

# BOROUGH OF WENONAH

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## COUNCIL MINUTES – BUSINESS MEETING

MARCH 22, 2018

### Pledge of Allegiance

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

**Roll Call:** Present: Barbato, Cox, Kaeferle, Norris, Sheppard  
Absent: Mayor Dominy, Fini  
Also, present: Municipal Clerk Sweeney, Solicitor Matthew Lyons

### Open Public Meetings Act Statement:

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

**Open to the Public** DC/BN

Resident Joe Labinski, 305 W. Cherry Street, complained that the Mantua code enforcer, Graham Land is singling him out. He wanted Council to investigate this and advised Council he has already filed a tort claim.

Resident Greg Hack, 12 N. Monroe, complained he has had 38 years of sewer problems. He indicated that he had a sewer backup while he was away that caused \$8,000 worth of damage. He requested that Council to do something about this situation. Mr. Hack also complained about the fact that everyone ignores the stop sign on N. Monroe and wanted to know if a highlighter strip could be placed on the stop sign. Council agreed. Mr. Hack's final request to Council was to address the problem of the many stray cats around town.

Resident Tom Brett, 104 W. Willow, complained about Verizon. He stated that when they replaced a pole, Verizon damaged the tree that was in the easement. He called Verizon to complain, but they did nothing. Council replied the borough doesn't have jurisdiction when it comes to Verizon's property.

**Close to the Public** BN/DC

**Motion to approve:** February 22, 2018 Business Meeting Minutes. JS/DC AIF

**Motion to approve:** Ordinance 2018-2: 2nd read Approving Bond Ordinance

for Purchase of Rear-end Loader Truck BN/JS

**Open to the Public** BN/DC

No comments

**Close to the Public** JS/DC

Roll Call:

Ayes: Barbato, Cox, Kaeferle, Norris, Sheppard

Nays: None

Abstain: None

Absent: Fini

Motion Approved

**Motion to approve:** Ordinance 2018-3, 2nd read, Amending Chapter 47 of the Code of the Borough of Wenonah entitled "Rental Premises." DC/JS

**Open Public Hearing** DC/BN

No comments

**Close Public Hearing** DC/JS

Roll Call:

Ayes: Barbato, Cox, Kaeferle, Norris, Sheppard

Nays: None

Abstain: None

Absent: Fini

Motion Approved

**Motion to approve:** Ordinance 2018-4: 2<sup>nd</sup> Read, Amending Chapter 29 of the Code of the Borough of Wenonah entitled "House Numbering." DC/JS

**Open Public Hearing** DC/BN

No comments

**Close Public Hearing** JS/DC

Roll Call:

Ayes: Barbato, Cox, Kaeferle, Norris, Sheppard

Nays: None

Abstain: None

Absent: Fini

Motion Approved

**Motion to approve:** Resolution 2018-40: Authorizing the Transfer of Appropriation Reserves JB/JS

Roll Call:

Ayes: Barbato, Cox, Kaeferle, Norris, Sheppard

Nays: None

Abstain: None

Absent: Fini

Motion Approved

**Motion to approve:** Resolution 2018-41: Authorizing the elimination of a second

sewer tap at 9 S. Marion (converted to single family home.)

DC/JS

Roll Call:

Ayes: Barbato, Cox, Kaeferle, Norris, Sheppard

Nays: None

Abstain: None

Absent: Fini

Motion Approved

**Motion to approve:** Resolution 2018-42: Authorizing Tax over payment Block 59/Lot 3 for \$2,494.30 to CoreLogic Mortgage

BN/DC

Roll Call:

Ayes: Barbato, Cox, Kaeferle, Norris, Sheppard

Nays: None

Abstain: None

Absent: Fini

Motion Approved

**Motion to approve:** Resolution 2018-43: Authorizing Change order #4 for Pettit Group for Mantua Ave Project for additional \$3,375

DC/JS

Roll Call:

Ayes: Barbato, Cox, Kaeferle, Norris, Sheppard

Nays: None

Abstain: None

Absent: Fini

Motion Approved

**COMMITTEE REPORTS**

Public Safety & Personnel

J. Sheppard - See attached report.

Public Works:

D. Cox - See attached report.

Human Services:

A. Fini – Absent

Finance & Budget:

W. Norris – See attached reports and Treasurer’s & Tax Collector’s report. In the process of setting up a meeting with Vito Gagliardi and the Gateway funding analysis soon.

Legal & Ordinance:

P. Kaeferle – No report

Public Buildings & Grounds:

J. Barbato – See attached report

Engineers Report: Major problems with the Lenape pump station.

See attached Engineer’s detailed report on all projects in town.

