

# BOROUGH OF WENONAH

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## COUNCIL MINUTES – BUSINESS MEETING

May 23, 2013

### Pledge of Allegiance

**Call to Order:** 7:30 p.m. by Mayor Thomas A. Lombardo,  
Wenonah Municipal Building, 1 South West Avenue Wenonah, NJ 08090

**Roll Call:** Present: Dominy, Howard, Kaeferle, Lader Norris, Sheppard  
Absent:  
Also Present: Solicitor Duffield

### Open Public Meetings Act Statement:

**Adoption of the Agenda:** JS/JD AIF

**Open to the Public** JD/PK

No Comments

**Close to the Public** JS/JD

Motion to approve Ordinance: 2013-4:

1<sup>st</sup> read Bond Ordinance reappropriating \$41,139.54 for Road Improvements.

PK/JD

#### Roll Call

Ayes: Dominy, Howard, Kaeferle, Lader, Norris, Sheppard

Nays: None

Abstain: None

Absent: None

Motion Approved

Motion to approve Resolution 2013-58: Authorizing Settlement of Tax Litigation

JD/PK

#### Roll Call

Ayes: Dominy, Howard, Kaeferle, Lader, Norris, Sheppard

Nays: None

Abstain: None

Absent: None

Motion Approved

Motion to approve Resolution 2013-59: Fixing rate of interest for 2013 taxes.

JD/PK

#### Roll Call

Ayes: Dominy, Howard, Kaeferle, Lader, Norris, Sheppard

Nays: None

Abstain: None

Absent: None

Motion Approved

Motion to approve April 25, 2013 Business Meeting Minutes

JD/PK All in Favor

Motion to approve May 9, 2013 Work Session Minutes

JD/PL All in Favor

**COMMITTEE REPORTS:**

Public Safety & Personnel – J. Dominy – See attached report

Public Works – P. Kaeferle - See Attached Report

Human Services – J. Howard – Clean Comm. Day on May 11, 2013 went well; nice turn out. We had 72 residents/ 7 groups.

Finance & Budget – W. Norris – see attached tax collector and treasurer’s report. Reached out to the county to see what the rate of appeals were and requested a report or data dump of all appeals since 2010 to find out what we have to do for a remediation plan.

Legal & Ordinance – P. Lader – No report

Public Buildings & Grounds –J. Sheppard – see attached report. Council did not oppose to getting prices on a floating dock for the lake. Regarding the park there still a huge trunk and Ken will get rid of it if anyone asks.

**ENGINEERS REPORT:** Engineer Dave Kreck indicated there is a preconstruction meeting on Barkbridge road coming up and looks like we will also do E. Poplar Street as well. Trail Grant Project is under way and under budget so far.

See Engineers Report for all projects going on in town.

**Motion to Approve:** Disbursements

JS/PL

Roll Call

Ayes: Dominy, Howard, Kaeferle, Lader, Norris, Sheppard

Nays: None

Abstain: None

Absent: None

Motion Approved

**MISCELLANEOUS**

Train Discussion: Councilman Dominy gave a report on the informal meeting with STV that took place last week. Basically, it was a sales pitch for a train station from Matheson’s office. It appears they have money to do a 2 year environmental study and that is what is taking place as of this time. Discussion.

**Open to Public:**

JD/PL

No comments.

**Close to Public**

PL/PK

**Resolution 2013-60:**

Closed Session “Personnel matters: disciplinary hearing for Art Perry” action may be taken

Come out of closed session BN/JD

Councilman Dominy motioned to adopt the police chief’s recommendations to terminate Arthur Perry. Councilman Sheppard seconded.

Roll Call

Ayes: Dominy, Howard, Norris, Sheppard

Nays: Kaeferle, Lader

Abstain: None

Absent: None

Motion Approved

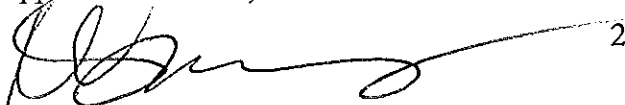
Mr. Perry apologized and indicated he was sorry this happened.

**Motion to Adjourn:**

JD/JS AIF 8:31 p.m.

