

BOROUGH OF WENONAH

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COUNCIL MINUTES – BUSINESS MEETING

December 18, 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, Lader, Norris, Sheppard
Absent:
Also Present: Solicitor Brian J. Duffield, Esq

Open Public Meetings Act Statement:

Adoption of the Agenda: JS/PL All in favor
Speaker from ACE Bert Lopez came and gave a brief update on Atlantic City Electric. ACE was merging with Excelon. There should be no disruptions. Clerk Sweeney asked Bert to look into getting extra lighting on Mantua Avenue corners where the dance studio is and the deli as well as North West Avenue. She gave him a list with pole numbers on them. Mr. Lopez said he will get his engineer out here to take a look at the requests.

Open to Public JS/JH All in favor
Resident Gary Odenbrett NW Avenue wanted an update of the number of tickets given for parking on NW Avenue and the Dance Studio. Council indicated that there was no update. Enforcement seems to be the issue.

Close to Public JD/JS All in favor

BUSINESS

Motion to approve Council Meeting Minutes from November 20, 2014

JD/BN All in favor

Motion to approve PK/JD
Ordinance 2014-13 2nd read Amending Chapter 72 Land Use Ordinance Storm Water modifications

Open Public Hearing JD/JH
No comment

Close Public Hearing

JD/JS

Roll Call

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

Nays: None

Abstain: None

Absent: None

Motion Approved

Open Public Hearing On The Preliminary Gloucester County Mitigation Plan For Wenonah

JD/PK

Engineer Dave Kreck gave an overview. It is basically 4 counties in our area giving information to identify hazard areas in Wenonah. We had to submit a plan in case of a catastrophe in case we would need funding. We have to submit the plan to OEM and FEMA. Needs to be in by Dec. 24, 2014. Have this public hearing that we are having right now and then later endorse the plan by adoption this plan. It's basically an exercise we have to go through in order to be on the books in case of an emergency. Resident Gary Odenbrett asked if we identified the trees on the wires in town.

Close public hearing

JD/JS

Roll Call

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

Nays: None

Abstain: None

Absent: None

Motion Approved

Motion to approve RESOLUTION 2014-86 Approving the refund of a tax overpayment for Block 1 lot 1 for \$239.51

BN/JS

Roll Call

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

Nays: None

Abstain: None

Absent: None

Motion Approved

Motion to approve RESOLUTION 2014-87 Approving the 2014 year end vacation buy outs

BN/PK

Roll Call

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

Nays: None

Abstain: None

Absent: None

Motion Approved

Motion to approve RESOLUTION 2014-88 Authorizing cancellation of Real Estate Taxes on the attached exhibit BN/PK

Roll Call

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

Nays: None

Abstain: None

Absent: None

Motion Approved

Motion to approve RESOLUTION 2014-89 Approving the hiring of Shea Adam Graham to Temporary Public Works position PK/BN

Roll Call

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

Nays: None

Abstain: None

Absent: None

Motion Approved

Motion to approve RESOLUTION 2014-90 Authorizing the transfer of Real Estate Tax credits to 2014-2015 BN/PK

Roll Call

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

Nays: None

Abstain: None

Absent: None

Motion Approved

Motion to approve RESOLUTION 2014-91 Approving the transfers of budget appropriations for 2014 BN/JS

Roll Call

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

Nays: None

Abstain: None

Absent: None

Motion Approved

Motion to approve RESOLUTION 2014-92 Authorizing the execution of application for a Bureau of Water System Permit PK/JD

Roll Call

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

Nays: None

Abstain: None

Absent: None

Motion Approved

Motion to approve RESOLUTION 2014-93 Rejecting all bids for the construction of the Public Works Pole Barn

PK/JD

Roll Call

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

Nays: None

Abstain: None

Absent: None

Motion Approved

Motion to approve RESOLUTION 2014-94 Rejecting all bids for Emergency Generator for the Wells

PK/JD

Roll Call

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

Nays: None

Abstain: None

Absent: None

Motion Approved

Motion to approve RESOLUTION 2014-95 Approving a shared service agreement with Gloucester County Improvement Authority for the maintenance and use of a deicer storage facility and deicer material.

JD/PK

Roll Call

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

Nays: None

Abstain: None

Absent: None

Motion Approved

Motion to approve PBA contract again; Council President Dominy felt even though we voted on this last month he wanted to do it again because there were some minor tweaks done to the contract. A table of contents was added. No material changes.

JD/JH

Roll Call

Ayes: Dominy, Howard, Kaeferle, Lader, Sheppard

Nays: Norris

Abstain: None

Absent: None

Motion Approved

COMMITTEE REPORTS:

Public Safety & Personnel – J. Dominy. See attached reports one from the Fire Chief and one from Police Sergeant Also, see end of the year report.

Public Works – P. Kaeferle. See attached report.

Human Services – J. Howard. No Report

Finance & Budget – W. Norris. No report

Legal & Ordinance – P. Lader –No report

Public Buildings & Grounds – J. Sheppard See attached end of the year report.

