

BOROUGH OF WENONAH

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COUNCIL MINUTES – BUSINESS MEETING

August 27, 2015

Pledge of Allegiance

Call to Order: 7:30 p.m. by Council President William Norris
Wenonah Municipal Building, 1 South West Avenue Wenonah, NJ 08090

Roll Call: Present: Hausman, Howard, Kaeflerle, Norris, Sheppard
Absent: Mayor Dominy, Lader
Also Present: Solicitor Brian J. Duffield

Open Public Meetings Act Statement:

Adoption of the Agenda: JS/CH AIF

Open to Public JS/PK
Resident Dan Cox, Shade Tree representative, asked again if the Borough might have extra funding to give to the Shade Tree Commission for urgent situations. Clerk indicated she feels since Shade Tree just received a grant of \$3,000 that amount should carry them through to the end of the year.

Resident Jennifer Pizi, 500 E. Mantua Avenue, asked council for permission to have a Turkey Trot 5K run the day after Thanksgiving. She will keep it simple. All proceeds will benefit the Children's Home Society of NJ which carries a 501C3 status. The run would start at 9:00 am. Signups would be in the park that morning. Council will get back to Jennifer when she has all the details worked out.

Close to Public JS/JH

Motion to approve: July 23, 2015 Council Minutes CH/JH AIF

Motion to approve: Ordinance 2015-8 2ND Read, creating a new Chapter 3 of the code Of the Borough of Wenonah entitled "Abandoned Real Property Registration" PK/CH

Open to Public JS/JH

No comments

Close to Public JS/CH

Roll Call

Ayes: Hausman, Howard, Kaeflerle, Sheppard

Nays: None

Abstain: None

Absent: Lader

Motion Approved

Motion to approve: Resolution 2015-75
Awarding the final payment to CB Structure, Inc. for a Pole Barn PK/JS

Roll Call
Ayes: Hausman, Howard, Kaeferle, Sheppard
Nays: None
Abstain: None
Absent: Lader
Motion Approved

Motion to approve: Resolution 2015-76
Authorizing Public Bid for the Well Project PK/CH

Roll Call
Ayes: Hausman, Howard, Kaeferle, Sheppard
Nays: None
Abstain: None
Absent: Lader
Motion Approved

Motion to approve: Resolution 2015-77
Authorizing \$25.00 for a CO Inspection PK/CH

Roll Call
Ayes: Hausman, Howard, Kaeferle, Sheppard
Nays: None
Abstain: None
Absent: Lader
Motion Approved

COMMITTEE REPORTS:

Public Safety & Personnel -- J. Howard - See attached reports.

Public Works -- P. Kaeferle -- See attached report.

Human Services -- C. Hausman -- Movie night was well attended.
Next Clean Communities Day is November 14.

Finance & Budget -- W. Norris -- See attached report.

Legal & Ordinance -- P. Lader -- Absent

Public Buildings & Grounds -- J. Sheppard -- see attached report.

ENGINEER'S REPORT: Please see attached Engineer's report on all projects going on in town. Dave Kreck stated the pole barn is finished. We need to decide on the next NJDOT 2016 Street to be resurfaced. Applications are due on October 20, 2015. South Marion Ave from Pine Street to Willow or North Jefferson Avenue, from Buttonwood Street to Poplar Street. Some discussion took place and council decided on S. Marion Avenue.

Motion to approve: Disbursements: JS/CH
Roll Call

Ayes: Hausman, Howard, Kaeferle, Sheppard
Nays: None
Abstain: None
Absent: Lader
Motion Approved

MISCELLANEOUS:

Councilman Kaeferle spoke regarding the borough's Master Plan. It was indicated that the Combined Planning Board starts the process and council approves. Councilman Kaeferle stated that the Plan should be discussed soon as it needs to be updated in 2016.

Open to Public JS/PK

Resident Mr. Winkie, Lenape Trail, asked about the new Ordinance 2015-8 regarding the abandoned real property registration. Our Solicitor explained it to him.

