

# BOROUGH OF WENONAH

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## COUNCIL MINUTES – BUSINESS MEETING

September 24, 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: Hausman, Kaeferle, Lader, Sheppard  
Absent: Howard, Norris  
Also Present: Solicitor Brian J. Duffield

### Open Public Meetings Act Statement:

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

**Open to Public** CH/PK

No comments

**Close to Public** JS/CH

**Motion to approve:** August 27, 2015 Council Minutes CH/PK AIF  
Lader abstain

**Motion to approve:**  
Resolution 2015-79 Appointing Sergeant William Rogers to Chief of Police JS/CH

Roll Call

Ayes: Hausman, Kaeferle, Lader, Sheppard

Nays: None

Abstain: None

Absent: Howard, Norris

Motion Approved

**Motion to approve:** Resolution 2015-80  
Authorizing the execution of Chief of Police Contract JS/CH

Roll Call

Ayes: Hausman, Kaeferle, Lader, Sheppard

Nays: None

Abstain: None

Absent: Howard, Norris

Motion Approved

Swearing in Chief of Police by Mayor Dominy

Two minute recess

**Motion to approve:** Resolution 2015-81  
Authorizing the transfer of tax overpayments-\$1,196.40 from 3<sup>rd</sup> Qtr to 4<sup>th</sup> Qtr (Exhibit A) JS/CH

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

**Motion to approve:** Resolution 2015-82 Authorizing donation of senior bus to VFW CH/PK

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

**Motion to approve:** Resolution 2015-83  
Authorizing LOSAP withdrawal for Nicholas Di Paolo not to exceed \$18,500 JS/CH

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

**Motion to approve:** Resolution 2015-84 Authorizing the purchase of radio equipment JS/CH

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

**Motion to approve:** Resolution 2015-85  
Approving the capital improvement budget for \$2,050 down payment for radio equipment JS/CH

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

**Motion to approve:** Resolution 2015-86  
Rejecting all bids for 2015 NJDOT road program (Maple St & Jackson) PK/JS

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

**Motion to approve:** Resolution 2015-87  
Authorizing the 2016 Municipal Aid application for S. Marion Ave PK/CH

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

**Motion to approve: Resolution 2015-88**

Authorizing amendment to affordable housing municipal shared services agreement to permit alternative experts, consultants, and/or other professionals for the pending litigation PK/ CH

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

**Motion to approve: Ordinance 2015-10 1<sup>ST</sup> Read Bond Ordinance**

Approving \$41,000 to purchase radio equipment for the Fire Department JS/CH

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

**COMMITTEE REPORTS:**

Public Safety & Personnel – J. Howard – Absent. Mayor Dominy read report. See attached reports.

Public Works – P. Kaefeler – See attached report.

Human Services – C. Hausman – See Attached report

Next Clean Communities Day is November 14.

Finance & Budget – W. Norris – Absent. See attached reports.

Legal & Ordinance – P. Lader – Nothing to Report

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

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

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**Motion to approve: Disbursements:**

JS/CH

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

**MISCELLANEOUS:**

**Motion to approve:** "Best Practices"

JS/CH AIF

**Proclamation:** Read by the Mayor for Women's Club for Mental Health Month

**Open to Public**

JS/PK

Resident Ethan Fleegler, 409 North East Avenue, asked why Maple Street bids were rejected.

Engineer, Dave Kreck, replied that only 2 bids came in. The bids were too high. He stated that we may get better pricing next year. The NJ DOT will only consider repaving streets that are heavily traveled. In the interim public works will have to repair.

Resident Michelle Contarino spoke on behalf of the Home and School. She wanted to inform council of the 2nd Annual Oct 24<sup>th</sup> fall festival and extended an invitation to all.

There was a **motion to approve** closing South East Avenue between 11-4pm for the Fall Festival.

Councilman Lader made the motion and Councilman Sheppard seconded. All in Favor

**Close to Public**

JS/CH

**Motion to adjourn:** 8:31pm

CH/PK AIF

Minutes Submitted,



Karen L. Sweeney, RMC/Admin  
Approved: Oct. 22, 2015



ENGINEERS • SURVEYORS • GIS

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VIA E-MAIL ONLY

September 23, 2015

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

RE: Monthly Engineering Report  
Borough of Wenonah  
Public Meeting: Thursday September 24, 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. Our office has recently responded to a number of NJDEP requests for minor revisions to the plans and it is our understanding that approval of the Flood Hazard Individual Permit is pending a Threatened and Endangered Species review.
2. Due to the "near approval" status of the Flood Hazard Individual Permit and the potential for additional revisions from NJDEP, we intend to refrain from Public Bid Advertisement until receipt of Permit approval.

