

City of Woodbury
City Council Meeting
May 1, 2023
33 Delaware Street, Woodbury, NJ 08096
6:30 p.m.

The meeting of May 1, 2023, was called to order by Council President Fleming at 6:37 pm. Council President Fleming then led the Pledge of Allegiance followed by a Moment of Reflection.

Open Public Meeting Statement

Ms. Swanson read the Open Public Meetings Act Statement. This is a regular public meeting of the City Council of the City of Woodbury. Due notice of this meeting was provided to the newspaper and public by posting and publication of Resolution No. 23-04 adopted at the 2023 Reorganization Meeting on January 3, 2023. Also, notice of the public meeting was provided to the newspaper and posted on the City web page for the public.

Roll Call:

Present: Councilwoman Carter, Councilman Ferraino, Councilwoman Garlic, Councilman Hagerty, Councilwoman Harwell, Councilman Johnson, Councilwoman Miller, Councilperson Miller, Council President Fleming

Absent: Mayor Miller

Others Present: City Clerk, Cassidy Swanson; Solicitor, Tim Scaffidi; Police Chief, Tom Ryan; Engineer, Paul Breier; Deputy City Administrator, Bradley Pennypacker; Public Works Director, Rich Leidy; Public Works Operations Manager, Joseph Smith

Promotion

RESOLUTION NO. 23-102 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY AUTHORIZING PROMOTION OF NICOLE SISTO FROM SLEO II TO FULL-TIME PATROL OFFICER IN THE WOODBURY CITY POLICE DEPARTMENT
Councilman Ferraino presented the above titled resolution. Ms. Swanson read the title of the resolution Council made a motion to adopt Resolution 23-102, seconded by Councilwoman Harwell.

Motion approved by the following voice vote;

Ayes 9 Councilwoman Carter, Councilman Ferraino, Councilwoman Garlic,
Councilman Hagerty, Councilwoman Harwell, Councilman Johnson,
Councilwoman Miller, Councilperson Miller, Council President Fleming

Nays 0

Abstain 0

Absent 0

Council President Fleming introduced Nicole Sisto and read her biography. Council President Fleming swore in Full-Time Patrol Officer Sisto. Full-Time Patrol Officer Sisto was accompanied by her parents and numerous friends. She thanked her family, colleagues, Mayor

Miller and Council for their support in assuming this position.

Recess began at 6:45 pm

Recess ended at 6:51 pm

Presentation

Public Works Director, Rich Leidy presented the Woodbury Public Works Department's Proposed 2023 Budget Presentation.

Open to the Public for Agenda Items Only

Council President Fleming stated the meeting will be opened to the public for agenda items and non-agenda items. Council President Fleming reminded everyone that each agenda item does have to get read aloud. Councilman Ferraino made a motion to open to the public, seconded by Councilman Hagerty. Motion approved by unanimous voice vote. Ms. Swanson went on to inform the public that at this time they can come up to the podium to be heard at this time.

Hearing no one, Councilman Hagerty made a motion to close to the public, seconded by Councilman Ferraino. Motion approved by unanimous voice vote.

Ordinances

ORDINANCE NO. 2384-23 ORDINANCE AMENDING ORDINANCE 2371-22 OF THE CITY OF WOODBURY, COUNTY OF GLOUCESTER, NEW JERSEY Council man Hagerty moved to open to have the first reading of Ordinance 2384-23 with the approval to adopt after the second reading, seconded by Councilwoman Harwell.

Motion approved by the following voice vote;

Ayes 9 Councilwoman Carter, Councilman Ferraino, Councilwoman Garlic,
Councilman Hagerty, Councilwoman Harwell, Councilman Johnson,
Councilwoman Miller, Councilperson Miller, Council President Fleming

Nays 0

Abstain 0

Absent 0

ORDINANCE NO. 2385-23 BOND ORDINANCE AUTHORIZING THE REPLACEMENT OF VARIOUS SANITARY SEWER LINES AND RELATED INFRASTRUCTURE IMPROVEMENTS IN AND FOR THE CITY OF WOODBURY, COUNTY OF GLOUCESTER, NEW JERSEY; APPROPRIATING THE SUM OF \$200,000 THEREFOR; AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OR BOND ANTICIPATION NOTES OF THE CITY OF WOODBURY, COUNTY OF GLOUCESTER, NEW JERSEY IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$190,000; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING Councilman Hagerty moved to open to have the first reading of Ordinance 2385-23 with the approval to adopt after the second reading, seconded by Councilperson Miller.

