

BOROUGH OF WENONAH

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COUNCIL MINUTES – BUSINESS MEETING

January 22, 2015

Pledge of Allegiance

Call to Order: 7:30 p.m. by Mayor John R. Dominy
Wenonah Municipal Building, 1 South West Avenue Wenonah, NJ 08090

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

Open Public Meetings Act Statement:

Adoption of the Agenda: JS/CH AIF

Open to Public CH/PK AIF

Resident Daniel Cox, 307 N. Jefferson Avenue, wanted to know if council would consider or approve a 6am–6pm no parking on one side of the street on the 300 block of N. Jefferson. Currently, there is no parking at all. However, when he has company they have no where to park. Council members, as well as our Engineer and Fire Chief weighed in on this. There really is not much wiggle room to allow a parked vehicle and perhaps a fire truck. This is very much a safety issue and Council opted to take this topic to committee.

Resident Gary Odenbrett, 20 N. West Avenue, requested again to know if the police are writing tickets to address the parking issue on his street. Mr. Odenbrett suggested the police department set up times to check parking during the dance studio operation hours.

Resident Kara Leahy, 10 N. Jefferson Avenue, wanted to know if Council could put a stop sign on the corner of Poplar and N. Jefferson. There was a brief discussion. Engineer Dave Kreck stated the rules regarding when a street corner qualifies for a stop sign. The first rule is the sign cannot be used to control speed and there must be traffic movements of more than 200 in an 8 hour period. Council and Engineer indicated that this corner probably would not qualify.

Resident Judy Richardson, 5 N. Jefferson Avenue, wanted to know if the rusty speed limit sign on N. Jefferson can be replaced so everyone can see it. Council indicated public works will check it out.

Close to Public JS/PL AIF

Motion to approve: June 26, July 24, Oct.23, Nov 20, 2014 Closed Session Minutes
Councilman Hausman abstains BN/JH AIF

Motion to approve: December 18, 2014 Business Meeting Minutes
Councilman Hausman abstains JS/PK AIF

Motion to approve: January 7, 2015 Re-organization Meeting Minutes JS/PL AIF

Motion to approve: Ordinance No. O-2015-1: 2nd read
Amending Salaries of various borough officials and employees for 2015 JH/JS

Motion to Open Public Hearing JH/PL
No comments

Motion to Close Public Hearing PK/PL

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

Motion to approve: Resolution 2015-21 Ratifying Collective Bargaining agreement between the Borough of Wenonah and Policemen's Benevolent Association of NJ Gloucester County JH/PK

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

Motion to approve: Resolution 2015-22
Approving Participation with State of NJ in the Safe and Secure Grant PL/JS

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

Motion to approve: Resolution 2015-23
Approving Participation with Gloucester County Municipal Alliance program JH/BN

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

Motion to approve: Resolution 2015-24 Awarding Contract for Towing License for Police Dept. JH/JS

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

Motion to approve: Resolution 2015-25
Approving Temporary Capital Budget for the purpose of the Pole Barn PK/JS
Roll Call:
Ayes: Hausman, Howard, Kaeferle, Lader, Norris, Sheppard
Nays: None
Abstain: None
Absent: None
Motion Approved

Motion to approve: Resolution 2015-26 Approving Appropriation Reserves for \$600.00 for 2015 BN/PK
Roll Call:
Ayes: Hausman, Howard, Kaeferle, Lader, Norris, Sheppard
Nays: None
Abstain: None
Absent: None
Motion Approved

Motion to approve: Resolution 2015-27
Approving Entering into a Joint Court with Mantua, Wdby Hts, Pitman PK/BN
Roll Call:
Ayes: Hausman, Howard, Kaeferle, Norris, Sheppard
Nays: Lader
Abstain: None
Absent: None
Motion Approved

Motion to approve: Resolution 2015-28 Awarding contract to Rodriguez Consultants for Eng. Svcs. PK/CH
Roll Call:
Ayes: Hausman, Howard, Kaeferle, Lader, Norris, Sheppard
Nays: None
Abstain: None
Absent: None
Motion Approved

