

# BOROUGH OF WENONAH

www.boroughofwenonah.com

## COUNCIL MINUTES – BUSINESS MEETING

June 25, 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, Kaeferle, Lader, Norris (7:45) Sheppard  
Absent: Howard  
Also Present: Solicitor Brian J. Duffield

### Open Public Meetings Act Statement:

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

**Open to Public** PL/CH

Resident Bonnie Packer addressed council regarding Mr. Joseph Labinski's property at 305 W. Cherry Street. Ms. Packer claims he resides in Mantua and doesn't live in Wenonah. She complained that Mr. Labinski deposits all his work equipment at the Wenonah address.

Resident Angel Viviani, 311 S. Princeton Avenue, wanted to know when the AC Electric Co. will be out to restore power.

OEM Richard Black gave a full explanation of what has transpired within the town due to the storm. He also stated that meetings are being held every day with the County. Also, there will be no trash pickup this week as power lines are still down; and with the tree damage trash trucks will not be able to get through the streets.

Norris arrived (7:45)

Gary Odenbrett, 20 N West Ave, Shade Tree Commission, wanted clarification from the solicitor as to the rules of the shade trees based on this storm and normal circumstances. Our solicitor indicated the ordinance puts the obligation on the homeowner. Just because we have a Shade Tree Commission does not mean we have owner rights over the trees in the clear zone (between the sidewalk and curb.) We have a right to regulate the trees but not own them. They are the homeowner's responsibility if the trees in that area go down.

The Shade Tree Commission has a small budget each year. They plant new trees, check for dead trees and branches, and maintain them accordingly.

All homeowners should make a claim to the insurance as a matter of record.

The Mayor stated that with the overwhelming tree damage that was done to the borough, the county is organizing a central location for the debris. The borough has asked the county for manpower and equipment to help clear our streets.

Scott Barnes, 104 S. Jefferson, Environment Commission, indicated what tree damage you see in the street is also seen in our conservation areas.

**Close to Public** JS/BN AIF

**Motion to approve:** May 28, 2015 Business Minutes CH/PK AIF

**Motion to approve:** Resolution 2015-64 Authorizing the Filing of a Declaratory Judgment Action, The Filing of a Motion for Temporary Immunity, and To Join with Other Municipalities to Hire an Expert for Affordable Housing Litigation. PL/PK

Roll Call:

Ayes: Hausman, Kaeferle, Lader, Norris, Sheppard

Nays: None

Abstain: None

Absent: Howard

Motion Approved

**Motion to approve:** Resolution 2015-65 Authorizing a withdrawal from LOSAP for Claudia Simpson in the amount not to exceed \$8,100 BN/PK

Roll Call:

Ayes: Hausman, Kaeferle, Lader, Norris, Sheppard

Nays: None

Abstain: None

Absent: Howard

Motion Approved

**Motion to approve:** Resolution 2015-66 Awarding the contract for 550 Trash Carts to Cascade Engineering PK/JS

Roll Call:

Ayes: Hausman, Kaeferle, Lader, Norris, Sheppard

Nays: None

Abstain: None

Absent: Howard

Motion Approved

**Motion to approve:** Resolution 2015-67 Approving the name change and dedication of the Train Station to the "Jack Sheppard, Sr. Community Center" CH/PK

Roll Call:

Ayes: Hausman, Kaeferle, Lader, Norris, Sheppard

Nays: None

Abstain: None

Absent: Howard

Motion Approved

**COMMITTEE REPORTS:**

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

Public Works -- P. Kaeferle – No Written Report. Water usage was up 6 million last month

Human Services – C. Hausman -- See attached report.

A movie in the Park is confirmed for Wednesday July 22, 2015. Rain date will be the next day.

Finance & Budget – W. Norris – See attached report. Finance Committee met with Auditors for exit conference and we had an excellent report

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

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

**ENGINEER'S REPORT:** Please see attached Engineer's report on all projects going on in town. We will pass an ordinance tonight to convey certain borough property into a conservation easement. As our computers and electricity are not working, this will be a verbal request.

**Motion to approve:** Disbursements: JS/PK

Roll Call:

Ayes: Hausman, Kaeferle, Lader, Norris, Sheppard

Nays: None

Abstain: None

Absent: Howard

Motion Approved

**Motion to approve:** 1<sup>st</sup> read Ordinance 2015-9 Amending Ordinance O-2000-8 Entitled "Authorizing the Conveyance of certain Borough Property into a Conservation Easement" PK/BN (Verbal)

Roll Call:

Ayes: Hausman, Kaeferle, Lader, Norris, Sheppard

Nays: None

Abstain: None

Absent: Howard

Motion Approved

**MISCELLANEOUS:**

**Motion to approve:** Fire Truck rides, inside the cabs of the Fire Trucks, for the July 4<sup>th</sup> celebration JS/PK All in Favor