Motion approved by the following voice vote;

Ayes 9 Councilwoman Carter, Councilman Ferraino, Councilwoman Garlic,

Councilman Hagerty, Councilwoman Harwell, Councilman Johnson,
Councilwoman Miller, Councilperson Miller, Council President Fleming

Nays 0
Abstain 0
Absent 0

ORDINANCE NO. 2386-23 AN ORDINANCE REPEALING ORDINANCE 2383-23 AND AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF WOODBURY AMENDING THE CITY OF WOODBURY CODE OF ORDINANCES TO REPEAL CHAPTER 92; TO ADOPT A NEW CHAPTER 92; TO ADOPT FLOOD HAZARD MAPS; TO DESIGNATE A FLOODPLAIN ADMINISTRATOR; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE Councilman Hagerty moved to open to have the first reading of Ordinance 2386-23 with the approval to adopt after the second reading, seconded by Councilman Johnson.

Motion approved by the following voice vote;

Ayes 9 Councilwoman Carter, Councilman Ferraino, Councilwoman Garlic,
Councilman Hagerty, Councilwoman Harwell, Councilman Johnson,
Councilwoman Miller, Councilperson Miller, Council President Fleming

Nays 0
Abstain 0
Absent 0

Resolution

RESOLUTION NO. 23-103 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODBURY AUTHORIZING EXTENSION OF A SHARED SERVICE AGREEMENT BY AND BETWEEN THE CITY OF WOODBURY AND THE BOROUGH OF WOODBURY HEIGHTS REGARDING POLICE DEPARTMENT SERVICES Councilman Hagerty presented the above titled resolution. Ms. Swanson read the title of the resolution Council made a motion to adopt Resolution 23-103, seconded by Councilwoman Harwell.

Motion approved by the following voice vote;

Ayes 9 Councilwoman Carter, Councilman Ferraino, Councilwoman Garlic,
Councilman Hagerty, Councilwoman Harwell, Councilman Johnson,
Councilwoman Miller, Councilperson Miller, Council President Fleming

Nays 0
Abstain 0
Absent 0

Approval of the Bill and Voucher List

Councilman Hagerty made a motion to approve the list of bills and vouchers, seconded by Councilwoman Harwell.

Motion approved by the following voice vote;

Ayes 9 Councilwoman Carter, Councilman Ferraino, Councilwoman Garlic,
Councilman Hagerty, Councilwoman Harwell, Councilman Johnson,
Councilwoman Miller, Councilperson Miller, Council President Fleming

Nays 0
Abstain 0
Absent 0

Committee Reports

Council President Fleming, Mr. Pennypacker, and Mr. Leech attended the Woodbury City Public Schools Board of Education meeting, last Wednesday, April 26 on their 2023-2024 Budget and Referendum in September. The School District received additional aid and will not see a tax increase for their 2023-2024 school year. Council President Fleming added that they are receiving additional grant amounts and are proposing a Referendum for a bond issue of roughly 25 million; there will be no increase in taxes if the bond issue passes.

Councilman Hagerty - Economic Development, Finance & Grants Committee – We are moving along with the Block 75 project. The next milestone to hit is to come to a consensus on a Redevelopment Agreement. We have a meeting with the redeveloper on this soon. Nova Farms has satisfied all of its requirements, and are waiting on the State. They will hopefully be opening soon.

Councilwoman Miller congratulated all of the athletes who participated in the Woodbury Relays and everyone who works to make it a success. Councilwoman Harwell is a track official and we thank her for her work. Councilwoman Miller added that thanking the athletes when handing out medals and talking about their futures is the fun part of the job

Councilwoman Garlic congratulated on being a track official at the Penn Relays for 25 years and received a watch for this honor at the Relays this past weekend.

Council President Fleming added that with two new council people, he will be speaking with Councilman Johnson and Councilperson Miller on what committees they want to join.