Motion to approve: Resolution 2015-29 Awarding contract to Bowman & Assoc. for Auditing Svcs. PK/CH
Roll Call:
Ayes: Hausman, Howard, Kaeferle, Lader, Norris, Sheppard
Nays: None
Abstain: None
Absent: None
Motion Approved

Motion to approve: Resolution 2015-30 Awarding contract to Brian J. Duffield, Esq for Legal Services PK/CH
Roll Call:
Ayes: Hausman, Howard, Kaeferle, Lader, Norris, Sheppard
Nays: None
Abstain: None
Absent: None
Motion Approved

Motion to approve: Resolution 2015-31 Awarding contract to Robert Scharle for CFO Services PK/CH
Roll Call:
Ayes: Hausman, Howard, Kaeferle, Lader, Norris, Sheppard
Nays: None
Abstain: None
Absent: None
Motion Approved

Motion to approve: Resolution 2015-32 Awarding contract to Brian Slaugh, for COAH Planner Svcs. PK/CH
Roll Call:
Ayes: Hausman, Howard, Kaeferle, Lader, Norris, Sheppard
Nays: None
Abstain: None
Absent: None
Motion Approved

Motion to approve: Resolution 2015-33
Awarding contract to McManimon and Scotland for Bond Counsel Services PK/CH
Roll Call:
Ayes: Hausman, Howard, Kaeferle, Lader, Norris, Sheppard
Nays: None
Abstain: None
Absent: None
Motion Approved

Motion to approve: Ordinance 2015-2: 1st Read Approving additional bond for \$63,000 for Pole Barn PK/CH
Roll Call:
Ayes: Hausman, Howard, Kaeferle, Lader, Norris, Sheppard
Nays: None
Abstain: None
Absent: None
Motion Approved

COMMITTEE REPORTS:

Public Safety & Personnel – J. Howard - See attached reports. Also the Wenonah Fire Marshal's office report for 2014

Public Works – P. Kaeferle - See attached report

Human Services – C. Hausman – No report

Finance & Budget – W. Norris – Finance committee met earlier tonight and discussed regional school taxes; doing legal research. Committee will report back findings at a later date. See attached tax collector and treasurer's report.

Legal & Ordinance – P. Lader – No report at this time.

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

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

Motion to Approve Disbursements:

BN/CH

Roll Call:

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

Motion Approved

Miscellaneous

Discussion on the A.C. Schultes \$19,040 invoice: Councilman Kaeferle indicated that nothing has changed. Councilman Norris indicated fighting the invoice may cost us more money in the end. Councilman Shepard motions to pay the bill, Councilman Norris seconds it.

Roll Call:

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

Motion Approved

Open to Public

JS/BN

Councilman Norris commented on the request for N. Jefferson to have parking on one side of the 300 block. If that is considered, remember when the lake is open people will park there.

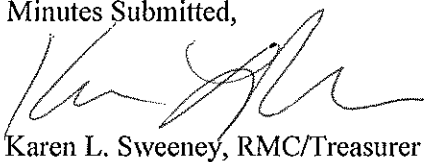
Close to Public

PL/PK

Motion to Adjourn:

BN/PL AIF 8:15pm

Minutes Submitted,



Karen L. Sweeney, RMC/Treasurer

Approved: February 26, 2015



ENGINEERS • SURVEYORS • GIS

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VIA E-MAIL ONLY

January 21, 2015

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

RE: Monthly Engineering Report
Borough of Wenonah
Public Meeting: Thursday January 22, 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:

2014 BOROUGH ROAD PROGRAM & 2013 NJDOT MUNICIPAL AID PROJECT

1. Our office has obtained approval of a Thickness Waiver from the NJDOT conditioned upon the Borough not being eligible for reimbursement for the costs of the Asphalt Sampling and Core Testing. Please note that the Contractor has agreed to reimburse the Borough for these costs, as well as the costs for all work performed pursuant to the preparation of the Thickness Waiver Request.
2. In order to document the reimbursement from the Contractor, our office will prepare a Change Order to modify the Final Contract amount for approval at the next regularly scheduled Council Meeting on February 26th.
3. Additional 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 at the next regularly scheduled Council Meeting on February 26th.

