influent wet well. Engineering and WWTP operations are also provding additional as built information on structures and plant piping.
8/30/2016	Addendum No 2 dated August 24, 2016 has been approved by NJDEP and issued to all plan holders with option to receive hard copy. Addendum clarified contractors questions and provided as built elevations of sludge process lines at the SPB and Sludge Storage tank. Deletion of 6 in plug valve on abondoned sludge process at sludge storage tank. Elevation of the 18in dia primary effluent force main in the existing meter vault. Salvage of Secondary clarifier drives for use by operations. Clarified bidders question on replacement of existing plant influent wet well: overall dimensions 30'-6" x 9'-2" with dimensions to be confirmed by contractor. Bid Date remains at September 8, 2016. Engineers Estimate received from AECOM at 8.83 M without contingency and 9.712 with 10% included.

9/14/2016	**WWTP Phase II bids were received on September 8, 2016. Worth and Company of Pipersville, PA was the low bidder at $7,226,100.00, the bid was $1,603,900.00 below the engineers estimate of 8.83M. The second bidder was C&H Industrial Services of Franklinville, NJ with a bid of $7,796,600.00 or $570,500.00 above the low bidder. Engineering has reached out to the Low Bidder Worth and Company requesting a list of references and detailed listing of all projects completed with in the past 10 years. AECOM has the official bids and is undergoing a review, the bid summary and AECOM award recommendation letter will be submitted to NJDEP with all the required information in the ADMINISTRATIVE INSTRUCTIONS REGARDING CONTRACT BIDS AND AWARDS. We are awaiting official recommendation for award from AECOM. Engineering will be calling the Worth and Company References as soon as they are reviewed.**

No.	**7**	Project Title	**Millville Municipal Building Roof Repair**	Date, Initiated	**1/5/2016**

Description Status/ Action	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.
3/1/2016	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 checked roof deck height. ASCE 7-10 wind load check to determine uplift on roof. Contracts with Alper Roofing have been signed. Contractor notified of required insurance limits he needs to provided prior to authorization to proceed. Pre construction meeting to be scheduled once proper insurance obtained.
3/15/2016	Alper Revised Insurance Pre Con to be scheduled for next week.
4/5/2016	Preconstruction meeting with Alper completed on March 23, 2016. Alper to be on site with in two weeks to begin roof replacement. Scaffold to be erected on South Face of City Hall.
4/19/2016	Alper to be on site with in two weeks to begin roof replacement. Scaffold to be erected on South Face of City Hall.
5/17/2016	Alper has replaced the 6th floor roof to mid point, installed 3.5 in rigid polyiso insulation attached with 24 HPV deck fasteners/ 3 in dia insulation plates per 4x8 board. Tapered polyiso and GAF fiberboard attached mechanically also. Built up roofing base sheet cold applied adhesive, Garland flexbase 80 base sheet, Garland stress ply Cap

	cold applied adhesive. Water penetration problem during construction on 6th floor in Engineering office. Alper had clean up and water mitigation completed by Serv Pro. Alper will replace damaged ceiling tiles. Report submitted to COM insurance.
6/7/2016	Alper Roofing has completed all sixth floor roofing replacement, crews are installing metal parapet wall panels and completing flashing details on the sixth floor. Third floor roof/wall flashing work has been completed, crew are resaturating cold apply reset gravel.
6/21/2016	Alper Roofing has completed the third floor roofing resaturation , flashing and penitrations. Sixth floor roofing has been completed, metal parapet wall panels are 90 percent completed. Roof project will be ready for punch listed and inspected for acceptance after completion.
7/19/2016	Alper roofing has completed all original punch list work. Payment application has been submitted and approved, contractor working on providing warranty. Retainage ($20.800.00) on project will be held until acceptable warranty has been obtained and any additional punh list work completed. Contrator has demobilized from the site and construction fencing has been removed.
8/2/2016	Additional punch list items have been brought to the contractors attention: flashing termination at third floor roof deck to curtain wall on both north west and north east corners.
8/16/2016	Alper has completed punch list work on 3rd floor flashings, roofing warranty has not been received.
8/30/2016	**Alper Roofing completed flood testing third floor roof deck and flashing on 8-19-16, Flood test isolated curtain wall water infiltration into building envelope from resaturated roof deck and wall flashing. Water stop to be repaired by PW crews recaulking with Sika Flex 15LM**