Report of the Mayor

No report from Mayor Miller

Report of the Clerk

No report from Ms. Swanson

Department Reports

Paul Breier – Engineer

NJDOT MUNICIPAL AID PROJECTS

FY 2020 NJDOT Municipal Aid – Hunter Street

1. This project is currently being closed out with NJDOT. Once that is complete, I will submit a resolution to the Council to establish a 5-year road opening moratorium on the portion of Hunter Street that was resurfaced under this contract.

FY 2021 NJDOT Municipal Aid – Progress Avenue

1. The contract for this project was awarded to Lexa Concrete with Resolution #23-61 for the amount of \$297,681.26 on January 23, 2023. The contracts have been fully endorsed by the contractor and the City.

2. The Bid Tab and Resolution have been submitted to NJDOT for concurrence of the award to Lexa Concrete. When that is issued I will schedule the preconstruction meeting with Lexa, Public Works, utility companies, and our inspector. The Notice to Proceed will be issued a week or so afterwards.

FY 2022 NJDOT Municipal Aid – West Centre Street

1. We are finishing revisions to the construction plans based on comments from NJDOT. The revised plans and specifications will be submitted shortly to DOT for approval and authorization to advertise for bids. I will submit a resolution requesting Council's authorization to advertise at the **June 20th meeting. Therefore, the Notice to Bidders for this project could be advertised in July.**

FY 2023 NJDOT Municipal Aid – Newton Ave & Euclid Street

1. The grant application for the repaving of Newton Avenue and Euclid Street was submitted to NJDOT-Local Aid in July. The City received notice from the NJDOT dated November 23, 2022 stating that this project has been awarded a grant for \$306,400.00.
2. We have conducted the survey work on the roads and are preparing the base plans. We will submit the plans, specifications and cost estimate to NJDOT for review in late spring.

FY 2024 NJDOT Municipal Aid

1. **The NJDOT has announced that grant applications for FY2024 Municipal Aid are now being accepted until July 1st. After consultation with John Leech and Rich Leidy, we have selected the resurfacing of Stuart Street and the south end of Lafayette Avenue for this year's application. I am currently preparing the documents and data needed to submit to DOT for the grant application.**

NJDOT DISCRETIONARY (LAIF) AID PROJECTS

South Columbia Street Resurfacing

1. The NJDOT issued a letter dated March 14, 2022 to the City that states the City has been awarded a grant in the amount of \$300,000 for the South Columbia Street Resurfacing Project. The scope of the project includes resurfacing the roadway from Logan Street to Delaware Street and installing new handicap ramps at each intersection – except where recent projects were completed along High Street, West Centre Street and Myrtle Avenue. The plans and specifications are approximately 90% complete. After construction on Progress Avenue has started and West Centre Street is out for bids, we will finalize the plans and specifications for this project and submit them to DOT for review and approval.

FY2022-23 Application

1. **The replacement of the bridge on South Girard Street at the upstream end of Bell Lake has been selected as the project to apply for an LAIF grant this year. The bridge is rapidly deteriorating based on the results of DOT-sponsored inspections in 2021 and 2023. We are proposing to remove the bridge structure and install a prefabricated concrete box culvert in its place, repair the walls on the stream area downstream of the culvert, and repave the portion of South Girard Street from Myrtle**

Ave to High Street. The construction plans and cost estimate are now being prepared. I will initiate the LAIF application this week.

WATER CAPITAL PROJECTS

2022 Water Capital Project

1. The new water main improvement project for FY2022 includes replacing the 4" water mains with new 8" mains in Maple Street and Laurel Street from Cooper Street to Hunter Street and in Holroyd Place. The project also includes replacing a section of the broken water main in the sidewalk on N. Broad Street just south of the bridge and also the replacement of the broken main in S. Girard Street that currently goes under the bridge just east of Bell Lake.
2. The bid opening for this project was held on March 1, 2023. A total of nine bids were received. The low bidder was P&A Construction, Inc. at \$439,849.41. At the March 6th Council meeting, Resolution No. 23-83 was approved for awarding the contract to P&A Construction. The Notice of Award form and letter were issued to P&A on March 8th. I have received and approved the submittals from P&A. The pre-construction meeting was held on March 30th. The Notice to Proceed was issued for April 3rd.
3. **Construction began on April 6th. As of May 1st the new water mains have been installed on Laurel Street, Maple Street and Holroyd Place. The connections to the old mains in Cooper Street, Hunter Street and Traban Trail have been made. The lines and hydrants have been pressured-tested and are currently being disinfected prior to installing the new water service line to each residence. The contractor has started work on the pipe replacement on South Girard Street. We are coordinating with NJDOT regarding the pipe repair on N. Broad Street near the old police station driveway.**

