

**BOROUGH OF WOODBINE  
WORKSHOP MEETING**

**JULY 16, 2020  
7:30 P.M.**

Mayor Pikolycky called the Workshop Meeting to order and read the following statement, “Adequate notice of this meeting was provided in compliance with the Open Public Meetings Act by notifying the Press and The Herald on January 3, 2020 and posting a copy of said notice on the Clerk’s bulletin board.”

Those present were: Mayor Pikolycky; Councilpersons Ortiz, Johnson, Bennett, Perez (via telephone), Benson and Cruz. Also present were Richard Tonetta, Borough Solicitor; Bruce Graham, Borough Engineer (via telephone); Michael Zumpino, Grant Consultant (via telephone); Kan Lieu, Airport Engineer (via telephone); James Gurdgiel, PW Supervisor and Lisa Garrison, Borough Clerk.

Mayor Pikolycky called for the Pledge of Allegiance.

Unfinished Business –

Water Quality Management Plan (County) Status - no change..

County Road Projects –

Roundabout Status – anticipated to be substantially complete early August.

Route 550 – on schedule for fall construction. The Borough will try to coordinate the De Hirsch Avenue project with county project.

Open Space Eco Park – Mr. Zumpino indicated the Open Space Board approved the a special appropriation in the amount of \$25,000 for the landscape architect for the Jake’s Law Playground. Mr. Graham has spoken to the architect and they are ready to begin. Mr. Zumpino indicated that the Small Cities application which is due in September needs to be discussed the choice of project.

USDA Projects – Status -

Head Start Roof Project – Mr. Zumpino indicated the project is complete the additional documentation requested by USDA has been submitted. Ms. Garrison will confirm with CFO on receipt of funds.

Food Bank Phase III - Bids will be received July 29, 2020.

Water Project – The loan has been closed for the temporary financing with IBank and drawdowns may begin. Mr. Graham indicated he is waiting on approval of the

specifications in order to advertise for bids. He also recommended that USDA be notified of the schedule and the CFO needs to be advised of the IBank procedures and paperwork requirements.

Sewer Project - Mr. Zumpino indicated DHS has reviewed the documents and there are some items needed to be reviewed by the Attorney General. Mr. Zumpino further indicated that IBank is being considered for the funding of this project. Mr. Graham stated an application will then need to be initiated if using this source of funding. Mr. Zumpino will follow-up.

Asset Management Plan - Mr. Graham indicated the scope of work has been approved and authorized has been given to move forward as part of the water project.

ECWAG Application –the application has been submitted awaiting response.

Technical Assistance Application – additional funding sources are being pursued.

Radios - Ms. Garrison indicated she is working on the purchase of the radios with a State Contract vendor.

DOT DeHirsch Avenue Project Status - Project is trying to be coordinated for bidding simultaneously with the County Route 550 project.

DOT Streetscape Project Status - Mr. Graham indicated he is preparing the estimates. Mr. Zumpino indicated Mr. Noon is reviewing the sources of funding to comply with the regulations that federal money cannot match federal money.

DCA Small Cities Sidewalk Project – project is near completion. Construction will be complete within a week and the closeout will begin.

Landfill Redevelopment Zone - Solar Project Status – no change.

Freidriechstadt Road Vacation Status – Mr. Tonetta indicated there was a change in the title company. It appears the Borough does own the street. A survey is needed and currently waiting on the attorney for confirmation that they are still willing to pay for the necessary work in order to vacate the road.

Master Plan – no response has been received from DCA due to everyone working from home.

Airport Lease Status -

Holland to American Aerospace Technologies – Ms. Garrison indicated a conference call meeting had been held with Mr. Lee. The contract was reviewed and there are changes to be made. Settlement has been extended to September.

G Hangar - The contract has been disseminated and waiting on signatures.

Census 2020 - Ms. Garrison indicated that the response rate for Woodbine is at 60% which is an improvement from the last census.

COVID 19 Update - Ms. Garrison reported the number of active cases in Woodbine since the last meeting have declined. She further reported an additional category has been added to the County reports, which indicates the number of Out of County Cases. The County cases have increased.

Clean Energy Projects –

Streetlight Upgrade - Mr. Gurdgiel indicated the project is at a standstill as we were advised the project parameters were not for 80/20. Ms. Garrison indicated the project is in the amount of \$313,000 and the program offered \$45,000 to apply for the project as it was only for the fixtures and no soft costs were included. Alternative funding sources are being reviewed..

Energy Audit - Mr. Gurdgiel indicated on July 28<sup>th</sup> he will be meeting with TRC representatives in Woodbine to begin the audit process.