No.	**8**	Project Title	**Knoll Property Drainage**	Date, Initiated	**1/5/2016**	
DescriptionStatus/ Action		Basement flooding issues on Knoll property. Piping in easement and off-site outfall serve as existing drainage.				
3/1/2016		Preliminary design to be reviewed. Soil boring obtained. Percolation tests to be performed to determine details of design. WEJ to inspect site and discuss with resident on condition.				
3/15/2016		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 abondon old cap				

	from 1971 not functionig as recharge. Easement required to abondon or repair.
4/5/2016	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.
5/3/2016	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 concete base for planned inlet at end of perforated recharge.
5/17/2016	Public works crews has constructed 2 inlet concret base foundations 6x6x 6 in thick. Layout and construction of perforated pipe drainage pipe scheduled for week of May 23, 2016.
6/21/2016	Layout of the proposed drainange improvements have been completed and field work scheduled for last week in June.
7/19/2016	Public Works Project Crew began Peach drive drainage improvements on July 10, 2016. Crew excavated for proposed inlet no 1 at intersection of Peach and Butternut, Inlet will be type E and have 15in ads perforated pipe installed from intersection to gutter line on Ash. Pipe will be installed at approximately 40 in below grade to be above sanitary sewer service laterals and below gas service that are at 24in and 40 in deep. Elevations are checked daily and modified as required by field conditions. Crews is working hard and doing an excellant job on the inlet and pipe line construction. Traffic controls are in place and have been coordinated with COM Police Department.
8/2/2016	PW crew has installed 105 lf of 15 in ads perforated pipe in 4 ft wide x 3 ft deep stone trench wrapped in non woven geotextile. Crew has saw cut and removed pavement 237 lf of trench in advance of pipeline excavation. Heavy rains 1.20 inches in less that 1 hr on July 29, 2016. Area was flooded and SJ Sanitation truck drove across pipe trench and sank in saturated back fill material. Job site was marked with signage however no cones were in place to direct truck around 80 lf area where pipe line was just installed on 7-28-16. Pipe line wasn ot damaged and truck was lifted out by heavy wrecker and also not damaged.
8/16/2016	Public Works Project Crew has installed 220 lf of 15 in ADS perforated pipe in stone envelope. Crew has dropped back to complete road restoration, box out 20 in depth for length of trench and area adjacent to constructed type E inlet compact subgrade with vibratory roller, install 8 inch lift of

	native soil, install 6 in dense graded aggregate. All lift to be compacted in place using vibratory roller. Pave trench with 2-3in lifts of HMA 19M64 base coarse. Paved area will be overlaid in spring with thin surface coarse after allowed to compact / wear in. Paving to be compacted in place with Vibratory roller.
8/30/2016	Public Works Project crew to complete trench restoration past last residential drive access on 8-31-16; crew will begin installing remaining sections of 15 in ADS perforated pipe and construction of the E inlet structure at Ash Dr.
9/14/2016	**Public Works Project crews completed the NJDOT type E inlet at Ash Street on September 13, 2016, crews will be completing backfill with no 57 stone to top of 15 in ads drainage pipe install non woven geotextile and dense graded aggregate to temporary pavement subase. Temp pavement will be installed and final paving completed in November 2016.**

No.	**9**	Project Title	**High Street Paving**	Date, Initiated	**1/5/2016**

Description Status/ Action	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.
3/1/2016	Engineering to conduct field work to generate construction documents for Phase I initially, then Phase II. Research treatment of expansion joints. Phase I 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.
3/15/2016	Engineering to have base map completed by 3-18-16. Design will then be completed and shown on this plan.
4/5/2016	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 projects.
4/19/2016	See supplemental information
7/19/2016	High Street Paving project is high on the Engineering priority list after award of Third Street and Vine Street project out to bid. PW crews are scheduling to remove the two severe humps in the roadway over the concrete construction control joints in the old base. Engineering has a good base plan for High Street and will begin as topo work on the handicap ramps.

No.	**10**	Project Title	**Ware Avenue Demolition Project**	Date, Initiated	**1/7/2016**
Description Status/ Action		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.			
3/1/2016		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 be 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.			
4/5/2016		Preconstruction meeting tomorrow April 6, 2016 with Delphi to review demolition and schedule. Notice to proceed to be issued tomorrow.			
4/19/2016		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.			
6/7/2016		Back up for asbestos removal change order has not been received. Utility disconnects have not been completed by Delphi. Delphi has been contacted re update to field work and required change order back up.			
6/21/2016		Utility disconnect have been taking place, ACE electrical service, Verizon. Water service scheduled for week of 6-26-16, SJG service active. Delphi working on supplying asbestos removal change order back up / new subcontractor.			
7/19/2016		June 30, 2016 Meeting with Delphi and Engineering to review schedule, crew will complete sewer disconnects then pull demolition permit. Asbestos change order backup received and is now acceptable, Contractor given authorization to proceed with asbestos removal.			
8/2/2016		Delphi began demolition of the old ware avenue buildings with the south metal building on Friday July 29, 2016.			
8/16/2016		Delphi has completed demolition of former streets and roads office adjacent to Ware avenue and cmu building to south, Metal frame shop has been demolished approximately 50 percent. Delphi crew damaged fire hydrant at rear of property adjacent to demolished CMU building. Repair / replacement of hydrant under review, complicated due to high ground water elevations.			