SCADA System Upgrade

1. On February 14, 2023 the City received Proposals & Statements of Qualifications from three contractors for the SCADA system replacements and upgrades. The selection of the contractor is based on a graded system, to be independently evaluated and graded by 2 or 3 City officials and professionals. Qualifications, experience, project understanding, as well as cost are key factors to be considered.
2. After compiling the evaluations and discussing the proposals with various City officials and the Solicitor, the consensus was to award the contract to ICA Engineering, Inc. for a total cost of \$311,850.00.
3. Resolution No. 23-96 awarding the project to ICA was approved at the March 20th Council meeting. The Notice of Award form and letter were sent to ICA on March 24th. They have submitted the signed contract, bonds, and insurance certificate.
4. **The preconstruction meeting was held on April 27th. The Notice to Proceed was also issued on the 27th. ICA will be sending the product submittals/shop drawings in the next week or 2 for review and approval prior to starting work.**

Well Redevelopment – Well #8

1. The bid opening for the redevelopment of Well No. 8 was held on February 28th. Only one bid was received – from A.C. Schultes for \$117,500. The

project was awarded to Schultes with Resolution No. 23-84 at the March 6th Council meeting. I issued the Notice of Award letter on March 9th. We received the signed contract, bonds, certificate of insurance and other documents from Schultes on March 21st.

2. **The preconstruction meeting was held on April 11th and the Notice to Proceed was also issued. Schultes ran the pump for several hours last week to test the system. They removed the pump for rehabilitation on April 28th.**

SANITARY SEWER CAPITAL

2023 Sanitary Sewer Capital Project

1. **We have prepared** the plans and specifications for repairs, pipe lining, pipe replacement, and manhole reconstruction for the sanitary sewer lines in East Red Bank Ave from Washington Ave to N. Broad Street. This project is required to eliminate the frequent blockages formed in the main line and the connecting laterals from the buildings along East Red Bank Ave.
2. The sewer mains have been cleaned and video-inspected. **We have identified** the portions of the pipe that are good, can be lined, or need to be replaced. Manholes at East Red Bank Ave and Green Street need to be reconfigured and a new large sewer main installed from that point to a manhole at Broad Street. We are working with Public Works to identify the source(s) of the grease, scum and other material that is causing the blockages in the pipe downstream of Washington Avenue.
3. The utility companies have marked out their underground pipes and lines. We have added this information to the construction plans and worked with Public Works to determine the most feasible alignment of a new sewer line from Green Street to Broad Street, and also locations that need repair and lining.
4. **On April 17th an RFQ was issued to 4 contractors for the replacement of 870 feet of sanitary sewer pipe, construction/reconstruction of 6 manholes and other related work. The quotes were received on the 20th. Mount Construction of Berlin had the lowest quote at \$329,000. The Notice of Award and Notice to Proceed will be issued after the funding is approved.**

LOCAL ROAD RESURFACING PROGRAM

FY 2019 – CDBG: Resurfacing of S. Maple Avenue

1. The City received a \$50,000 CDBG grant for the repaving of Maple Avenue from East Barber Avenue to Union Avenue in 2019. The contract was awarded to Paving Plus, LLC for \$85,242.56.
2. The project was completed in 2022. Paving Plus submitted their maintenance bond in January. At the February 6th Council meeting Resolution No. 23-67 was approved by Council to accept the maintenance bond and release the performance bond and the retainer of \$1,664.66 to Paving Plus.
3. Resolution No. 23-91 was approved at the March 20th Council meeting to establish a 5-year moratorium from issuing road opening permits along the newly paved portion of South Maple Avenue.