**Motion to approve:** Disbursements

BN/JS

Roll Call:

Ayes: Barbato, Cox, Kaeferle, Norris, Sheppard

Nays: None

Abstain: None

Absent: Fini

Motion Approved

**Miscellaneous:**

Bridget Stankoski from Mullica Hill Triathlon Club, with the Wenonah Swim Club, requested approval to hold a Family 5k run on June 8, 2018. Councilman Norris motioned to approve, and Councilman Cox seconded. All were in favor.

**Open to the Public:**

No comments

**Close to the Public:**

JS/DC

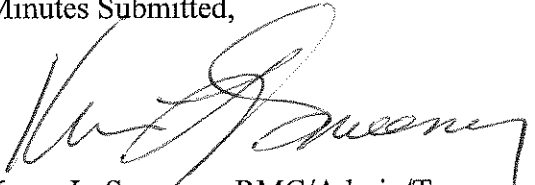
BN/DC

**Motion to Adjourn:** 8:30 pm

All in favor

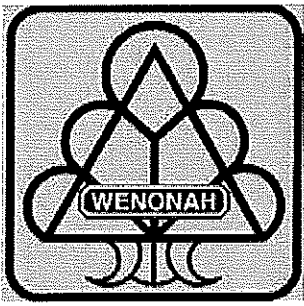
JS/PK

Minutes Submitted,



Karen L. Sweeney, RMC/Admin/Treasurer

Approved: May 24, 2018



Public Buildings  
&  
Grounds

Jonathan Barbato, Chair

Committee Members, Phil Kaeferle, Anthony Finni

Month: March 2018

Wenonah Park

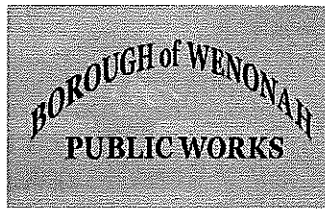
Ken and his crew will be performing a spring cleaning very shortly. The Wenonah Lions Club annual Easter egg hunt will be on Saturday March 31<sup>st</sup> at 11:00 am.

Wenonah Lake

The Wenonah Lake dog park is now open daily from 7am to dusk, weather permitting. The Wenonah Lake is now hiring gate guards and certified life guards for the 2018 swim season. Applications are available now at the Municipal Building.

Other Properties

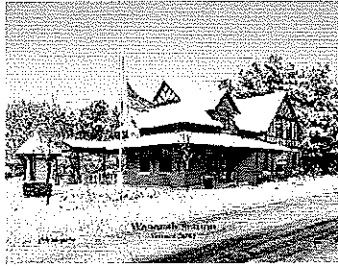
Nothing new to report at this time.



## **Public Works Report**

Submitted by Ken Trovarelli, DPW Superintendent  
March 22, 2018

- **Road and Utility Maintenance and Compliance Testing:**
  - Put snow plows on and off and on again in between storms.
  - Salted and plowed roads and kept sidewalks clear.
  - Verified meter readings for residents disputing bills, found 2 homes that had toilets running.
  - **Cleared 2 sewer main back ups. One on N. Monroe & Poplar (grease and wipes); One on Marion/Cedar & Princeton (2-1/2 gallon bucket of wipes, more went through) they don't break down. (see attached)**
  - Monthly water reports sent to DEP.
  - Collected water samples, 4 per month.
  - Many potholes throughout the borough were filled / patched.
  
- **Municipal Properties and Maintenance:**
  - **Cleared up the brush and logs at Well #3 Property and spread 60 yards of wood chips.**
  - **Took 4 Yards of rocks to Wenonah Trails for Bob Bevilacqua.**
  - **Purchased and installed 8-foot light bulbs in Library and recycled old bulbs.**
  - Check wells and lift stations 7 days per week.
  - Mark outs.
  - Trash/Recycle Collection - Collected trash and recycling at ball fields, parks, municipal properties and businesses.
  
- **Bulk Leaf Collection, Yard Waste & Branch Collection, Chipping, Tree removal:**
  - **Picked up 38 Cu. Yd. logs from Atlantic City Electric / Storms.**
  - **Covered the Borough for Scheduled and Storm Debris Branches and Yard Waste; Collected 21 Cu. Yd. Wood Chips and 60 Cu. Yd. Containerized Yard Waste and 3 large trees**
  
- **Residential Recycling:**
  - Collected metal items per residents' requests.
  - E-waste pick up per residents' requests.