DOT Bikeway - Mr. Graham indicated the contractor for the Bikeway project at the Eco-Park will begin on Monday.

Loop Project - Mr. Graham indicated the Loop Project at the Eco-Park will be substantially complete by the end of the month. Once both of these projects are completed the basic infrastructure of the Eco-Park will be completed leaving the Jakes Law Playground, fitness stations and the County's Creative Placemaking items.

New Business – none

There being no further business, on motion of Councilman Cruz, seconded by Councilman Benson to adjourn the workshop meeting, unanimously carried.

Respectfully submitted,

Lisa Garrison  
Borough Clerk



**BOROUGH OF WOODBINE  
WORKSHOP MEETING**

**MAY 7, 2020  
7:30 P.M.**

Mayor Pikolycky called the Workshop Meeting to order and read the following statement, “Adequate notice of this meeting was provided in compliance with the Open Public Meetings Act by notifying the Press and The Herald on January 3, 2020 and posting a copy of said notice on the Clerk’s bulletin board.”

Those present were: Mayor Pikolycky; Councilpersons Ortiz, Johnson, Bennett, Perez (via telephone), Benson and Cruz( via telephone). Also present were Richard Tonetta, Borough Solicitor; Bruce Graham, Borough Engineer (via telephone); Michael Zumpino, Grant Consultant (via telephone) ; and Lisa Garrison, Borough Clerk.

Mayor Pikolycky called for the Pledge of Allegiance.

Unfinished Business –

Water Quality Management Plan (County) Status - no change..

County Road Project Roundabout Status – construction has begun.

Route 550 – fall construction.

Open Space Eco Park – Mr. Zumpino indicated the funding request had been received by the Open Space Board for the Landscape Architect service. Mr. Graham indicated the DOT Bikeway consists of 1,200 feet of bikeway and 1 mile of the loop path.

USDA Projects – Status -

Head Start Roof Project – Triad is working on the closeout. A signoff is required from the architect. The architect has not been responsive.

Food Bank Phase III - Mr. Graham is working on plans and specification to send to USDA for approval. There will be two contracts one for the HVAC and the other for the ADA improvements.

Water/Sewer Projects – Everything has been provided to the DOT/IBank. No response has been received as everyone is working from home. Sewer Project - partial comments have been received from DHS. Responses have been submitted for the partial comments. Time is running out and advise that DHS be pushed weekly for the response. Mr. Zumpino recommended a conference call with the DAJ and Christian Casteel on Monday for a follow-up.

Asset Management Plan - tied with the water project.

ECWAG Application – Mr. Graham is working with Todd to assist with the application process. Mr. Zumpino indicated budget changes were required and the application is close to being filed.

DOT Sumner/Heilprin Avenues Statues – completed. Resolution on agenda to accept project as complete.

DCA Small Cities Sidewalk Project – project is moving along. There are currently some workforce issues due to the virus.

Landfill Redevelopment Zone – Solar Project Status – LOI amendment on agenda for Council's review and consideration. Mr. Zumpino indicated the Technical Assistance grant application has been filed.

Freidriechstadt Road Vacation Status - waiting on title work.

Master Plan – no response has been received from DCA due to everyone working from home.

Airport Lease Status - eviction on the Hartley hangar is proceeding. Mr. Tonetta indicated there will be two cases. One being the eviction from the hangar and the other being the payment of the lease and the damage to the hangar. Mr. Tonetta reviewed the progress on the G Hangar lease. Ms. Garrison reported email correspondence was sent to Mr. Lee in regards to the Holland Lease assignment. The correspondence indicated that no further work on the agreement could proceed without the necessary escrow being posted. Mr. Lee indicated the \$1,000 escrow for engineering will be mailed. Mayor Pikolycky reiterated no further work is to be done on the Holland Lease assignment until the escrows are posted.

Clean Energy Program - Mr. Gurdgiel indicated the requested information has been submitted.

Census – Mayor Pikolycky encouraged everyone to complete the census.

2020 JIF Elected Officials Seminar – Online class available.

Financial Disclosure Forms – filing deadline has been extended to 7/31/20.

New Business –

2021 DOT applications are due by July 1, 2020.

DeHirsch Ave- Mr. Graham indicated he is working on the specifications to be submitted for DOT review.

FEMA Claim - Ms. Garrison indicated Mr. Ciabaton, Deputy OEM, is working on the submittal for the COVID claim. Ms. Garrison indicated the County is waiting to see if the last storm will be declared an emergency at which time we will submit the expenses for the tree removal on Jefferson.

There being no further business, on motion of Councilman Benson, seconded by Councilman Bennett to adjourn the workshop meeting, unanimously carried.

Respectfully submitted,

Lisa Garrison  
Borough Clerk