FY 2023 City Bonds: Maple & Laurel Streets from Cooper St. to Hunter St., and Holroyd Place

1. The roads to be resurfaced for FY2023 include Laurel Street and Maple Street from Cooper Street to Hunter Street and Holroyd Place. These are the roads where the new water mains are to be installed this spring. Additional roads may be added to the list for resurfacing as the annual budget and the capital improvements bonds are being prepared. The construction work will not start until the fall in order to allow the water main work to be complete and closed out, and give several months for the pipe trench repairs to settle.

GREEN ACRES PROJECTS

2014 – Green Acres Program (Walking Paths, Footbridge and Streambank Stabilization)

1. The contractor for this project, Gerald A. Barrett, has completed all of the work and the project is being closed out. Resolution No. 23-95 is on the agenda for the March 20th Council meeting for the acceptance of Barrett's maintenance bond and release of the performance bond and the retainer of \$8,623.11.
2. The Path ID signs and the new Park Rules sign have been installed on the segment of the path from Cooper Street to Evergreen Avenue. The Path #1 ID sign and the 2nd Rules sign have now been installed near the new path segment on the north side of Stewart Lake near the existing boat ramp. The interpretive signs have been made. The mounting boards and support posts are currently being prepared. **Public Works has started to install the new benches and trash/recycle cans along the path.**

2017 Green Acres Program (Playground & Park Pavilion)

1. The construction plans and specifications for the site work, installation of the 2 pavilions, the 2 playground units and the various site and playground amenities were submitted to Green Acres on March 1, 2023 along with a cost estimate and construction schedule. We are making final updates to these documents and will make a final submission to Green Acres this week.
2. City Council has authorized the engineer to advertise this project for bid with the approval of Resolution No. 23-87 at the March 6th meeting. On March 24th I sent the final plans and cost estimate to Green Acres for review and authorization to proceed to the bid and construction phase. On April 6th, Bruce Bechtloff of Green Acres issued a letter authorizing the City to advertise the project for public bids.
3. **Public Works is coordinating with RCP Shelters for the delivery of material for the two pavilions this week. They are also coordinating with Steedle Moving & Storage in West Deptford for the offloading of the items and restacking in the City parking lot near the project site. The material will be stored there until a contractor is awarded the construction project.**

COMMUNITY DEVELOPMENT BLOCK GRANT PROJECTS

FY 2022 – Installation of ADA-Compliant Curb Ramps- Various Locations

1. The City received a \$50,000 CDBG grant for storm sewer repairs. Resolution No. 22-172 was passed by Council at the September 28th meeting which approved changing the scope of work of this grant to installing 12

- ADA-compliant curb ramps at several intersections. At the November 9th meeting, Council authorized the engineer to advertise this project for bids.
- The Notice to Bidders was published on January 17th and the Bid Opening was held on February 1st. The low bidder was K Concrete at \$92,690.00. They were awarded the contract at the February 6th Council meeting with Resolution No. 23-68.
 - The preconstruction meeting was held on March 14th. K Concrete started work on March 27th. **All of the ramps are complete and the topsoil and grass seed have been installed. The concrete swale across N. Woodland Ave at Hunter Street has been installed and the adjacent pavement has been resurfaced. The pavement striping should be installed in the next week or 2 to complete the project.**

Miscellaneous Projects

Wing-Dickerson Park Improvements

- The City received NPP grant funding totaling \$208,000 for upgrades to Wing-Dickerson Park. The upgrades include replacing the basketball courts, resurfacing the tennis court, installing 3 pickle ball courts, and replacing the wood mulch in the playground area.
- The resolution authorizing the engineer to advertise this project for bids was passed by Council at the October 12th meeting. The Notice to Bidders was published in the South Jersey Times on October 25th. The bid opening date was November 4th. Resolution No. 22-189 was approved at the November 9th Council meeting awarding the contract to Command Co., Inc. The Notice to Proceed was issued on November 30th with a completion date of December 30th. The contractor began construction on December 12th.
- All of the new paving has been installed, the footings and base plates for the four basketball net posts have been installed, and the pipe sleeves and posts for the pickle ball nets and fencing have also been installed.
- Command Company has installed the basketball net posts and backboards. The sub-contractor, Nickolaus Construction, has also installed the pickle ball court fencing. Last week they completed applying 3 coats of blue paint on the basketball courts and painted the line work.**
- Public Works is continually having loads of rubber mulch delivered and installed in the playground area. They also began cleaning and painting the equipment.**