ENGINEERS REPORT:

Please see attached Engineer’s report on all projects going on in town. Engineer Dave Kreck followed up on both the bid opening of the pole barn and the generator. We had to reject the bids. There isn’t enough money bonded.

Motion to approve Disbursements

JS/BN

Roll Call

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

Nays: None

Abstain: None

Absent: None

Motion Approved

MISCELLANEOUS

Discussion item only regarding Shared Municipal Court with Mantua. Councilman Dominy opened discussion up indicating that there is no down side to do this joint court with Mantua; Pitman; Woodbury Heights. There is a 12,000 savings to the tax payer. However just a few question need to be answer. Such as how did they come up with the \$12,000? What was their formula? Everyone should get their questions in to the clerk and she can follow up with answers.

Motion to approve the application for junior membership for Timothy White to Wenonah Fire Company

JD/PK All in favor

Motion to approve the application for junior membership for Michael Offenbacker to Wenonah Fire Company

JD/PK All in favor

Open to public

JH/JD

Council Norris wants to have more details on the Monthly Police Report. Maple Street; dance studio enforcement issues.

Close to public

JD/PL

Motion into Closed Session Resolution 2015-96

JD/JS

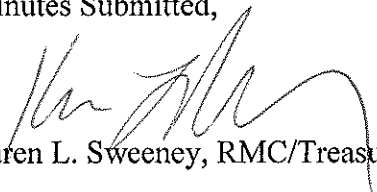
Motion to come out of Closed Session

PK/JD

Motion to Adjourn:

JD/PK All in Favor 9:10pm

Minutes Submitted,



Karen L. Sweeney, RMC/Treasurer

Approved: Jan. 22, 2015



ENGINEERS • SURVEYORS • GIS

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VIA E-MAIL ONLY

December 17, 2014

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

RE: Monthly Engineering Report
Borough of Wenonah
Public Meeting: Thursday December 18, 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 2014 Borough Road Program is complete, including the Project Punchlist.
2. In an attempt to resolve the issue with the asphalt core test results, our office has submitted a Thickness Waiver request to the NJDOT for approval. Please note that the Contractor has agreed to reimburse the Borough for all Engineering costs pursuant to this work. Said reimbursement will be reflected in the Final Project Change Order.
3. If penalties are ultimately found to be necessary, it should be noted that a 10% retainage on all NJDOT funded asphalt items has been withheld from past payments in accordance with NJDOT Municipal Aid Guidelines.
4. Adjustments to the final contract amount, including the reconciliation of all as-built quantities, will be reflected in the Final NJDOT Change Order which shall be submitted to the Borough for approval along with the Final Payment Request.

BOROUGH POTABLE WATER WELL#3

1. The design plans and specifications are approximately 90% complete.

ENGINEERING
Civil/Municipal
Site/Civil
Water Management

SURVEYING
Land Title Surveys (ALTA/ACSM)
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

2. An NJDEP Letter of Interpretation Application has been prepared and submitted for the purposes of confirming the status of the existing wetlands located in the vicinity of the project and to determine the potential need for regulatory permitting pursuant to same.
3. The NJDEP Bureau of Water Systems Engineering (BSWE) Permits have been prepared and their submission is being coordinated with the Borough. This work will require the adoption of a Resolution in support of the application.
4. If necessary based upon the limit of disturbance, our office will coordinate the submission of the Soil Erosion and Sediment Control Permit with the Borough and the County Soil Conservation District.
5. Bid advertisement will be scheduled pending the receipt of the necessary NJDEP and Soil Conservation District approvals.

PUBLIC WORKS POLE BARN

1. Contractor bids were opened on December 16, 2014, at 10 AM, at the Borough Hall. Based upon the bid prices received, it is our understanding that all bids must be rejected by Council due to the lack of sufficient funds for the project.
2. We have reached out to the Northeast Regional Council of Carpenters to discuss an option for structuring the project such that it can be completed within the allotted budget. Such a project would entail the purchase of all materials by the Borough and the hiring of temporary employment to construct the Pole Barn. We intend to discuss in further detail at the December 18th Council Meeting.

2015 DOT MUNICIPAL AID -MAPLE STREET, FROM NORTHEAST AVE. TO N. MARION AVE:

1. The Field Survey work and base mapping is underway.

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. T-Mobile has completed the upgrade of the three (3) existing panel antennae that are currently mounted to the Water Tower. The work also included the installation of Remote Radio Units (RRU's) upon each of the three (3) new antennae.

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:

2014 NJDOT TRANSPORTATION ALTERNATIVES PROGRAM (TAP):

1. No Change Since Last Report.

HANDICAP ACCESSIBLE IMPROVEMENTS AT WENONAH LIBRARY:

1. No Change Since Last Report.

BOROUGH ROAD OPENING PERMITS

1. No Change Since Last Report.

LIGHT RAIL

1. No Change Since Last Report.

CONRAIL

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. The Flow Meter at Well #1 remains temporarily out of service. The Public Works Department is currently working with an electrician to address the issue. In the meantime, meter readings are now being calculated based upon the run time for the pumps, at an output of 300 gpm.
2. Our office obtained two (2) competitive quotes for JIF's requested inspection of the ladder and harness within the interior of the Borough Water Tower. It is our understanding that the Borough Public Works Department is coordinating this inspection work with the Contractor.