*Community Center 2007*

## **Report**

**To:** Mayor Dominy, Members of Borough Council, & Karen Sweeney

**Re:** Public Safety & Personnel Committee Report

**Committee Members:** Jack C. Sheppard Jr. – Chair, Bill Norris & Dan Cox

**Month:** *March 2018*

Mayor Dominy & Borough Council,

### **Committee activities this past month included;**

- February was a light month with regard to the activities of the committee
- A meeting is scheduled with Chief Rogers for March 23<sup>rd</sup> to discuss routine police department matters

Respectively submitted,

*Jack*

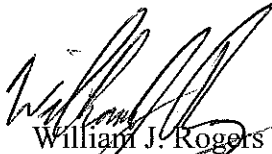
**Jack Cornell Sheppard Jr., Member of Borough Council**

**Public Safety and Personnel Committee Chair**

TO: Councilman Jack Sheppard  
FROM: Chief William Rogers  
DATE: March 22, 2018  
REF: Police Activity- Month of February, 2018

- Officers responded to 4 medical calls
- Officers assisted the Fire Dept. 3 times
  
- Our officers assisted outside agencies 28 times during the Month.  
Our officers conducted 55 Radar posts on Mantua Ave. & on Maple St.
  
- 14 Suspicious Persons/MV's
  
- 8 Alarm calls
  
- 2 Motor Vehicle crashes
  
- 9 Motor Vehicle complaints
  
- 4 Animal complaints
  
- 4 Fraud complaints
  
- 4 Well being checks
  
- 7 Assisting DMV's
  
- 2 Fireworks complaints
  
- 2 Warrant Arrests
  
- 1 Domestic
  
- 1 Attempted Burglary to MV
  
- 2 Noise complaints

Training  
ERT assignment – Ptlm. Basile  
Teaching LEAD – Ptlm. Stranahan

  
William J. Rogers  
Chief of Police



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| Juris | Date                  | Call#     | CFS  | Location                   |                  |
|-------|-----------------------|-----------|------|----------------------------|------------------|
|       | 02/04/18 11:18.000521 | 18.000520 | MVST | E Mantua AVE/N Clinton AVE | P631 WS631 CN ✓  |
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|       | 02/02/18 22:18.000481 | 18.000480 | MVST | 1 W Mantua AVE,1;S, Wenon  | P632 RD632 MVS ✓ |
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|       | 02/02/18 12:18.000461 | 18.000466 | MVST | E Mantua AVE/N Synnott AV  | P631 WS631 CN ✓  |
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|       | 02/02/18 11:18.000461 | 18.000464 | MVST | Glassboro RD/Linden ST;B,  | P631 WS631 CN ✓  |
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| Juris | Date                  | Call#     | CFS  | Location                                     |
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|       | 02/14/18 10:18.000713 | 18.000713 | MVST | W Mantua AVE/S Lincoln AV P623 AP623 MVV ✓  |
|       | 02/14/18 10:18.000712 | 18.000712 | MVST | 1 E Mantua AVE;S, Wenonal P623 AP623 MVS ✓  |
|       | 02/14/18 10:18.000711 | 18.000711 | MVST | E Mantua AVE/S East AVE;S P623 AP623 MVV ✓  |
|       | 02/14/18 09:18.000710 | 18.000710 | MVST | S East AVE/E Mantua AVE;S P623 AP623 MVS ✓  |
|       | 02/13/18 21:18.000690 | 18.000690 | MVST | 180 Bridgeton PIKE;J, Mant P632 RD632 MVS ✓ |
|       | 02/13/18 14:18.000680 | 18.000680 | MVST | Ogden RD/College BLVD;B, \ P631 WS631 CN ✓  |
|       | 02/13/18 13:18.000678 | 18.000678 | MVST | Ogden RD/Princeton BLVD;E P631 WS631 CN ✓   |
|       | 02/13/18 13:18.000676 | 18.000676 | MVST | Ogden RD/Dartmouth DR;B, P631 WS631 CN ✓    |
|       | 02/13/18 11:18.000674 | 18.000674 | MVST | W Mantua AVE/N Jackson AV P631 WS631 CN ✓   |
|       | 02/13/18 09:18.000672 | 18.000672 | MVST | Ogden RD/Princeton BLVD;E P631 WS631 MVS ✓  |