**Motion to approve:** Lions Club 4<sup>th</sup> of July Parade and Fun Run on Friday July 3<sup>rd</sup>. JS/PL All in Favor

Dave Kreck, on behalf of the Environmental Commission, requested a monument to honor Frank Eggert for all the work he has done on the trails. CH/PL Motioned to erect a monument for Frank Eggert All in Favor

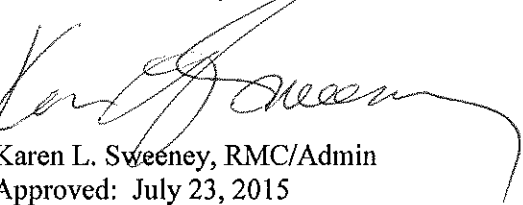
**Open to Public** JS/PK

Drew Sole (Fire Chief) and Mayor Dominy gave a huge thank you to the Fire Department. On June 23, the evening of the storm, the lights went out at the elementary school graduation. The Fire Department provided power with their generator so the ceremonies could continue. The mayor also wanted to thank the Fire Dept. for all their hard work provided during the storm.

**Close to Public** CH/PK

**Motion to Adjourn:** PL/JS AIF 8:30pm

Minutes Submitted,



Karen L. Sweeney, RMC/Admin  
Approved: July 23, 2015



ENGINEERS • SURVEYORS • GIS

PHILADELPHIA OFFICE  
FINANTA Center  
1301 N. 2nd Street - Suite 7  
Philadelphia, PA 19122  
P: 215.839.8087  
F: 877.839.6975

NEW JERSEY OFFICE  
South Jersey Technology Park  
107 Gilbreth Parkway - Suite 103E  
Mullica Hill, NJ 08062  
P: 856.226.3703  
F: 877.839.6975

VIA E-MAIL ONLY

June 24, 2015

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

RE: Monthly Engineering Report  
Borough of Wenonah  
Public Meeting: Thursday June 25, 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. The NJDOT's grant management website indicates that the Contract Closeout Documents have been approved and therefore, final reimbursement should be received by the Borough within a few weeks.

**BOROUGH POTABLE WATER WELL#3**

1. The NJDEP Bureau of Water Systems Engineering (BSWE) has provided their final review comments and we have submitted revised plans in response to same. With this last submission, we anticipate that BSWE Permit approval is forthcoming.
2. As a condition for the approval of the NJDEP Flood Hazard Individual Permit, the Borough must adopt a Utility Easement to allow for the construction of Well #3 on a property that is part of a Borough-wide Conservation Easement. Once adopted, the Permit Application will be submitted for NJDEP approval.
3. The project plans and specifications are being revised to incorporate the new SCADA system.
4. Our office has submitted a Change Order to the engineering contract and respectfully request approval of the additional fees for the following unanticipated work:

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

- A. The preparation of an NJDEP Flood Hazard Individual Permit.
- B. Revisions to the Site Layout to avoid disturbance to NJDEP Wetland Transition Areas.
- C. Revisions to Plans and Specifications to address the requests made by the NJDEP Bureau of Water Systems Engineering.
- D. Revisions to Plans and Specifications to incorporate customized Well Controls and SCADA System for remote analysis and operation
- E. The completion of a Radio Study and Radio System design.
- F. The preparation of a Traffic Control Plan.
- G. Reproduction/Reimbursable Expenses previously billed as % of engineering.

#### **PUBLIC WORKS POLE BARN**

1. The Building Permits were approved and The Notice to Proceed was issued to the Contractor for June 8, 2015.
2. Delivery of the materials and construction of the new Pole Barn is scheduled for June 30<sup>th</sup>.
3. Construction of the building shell is expected to be completed by July 8<sup>th</sup>. Once complete, the concrete floor shall be installed by the Public Works Department and then the Contractor shall return to install the insulation, interior liner panel, and overhead doors.

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

1. The design work is 90% complete. Once complete, the bid plans and specifications will be submitted to NJDOT for approval. The NJDOT has indicated that they have no objection to advertising the project for bid prior to their approval. However, should the NJDOT require any modifications to the plans, those modifications would have to be addressed through a bid addendum.
2. At this time, public bid advertisement is scheduled for Tuesday July 7<sup>th</sup>, with a bid opening scheduled for July 22<sup>nd</sup>, and an anticipated award at the July 23<sup>rd</sup> Council meeting.

## **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. Verizon will soon be replacing and upgrading six (6) of the twelve (12) existing panel antennae that are currently mounted to the Water Tower. The work shall also include the installation of Remote Radio Units (RRU's) upon three (3) of the six (6) existing antennae which are scheduled to remain.
2. Construction is expected to begin shortly after receipt of the necessary permits from the Construction Code Office and we will coordinate the proposed work with the Contractor, as necessary.