Close to Public JS/CH

Motion to approve: Resolution R-2015-78 Closed Session
"Personnel Employee Contract Negotiations and Land Acquisition Contract Negotiation" JS/CH AIF

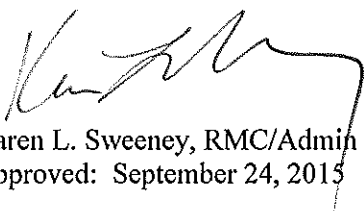
Motion to come out of Closed Session JS/PK

A motion was made by Councilman Howard stating that the last offer made to William Rogers for the position of "Chief of Police" was our final offer. Rogers has until September 9th to take it as it currently reads. The offer will expire on Sept 9th.

Councilman Kaeferle seconded the motion. All council was in Favor.

Motion to adjourn: 8:31pm PK/JS AIF

Minutes Submitted,



Karen L. Sweeney, RMC/Admin
Approved: September 24, 2015

To: Mayor Dominy and Members of Borough Council
From: Drew Sole, Fire Chief
Subject: Fire Chiefs Report for July, 2015
Date: August 4, 2015

The Wenonah Fire Company was in service sixteen times during the month of July. Nine were calls for fire or rescue assistance, four were weekly training activities and three extra service assignments. A summary of the alarms follows.

Emergency Responses

Motor Vehicle Crash	2
Request for Mutual Aid	6
Wires	1

Extra Service Assignments

1. Assist with the annual Lion's Club Fun Run.
2. Wires down investigation.
3. Tree limb removal.

During the month of July the fire company responded to nine calls of need to our town and our neighboring communities and trained on four separate occasions.

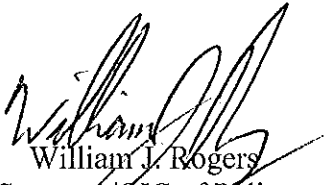
Respectfully submitted,


Drew Sole, Fire Chief

TO: Councilman John Howard
FROM: Sergeant/OIC William Rogers
DATE: August 27, 2015
REF: Police Activity- Month of July, 2015

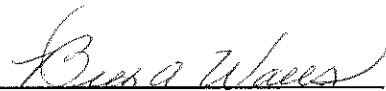
- Officers responded to 8 medical calls
- Officers assisted Fire department 3 times
- Our officers assisted outside agencies 36 times during the Month.
- 6 Suspicious Persons/MV's
- 11 Alarm calls
- 3 Public Assists
- 2 Motor Vehicle complaints
- 2 Motor Vehicle Crashes
- 3 Disputes
- 2 Animal complaints
- 3 Thefts
- 3 Juvenile complaints
- 1 D.W.I. Arrest
- Assisted in the July 4th Parade, fun run and all of the other activities.

Training
ERT assignment – Ptlm. Basile


William J. Rogers
Sergeant/OIC of Police

Tax Collector's Statement of Cash Receipts

Current Taxes	July 2015	2015 To Date
Prepaid Taxes / 2016	11,403.54	11,403.54
2015 Taxes	440,905.11	4,400,744.27
2014 Taxes	0.00	97,709.34
6% Year End Penalty		2,555.96
Arrears		
Tax Title Liens		
Interest & Costs	812.49	12,300.64
Tax Searches		
Cleanup		
Advertising Costs	0.00	297.76
Tax Sale Premium	0.00	23,400.00
Lien Recording		
Dup. Tax Sale cert. Fee		
NSF Fee		20.00
Bankruptcy & Foreclosure Fees		
Total Receipts	453,121.14	4,548,431.51



Beth A. Walls
Tax Collector

Percentage of Collection at July 31, 2015	52.95%
Percentage of Collection at July 31, 2014	48.22%



Wenonah circa 1875

Report

To: Karen Sweeney & Members of Borough Council

Re: Buildings & Grounds Report

Month: August 2015

Karen & Council,

Please note the following items of interest that have transpired since the last report,

Wenonah Park:

Progress is being made in the clearing of the tree debris in the South End of the Park. The work is expected to be completed in September. Two months after the destructive storm, the park is in very good condition.