8/30/2016	Delphi completing concrete crushing of building foundations from Ware Avenue structures. Delphi supplying well point equipment rental to allow replacement of Fire Hydrant damaged during demolition.
9/20/2016	**Delphi Contracting Gary Clark Concrete Crusher to be on site at 15th stree on Thursday September 22, 2016 after repairs are completed. Asbestos Manifest Documentation will be hand delivered to COM on Friday September 23, 2016.**

No.	**11**	Project Title	**Municipal Landfill**	Date, Initiated	**1/15/2016**
Description Status/ Action		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.			
7/19/2016		Quarterly PID meter and VOC sampling completed on July 13, 2016, results to be submitted to NJDEP.			

No.	**12**	Project Title	**Four Seasons Phase I- Water Leak near 138 Cottage Street**	Date, Initiated	**1/19/2016**
Description Status/ Action		Water leak has emerged in roadway after the City has accepted streets; City has been investigating cause of leak.			
3/1/2016		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.			
3/15/2016		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.			
4/5/2016		Emergency Contractor 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.			
8/2/2016		Phase II Shafer Homes section at 11 Torresdale street resident complaint: water in crawl space and construction issues. Engineering reviewed site plans and completed TOPO of area adjacent to resident. Contractor to be notified to make any necessary grading changes to correct deficient slopes at SW front corner			

	of the home. To correct elevation issues in area of type a inlet on east side of the resident. Construction office also forwarded copy of HOW home owners warranty to resident. Engineering to have contractor submit schedule for completing site improvements.
8/16/2016	Shafer Homes contacted in regard to grading issues and water seepage into 11 Torresdale crawl space. Contractor has been out to property to inspect and initiate repairs/ corrections.
9/20/2016	**Contractor to be on site Wednesday September 21, 2016 to topo grading in front corner of 11 Torresdale then coordinate with Engineering on corrective actions, raise grades and install shallow swale between two properties.**

No.	**13**	Project Title	**South Millville Water Main Replacement**	Date, Initiated	**1/20/2016**	
DescriptionStatus/ Action		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.				
3/1/2016		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 consultanting 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.				
3/15/2016		March 15, 2016 pre bid meeting on Water main project.				

4/5/2016	Preliminary plans and specifications are completed. Engineering to review with GPM to determine limits of replacement and tie in of adjacent streets to create loops in water mains.
4/19/2016	Final Plans are complete, Once Project Specifcations are ready bid documents, advertisement, bids recieve and award dates will be set.
5/3/2016	Final Plans are complete, Once Project Specifcations are ready bid documents, advertisement, bids recieve and award dates will be set. GPM Engineering and Water Utility walk thru of South Millville phase I II and III minor revision to tie in of exsiting 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.
6/7/2016	GPM working on revisions to South Millville tie in connections to existing water mains and project specifications.
6/21/2016	GPM has completed all the revised plans and specifications for Columbine water service area. Existing asbestos water mains will be cut capped and abondoned in place. Adjacent homeowners will be notified as per required ACP abondonment procedures. Engineering has requested cost for additional services from GPM for basic engineering bidding inspection services for Phase II and III. COM Engineering will handle phase I Columbine bidding ,engineering basic services and inspection. WWTP Phase II project will conflict with next phases of South Millville and additional services of GPM may be required dependent on project schedules.
7/7/2016	Columbine Water Main replacement plans and specifications have been completed with minor revisions, It is important to note that the existing ACP pipe will be abondondoned in place, this comes after much discussion and research. Final Bid documents are being prepared for advertisement and bidding of Phase I South Millville Water Main Replacement Project.
7/19/2016	Engineering working on unit cost bid specification and bid package for Columbine water main replacement.
8/2/2016	Revisions being made to Columbine water main drawings and specification. Adding 6 in line stop, 8" x 6" dip mj x mj reducer and inline 8 in resilient wedge gate valve to allow for future connection at station 12+15. Project Plans and Specification are ready for Columbine avenue Bid Dates are as follows: Request to Advertise August 16, 2016- Pre bid meeting August 30, 2016- Last day for plans and specs September 9, 2016- Bid opening September 15, 2016- Award Date September 20, 2016. 105 Columbine there was another leak in