NEXT

Add New    Reset    Back    Refresh        

| Juris | Date Time | CE Type     | Citation# | Call#          | Plate                        | Charge               |         |   |
|-------|-----------|-------------|-----------|----------------|------------------------------|----------------------|---------|---|
|       | 02/28/18  | Traffic Vio | MJ028712  | NJ-X630        | 39:3-4 , UNREGISTER          | KIRK, RALPH          | 18-0000 | ✓ |
|       | 02/25/18  | Traffic Vio | mj029912  |                | 39:3-33 , IMPRO DIS          | Dim, Nneka           | 18-0000 | X |
|       | 02/24/18  | Traffic Vio | mj029911  |                | 39:4-144 , DISREG S          | Dang, Cat            | 18-0000 | ✓ |
|       | 02/24/18  | Traffic Vio | mj029910  |                | 39:3-33 , IMPRO DIS          | Ondricek, Rachel     | 18-0000 | ✓ |
|       | 02/22/18  | Traffic Vio | MJ029932  | 18.000 NJ-XEVS | 39:4-57 , FAIL TO CO         | Clark, Marvin T      | 18-0000 | ✓ |
|       | 02/22/18  | Traffic Vio | MJ29931   | 18.000 NJ-XEVS | 39:4-138I , IMPROP P         | Clark, Marvin T      | 18-0000 | ✓ |
|       | 02/21/18  | Traffic Vio | MJ029930  | 18.000 NJ-B22F | 39:3-40 , DRIVING W          | Howard 2nd, Donald   | 18-0000 | X |
|       | 02/21/18  | Traffic Vio | MJ029929  |                | NJ-K59H 39:3-75 , SAFETY GLA | Jefferson, Cody      | 18-0000 | X |
|       | 02/16/18  | Traffic Vio | MJ029928  |                | PA-KBK9 39:3-66 , MAINTENAN  | Powell, Kathryne E   | 18-0000 | X |
|       | 02/16/18  | Traffic Vio | MJ0228709 |                | NJ-W41J 39:3-40 , DRIVING W  | Rice, James M        | 18-0000 | X |
|       | 02/16/18  | Traffic Vio | MJ028708  |                | NJ-W41J 39:3-40 , DRIVING W  | Rice, James M        | 18-0000 | X |
|       | 02/16/18  | Traffic Vio | MJ028710  |                | NJ-W41J 39:6B-2 , UNINSURED  | Rice, James M        | 18-0000 | X |
|       | 02/16/18  | Traffic Vio | MJ028711  |                | NJ-W41J 39:3-29C , FAIL TO P | Rice, James M        | 18-0000 | X |
|       | 02/14/18  | Traffic Vio | mj029909  |                | 39:4-97 , CARELESS I         | Sterens, Maureen     | 18-0000 | X |
|       | 02/14/18  | Traffic Vio | mj029908  |                | 39:3-33 , IMPRO DIS          | Hart, Donna          | 18-0000 | X |
|       | 02/14/18  | Traffic Vio | mj029907  |                | 39:3-33 , IMPRO DIS          | Invero, Danielle     | 18-0000 | X |
|       | 02/13/18  | Traffic Vio | MJ029925  | 18.000 NJ-N77G | 39:3-4 , UNREGISTER          | Figuroa-santiago, K  | 18-0000 | X |
|       | 02/13/18  | Traffic Vio | MJ029926  | 18.000 NJ-N77G | 39:6B-2 , UNINSURED          | Figuroa-santiago, K  | 18-0000 | X |
|       | 02/08/18  | Traffic Vio | MJ029924  |                | NJ-H45H 39:3-75 , SAFETY GLA | Kidd, Wesley D       | 18-0000 | X |
|       | 02/07/18  | Traffic Vio | MJ029923  |                | NJ-U79J 39:3-74 , WINDSHIEL  | Ortner, Marisa       | 18-0000 | X |
|       | 02/06/18  | Traffic Vio | mj029904  |                | 39:4-144 , DISREG S          | Kim, Allison         | 18-0000 | X |
|       | 02/06/18  | Traffic Vio | mj029903  |                | 39:3-33 , IMPRO DIS          | Willard, Sandra      | 18-0000 | X |
|       | 02/03/18  | Traffic Vio | MJ028707  |                | NJ-YPL3E 39:3-4 , UNREGISTER | AIKEN, LETA          | 18-0000 | X |
|       | 02/03/18  | Traffic Vio | MJ029921  |                | NJ-R21J 39:3-75 , SAFETY GLA | Esposito, Dominic J  | 18-0000 | X |
|       | 02/03/18  | Traffic Vio | MJ029922  |                | NJ-R21J 39:3-10 , DRIVER'S L | Esposito, Dominic J  | 18-0000 | X |
|       | 02/01/18  | Traffic Vio | mj029902  |                | 39:4-97 , CARELESS I         | Bustard, Christoph J | 18-0000 | X |

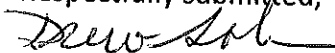
To: Mayor Dominy and Members of Borough Council  
From: Drew Sole, Fire Chief  
Subject: Fire Chiefs Report for February, 2018  
Date: March 6, 2018

The Wenonah Fire Company was in service sixteen times during the month of February. Twelve were calls for fire or rescue assistance and four weekly training activities. A summary of the alarms follows.