PUBLIC WORKS POLE BARN

1. It was recently discovered that one of the man-door locks was malfunctioning. The Contractor has indicated that they will be installing a new lock and will be coordinating its installation with Public Works.
2. It is our understanding that the Public Works Department is preparing for the installation of the concrete floor.
3. The installation of the electrical improvements and heating unit will soon follow. Our office will assist the Public Works Department as requested.

ENGINEERING  
Civil/Municipal  
Site/Civil  
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**2015 DOT MUNICIPAL AID - MAPLE STREET, FROM NORTHEAST AVE. TO N. MARION AVE:**

1. Bids for the project were opened on September 9<sup>th</sup>. The apparent low bidder for the Base Bid and Alternate Bid was American Asphalt Company, Inc., in the total amount of \$263,148.10, broken down as follows:
  - A. Base Bid (Maple Street): \$232,363.10
  - B. Alternate Bid (S. Jackson Avenue): \$30,785.00
2. Upon review of the two (2) bids received, it was noted that the low bid was in excess of our conservative Engineer's Estimate. Furthermore, the low bid appeared to be unbalanced as a number of individual unit prices far exceeded a reasonable engineer's estimate for same. Accordingly, it is our recommendation that the Borough reject the bids based upon the above findings and re-advertise the project in late Winter 2016 in anticipation of more competitive and balanced bids.
3. Furthermore, it is our understanding that funds cannot be certified for both the Base Bid and Alternate Bid #1 and therefore, any contract award would be limited to the Base Bid only.

**II. PRIVATE DEVELOPER PROJECTS AND INSPECTIONS:**

**STOCKTON AVENUE EXTENSION**

1. Pursuant to the Planning Board's Approval of the development of two residential properties located just beyond the terminus of North Stockton Avenue, i.e. Lot #'s 42.01 and 42.06, of Block 4, we arranged a preconstruction meeting with both Public Works and the property owner to review the scope of the public improvements and to coordinate inspections of same.
2. For reference, the public improvements consist of the installation of a water main extension and the paving of a portion of the Borough's Right of Way to provide access to the new dwellings, along with miscellaneous improvements, i.e. signage, landscaping, etc.
3. Based upon a recent inspection, construction has been limited to the clearing of trees and undergrowth.

**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.

**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 installed the new Flow Meter at Well #1.
2. Pursuant to the Ladder Condition Assessment Report and as previously reported, our office has received responses from both Verizon and TMobile who have indicated that they do not own the cable that is attached to the ladder. However, we have yet to receive a response from AT&T. There also exists the possibility that the cable services the Borough's Automated Water Meter Reading System. Therefore, our office will investigate this issue further to identify the owner of the cable.

**PORTABLE GENERATOR FOR WATER SYSTEM FACILITIES**

1. We have recently forwarded our Portable Generator Specifications to the County Engineer with the hope that a funding source can be identified.

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

1. No Change Since Last Report.

**WATER METER UPGRADES**

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

**NJDEP WATER ALLOCATION**

1. Although the records indicate that August had the highest water usage of any month this calendar year, the Borough's total water usage for January thru August 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. Public Works is continuing with the ongoing repairs to the collapsing storm sewers throughout the Borough. The most recent repair was performed at the intersection of Jefferson Avenue and Buttonwood Street. However, this repair is only temporary in nature and the replacement of the existing pipe, or portions thereof, will be required.
2. 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 identified.

**NJPDES STORMWATER DISCHARGE PERMIT**

1. Our office continues to assist in addressing the Local Public Education element of the Borough's Stormwater Permit. The next scheduled activity shall include arranging for the Environmental Commission to host a table at the October 24<sup>th</sup> Borough Harvest Fair with information about stormwater management and water conservation. This activity will earn the Borough 2 out of the 10 required points for Local Public Education.

**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. No significant activity.



WNOE012K  
Mayor and Council  
September 23, 2015  
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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)

**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. Our office will assist the Borough in the completion of the various tasks associated with achieving Federal Eligibility. We anticipate scheduling a meeting with the clerk in early October to initiate the process.
2. Our office will simultaneously pursue National Environmental Policy Act (NEPA) approval along with Federal Eligibility.
3. NJDOT has indicated that a second kick-off meeting will be scheduled with all Grant recipients to review the various Federal requirements and procedures. The date of this meeting has yet to be determined.

**2016 NJDOT MUNICIPAL AID PROGRAM:**

1. As authorized at the August 27th Council Meeting, our office is proceeding with the 2016 NJDOT Municipal Aid Application for the repaving of South Marion Avenue, from Pine Street to Willow Street. The due date for electronic submission of the application is October 20<sup>th</sup>.
2. It is our understanding that a Resolution indicating the Borough's support of the 2016 Municipal Aid Application for South Marion Avenue is scheduled for adoption at the September 24<sup>th</sup> Council Meeting. We kindly ask that three (3) signed and sealed copies of the Resolution be forwarded to our office for inclusion in the application to the NJDOT.

**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.