	the aged 6 in AC pipe Water Utility Crews repaired today August 2, 2016.
8/16/2016	Revisions were made to Columbine water main drawings and specification. Adding 6 in line stop, 8" x 6" dip mj x mj reducer and inline 8 in resilient wedge gate valve to allow for future connection at station 12+15. Project Plans and Specification are ready for Columbine avenue Bid Dates are as follows: Request to Advertise August 16, 2016- Pre bid meeting August 30, 2016- Last day for plans and specs September 9, 2016- Bid opening September 15, 2016- Award Date September 20, 2016. 105 Columbine there was another leak in the aged 6 in AC pipe Water Utility Crews repaired on August 2, 2016. Request to advertise was sent down on August 9, 2016
8/30/2016	Pre Bid meeting held August 30, 2016 to review Phase I Columbine water main replacement. Addendum to be issued to clarify abondonment procedure for transite (AC) pipe removed during construction for cutting and capping. Clarification on COM Water Utility crews to remove existing hydrants from old main after abondonment by contractor. Further contractor direction on shop drawing submittal to be sent directly to COM Engineering. Addition of AWWA 4 in C-900 quantities for water main replacement on Lafayette Street. Bid Opening remains at September 15, 2016.
9/14/2016	**Bid Opening 10:00 am September 15, 2016 for Columbine Water Main Replacement. Project is to install 1270 lf of C-900 8 in dia PVC water main from 8x8 wet tap on NJSH Rt 47 to 6 in line stop along curvature , including 34-1 in dia AWWA PE polypropylene water services, all required line flushing, bacteria testing and pressure testing, roadway restoration as described in project plans and specifications.**

No.	**14**	Project Title	**Street Sweeping Containment Structure**	Date, Initiated	**2/16/2016**	
DescriptionStatus/ Action		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				
3/1/2016		CCHD required COM to have in place a containment structure by spring 2016 beginning of street sweeping. WEJ, BP and BD to review actually quanties 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.				

6/21/2016	PW crews completed layout ,grading, placement of stone subbase, reinforing steel placement and formwork for the 24ft x 30ft concrete slab on grade for storage of street sweepings,. PW crews completed pouring the first 5.25 cy of concrte for the slab on Tuesday June 14, 2016. Second pour scheduled for Monday June 20, 2016.
7/19/2016	Public Works Project Crew completed the street sweeping containment slab and working on installing bin bloclk to form push wall for materials.

No.	**15**	Project Title	**WWTP Operations**	Date, Initiated	**2/5/2016**	
DescriptionStatus/ Action		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 mitigated 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.				
3/1/2016		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 sent an alarm.				

4/19/2016	City of Millville recieved 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 wil be replaced with a Trojan 5MGD system to restore capacity to Design.
5/3/2016	Turblex no 1 aeration system blower was taken off line for scheduled maintenance when it was determined that unit was unsuitable for service. Unit turbin was damaged from bearing failure that will require reconditioning. WWTP operations and treatment rely on the aeration of waste activated sliudge, with only one turblex blower avaiable a second failue would be detrimental to the plant meeting compliance. An Emergency requisition was done to get the no1 turblex blower repairs / turbine reconditioning initiated as quikly as possible.
6/7/2016	Siemens worked on installing the rotor drive and balance assembly of no1 turblex blower repairs / turbine reconditioning the week of May 25th. They have scheduled a technician to be at our site June 14th & 15th to complete the service.
7/7/2016	Turblex blower no 1 was reassembled with the reconditioned turbine installed. The blower has not been placed into service due to issues with coupling components delivered were incomparable. Replacement parts for the high speed drive coupling between the motor and turbine assembly have been ordered. There was a plant upset and fecal coliform violation to the NJDEP hotline, case # 16-06-22-1401-42 Operator # 15 on June 20, 2016. Fecal Coliform sample results were 4300 col/100ml on 6-17 and 600 col/100ml on 6-19. The cause is unknown at this time and plant operations is currently not considered to be related to the Plant Upset. The plant was reseeded with 5 tanker loads of WAS hauled in from the LSA. The plant was showing signs of improvement when again it was observed that the biology hade died off in the aeration tank. Fecal Coliform samples will be pulled early next week, BOD and TSS samples will be pulled in effort to isolate areas with in the City where a SIU may have discharged wastewater containing a high strength waste and or chemical that could have caused the issues. As stated in the Water report Craig Dombrosky has retired and his expertise will be missed at the Sewer Utility also especially in the current situation. There are still personnel issues that need to be addressed with the assistant superintendent