#### Emergency Responses

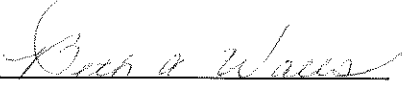
|                                      |   |
|--------------------------------------|---|
| Alarm System Investigation .....     | 2 |
| Cover Station Assignment .....       | 1 |
| Dwelling (Smoke Investigation) ..... | 1 |
| Request for Mutual Aide .....        | 8 |

During the month of February, the fire company responded to twelve calls of need to our town and our neighboring communities and trained on four occasions for a total of 165.43 staff hours of service. The Fire Company also completed annual Hazardous Communication refresher training as well as CPR recertification during the month.

Respectfully submitted,  
  
Drew Sole, Fire Chief

Tax Collector's Statement of Cash Receipts

| Current Taxes                 | February 2018 | 2018 To Date |
|-------------------------------|---------------|--------------|
| Prepaid Taxes / 2019          |               | 0.00         |
| 2018 Taxes                    | 926,418.76    | 1,915,747.19 |
| 2017 Taxes                    | 24,963.76     | 37,451.28    |
| 6% Year End Penalty           | 655.18        | 655.18       |
| Arrears                       |               | 0.00         |
| Tax Title Liens               |               | 0.00         |
| Interest & Costs              | 2,629.35      | 3,406.19     |
| Tax Searches                  |               | 0.00         |
| Cleanup                       |               | 0.00         |
| Advertising Costs             |               | 0.00         |
| Tax Sale Premium              |               | 0.00         |
| Lien Recording                |               | 0.00         |
| Dup. Tax Sale cert. Fee       |               | 0.00         |
| NSF Fee                       | 40.00         | 80.00        |
| Bankruptcy & Foreclosure Fees |               | 0.00         |
| <br>                          |               |              |
| Total Receipts                | 954,707.05    | 1,957,339.84 |

  
Beth A. Walls  
Beth A. Walls  
Tax Collector

Percentage of Collection at February 28, 2018 56.29%  
Percentage of Collection at February 28, 2017 48.68%





## THE PETTIT GROUP, LLC

Engineering • Architecture • Planning

VIA E-MAIL ONLY

March 21, 2018

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

**RE: Monthly Engineering Report  
Borough of Wenonah  
Public Meeting: Thursday March 22, 2018  
Project Number WNOE012N**

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 Contractor has indicated that they will be on-site next week to install the new Treatment System and Motor Starter. Once complete, Well #1 will be returned to service.
2. The completion of the work at Well #1 essentially closes out the Contract with Level-1 Construction and therefore, we will determine the Final Contract Amount, address any remaining Change Orders, issue Contract Closeout Documents and request the Two (2) Year Maintenance Bond. Our office will also prepare and issue the project punchlist.
3. Remaining work at the Well #3 site includes the installation of a number of trees to satisfy the conditions of the NJDEP Flood Hazard Permit.

#### **2014 NJDOT TRANSPORTATION ALTERNATIVES PROGRAM (TAP):**

1. The NJDOT has provided informal approval of the following additional work for reimbursement under the Grant (Change Order #2):
  - A. Replacement of certain dilapidated curbs in Mantua Avenue.
  - B. Replacement of dilapidated driveway aprons in the north side of Mantua Avenue.
  - C. Repair of a drainage problem at the southeast corner of East Avenue and Mantua Avenue.
  - D. 30 Day Time Extensions for both Think Pavers Hardscaping, LLC and Atlantic City Electric

It is our understanding that a Resolution approving of Change Order #2 is on the agenda for adoption. Once approved by Council, a formal Change Order request will be prepared and submitted to NJDOT in their specified format.



2. We are currently working with NJDOT to determine the potential for reimbursement for a new Borough Digital Messaging Sign (Change Order #3). Once funding eligibility is confirmed, we will coordinate the preparation of the appropriate Change Order with both the Borough and the DOT, and direct the Contractor accordingly.
3. Provided that Change Order #3 is approved, the Contractor will also be seeking an additional Time Extension due to the six (6) week lag time between ordering and delivery of the new sign.

## II. PRIVATE DEVELOPMENT PROJECTS AND INSPECTIONS:

### STOCKTON AVENUE EXTENSION

1. No Change Since Last Report.

### #207 EAST WILLOW

1. No Change Since Last Report.

### #107 S. CLINTON AVENUE

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.

### VERIZON CELLULAR ANTENNAE INSTALLATION

1. No change since last report

## III. GENERAL MUNICIPAL ENGINEERING:

### 2017 NJDOT LOCAL AID INFRASTRUCTURE GRANT - 2018 ROAD PROGRAM:

1. The design work is complete and the plans and specifications have been submitted to NJDOT for review and approval. Upon approval, we will coordinate the public bid advertisement with the Borough Clerk.
2. It is our understanding that the NJDOT has executed the Grant Agreement and has submitted a copy of the Agreement to the Borough.