Minutes Submitted, Karen L. Sweeney, RMC/Treasurer

Approved: June 27, 2013

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VIA E-MAIL ONLY

May 22, 2013

Mayor and Council  
Borough of Wenonah  
1 South West Avenue  
Wenonah, NJ 08090

**RE: Monthly Engineering Report  
Borough of Wenonah  
Public Meeting: Thursday May 23, 2013  
K2 Project Number WNOE012I**

The following report summarizes the status of the various projects authorized by the Mayor and Borough Council:

**I. CONSTRUCTION PROJECTS:**

**ROADWAY IMPROVEMENTS TO BARKBRIDGE ROAD FROM WOODBURY-GLASSBORO ROAD TO SOUTH MARION AVENUE**

1. Bids for the project were opened on May 2<sup>nd</sup>. The apparent low bidder was Gerald A. Barrett, LLC. Upon review of bids, our office recommended that the project be awarded to Gerald A. Barrett, LLC, in the amount of \$136,409.29, and Council passed the necessary Resolution of Award on May 9<sup>th</sup>.
2. The Notice of Award has been issued to the Contractor and a Pre-construction meeting has been scheduled at the Borough Hall on May 29<sup>th</sup> at 10:00AM.
3. The Contractor has indicated that the Performance Bonds and Insurance Certificates will be made available at the Pre-construction meeting. Our office will subsequently forward these documents to the Borough Solicitor for review and approval and, upon said approval, will coordinate the execution of the Contracts with the Borough and issue the Notice to Proceed to the Contractor.
4. It should be noted that the NJDOT has yet to officially concur with the Borough's Award of the Project. Our office will track the status of said approval with NJDOT and will also coordinate the submission and payment of the NJDOT Initial Reimbursement Voucher for 75% of the bid/award amount, or \$102,306.96.
5. In light of the low bid price (\$136,409.29) and the availability of funds within the Bond Issue, our office is investigating the option of adding an additional roadway to the scope of the project (See 2013 BOROUGH ROAD PROGRAM, below). Our office will coordinate this increase in the scope of work with the Contractor and the NJDOT as necessary.
6. We anticipate that the construction work will begin in mid-June, with a substantial completion date in early-August.



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### **2013 NJDOT MUNICIPAL AID PROJECT:**

1. The funding application for North Synnott Avenue was approved by the NJDOT, in the amount of \$175,000. The total amount requested in the grant was \$265,000.

### **2013 BOROUGH ROAD PROGRAM**

1. In preparation for a potential construction project that would include the 2013 NJDOT Municipal Aid Project for North Synnott Avenue, our office has evaluated and prepared recommendations and cost estimates for improvements to the following local roadways:
  - A. South Jackson Avenue, from W. Cherry Street to the Dead End
  - B. West Poplar Street, from N. Lincoln Avenue to N. Jackson Avenue
  - C. East Poplar Street, from Northeast Avenue to N. Clinton Avenue

After receipt of bids for the Barkbridge Road Project, we found that it will be feasible to include one of the above roadways as a Change Order to the Contract. Our office has discussed this additional work with the Contractor and they are agreeable to same.

2. Therefore, upon execution of the Barkbridge Road Contracts, we will obtain Contractor cost estimates for both East Poplar Street and South Jackson Avenue and will provide Council with a recommendation as to which roadway to include within the Barkbridge Road Project. The remaining two (2) roadways shall then be incorporated into the 2013 Borough Road Program along with the 2013 NJDOT Municipal Aid Project for North Synnott Avenue.
3. Upon determination of the above, our office will provide Council with a fee proposal for the engineering design, contract administration, and construction inspection for the 2013 Borough Road Program.

### **MANTUA AVENUE STREETScape IMPROVEMENTS**

1. The new crosswalk signs have been fabricated and delivered to the Borough. Furthermore, our office has reviewed the locations of the proposed sign installations with the Public Works Department.
2. Our office has prepared and submitted a County Signage and Striping Permit for the installation of the proposed crosswalk signs. We are currently awaiting permit approval and will schedule the work with the Public Works Department upon its receipt.
3. The County has completed the Mantua Avenue Speed Study and have determined that they are unable to recommend a speed limit reduction in Mantua Avenue from 35 MPH to 30 MPH.



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## **II. PRIVATE DEVELOPER PROJECTS AND INSPECTIONS:**

### **WENONAH MEADOWS**

1. No change since last report.

### **AT&T CELLULAR ANTENNAE INSTALLATION**

1. No change since last report.

### **T-MOBILE CELLULAR ANTENNAE INSTALLATION**

1. No change since last report.

### **CLEARWIRE CELLULAR ANTENNAE INSTALLATION**

1. No change since last report.

### **VERIZON CELLULAR ANTENNAE INSTALLATION**

1. No change since last report.

### **LINDEN AVENUE UTILITY EXTENSION (LOT #'S 30 & 31)**

1. No change since last report.

## **III. GENERAL MUNICIPAL ENGINEERING:**

### **LIGHT RAIL**

1. A number of representatives from the Delaware River Port Authority (DRPA) and their consultants met with the Borough to discuss the potential for a "walk-up" Light Rail Station in Wenonah. A number of significant concerns were expressed, including the increase in traffic and the lack of adequate parking and pedestrian facilities to support such a Station. It is our understanding that the DVRPC Consultants will be investigating these concerns during the completion of an Environmental Impact Study. The Study is not expected to be completed for at least 18 months.