	Sal Gioia Chief Sewer Plant Operator, along with Replacement of Bill Smith.
7/19/2016	Turblex Blower no 1 replacement coupling has been recieved and installation is being scheduled by Siemans. Plant operations show some sign of improvement, operations will be placing the Wedeco UV system on line to increase effluent detention time in the UV contact chamber and further reduce Fecal Coliform numbers. WWTP had an emergency on Friday July 8, 2016. Plant operations communication failed, main fiber optics line needed emergency replacement to restore RAS pumpstation control. Work has been completed and Emergency documentation is being processed.
8/2/2016	WWTP Operations started tested for Fecal Coliform on July 21, 2016 after crew has disassembled Trojan quartz uv tubes for acid wash cleaning. Fecal Numbers were as follows: 7/21-153, 7/22-280 and 7/25-240. Limits are monthly avg 200/ weekly avg 400 col/ml. Operations also placed both primary and secondary clarifiers online to enhance plant performance. Engineering has completed SOR .
8/16/2016	Plant Operations has initiated adding Clarifloc C-6295 high charge cationic polyacrylamide in emulsion at rate of 10 gallons per day. Polymer injected into splitter box with carrier water. Polymer to induce flocculation and settlement in secondary clarifier to achieve fecal coliform reductions. Operations has initiated routine cleaning of Trojan UV quartz sleeves. Engineering reviewing wwtp operational data for conformance with detention time on single clarifier on line and to track operational data.
8/30/2016	**Plant operations are back in NJDEP compliance with Fecal Colifom monthly and weekly test results of less than 10 col/ml. Operations crew reconstructing hard wood chip media in Sludge Process Bio Filter. Plant electrician has rerouted all conduit to outside of bio filter concrete containment. Operations assisted in elevations of sludge process line and PE elevations required for WWTP Phase II addendum no2.**

No.	**16**	Project Title	**Water Operations**	Date, Initiated	**2/11/2016**	

DescriptionStatus/ Action	COM Water Utility Fire Hydrant malfunction at 500 block of south second street.
3/1/2016	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.
4/5/2016	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 discoved 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 neighborhoods.
4/19/2016	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 the Airport. The total no of hydrants out of service is 15. The hydrant at Pearl and rt 49 was revoved and replaced today. The hydrant will be disassembled for detrmination of what caused the malfunction during the fire at the Methodist Church on April 3, 2016.
5/3/2016	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 avaiable to Engineering, Water and Fire Departments. Total no of hydrants recoreded up to 979.
6/7/2016	15 Hydrants were bagged at the request of the Fire Department. The fire hydrant located at Glenside and Mallard has been repaired and is back in service. The fire hydrant located at 709 Glenside has been repaired and is fully operational. The Fire Hydrant at 717 Glenside (near Goldfinch) has been replaced and is back in service.
6/21/2016	COM Water Utility and emergency contractor replaced broken valve at 3rd and south second street 6-16-16. Crews during line stop installation found a 10 in reverse valve that had been closed causing water service restrictions in the area, valve was located at 3rd and Whittal, valve has now been located and as build noted as reveres operation.

7/7/2016	Craig Dombrosky has retired from the City of Millville Water Utility and his last day of Service was on June 24, 2016. Craig's experience and technical expertise will be missed by everyone. Steve Pierce has taken the helm of the Water Utility, and we are off to a good start with great communication and coordination. There are personnel issues that still exist regarding filling Steve's old position and continued discussions of appointing Deric Cheesman to the Chief Water Operator position. I have asked for a link to be placed on the City Web site to the NJDEP that recommends flushing of faucets prior to usage for drinking or cooking after 6 hours of non-use. This is a precautionary recommendation by NJDEP for all communities with older water systems such as Millville's due to older lead services. Water Utility testing indicated that our levels as tested are well below the thresholds. We will continue to monitor and remove any lead service that we are able to locate as resources and budget allows. When lead services are located, I would like the Commission to consider allowing our crews to excavate the adjacent services to determine service material and replace or repair accordingly.
7/19/2016	Wheaton avenue between D and E street has been repaired numerious times and is currently leaking, the line is old galvanized pipe and serves only 2 residences. Water Utility has requested quotes to have a new 2 in HDPE poly line installed by directional drill, request is for only to install pipe, water utility will do all taps, service connections and restoration. Work is on county road and will need county approval prior to installation. oce quotes are recieved pricing information will be given to purchasing for review and authorization.
8/16/2016	Crews have completed service connection to 2 in HDPE water service installed by directional drilling Wheaton Avenue. Air Port pump station chlorine feed system under review as result of chlorine gas release. Safety proto calls in accordance with Chlorine Institute to be strictly adhered to for all line-break and cylinder replacement, requiring full face respirator. Employees / operators to have medical check up and fit testing of respirators. Safety training on Chlorine gas and chlorinators to be completed.