**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. We have yet to hear from the NJDOT regarding the scheduling of the project kick-off meeting.

**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. 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 Public Works Department is planning for the installation of the new Flow Meter. In the meantime, meter readings have been calculated based upon the run time for the pumps, at an output of 300 gpm.
2. Our office shall forward 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.

### PORTABLE GENERATOR FOR WATER SYSTEM FACILITIES

1. Our recent inquiry into the availability of NJ Office of Emergency Management (OEM) funding for a new portable emergency generator found that no funding is currently available. However, in light of the recent storm, the possibility of OEM funding may be soon forthcoming. Our office will monitor the OEM website for breaking developments.

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

1. We have recently been contacted by the DRBC regarding the submission of the Borough's Annual Water System Audit, which was due March 31<sup>st</sup>. The DRBC agreed to allow the Borough an extension. Our office will proceed with the completion of said Audit.

### WATER METER UPGRADES

1. The malfunctioning water meters have been removed and new meters have been installed by the Public Works Department (24 total). The Borough is now working with the supplier on the replacement of the malfunctioning meters.

### NJDEP WATER ALLOCATION

1. The Borough's total water usage for January thru May 2015 was the lowest recorded during the same time period in the past ten (10) years. However, it should be noted that there was a 3 million gallon increase in water usage between the months of April and May.
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.

**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 COLLAPSES**

1. Our office, along with the Public Works Department, inspected a number of storm sewer collapses throughout the Borough and will assemble an inventory of same.
2. We recommend that the storm sewers be video inspected to allow for an accurate assessment of the type and extent of the required repairs.

**NJPDES STORMWATER DISCHARGE PERMIT**

1. The 2015 stormwater related classroom presentations were held on June 1<sup>st</sup> and 3<sup>rd</sup> at the Wenonah Elementary School and the Borough's Stormwater Pollution Plan has been updated accordingly.

**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.

**#207 SOUTH STOCKTON AVENUE**

1. The resident has completed the installation of a new public sewer service connection.

**IV. PLANNING BOARD ACTIVITY:**

1. The Board held an informal meeting with a business owner who intends to open a new Hair Salon at 2 West Mantua Avenue. It was determined that Board approval is not required as the proposed use is a permitted use and all necessary variances were granted with the original site plan approval.



WNOE012K  
Mayor and Council  
June 24, 2015  
Page 6

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)

**Borough of Wenonah  
Human Services Committee Report  
Carl Hausman  
June 25 2015**

**Clean Communities Day**

All disbursements have been paid to participating groups who assisted in Clean Communities Day.

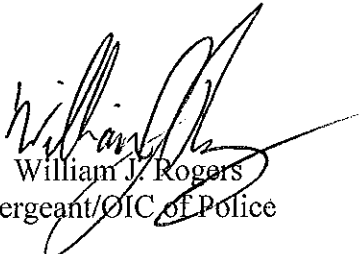
**Movies in the Park**

Gloucester County published and distributed its "Celebrate Summer" Park Events Guide. We're in the listings with the date we requested: Wednesday, July 22, for The Lego Movie.

TO: Councilman John Howard  
FROM: Sergeant/OIC William Rogers  
DATE: June 25, 2015  
REF: Police Activity- Month of May, 2015

- Officers responded to 12 medical calls
- Officers assisted Fire department 2 times
- Our officers assisted outside agencies 29 times during the Month.
- 12 Suspicious Persons/MV's
- 9 Alarm calls
- 15 Public Assists
- 3 Motor Vehicle complaints
- 5 Motor Vehicle Crashes
- 1 Warrant Arrest
- 7 Disputes
- 5 Animal complaints
- 2 Thefts
- 1 Arrest for Thefts
- Escorted and assisted the Memorial Day parade

Training  
ERT assignment – Ptlm. Basile  
Teaching D.A.R.E. – Ptlm. Stranahan

  
William J. Rogers  
Sergeant/OIC of Police

To: Mayor Dominy and Members of Borough Council  
From: Drew Sole, Fire Chief  
Subject: Fire Chiefs Report for May, 2015  
Date: June 2, 2015

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

#### Emergency Responses

Alarm System Investigation .....	1
Carbon Monoxide Investigation .....	1
Cover Station Assignment .....	1
Motor Vehicle Crash .....	1
Request for Mutual Aid .....	5

#### Extra Service Assignments

1. Participated in the Memorial Day parade and provided Generator power at Wenonah Cemetery for the memorial service.

During the month of May the fire company responded to nine calls of need to our town and our neighboring communities and trained on four separate occasions for a total of 164.9 staff hours of service.