### **MANTUA AVENUE RAILROAD CROSSING UPGRADES**

1. The proposed detour plans have been finalized. The detour route primarily incorporates Mantua Boulevard to bypass Mantua Avenue and to move traffic in an east-west direction. The proposed construction start date has yet to be scheduled.



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### **CONRAIL**

1. It is our understanding that Conrail has requested a meeting with the Borough to cooperatively develop a formal mechanism for addressing any future construction and/or maintenance activities that involve both the Borough and the existing Conrail Right of Way. Our office will assist the Borough in this process as directed by Council.

### **WENONAH PARK IMPROVEMENTS**

1. It is our understanding that the Borough is contemplating a number of improvements to Wenonah Park, including the possible construction of a gazebo/grandstand. Our office will be available to assist Council in this endeavor as requested.

### **ELM STREET PUMP STATION**

1. The Public Works Department recently informed our office of a problem with the priming of Pump #1 due to too much air being introduced. We subsequently scheduled the pump supplier to perform a site visit to assess the problem and it was determined that the air release valve was clogged and there was no mechanical failure. The clog has since been removed and it is our understanding that the Pump is operating properly.

### **USEPA SANITARY SEWER COMPLIANCE EVALUATION INSPECTION**

1. No Change Since Last Report.

### **BOROUGH WATER TOWER AND WELLS**

1. No Change Since last Report.

### **DELAWARE RIVER BASIN COMMISSION (DRBC) WATER SYSTEM AUDIT**

1. No Change Since last Report.

### **WATER METER UPGRADES**

1. The Borough Administrative Office is currently working with the Water Meter supplier on the replacement of the six (6) meters that were reported last month to have lost functionality.
2. The existing transmitter located atop the Water Tower has been malfunctioning since May 8<sup>th</sup>. KP Electronics is scheduled to perform a repair on May 23<sup>rd</sup>.
3. It is our understanding that the Public Works Department shall continue with the remaining meter replacements after completion of a re-fresher training session with KP Electronics and as their workload permits.



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### **NJDEP WATER ALLOCATION**

1. The Borough's total water usage for January thru April of 2013 remains the lowest recorded during this time period in the past ten (10) years.

### **SOUTH JACKSON AVENUE WATER MAIN (CHERRY STREET TO DEAD END)**

1. No Change in status of 2" Water Main replacement since last report.
2. Our office has provided the Borough with an estimate for roadway improvements to this block to consider as a Change Order for the Barkbridge Road Project, or for inclusion in the potential Borough 2013 Road Program, which would include the NJDOT funded reconstruction of North Synnot Avenue.

### **BOROUGH WATER SYSTEM GIS MAPPING**

1. It is our understanding that the Public Works Department is gathering information regarding the locations of the existing water system valves. Our office will incorporate this information into the Borough's recently completed Water System GIS Maps as it becomes available.

### **WOODBURY WATER MAIN REPLACEMENT IN WOODBURY-GLASSBORO RD**

1. The removal of the "dry" water main pipe that was erroneously installed in the grass strip located on the west-side of Woodbury-Glassboro Road, from Elm Street to Buttonwood Street has finally been completed.
2. In addition to the above, the renewal of the existing 12" x 8" water system interconnection at Buttonwood Street has also been completed and the Borough's Water System maps have been updated accordingly.

### **STORM SEWER COLLAPSE AT #505 BUTTONWOOD ST. EASEMENT**

1. The County has performed a video inspection of the failing pipe and found it to be in a state of disrepair. Therefore, it is our understanding that the County will be replacing the dilapidated pipe at some point in the near future.

### **EROSION PROBLEM @ #3 SHAWNEE DRIVE**

1. Our office is working with the NJDEP in an attempt to re-direct excess funds from the NJDEP Trails Grant Project to subsidize the costs for the purchase and installation of erosion control improvements. (See NJDEP RECREATIONAL TRAILS GRANT APPLICATION – IMPROVEMENTS TO ELDRIDGE TRAIL for additional information).