8/30/2016	The Water Utility pulled samples on 8-23 from the Loyd Terrace area to check for Total Coliform as a precautionary follow up to concerns over Pink water. The Pink color comes from an air born bacteria. Pink staining is a biofilm that is "composed of many different microorganisms and bacteria held together by biological polymers that improve the ability of bacteria to stick to and spread on wet surfaces" (AWWA, 2006). Pink staining occurs when bacteria in the air has the opportunity to become attached to a wet surface such as the water line in a toilet bowl where they thrive. The bacteria primarily responsible for pink staining is Serratia marcescens (AWWA, 2006) and is a naturally occurring bacteria that is found in soil and food. Customer's often find that pink staining becomes more noticeable in the warmer weather as bacteria thrive in warmer weather and in humid environments. The total coliform were All indicating A (absent) with an adequate Chlorine Residual for disinfection. The chlorine residuals were 0.77ppm for 526 Cedar St and 0.83 ppm for 1441 Loyd Terrace. It is important to note that the Safe Drinking /Water Act requires a minimum chlorine residual of 0.20 ppm at point of consumer tap. Water utility crews in addition to diligently reviewing chlorination procedures and testing performed system flushing at hydrants at 301 and 1248 Loyd Terrace with PH of 7.6 and 7.8 and chlorine residual of 0.74 and 0.84 ppm above the minimum required residual.
9/14/2016	**Structural failure of main support on Maurice river bridge carrying 12 in diameter ductile iron water below bridge structure. Emergency repairs were undertaken due to eminent failure of adjacent pipe supports from increased stress and strain. 12 in ductile iron main had deflected 18 inches below original elevation further deflection would have resulted in catastrophic break that could compromise the bridge abutment. DIPRA compliant supports are being fabricated to replace all the overstressed pipe supports. All new pipe supports fabricated from 316 stainless steel connected to bridge structure with dual 1 in dia 316 stainless steel support rods.**

No.	**17**	Project Title	**Fleet Maintenance**	Date, Initiated	**3/1/2016**
DescriptionStatus/ Action		COM Fleets Maintenance servicing COM Public Works vehicles, Police Department, Fire Department, Water and Sewer vehicles, City Hall / Engineering cars and trucks.			
3/1/2016		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.
3/15/2016	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
4/5/2016	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.
6/7/2016	All 3 lifts have been moved to 15th facility. Both mechanics are fully operational. COM is working on getting oil tank moved from old facility to new facility.

No.	**18**	Project Title	**Capitol Improvement Plan**	Date, Initiated	**3/1/2016**
DescriptionStatus/ Action		COM received Remington & Vernick Water and Sewer Capitol Improvement Plan today March 1, 2016			
3/1/2016		Plan under review.			
3/15/2016		Plan under review. Meeting with Water and Sewer to go thru recommended capitol expenditures. The R&V technical report provideds the necessary componnents for establishing a detailed capitol improvement plan.			

No.	**19**	Project Title	**Wheaton Property 200-300 G Street**	Date, Initiated	**2/6/2016**
DescriptionStatus/ Action		COM reciently acquired the Wheaton Facilty from foreclosure. Site visit by Eng to determine eletrical service power capability for potential buyer. BBJ group contacted COM re on going environmental clean up.			
3/15/2016		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 need for additional review re demolition, sealing of wells, removal of transformers. Onging discussion with BBJ group Kelli Hick re DRAFT Access aggrement. Recieved 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.
4/5/2016	BBJ group has submitted draft Access Agreement for review. BBJ has filed work scheduled this month to complete ground water and soil sampling.
4/19/2016	BBJ Group on site completing groundwater sampiling low flow. Crew will be on site all week. Franklin Reisenberger has a revised Access Agreement that he will deliver for Signature to BBJ Group and Rio Tinto.
8/16/2016	**BBJ Group has submitted NJDEP Discharge to Surface Water Application Notice for on site pond remediation. Package included B4B discharge permit and Analytical data on MW 36. Engineering and Franklin Reisenberger inspected the Wheaton Facility on August 12, 2016. Engineering expressed concerns in regard to analytical data on ADA pond and scope of work for remediation activities.**

No.	**20**	Project Title	**Sherwood Forest Tomasello Detention Basin**	Date, Initiated	**3/1/2016**
DescriptionStatus/ Action		Subdivision stormwater basin not functionng properly.			
3/15/2016		Engineer contracted with to redsign 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 permeabilty. No work has been started owner is obtaing contractor quotes for repairs. Project is still under bond. Street not accepted by COM.			

No.	**21**	Project Title	**Tenth and F Street Storm Main**	Date, Initiated	**5/2/2016**
DescriptionStatus/ Action		Main cmp storm line to pond east side of 10th street, conveys storm water from center of Millville along F street.			
5/3/2016		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 possibly 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 pond needs to be assessed.
6/7/2016	Public works has purchased road plate and has scheduled to lower adjacent mh cover. plate will be installed. Storm line has been determined to be from 1938 and drains to petticoat pond thru an adjacent lot. COM is reviewing information for easement, if none present it is recommended that easement be obtained from 10th street to petticoat pond. Pond level is extremely high currently, level can be lowered during drier month thu dam on Hance Bridge road, this will allow excavation to the 42 in storm line that is approximately 11ft deep with over 4.5 feet of water in the line.
6/21/2016	Garrison Enterprises Emergency repairs to Storm Sewer at 10th and F street June 20, 2016. Crew set up hydraulic bypass pump and sand bagged outlet structure from 10th street to Peticoat pond, pond weir board removed in am to lower level to allowe for repairs. 42 in RCP storm line was lowered to invert ,large amount of floatable debris removed by COM Vac truck. MH was constructed of brick and concrete. Entry into 11 ft deep mh, pipe was in good condition, mh concrete foundation was missing / deterioated along walls , concret to be poured on June 21, 2016 to construct structural foundation and storm line invert bench. Requisition for $11, 000 for 2 days emergency services contractor crew cost.