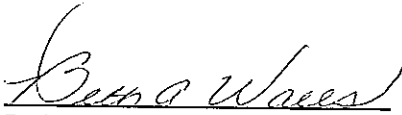
Respectfully submitted,



Drew Sole, Fire Chief

Tax Collector's Statement of Cash Receipts

Current Taxes	May 2015	2015 To Date
Prepaid Taxes / 2016		
2015 Taxes	1,532,026.31	3,894,988.30
2014 Taxes	1,350.22	88,392.48
6% Year End Penalty		2,555.96
Arrears		
Tax Title Liens		
Interest & Costs	634.71	8,947.33
Tax Searches		
Cleanup		
Advertising Costs	62.76	77.76
Tax Sale Premium		
Lien Recording		
Dup. Tax Sale cert. Fee		
NSF Fee		20.00
Bankruptcy & Foreclosure Fees		
<b>Total Receipts</b>	<b>1,534,074.00</b>	<b>3,994,981.83</b>



Beth A. Walls  
Tax Collector

Percentage of Collection at May 31, 2015 94.30%  
Percentage of Collection at May 31, 2014 95.90%





## Report

To: Karen Sweeney & Members of Borough Council

Re: Buildings & Grounds Report

Month: June 2015

Karen & Council,

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

### Wenonah Park:

*Nothing to report since the April 2015 report*

### Wenonah Lake & Other Borough Properties:

The Lake operation is going well.

A more extensive update from Dianne Clement to be reported in July.

The main bathroom in the *Community Center* is 90% complete with some painting and wall hangings remaining. The approximate completion date is circa August 2015.

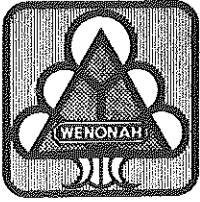
*Pole Barn* – To be reported in our Engineers Report

Respectively submitted,

*Jack*

Jack Cornell Sheppard Jr., Member of Borough Council

Buildings & Grounds Chair



WENONAH FIRE COMPANY  
P.O. Box 127  
WENONAH, NEW JERSEY 08090

ANDREW N. SOLE III, CHIEF

Mayor John Dominy  
Borough of Wenonah  
1 South West Avenue  
Wenonah, New Jersey 08090

June 8, 2015

Dear Mayor Dominy,

The fourth of July is rapidly approaching and we are in the process of making preparations to help make the town's celebration a success. This year at the request of the Lion's club we will again provide rides inside the cabs of the fire trucks for children 10 years of age and younger. All riders will be wearing seat belts and supervised during the ride by members of the Wenonah Fire Company. The rides fully comply to motor vehicle laws regarding seat belts.

By way of this letter I am requesting permission from Mayor and Council to approve the use of the Borough's two fire trucks to conduct rides on July 4, 2015. A written decision would be appreciated.

Sincerely,

Drew Sole, Fire Chief

C: Karen Sweeney, Municipal Clerk



June 15, 2015

To: Mayor and Council

From: Beth Walls

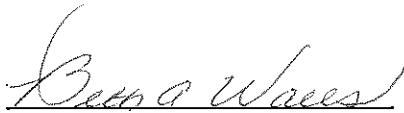
Re: 2015 Tax Sale

The following properties were sold at the Tax Sale on June 15, 2015:

<u>Name/Address of Property Owner</u>	<u>Amount</u>
1) Matthew Crowley & Connison, C 1455 Glassboro Rd.	\$10,227.20 T
2) Thomas DiBiasio & Margaret 203 N. Jefferson Ave.	\$455.00 S
3) Federal National Mtg. Assn. 108 N. Lincoln Ave.	\$455.00 S
4) Jeff Cutrona & Michael Goldfinger 6 S. Garfield Ave.	\$55.00 S
5) Federal National Mtg. Assn. 11 S. Monroe Ave.	\$493.52 WS
6) Richard & Susan Locklear 6 Shawnee Rd.	\$455.00 S
Total	\$12,140.72
Premium Collected	\$23,400.00

Tax Collector's Statement of Cash Receipts

Current Taxes	May 2015	2015 To Date
Prepaid Taxes / 2016		
2015 Taxes	1,532,026.31	3,894,988.30
2014 Taxes	1,350.22	88,392.48
6% Year End Penalty		2,555.96
Arrears		
Tax Title Liens		
Interest & Costs	634.71	8,947.33
Tax Searches		
Cleanup		
Advertising Costs	62.76	77.76
Tax Sale Premium		
Lien Recording		
Dup. Tax Sale cert. Fee		
NSF Fee		20.00
Bankruptcy & Foreclosure Fees		
<b>Total Receipts</b>	<b>1,534,074.00</b>	<b>3,994,981.83</b>



Beth A. Walls  
Tax Collector

Percentage of Collection at May 31, 2015	94.30%
Percentage of Collection at May 31, 2014	95.90%