**2018 NJDOT MUNICIPAL AID PROGRAM:**

1. The funding application for Drainage and Roadway Improvements to West Cherry Street, from Southwest Avenue to Jefferson Avenue. (*Priority 1*) was approved by the NJDOT, in the amount of \$270,000. The total amount requested in the grant was \$333,163.
2. Prior to submitting a fee proposal for the engineering design, contract administration, and construction inspection, we will consult with Public Works Committee as to whether the Project should also encompass additional Borough Roadways.
3. The application for West Cherry Street, from Jefferson Avenue to Garfield Avenue (*Priority 2*) was not approved for funding and therefore, should be considered as the Priority 1 application for the 2019 Municipal Aid Program.

**NJDOT SYSTEM FOR ADMINISTERING GRANTS ELECTRONICALLY (SAGE):**

1. Our office participated in a Training Session on the new NJDOT System for Administering Grants Electronically (SAGE) which is expected to go into effect on March 26<sup>th</sup>. In addition, we have updated the Borough's information in SAGE.

**NJ ENVIRONMENTAL INFRASTRUCTURE TRUST FUND (NJEIT)**


1. In preparation for the Borough's potential NJEIT funding application, a meeting was held with the Public Works Department for the purposes of developing a comprehensive "list" of both short and long-term Water, Wastewater, and Storm Water System improvements to include in the NJEIT application for funding.
  - A. Such improvements would consist of the Painting of the Water Tower, the preparation of an Asset Management Plan, the replacement of troublesome water mains, the replacement of dilapidated sewer mains and pump stations, and the replacement of failing storm sewers and erosive outfalls.
2. We await the rescheduling of the previously postponed meeting between NJEIT Representatives and the Borough.

**PY 2017-18 CDBG APPLICATION: BARRIER FREE IMPROVEMENTS AT LISLE FIELD**

1. We've recently confirmed that the Borough's application was denied. Our office inquired as to the reason behind the denial and we were informed that it was simply a matter of numbers, i.e. too many applications and not enough funding. We were subsequently advised to re-submit the application in the next round of funding, which is expected in April.

**WENONAH LIBRARY:**

1. No change since last report.



**WENONAH LAKE:**

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.

**LENAPE TRAIL PUMP STATION**

1. While troubleshooting the most recent pump failure at the Lenape Trail Pump Station, it was suspected that the problem was the result of flow obstructions in the existing force main. The force main was subsequently jet cleaned and the pump station was brought back into service. Follow up testing revealed that the pumps had returned to normal operation.
2. A second failure was experienced after jet cleaning the force main. This failure was strictly related to the pump's air valve being clogged with rags. After removing the rags, the pump station was brought back to normal operation.

**PUBLIC SEWER FOR WOODBURY-GLASSBORO RD PROPERTIES**

1. Our office has received a number of inquiries from interested residents and realtors about the potential for providing public sewer availability to the residential properties located on Woodbury-Glassboro Road between Linden Ave and the Wenonah Meadows Property.

**NJDEP WATER AND WASTEWATER SYSTEMS RESILIENCY GUIDE & SECURITY BEST PRACTICES**

1. As a follow up to our summary report, we will review the Borough's current policies and procedures with the Public Works Department and assess them for compliance with the guidance and recommendations provided within the NJDEP Water and Wastewater Systems Resiliency Guide & Security Best Practices.

See "NJ ENVIRONMENTAL INFRASTRUCTURE TRUST FUND (NJEIT)" for information regarding potential funding.



### NJDEP WATER QUALITY ACCOUNTABILITY ACT

1. A meeting was held with the Public Works Department and a GIS/Utility Consultant for the purposes of determining the most appropriate GIS Mapping Software to be used by the Borough to comply with the Act. The meeting included the presentation of a GIS Map of the Borough that had already been prepared by the Consultant and a demonstration of the various components that could be integrated into the GIS Map, including an automated program that would assist Public Works in their various documentation and reporting activities.
2. We subsequently requested a proposal for the preparation and periodic maintenance of the GIS Map in accordance with the specific requirements of the NJDEP Water Quality Accountability Act, including field locating the Water System Valves via GPS Survey.
3. The requirements of the Asset Management Plan for the Borough's Water System and methods for its integration with the GIS Mapping were also reviewed and discussed at the abovementioned meeting.

Prior to providing a proposal for its preparation, additional research and discussion is required to determine the scope of the Asset Management Plan and those who would, or could, be responsible for performing the various tasks. It should be noted that the Borough's Asset Management Plan must be completed by April 2019

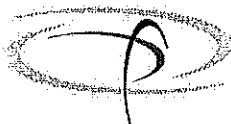
See "NJ ENVIRONMENTAL INFRASTRUCTURE TRUST FUND (NJEIT)" for information regarding potential funding for the preparation of the Asset Management Program.