No.	**22**	Project Title	**NJ Stormwater Draft Permit**	Date, Initiated	**5/12/2016**	
DescriptionStatus/ Action		Tier A Municipal Storm Sewer System Draft Permit				
6/7/2016		NJDEP held an informational meeting on May 10, 2016 to provide and overview of the MS4 Tier A draft permit. Some of the key milestones and components are as follows: Storm water system GIS mapping requirements, Municipal and privately owned storm water basins annual certifications, NJDEP will be providing a Best Management Practices Manual , A Field Manual, and updated educational training, new requirements with in 3 years COM will have to provide inventory of all catch basins outfall pipes all infrastructure related to storm water management. With in 4 years requiring GIS mapping, these requirements will become effective February 1, 2017 when the permit is renewed. NJDEP has sent us a power point of the presentation that is available for review.				

	A through review of the Draft Permit and the key mile stone deadlines are in progress.

No.	**23**	Project Title	**Marlyn Terrace Storm Water System**	Date, Initiated	**6/24/2016**	
DescriptionStatus/ Action		Marlyn Terrace Area experienced severe flooding from 2014 Storm causing damage to home foundations.				
7/7/2016		Field inspection was completed on June 24, 2016. Inlets in low area of Marlin Terrace were opened up and inspected. Lines were in good condition between inlets, it was noted that there were old 6 in diameter ACP lines visible in the inlets dual lines noted that may have been inlets to older leaching pits. There was a main 24 in CMP outfall heading to the East of Marlin between two properties, Engineering is looking for easement documentation and has scheduled to have the line videoed out to the end. There were older map drawings indicating a 36 in main storm line running out to rt 49 from the need of the 24 in cmp. This line needs to be verified in the field and outfall conditions accessed.				
7/19/2016		July 12, 2016 Public Works crews cleaned all the strom inlets on Marlin. Visual inspection was made of 24 in CMP outfall extending between Lots 95 and 96 block 32. Pipe line was checked for daylight, line terminates behing lot 95 and 96 in a shallow depression approximately 25 lf x 10 ft 24 in deep. End of line was twin 12 in rcp indicating a transition somewher around the east property line. Engineering drawings were on file from 1969 for a connection of this strom line to extend 590 lf to a 36 in RCP strom outfall line from RT 49 that flow to the north. This line was never installed and no easements were recorded. There is a two phased plan to address the stromwater issues, ! to obtain permission for the adjacent property owner to install a swale to lower the storm water discharge elevations and to install paving wedge on rt 49 at Wedgewood and Marlin to eliminate runoff from the State Highway from overloading the aundersized system. @ to obtain all necessay easements survey information and design / construct a strom line connecting to the existing 36 in RCP strom line from Rt 49.				

8/2/2016	Engineering completed the topo of Westwood and Marlin terrace at the intersection NJDOT Rt 49. Paving plan in design with road opening permit from NJDOT to install paving wedges at intersection to redirect runoff to NJDOT inlet on north side of highway. WG and WEJ spoke to Mr. Mancus re obtaining easenment on his property to complete design, install temporary drainage improvements and complete tie in to NJDOT storm sewer. Meeting will be scheduled with City of Millville and Mr. Mancus.
8/16/2016	Engineering working on alignment of proposed 24 in ads storm sewer to NJDOT 36 in RCP storm trunk main. Easements have been completed and will be sent to City Solicitor.
8/30/2016	Scheduling test pits to determine field conditons of existing stormwater system within NJDOT easement. Analyzing watershed and existing piping to determine system capacity; additoanl E inlets and upsized piping may be required
9/20/2016	**Engineering Inspection during severe short storm on September 19, 2016 identified submerged storm sewer on west side of Marlin at low point adjacent to 24 in CMP discharge to east of lots 95 and 96 block 32. 24 in CMP was flowing 1/2 full during inspection. Discussion with property owner on RT 49 in regard to easement alignment. Owner had concerns with proximity of horse pasture and structure located in area of easement. Engineering will do field layout of proposed pipe route and meet with owner to make any necessary alignment changes. Engineering working on project estimate for proposed storm system improvements.**

No.	**24**	Project Title	**Harrison and Homestead**	Date, Initiated	**6/24/2016**	