Wenonah Lake & Other Borough Properties:

The Wenonah Lake season continues to provide entertainment & recreation to its members.

The main bathroom "refresher" at the Community Center has been completed. Requests have been made to the various groups that use the facility for contributions to cover the Borough costs. This included the Wenonah Historical Society.

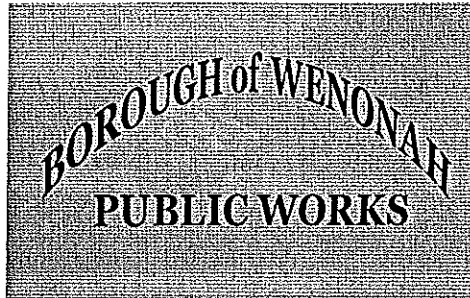
Pole Barn – the structure is up and Ken and his crew will be installing the concrete floor which will then allow for 100% of the buildings intended use.

Respectively submitted,

Jack

Jack Cornell Sheppard Jr., Member of Borough Council

Buildings & Grounds Chair



Public Works Report

**Submitted by Ken Trovarelli, DPW Supervisor
August 27, 2015**

- Mowed and trimmed the grass on all borough maintained properties.
- Collected trash and recycling at ball fields and park.
- Collected Yard Waste and Branches as per Collection Schedule.
- Removed the large red oak tree from the park.
- Installed the 6 inch flow meter at Well #1.
- Completed 14 water shut offs due to delinquencies.
- Installed 6 water meters.
- Spread 100 yards of milling down for the new pole barn (millings were at no cost to the borough).
- Worked at Elm Street Well/Pump Station (repair).
- Replaced the shattered/burst out toilet in Lake restroom.
- Replaced the tank of existing toilet to prevent the flaw.
- Per the County's request, we sent Brian to operate our backhoe, assisting in clearing county roads for 5 days. (The County was a great help in clearing storm debris from the streets of our borough).



ENGINEERS • SURVEYORS • GIS

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VIA E-MAIL ONLY

August 26, 2015

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

RE: Monthly Engineering Report
Borough of Wenonah
Public Meeting: Thursday August 27, 2015
Project Number WNOE012K
RC File #WENONAH: 2015-001

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

I. CONSTRUCTION PROJECTS:

BOROUGH POTABLE WATER WELL#3

1. The NJDEP has approved of the BSWE Permit to allow for the construction of the new Well. The Borough may elect to advertise the project for Public Bid at this time and it is our understanding that Council intends to adopt a Resolution authorizing same.
2. The NJDEP Flood Hazard Individual Permit has been submitted to NJDEP for approval. Council should note that receipt of this permit is required prior to any construction at the site but is not required as a condition for Public Bid Advertisement.
 - A. Our office has already received preliminary comments from NJDEP that included a request to revise the types of tree species to be used for compensation plantings in the regulated area located adjacent to the pond. We have also been informed that additional comments may be forthcoming after a Threatened and Endangered Species review.
3. The project plans and specifications have been revised to incorporate the new SCADA system.

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

PUBLIC WORKS POLE BARN

1. The Contractor's obligations relative to the construction of the Pole Barn are complete and our office has submitted Payment Certificate #1(Final), in the amount of \$103,092.00, to the Borough for approval. It should be noted that the final payment includes the release of the 10% retainage and there were no project Change Orders.
2. Council's approval of the final payment is contingent upon the Borough Solicitor's approval of the Contract Closeout Documents and 2 Year Maintenance Bond. If approved, we recommend that a Resolution authorizing final payment to the Contractor be adopted.
3. Due to the continuing clean-up efforts from the June 23rd storm, the Public Works Department has not been able to schedule the installation of the concrete floor, nor have they been able to initiate the installation of the electrical improvements and heating unit.

