

# BOROUGH OF WENONAH

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## COUNCIL MINUTES – BUSINESS MEETING

August 28, 2014

### 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, Sheppard  
Absent: Lader, Norris  
Also Present: Solicitor Brian J. Duffield, Esq

### Open Public Meetings Act Statement:

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

Beth T. Walls is sworn in by Mayor Lombardo as our new Tax Collector

**Open to Public** JD/PK AIF

Resident Debbie Mix, 203 W. Willow St., spoke about the Wenonah trails. She was concerned as there have been kids lighting fires. She wanted to know how to get our police department to stop this behavior. She said that this activity has already been reported to the police dept.

Resident Dean Polk complained about the same thing. He stated that we need increased police patrolling.

Councilman Dominy requested OIC Sgt. William Rogers to increase patrol in that area.

**Close to Public** JS/PK AIF

Approval of July 24, 2014 Regular Council Meeting Minutes JD/PK

Roll Call

Ayes: Dominy, Howard, Kaeferle, Sheppard

Nays: None

Abstain: None

Absent: Lader, Norris

Motion Approved

**BUSINESS**

**Motion to approve RESOLUTION 2014-68**

Authorizing amendment to Employee Policy Handbook; classifications

JD/PK

Roll Call

Ayes: Dominy, Howard, Kaeferle, Sheppard

Nays: None

Abstain: None

Absent: Lader, Norris

Motion Approved

**Motion to approve RESOLUTION 2014-69**

Authorizing the appointment of Tax Collector, Beth A. Walls

JD/JS

Roll Call

Ayes: Dominy, Howard, Kaeferle, Sheppard

Nays: None

Abstain: None

Absent: Lader, Norris

Motion Approved

**Motion to approve RESOLUTION 2014-70**

Authorizing final payment to MD Remodeling for the Langston Field project

PK/JD

Roll Call

Ayes: Dominy, Howard, Kaeferle, Sheppard

Nays: None

Abstain: None

Absent: Lader, Norris

Motion Approved

**Motion to approve RESOLUTION 2014-71**

Authorizing a shared service agreement with Westville for NJDEP water testing

PK/JD

Roll Call

Ayes: Dominy, Howard, Kaeferle, Sheppard

Nays: None

Abstain: None

Absent: Lader, Norris

Motion Approved

**COMMITTEE REPORTS:**

Public Safety & Personnel – J. Dominy - See attached reports.

Public Works – P. Kaeferle – See attached report. Steps at the Train Station will be repaired soon.

Human Services – J. Howard – reminder movie in the park rescheduled for September 26, 2014

**COMMITTEE REPORTS (Cont'd):**

Finance & Budget – W. Norris – Absent. See attached tax collector and treasurer's report.

Legal & Ordinance – P. Lader – Absent

Public Buildings & Grounds – See attached report

**ENGINEERS REPORT:** Please see attached Engineer's report on all projects going on in town.

Engineer Kreck asked council to think about repairing Maple Street for the NJDOT project for 2015. The project would start at Tommy's house and go down to just before the 1<sup>st</sup> speed hump.

Motion to approve disbursements:

JD/JH

Roll Call

Ayes: Dominy, Howard, Kaeferle, Sheppard

Nays: None

Abstain: None

Absent: Lader, Norris

Motion Approved

**MISCELLANEOUS – Nothing to report**

**Motion to open to public**

JS/JD

No Comments

**Motion to close to public**

JD/PK

**Motion to go into Closed Session:**

Resolution 2014-72 Discussion on Personnel

JD/JH

**Come out of Closed Session**

JD/PK

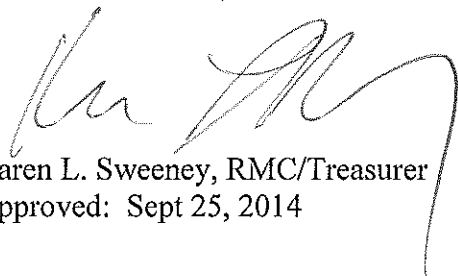
Motion to Adjourn:

PK/JD

AIF

8:20 pm

Minutes Submitted,



Karen L. Sweeney, RMC/Treasurer  
Approved: Sept 25, 2014



ENGINEERS • SURVEYORS • GIS

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VIA E-MAIL ONLY

August 27, 2014

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

RE: Monthly Engineering Report  
Borough of Wenonah  
Public Meeting: Thursday August 28, 2014  
Project Number WNOE012J  
RC File #WENONAH: 2014-001

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

I. CONSTRUCTION PROJECTS:

2014 BOROUGH ROAD PROGRAM & 2013 NJDOT MUNICIPAL AID PROJECT

1. The roadway improvements to both East and West Poplar Street are substantially complete. The Contractor is proceeding with construction on North Synnott Avenue.
2. A recommendation for the first contract payment is expected next month.
3. Our office is still awaiting Change Order estimates for various roadway repairs to Mohawk Drive, Maple Street, and the intersection of Cherry Street and Jackson Avenue.

PROGRAM YEAR 2013/2014 CDBG GRANT PROJECT -REMOVAL OF ARCHITECTURAL BARRIERS AT THE LANGSTON FIELD FACILITY

1. The Interior Building improvements are substantially complete and the Contractor has been issued the project punchlist. The Contractor has indicated that the Project Punchlist will be completed by Thursday August 28<sup>th</sup>. Our office shall perform an inspection to verify same and ask that the final payment be withheld until such time that our office verifies the satisfactory completion of the project punchlist.
2. The Construction Code office has completed their inspections and has approved of the interior building work.

ENGINEERING  
Civil/Municipal  
Site/Civil  
Water Management

SURVEYING  
Land Title Surveys (ALTA/ACS:1)  
Right-of-Way Surveys  
Topographic Surveys  
Construction Layout  
As-built Surveys  
GPS Surveys

GEOGRAPHIC  
INFORMATION  
SYSTEMS  
Data Enhancement/Creation  
GIS Consulting; Data Visualization  
Advanced Analysis & Reporting

3. Our office has submitted Payment Certificate #1(Final), in the amount of \$5,520.00, to the Borough for approval. It should be noted that the final payment includes Change Order #1 and the release of the 10% retainage.
4. The Contractor has completed and submitted the necessary Contract Closeout Documents and has submitted the Two (2) Year Maintenance Bond. It is our understanding that these items have been approved by the Borough Solicitor and the appropriate Resolution approving of the Final Payment is scheduled for adoption. Accordingly, it is our recommendation that Council adopt said Resolution and approve of Final Payment to the Contractor.
5. The Public Works Department has completed the installation of handicap parking signs and ADA detectable warning surface.
6. Our office obtained quotes for the striping of the handicap parking stalls and the low bidder, Zone Striping, Inc., has completed the parking stall striping.
7. Our office shall assist the Borough with the CDBG Closeout process and the pursuit of Financial Reimbursement in accordance with the terms of the Grant Agreement.

## 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. It is our understanding that T-Mobile is proposing to perform a number of upgrades to their facilities located at the Water Tower. We are currently awaiting receipt of the plans for the proposed improvements, and upon a detailed review, we will provide the Borough with a recommendation for the approval, or denial, of a Consent to Modify.

### CLEARWIRE CELLULAR ANTENNAE INSTALLATION

1. No change since last report.

### VERIZON CELLULAR ANTENNAE INSTALLATION

1. No change Since Last report.

### ORDINANCE ESTABLISHING FEES AND ESCROWS FOR CELLULAR FACILITY UPGRADES

1. No change Since Last report.

III. GENERAL MUNICIPAL ENGINEERING:

HANDICAP ACCESSIBLE IMPROVEMENTS AT WENONAH LIBRARY:

1. No Change Since Last Report.

2014 NJDOT TRANSPORTATION ALTERNATIVES PROGRAM (TAP):

1. No Change Since Last Report.

BOROUGH ROAD OPENING PERMITS

1. No Change Since Last Report.

LIGHT RAIL

1. No Change Since Last Report.

MANTUA AVENUE RAILROAD CROSSING UPGRADES BY NJDOT

1. Construction of the railroad crossing upgrades was completed on August 7th and 8th.

CONRAIL

1. No Change Since Last Report.

SOUTH JERSEY GAS CONSTRUCTION PROJECT

1. No Change Since Last Report.

GCUA SANITARY SEWER EFFLUENT MONITORING REPORT

1. No Change Since Last Report.

USEPA SANITARY SEWER COMPLIANCE EVALUATION INSPECTION

1. No Change Since Last Report.

NJDEP POTABLE WATER SYSTEM SANITARY SURVEY

1. No Change Since Last Report:

BOROUGH WATER TOWER AND WELLS

1. We are in receipt of quotes for a new motor starter for Well #2. Assuming that the new starter can be salvaged for use in the new Well #3, we have obtained a recommendation from the well design engineer and have forwarded same to the Borough to initiate the purchase of the new motor starter.
2. Test drilling to determine the underlying soil conditions beneath new Well #3 is scheduled for September 5th.
3. The preparation of the Engineering Design Plans and Specifications for the new Well #3 is underway.
4. The Meter at Well #1 has been re-calibrated.

WATER MAIN LEAK @ 9 WEST BUTTONWOOD

1. A water main leak was discovered and repaired on July 24<sup>th</sup>. The leak was the result of a failing service connection and was not significant.

DELAWARE RIVER BASIN COMMISSION (DRBC) WATER SYSTEM AUDIT

1. We are working with the Borough's Utility Department on the completion of the Borough's Annual Water System Audit.

WATER METER UPGRADES

1. No Change Since Last Report.

NJDEP WATER ALLOCATION

1. The Borough's total water usage for January thru July 2014 is in line with the water usage from 2010 which resulted in the Borough being approximately 8 million gallons below the Annual Allocation Limit.

BOROUGH WATER SYSTEM GIS MAPPING

1. No Change Since Last Report.

GIS MAPPING PROJECT

1. We have assembled a town wide base map that is based upon field surveyed GIS and State Plane Coordinates and, at this time, is comprised of the Borough Tax Map, recent roadway surveys, and aerial photography.
2. We would like to schedule a meeting with the Borough to discuss the specifics of the type and extent of additional information to be assembled and mapped.

EROSION PROBLEM @ #1 - #3 SHAWNEE DRIVE STORM SEWER EASEMENT

1. No Change Since Last Report.

NJPDES STORMWATER DISCHARGE PERMIT

1. No Change Since Last Report.

PARKING ISSUES AT METHODIST CHURCH

1. No Change Since Last Report.

MANTUA AVENUE HANDICAP PARKING RESERVATION

1. No Change Since Last Report.

CROSSWALK STRIPING IN MANTUA AVENUE AT LISLE FIELD

1. As requested, our office will prepare a County Application for the installation of Crosswalk Striping across Mantua Avenue in the vicinity of Lisle field.

BARKBRIDGE ROAD SPEED LIMIT

1. No Change Since Last Report.

NJDEP RECREATIONAL TRAILS GRANT APPLICATION - IMPROVEMENTS TO ELDRIDGE TRAIL

1. No Change Since Last Report.

IV. PLANNING BOARD ACTIVITY:

1. The Mantua Township Zoning Officer attended the August 25<sup>th</sup> Meeting to discuss issues that have arisen with recent permit applications and possible revisions to the Borough's Land use Ordinance with respect to:
  - A. Fences
  - B. Driveway Setbacks
  - C. Front Yard Setbacks for Unimproved Streets and Alleys

If there are any questions regarding the content of this report, please contact me at the office (856) 226-3703 or on my cell at (267) 972-6317.

Very Truly Yours,

Rodriguez Consulting, LLC

David Kreck, P.E., NJCME

Cc: Karen Sweeney, Borough Clerk (via e-mail)  
Brian Duffield, Esq., Borough Solicitor (via e-mail)  
Sandra Christina, Planning Board Secretary (via e-mail)