DescriptionStatus/ Action	14 Homestead Mr Bob Feller continued drainage issues.
7/7/2016	Call from Mr. Feller today re flooding from recent storm on July 1, 2016, Field inspection to be completed and video of lines to determine condition, review of plans for improvements.
7/19/2016	Public Works Crews cleaned the storm water inlets on Homestead July 12, 2016. Engineering is reviewing the existing strom system to evaluate the flooding complaint from Mr Feller.
8/2/2016	Engineering working on design to install perforated pipe in stone trench from inlet on Homestead out to existing strom sewer on Sunset. Field work scheduled to complete topo and alignment of proposed strom sewer. PW crews to be scheduled to install section of ads perforated pipe from existing inlet to radius on Homestead.
9/6/2016	

No.	**25**	Project Title	**Ware Avenue Storm Sewer Trunk Main**	Date, Initiated	**7/26/2016**
DescriptionStatus/ Action		Ware Avenue sink hole at Strom Sewer MH.			
8/2/2016		Public works project crew excavated 3 x 3 area adjacent to 48 in strom sewer. Inspection was completed and it was determined that grout transition between CMP to RCP has deterioated and strom water flows not contained to the pipeline. Crew will clear area adjacent ot pipe line outfall at Ware Avenue stream to allow for field work and inspection. Engineering /Public Works crew will complete repair to pipe line joints: install coffer dam in pipe line and bypass pump around repair area, install xypex grout in all joint areas. Work will require confined space plan: training of crew and necessary safety equipment.			

No.	**26**	Project Title	**Field of Dreams Trail Park**	Date, Initiated	**6/21/2016**
DescriptionStatus/ Action		Motorcycle trail park with ongoing punchlist of site improvements. Construction issued TCO			
6/22/2016		Engineering conducted site inspection.			
6/24/2016		Punchlist letter sent to owner 6/24/16 and copies sent to Construction & Zoning Offices. Landscape Architect report also sent to owner which provides recommendations regarding the buffer trees and maintenance moving forward. Construction Office to coordinate with Engineering regarding status of TCO. Life safety issues to be addressed in 60 days.			
7/19/2016		7/19, Received copy of current Stormwater Basin Report from owner. Report indicates sediment traps cleaned, trash & debris removed, eroded areas restored. Owner to install diagonal bracing on sections of the sound wall week of 7/31. Engineering to follow-up with inspection on these items, owner indicated may be ready for inspection 8/5.			
8/3/2016		Owner installed diagonals on sound wall, Engineering took photos of wall.			
8/8/2016		FOD owner submitted Stormwater Construction Site Inspection Report dated 8/8/16. Engr. site visit: diagonals add additional stability to sound wall, some repairs done around basins, privet hedge planted, no buffer trees replaced yet.			
8/23/2016		BP inspected sound walls with NT; diagonal every 4th post, some intermediate bracing; more stable at diagonals; checked plan:			

	concrete footing shown on plan at every fourth post.
8/3/2016	BP met maintenance manager at site; BP indicated additonal diagonals needed to be installed, and concrete to be placed every fourth post as shown on the plans; indicated dead trees needed to be removed and replaced and to keep up with ongoing maintenance of site.

No.	**27**	Project Title	**Manor Estates Stormwater Basins**	Date, Initiated	**8/30/2016**
DescriptionStatus/ Action		Stormwater basin maintenance issues.			
		City staff met on site with NJDEP official to discuss stormwater basin maintnenance issues. NJDEP is requesting a Corrective Action Plan be submitted by 9/9/16 for how to remediate the malfunctioning of the basins located within Manor Estates.			

No.	**28**	Project Title	**New Jersey Motorsports Park**	Date, Initiated	**8/30/2016**
DescriptionStatus/ Action		Improvements to Basin 'C' which outfalls to the Field of Dreams Motocross track.			
		Complaints from Field of Dreams of Basin 'C' overflow eroding FOD swale. Field verification of revised design improvements to be conducted. Bonding still in place for basin work, $11k. **See Field of Dreams status above.**			

New Business

11.1 Timeline for Requests for Proposal for 2017 Annual Professional Service Contracts-Discussion

Regina Burke, QPA requested a time table from the commission for advertising and awarding 2017 Annual Professional Service Contracts.

The commission directed the QPA to advertise the RFP's this November, start the interview process in December 2016 and appointments will be made in January 2017. RFP's will be prepared using a rating system.

Commissioner Porreca Compari advised Samantha Silvers is now assisting with grant writing for the city and will no longer be working with Community Development Block Grant or HOME administration.

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 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: Porreca Compari, Sooy and Santiago.

Moved By: Ennis
Seconded By: Sooy

VOTING

	In Favor	Against	Abstain	Absent
Michael Santiago	X			
Lynne Porreca Compari	X			
David W. Ennis	X			
Joseph Sooy	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 October 4, 2016.

Susan G. Robostello, City Clerk