NJDOT Transportation Alternatives Set-Aside Program

- We prepared the application and supporting documents to submit to NJDOT for Federal Aid grant funds to construct a pedestrian path network along Hester's Branch's three lakes, Hunter Street and Evergreen Avenue lakes, and around Broad Street Lake – to include footbridges over the Woodbury Creek at the Evergreen Avenue bridge and the railroad bridge. This path network would connect directly or with crosswalks to the existing paved path on the west side of Broad Street and the recently completed pedestrian path along Stewart Lake. The maximum grant amount is \$1.5 million.
- The application was submitted on November 3, 2022, through the NJDOT's SAGE website. The awards should be announced this spring.

Chief Ryan – Woodbury City Police Department – Chief thanked everyone for their support of Officer Sisto. She is a great asset to the department and a hard worker. The 30 for 30 initiative is a country-wide initiative to have women make up 30% of your police department by 2030. Our police department has one of the highest percentages in Gloucester County, and Council is helping the department achieve this.

The 2nd Annual “Woodbury PD 5K/1 Mile Run, Walk, Roll Against Bullying” is Saturday, May 13. This event will be taking place at “Lot 323” in Woodbury, NJ (the area behind Pep Boys - 137 S Broad St, Woodbury, NJ 08096 and behind 115 S Broad Street). There is a 1-mile walk or roll for those who don’t wish to compete in the 5k. The 5k course will begin at Lot 323, travel through the West End area of Woodbury, around Bell Lake, and end at Lot 323. More information and/or to register or donate is available [online](#).

Rich Leidy – Public Works Department – Hydrant Flushing began last night and will go on for approximately 3.5 weeks. Mr. Smith added that the work that the County will be performing on Red Bank Avenue will begin soon and they will provide info to get it out as soon as they have it. Council President Fleming commented on Well 9 going out at the water treatment plant over the weekend. Public Works was able to get it back online and we are back to two wells. They will be doing a more permeant fix soon.

Unfinished Business

No Unfinished Business

New Business

No New Business

Open to the Public

Councilwoman Harwell made a motion to open to the public, seconded by Councilman Ferraino. Motion approved by unanimous voice vote.

Daniel McGeehan – 438 Griscom Dr.- Mr. McGeehan continued his discussion from previous meetings regarding the tree removal from the right-of-way in front of his home and sidewalk damage. He brought the receipts to the sidewalk repair and would like the City to reimburse him. Council President Fleming, Councilman Johnson, Councilperson Miller, and Councilman Ferraino expressed sympathy for Mr. McGeehan and explained the complexities of what he is requesting. Mr. McGeehan thanked Mr. Pennypacker for his professionalism and help over the past few weeks. Councilperson Miller said they will look into to matter and potential solutions and will reach out to Mr. McGeehan

John Fulmer – 548 Hunter Street – Mr. Fulmer explained the different types of wildlife currently at Stewart Lake Park and that there have been 3 more dirt bike and ATV sightings in the past few weeks. He asked for additional signage that explicitly states no dirt bikes and ATVs. Mr. Fulmer asked for an update on the installation of the interpretive signs along the pedestrian path. Mr. Leidy will provide Mr. Fulmer with an update once he speaks with Signs Unlimited. Council President Fleming asked Mr. Breier to look into the possibility of putting a gate or chains at the vehicle access point on the pedestrian path.


Hearing no one, Councilman Hagerty made a motion to close to the public, seconded by Councilman Ferraino. Motion approved by unanimous voice vote.

Adjournment

There being no further business, Councilman Ferraino made a motion to adjourn, seconded by Councilman Hagerty. Motion approved by a unanimous voice vote.

Meeting adjourned at 7:31 pm.

Respectfully submitted,



Cassidy L. Swanson, RMC, CMR
City Clerk

NOTICE PURSUANT TO N.J.S.A 10:4-8(d)

The items listed on this tentative agenda of the Mayor and Council President of the City of Woodbury constitutes the agenda to the extent known at the time of posting. Since this agenda is tentative, items may be added and/or deleted prior to the commencement of the meeting. Formal action may or may not be taken regarding each item listed on the final agenda.