### BOROUGH WATER TOWER AND WELLS

1. As required by NJDEP, the Borough must adhere to the timeline for preparing and executing a Public Bid Contract for addressing the recommendations of the Water Tower Conditions Assessment Report, and that timeline requires that a Project be advertised for bid in 2018, with construction taking place in 2019.
2. Our office will be submitting a proposal for engineering services which will also identify the proposed scope of work and cost estimate for budgeting purposes.
3. See "NJ ENVIRONMENTAL INFRASTRUCTURE TRUST FUND (NJEIT)" for information regarding funding for the Water Tower Project.
4. See "BOROUGH POTABLE WATER WELL #3" for information regarding Well #1 & Well #3.

### NJDEP WATER SYSTEM SANITARY SURVEY/COMPLIANCE INSPECTION

1. No change since last report.



**PORTABLE GENERATOR FOR WATER SYSTEM**

1. Subsequent to the completion of the improvements at Well #1, we will schedule a test for the portable generator.

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

1. Our office is working with the Borough on the completion of the 2017 Water System Audit which is due March 31, 2018.

**WATER METER UPGRADES**

1. No change since last report.

**NJDEP WATER ALLOCATION**

1. The Borough's total water usage for February 2018 was approximately 192,000 gallons above that for the month of February 2017.

**BOROUGH WATER SYSTEM RECORD KEEPING**

1. No change since last report.

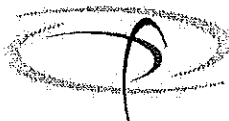
**STORM SEWERS**

1. We recommend that all necessary storm sewer replacement work be inventoried and included in the impending NJEIT Funding Application.

See "NJ ENVIRONMENTAL INFRASTRUCTURE TRUST FUND (NJEIT)" for additional information.

**NJPDES STORMWATER DISCHARGE PERMIT**

1. Our office is working on the completion of the 2017 Annual Report, which is due on May 1st.
2. Our office has provided the Borough with a summary report of the various new requirements related to the 2018 Permit Renewal, including a table which specifies the new requirements, their deadlines for implementation, and the parties involved in achieving compliance
3. In accordance with the above, we are addressing various elements of the new 2018 Stormwater Pollution Prevention Plan (SPPP), including the following:
  - A. Updating the various Maintenance Logs for the Public Works Department.
  - B. Coordinating the necessary Stormwater related Training for Planning Board Members.
  - C. Posting of additional materials on the Borough Website.



- D. The preparation of the Borough Outfall Map and development of a program for addressing stream scouring (erosion) and compliance with the Illicit Connection remediation requirement.

#### **ELECTRICAL UPGRADES AT WENONAH PARK**

1. No change since last report.

#### **ZONING MAP UPDATES**

1. An electronic copy of the updated Zoning Map has been distributed to Council and to the Combined Planning Board. Hard copies will be provided as requested.

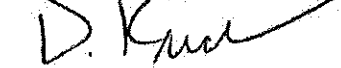
#### **IV. PLANNING BOARD ACTIVITY:**

1. We have provided Board Members with the necessary guidance for completing the Stormwater Training required by the Borough's NJPDES Stormwater Discharge Permit.

If there are any questions regarding the content of this report, please contact me at the office (856) 464-9600 or on my cell at (267) 972-6317.

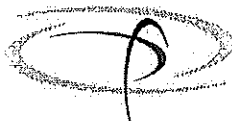
Sincerely,

**THE PETTIT GROUP, LLC**



David Kreck, PE, CME  
Associate

Cc: Karen Sweeney, Borough Clerk (via e-mail)  
Brian Duffield, Esq., Borough Solicitor (via e-mail)  
Sandra Christina, Planning Board Secretary (via e-mail)



## **2018 Fabulous Friday Night 5K Proposal:**

Location: Wenonah Swim Club

Date: Friday, June 8, 2018

Time: 6:45 PM

5k Run \$30

Family 5K Relay: \$35

\*The town of Wenonah will incur no cost for this event.

\*The Swim Club is looking to increase their membership and feels this is their ideal demographic.

\*The 5K course is the same course as the 2016 race.

\*Will need to review the course with Chief Rogers

\*In 2014-2016, the course reviewed by Chief Williams along with Jayne Gandy/Bridget Stankoski and agreed that 3 police officers would be an adequate number to safely maintain the runners.