BOROUGH POTABLE WATER WELL#3

1. The design plans and specifications are 95% 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. The previously submitted NJDEP Application for a Letter of Interpretation (LOI) has been deemed administratively complete by the NJDEP and is currently under review.
3. The NJDEP Bureau of Water Systems Engineering (BSWE) Permits have been submitted and have subsequently been deemed administratively complete and therefore, they are currently under review.
4. Based upon the anticipated limit of disturbance (<5,000 SF), the project is exempt from approval by the County Soil Conservation District.
5. Bid advertisement will be scheduled pending the receipt of the necessary NJDEP approvals.

PUBLIC WORKS POLE BARN

1. It is our understanding that Council is supplementing the project budget to ensure that sufficient funds are available to make an award. Our office will re-bid the project upon the adoption of the supplemental Bond Ordinance.

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

1. The Field Survey work and base mapping is complete and design work 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. 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. Based upon a recent inquiry, the funding application is still under review.

HANDICAP ACCESSIBLE IMPROVEMENTS AT WENONAH LIBRARY:

1. It is our understanding that the Library is working with an Architect on a possible building addition to accommodate handicap access.

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 planning for the installation of a new flow meter. In the meantime, meter readings are now being calculated based upon the run time for the pumps, at an output of 300 gpm.
2. It is our understanding that the Borough Public Works Department is coordinating the inspection of the Water Tower's interior ladder and harness with the Contractor.
3. Our office has assembled and submitted detailed information to assist Council in formulating a decision as to the payment of AC Shultes \$19,040 invoice for repairs that were performed to Well #2. We will be available at the Council Meeting to answer any questions relative thereto.

PORTABLE GENERATOR FOR WATER SYSTEM FACILITIES

1. Our office has researched possible funding opportunities for a Portable Emergency Generator and based upon our research, we were unable to locate a viable funding source from the County, the NJDEP, and/or the New Jersey Office of Emergency Management.
2. It should be noted that the pool of eligible applicants for funding under the New Jersey Hazard Mitigation Grant Program (HMGP) was based on Letters of Intent (LOIs)

that were submitted to the Office of Emergency Management in December 2012 and January 2013.

3. Accordingly, it is our recommendation that considerations be made to supplement the Project with additional funds in order to provide for the necessary budget.

DELAWARE RIVER BASIN COMMISSION (DRBC) WATER SYSTEM AUDIT

1. Our office will work with the Borough on the completion of the 2014 Water System Audit which is due March 31, 2015.

WATER METER UPGRADES

1. No Change Since Last Report.

NJDEP WATER ALLOCATION

1. The Borough's total water usage for the Year 2014 is approximately 62.31 million gallons, which is approximately 10 million gallons below the Annual Allocation Limit of 72.07 million gallons.
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. Our office met with the Shade Tree Commission to discuss the details of a proposal for a pilot GIS Project to be performed in 2015.

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. It is our understanding that the grading and drainage concerns have been addressed by the Contractor and an Application for As-Built certification is forthcoming.
2. It should be noted that a Certificate of Occupancy will not be approved until such time that our office completes an inspection of the As-Built conditions to verify that the property was developed in general 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. In preparation for the completion of the 2015 Annual Report, our office is organizing all information obtained, and documenting all activities performed, relative to the Borough's 2014 Stormwater Pollution Prevention Plan (SPPP). This work shall include a detailed review of the 2014 Stormwater Facility Maintenance Manual with the Public Works Department Employees as well as addressing the recently implemented permit conditions.
2. Our office has also scheduled an on -site meeting with the NJDEP on January 28th to review the Borough's SPP Plan for compliance with the permit requirements.

HAZARD MITIGATION PLAN

1. Our office has forwarded the Municipal Working Group's final review comments relative to the Borough's Preliminary Municipal Appendix to Stuart Wallace, LLC.
2. Upon addressing all comments, it is our understanding that Stuart Wallace, LLC will finalize the Borough's Municipal Appendix and submit the Four County Hazard Mitigation Plan to New Jersey Office of Emergency Management (NJOEM) and FEMA for approval.

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. 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. No significant Activity.

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)