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

1. The project has been advertised for bid and bid opening is scheduled for September 9th at 10 AM at the Borough Hall.
2. In order to expedite construction, Council may want to consider holding a special meeting on September 10th for the purposes of awarding a contract.

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.

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. A kick-off meeting was held with various representatives from the Borough and NJDOT on August 26th at the Borough Hall. A general overview of the grant management process was discussed, including the Federal Eligibility Requirements, for which the Borough must comply in order to be approved to receive the Federal Grant funds.
2. As directed by Council, our office will assist the Borough in the completion of the various tasks associated with achieving Federal Eligibility.
3. The NJDOT recommended that the Borough simultaneously pursue National Environmental Policy Act (NEPA) approval along with Federal Eligibility and our office is prepared to take a lead role in the NEPA Process.

2016 NJDOT MUNICIPAL AID PROGRAM:

1. The solicitation for Year 2016 NJDOT Municipal Aid Applications was issued by the NJDOT on July 31, 2015 and applications are due on **October 20, 2015**. Therefore, we offer the following list of potential projects for Council to consider as the Year 2016 NJDOT Municipal Aid Application:
 - A. Repaving of North Jefferson Avenue, from Buttonwood Street to Poplar Street.
 - B. Repaving of South Marion Avenue, from Pine Street to Willow Street.

HANDICAP ACCESSIBLE IMPROVEMENTS AT WENONAH LIBRARY:

1. No Change Since Last Report.

WENONAH LAKE:

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. A field meeting was held on July 23rd with representatives from NJDOT and Conrail for the purposes of evaluating the condition of the existing at-grade Rail Crossing in Maple Street and reviewing the scope of its upgrade.
2. It has come to our attention that the Borough recently received a letter indicating that construction of the upgrades will most likely not take place for another two (2) years.

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. Public Works has indicated that the installation of the new Flow Meter and underground vault is on their schedule and will soon be completed. Until that time, meter readings shall continue to be calculated based upon the run time for the pumps, at an output of 300 gpm.
2. Our office forwarded the Ladder Condition Assessment Report to the various cell carriers along with a request that they remove all coax and electrical cable attachments from the ladder and re-attach them to the ladder standoffs. As of this time, we have received responses from both Verizon and TMobile who have indicated that they do not own the subject cable.

PORTABLE GENERATOR FOR WATER SYSTEM FACILITIES

1. No Change Since Last Report.

DELAWARE RIVER BASIN COMMISSION (DRBC) WATER SYSTEM AUDIT

1. In cooperation with the Borough's Utility Department, we have completed and submitted the Borough's Annual Water System Audit for the Year 2014. The primary purpose of the audit is to analyze the water system's efficiency and identify its potential for water loss in order to develop recommendations for improving the overall water system's supply and delivery methods.

WATER METER UPGRADES

1. The Borough is currently coordinating the replacement of 24 malfunctioning meters with the meter supplier.

NJDEP WATER ALLOCATION

1. The Borough's total water usage for January thru June 2015 was the lowest recorded during the same time period in the past ten (10) years.
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 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.

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

1. No Change Since Last Report.

STORM SEWER COLLAPSES

1. In response to the increasing amount of storm sewer collapses throughout the Borough, our office will prepare an RFP for the video inspection of the most troublesome storm sewers so that an accurate assessment of the type and extent of the required repairs can be made.

NJPDES STORMWATER DISCHARGE PERMIT

1. No Change Since Last Report.

HAZARD MITIGATION PLAN

1. No Change Since Last Report.

FEMA FLOOD MAP UPDATES

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.

NJDEP RECREATIONAL TRAILS GRANT APPLICATION - IMPROVEMENTS TO ELDRIDGE TRAIL

1. No Change Since Last Report.

IV. PLANNING BOARD ACTIVITY:

1. In light of the impending Streetscape Improvements, we briefly discussed Council's intent to apply a Zoning Overlay to the Mantua Avenue corridor which would promote commercial business.

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)