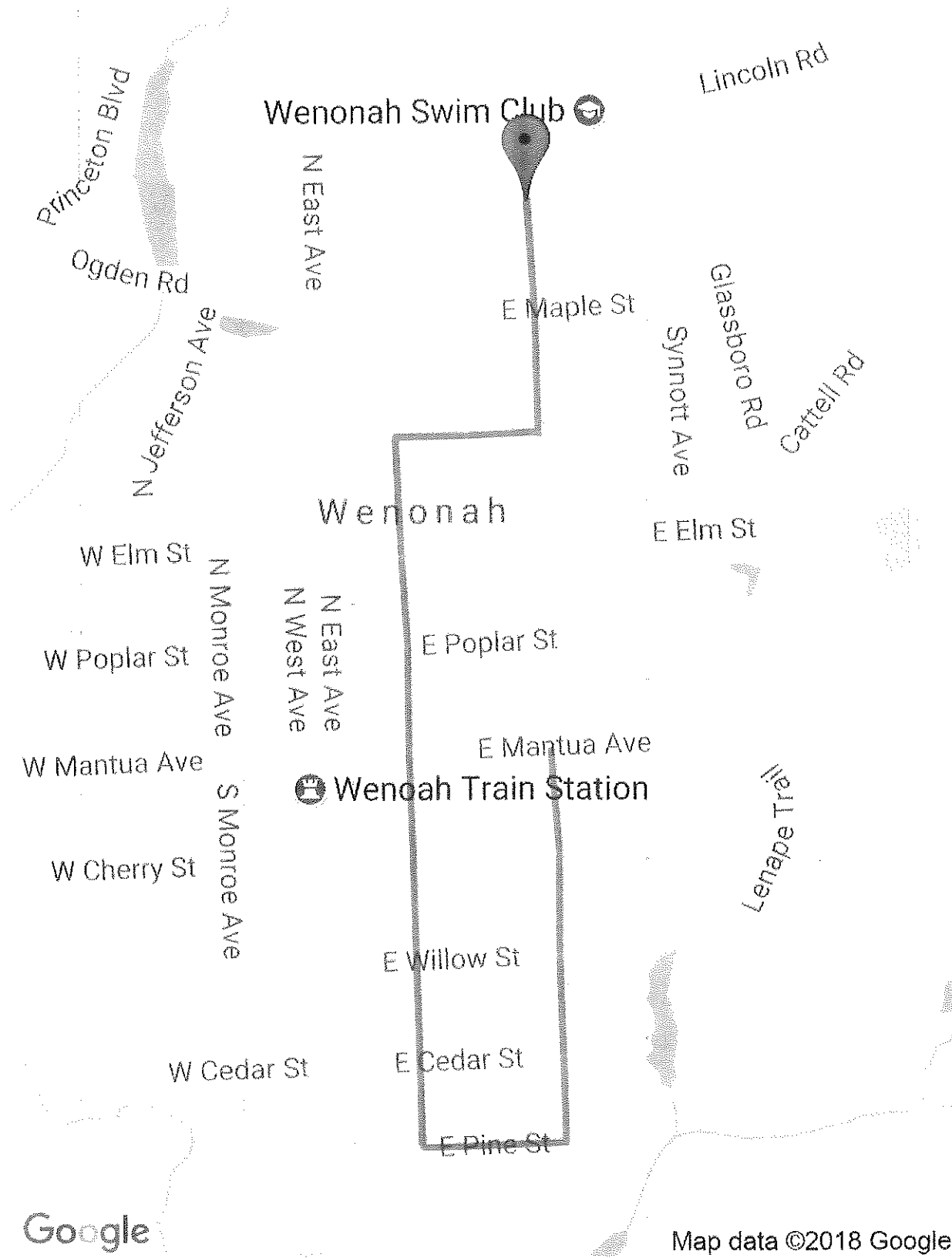
\*The club will also have volunteers stationed at each turn to further insure the safe conditions and minimal disruptions to the town's traffic.

\*Last year, Andrew Halter, the EMS Supervisor of Gloucester County Emergency Response who graciously offered to provide ambulance support during the race.

\*Will verify with fire chief, Drew Sole, next steps for support as well

### About the Mullica Hill Triathlon Club:

Our non-profit club was created to empower women in our community to achieve personal fitness goals, develop their inner athlete and raise awareness for important causes. MHWTC is a USAT certified club and provides direction, motivation, and support to help all of its members successfully complete a triathlon. In addition to supporting one another to achieve personal fitness goals, MHWTC contributes to an even bigger purpose. Our club creates awareness and raises money for a different cause each year. This years' cause is Bring Change to Mind and works to end the stigma surrounding mental health illnesses. Currently we are at over 900 women and girls!



Google

Map data ©2018 Google

To view this route online:  
<http://gmap-pedometer.com/?r=7214779>  
<http://gmap-pedometer.com/gp/bookmark/view/id/7214779>