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### **NJPDES STORMWATER DISCHARGE PERMIT**

1. Our office continues to update the Borough's 2013 Stormwater Pollution Prevention Plan (SPPP), as required by the Permit.
2. It is our understanding that the local NJDEP Watershed Ambassador (Alex Cooper) is currently coordinating a series of stormwater related Classroom Presentations with the Elementary School representatives. The first of which is tentatively scheduled for June 11<sup>th</sup>. These activities will aid the Borough in addressing the Public Education Element of the Stormwater Discharge Permit and therefore, will be documented in the Borough's 2013 Stormwater Pollution Prevention Plan.

### **MANTUA AVENUE HANDICAP PARKING RESERVATION**

1. Our office has prepared and submitted a Sign and Striping Permit Application to the County for the installation of a new reserved handicap parking stall and a drop-off area along the south side of Mantua Avenue (County Route #632), at the Memorial Presbyterian Church.
2. The County has indicated that the installation of ADA compliant handicap ramps will be required for each of the handicap parking stalls (2-existing & 1-proposed) as well as for the drop off area, in accordance with the Public Right of Way Accessibility Guidelines (PROWAG).
3. We have informed the Church of the County's determination and the project is now on hold until such time that the Church can generate the necessary funds for the construction of the ADA compliant handicap ramps. We have informed the County of same.

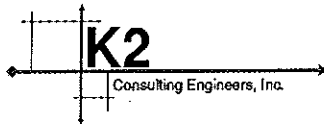
### **MAPLE AVENUE SPEED HUMPS**

1. No Change Since Last Report.

### **COMPREHENSIVE BOROUGH STOP SIGN ORDINANCE**

1. It is our understanding that Council is considering the adoption of a comprehensive Stop Sign Ordinance for the purposes of formally approving of the installation of the various stop signs throughout the Borough. Our office shall assist the Borough in this project as requested by Council.





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### **NJDEP RECREATIONAL TRAILS GRANT APPLICATION – IMPROVEMENTS TO ELDRIDGE TRAIL**

1. Now that the bulk of the footbridge reconstruction is complete, the remaining Trails Grant work entails the installation of trail rails and stone surfacing through some of the low lying and historically wet areas of Eldridge Trail. It is our understanding that the Gateway Football Team will be assisting with this work on June 8<sup>th</sup>. Therefore, our office will coordinate the purchase of the necessary materials with the Borough Public Works Department, as well as their delivery to the work site.
2. Due to some generous donations, it would appear as if there will be additional grant funds remaining after completion of the project. Consequently, our office has contacted the NJDEP and we have received confirmation that the remaining grant funds can be re-directed to address a number of the erosion problems throughout the Conservation Lands. Therefore, our office will coordinate this additional work with the NJDEP, i.e. provide a description of the problem(s), prepare a solution, and provide the necessary cost estimates to the NJDEP.
3. Our office has prepared the first reimbursement request and we have submitted same to the NJDEP for payment. Upon completion of the project, we will assemble all remaining information required to obtain reimbursement from the NJDEP.

### **PROGRAM YEAR 2013 CDBG GRANT APPLICATION**

1. Our office has submitted the CDBG Program Year 2013-14 Grant Application for “The Removal of Architectural Barriers at the Langston Field Facility”. The project includes modifications to the existing bathrooms, sidewalk circulation improvements, and the construction of two (2) handicap parking spaces off of Clinton Avenue, behind the snack bar.
2. The Borough recently received notice from the CDBG Office regarding the option of participating in the County’s Community Development Block Program. In doing so, the Borough would remain eligible for CDBG Funds from the County but would not be eligible for Small Cities Grant Funds or for State sponsored CDBG Funds. For reference, the Borough has elected to “opt in” in the past.

### **GREEN ACRES GRANT APPLICATION – MAPLE RIDGE**

1. No Change Since Last Report.

#### **IV. PLANNING BOARD ACTIVITY:**

1. No significant activity.



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If there are any questions regarding the content of this report, please contact me at (856) 310-5205.

Very Truly Yours,

K2 Consulting Engineers, Inc.

David Kreck, P.E., NJCME  
President

Cc: Karen Sweeney, Borough Clerk (via e-mail)  
Helen Hadfield, Assistant Borough Clerk (via e-mail)  
Brian Duffield, Esq., Borough Solicitor (via e-mail)  
Sandra Christina, Planning Board Secretary (via e-mail)  
Chief Joseph Harrison, Wenonah Chief of Police (via e-mail)