3. Our office met with representatives from both the Borough and AC Shultes, Inc. for the purposes of reconciling an outstanding invoice for repairs that were performed to Well #2. It is our understanding that the Borough Solicitor will be reaching out to AC Schultes to resolve this matter.

PORTABLE GENERATOR FOR WATER SYSTEM FACILITIES

1. Bids for the new portable generator were opened on December 16th. The only bidder was H.A. DeHart & Son. Upon review of the bid package, we noted a number of deficiencies in the bid submission requirements. Furthermore, it is our understanding that the bid amount was above the Borough's allotted budget.
2. Accordingly, it is our recommendation that the bid be rejected and the Project not be awarded at this time. We further recommend that the Project be supplemented with additional funds in order to provide for the necessary budget.

DELAWARE RIVER BASIN COMMISSION (DRBC) WATER SYSTEM AUDIT

1. No Change Since Last Report.

WATER METER UPGRADES

1. No Change Since Last Report.

NJDEP WATER ALLOCATION

1. The Borough's total water usage for January thru November 2014 is in line with the water usage from 2012 which resulted in the Borough being approximately 10 million gallons below the Annual Allocation Limit.
2. The renewal of the Borough's NJDEP Water Allocation Permit will be performed in conjunction with the Water Allocation Permit required for new Well #3.

BOROUGH WATER SYSTEM GIS MAPPING

1. It has come to our attention that the NJDEP will soon be requiring that additional information be provided in the Water System GIS Maps, i.e. locations of valves and fire hydrants, etc. Please note that this work may be a pre-requisite for our proposed NJDEP Well Permit Applications.

GIS MAPPING PROJECT

1. No Change Since Last Report.

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

1. No Change Since Last Report.

STORM SEWER COLLAPSE AT ALEXANDER DRIVE DRAINAGE EASEMENT

1. No Change Since Last Report.

GRADING ISSUES @ #10 S. PRINCETON AVENUE

1. Our office was recently alerted to a number of potential grading issues at the new dwelling which is being constructed at #10 South Princeton Avenue. Based upon a site inspection, a few inconsistencies with the approved Grading Plan were noted and brought to the attention of the Contractor and the Engineer. It is our understanding that these items are being addressed by the Contractor.
2. It should be noted that a Certificate of Occupancy will not be approved until such time that the Contractor applies for and obtains an As-Built Plan Certification from this office to verify that the property was developed in accordance with the approved grading Plans.
3. Please note that we have also instructed the Contractor to contact the Borough Clerk to reconcile any fees from our office relative to the inspections and coordination efforts pursuant to the above.

DRAINAGE PROBLEM @ #414 S. MARION AVE

1. No Change Since Last Report.

NJPDES STORMWATER DISCHARGE PERMIT

1. It is our understanding that the revisions to the Borough's Stormwater Control Ordinance have been reviewed by the Combined Planning/Zoning Board and a recommendation has been made to Council for its final adoption, which is anticipated for the December 18th Council Meeting.

HAZARD MITIGATION PLAN

1. Wenonah's portion of the "Four County" Hazard Mitigation Plan (a.k.a. the Preliminary Municipal Appendix) has been prepared by Stuart Wallace, LLC and forwarded to the Borough for review and comment. It should be noted that the Borough's deadline for submitting all review comments back to Stuart Wallace, LLC is December 24th.
2. It is our understanding that the Municipal Working Group is scheduled to meet on December 18th to organize their review comments relative to the Preliminary Municipal Appendix.
3. It is also our understanding that an agenda item has been set forth for the December 18th Council Meeting to solicit public comment upon the Preliminary Municipal Appendix.
4. Upon addressing all comments pursuant to the above, Stuart Wallace, LLC will finalize the Borough's Municipal Appendix and subsequently submit the Four County Hazard Mitigation Plan to New Jersey Office of Emergency Management (NJOEM) and FEMA for review.

FEMA FLOOD MAP UPDATES

1. No Change Since Last Report.

PERMIT PARKING SIGNAGE IN NORTHWEST AVENUE

1. It is our understanding that the Borough is going to attempt to address the current parking issues with additional Police enforcement.

PARKING ISSUES AT METHODIST CHURCH

1. No Change Since Last Report.

LIGHTED PEDESTRIAN CROSSWALK SIGNAGE IN MANTUA AVENUE

1. In response to safety concerns, our office researched the potential for the installation of solar powered pedestrian crosswalk signs in Mantua Avenue. The costs were found to be approximately \$1,600± each and the installation will require a Sign & Striping Permit from the County.

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 Stormwater Control Ordinance was reviewed by the Board at the November 24th Meeting and it is our understanding that a recommendation for adoption was made to Borough Council.
2. Our office presented the Public Works Pole Barn project to the Board at the November 24th Meeting.

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)