

**BOROUGH OF WENONAH
ANNUAL REORGANIZATION MEETING**

January 4, 2018

**Wenonah Municipal Building
7:00 PM
Mayor Welcomes Guests and Officials**

Pledge of Allegiance

**Newly Appointed Councilman Jonathan Barbato and Anthony J. Fini,
Swearing in by Mayor John R. Dominy**

**Call to Order / Roll Call
Open Public Meetings Act**

Invocation – Pastor, Tim Nessler

**Motion to Approve with a "Consent Agenda": Confirmation of Employees/Appointments/Boards
& Commissions, Resolution R-2018-1 thru 21 and Salary Ordinance O-2018-1.**

- No. R-2018 - 1 • Appointing President of Council
- No. R-2018 - 2 • Designating Official Newspapers
- No. R 2018 - 3 • Establishing a Schedule of Public Meetings
- No. R 2018 - 4 • Designating Official Depositories
- No. R 2018 - 5 • Designating Signatories of Warrants & Checks
- No. R 2018 - 6 • Authorizing the 2018 Temporary Appropriations
- No. R 2018 - 7 • Authorizing the Execution of a Cash Management Plan
- No. R 2018 - 8 • Establishing Committees of Council & Appointing Representatives
- No. R 2018 - 9 • Appointing Members of the Combined Planning Board
- No. R 2018 -10 • Fixing Rate of Interest for Non-Payment of Taxes
- No. R 2018 -11 • Appointing a Solicitor, Municipal Engineer, Bond Counsel, and
Municipal Auditor and Conflict Counsel
- No. R 2018 - 12 • Appointing a Fund Commissioner, Safety Administrator,
Claims Coordinator, Safety Coordinator for the JIF
- No. R 2018 - 13 • Appointing an Alternate Fund Commissioner,
EPL Contact and Alternate EPL Contact
- No. R 2018 - 14 • Appointing a Risk Management Consultant
- No. R 2018 - 15 • Appointing Members of the Wenonah Board of Health
- No. R 2018 - 16 • Appointing Members of Wenonah Library Board of Trustees
- No. R 2018 - 17 • Appointing Members of the Wenonah Shade Tree Commission
- No. R 2018 - 18 • Appointing Members of the Wenonah Environmental Commission
- No. R 2018 - 19 • Appointing Members to the Wenonah Municipal Alliance
- No. R 2018 - 20 • Adopting Roberts Rules of Order for the Conduct of Meetings
- No. R 2018 - 21 • Authorizing an Agreement with Republic, Inc
- No. O 2018 - 1 • Amending Salary Ordinance

**Presentation and Swearing in of the 2018 Wenonah Fire Company Line Officers
Recognition of the Volunteer of the Year Award Recipient
Presentation of Reports by Various Boards & Commissions Covering Activities in 2017**

**Open to Public
Mayor's Message & Closing Comments
Adjourn**

BOROUGH OF WENONAH
www.boroughofwenonah.com
COUNCIL MINUTES
ANNUAL REORGANIZATION MEETING
January 4, 2018

Wenonah Municipal Building
7:00 PM

Mayor John R. Dominy called the meeting to order and welcomed guests and officials.

Pledge of Allegiance

Mayor Dominy called Jonathan Barbato and Anthony Fini to be sworn in.

Roll Call: Present: Dominy, Barbato, Cox, Fini, Kaeferle, Sheppard,
 Solicitor Matthew Lyons
 Absent: Norris

Open Public Meetings Act

Pastor Tim Nessler, offered the invocation.

Council President Kaeferle motioned to do a consent agenda approving the confirmation of Employees/Appointments/Boards & Commissions:
Resolution 2018-1- 21 and Salary Ordinance O-2018-1.
Councilman Sheppard seconded.

Roll Call:
Ayes: Barbato, Cox, Fini, Kaeferle, Sheppard
Nays: None
Abstain: None
Absent: Norris
Motion Approved

Presentation of the Wenonah Fire Company Line Officers:

- Chief Drew Sole introduced the Line Officers in attendance.
- Fire Chief Drew Sole and the Fire Company Line Officers were sworn in by Mayor Dominy.

Volunteer of the Year Award:

- Mayor Dominy recognized John Forren as the volunteer of the year award.
- Mayor Dominy read the proclamation for John Forren (Absent).

Presentation of Reports by various Boards & Commissions:

Mayor Dominy asked if there were any attendees with End-of-Year Reports covering various organization activities in 2017.

- Gary Odenbrett, Chair of the Shade Tree Commission was absent due to the storm (see attached)
- Scott Barnes, Chair of the Environmental Commission gave his report (see attached.)
- Anne Zuber, Wenonah Library (see attached report.)
- Police Chief Rogers gave a brief report. He also thanked everyone for their support.
- Fire Chief Drew Sole gave his report (see attached) and thanked everyone for their support. Drew also gave notice that 2018 would be his last year as Fire Chief.

Mayor Dominy then thanked everyone for their reports and acknowledged them for their good work in our community. He had a special thank you to Rob Cureton from Logan Township for providing our trash collections. He also recognized and thanked Dave Kreck, John Zupko, Brian Slaugh, COAH planner, and Carol McAllister, our auditor. He gave a special thanks to Ken Trovarelli, Public Works Superintendent and the DPW employees, Clerk Karen, and the office staff, Laurie and Kathy.

Open to public

JB/AF

No comments

Close to public

JB/AF AIF

Mayor Dominy closed the meeting by thanking all in attendance and our volunteers. He acknowledged they were the backbone of the community and gave a special thanks to everyone who braved today's snow storm to be here tonight.

The Mayor then invited everyone to stay for refreshments.

Adjourn

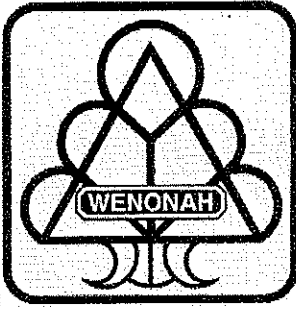
JS/AF AIF

7:30 pm

Minutes submitted,


Karen L. Sweeney, RMC/Treasurer

Approved: January 25, 2018



WENONAH ENVIRONMENTAL
COMMISSION

1 SOUTH WEST AVENUE
WENONAH, NJ 08090

WEB: www.WenonahEnvironmentalCommission.org
E-MAIL: inbox@WenonahEnvironmentalCommission.org

January 4, 2018

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

Dear Mayor and Members of Council:

This letter will serve to summarize the accomplishments of the Environmental Commission during calendar year 2017:

- In cooperation with the Lion's Club, we constructed a 300-foot boardwalk which raised Eldridge Trail by about four feet. The structure elevates trail visitors well above any flooding from beaver activity, now and in the future. Over 60 volunteers from both organizations participated in this amazing construction effort.
 - Elsewhere on the Eldridge Trail, we temporarily repaired a bridge that collapsed due to water redirected by a beaver dam immediately underneath. Permanent repairs will continue in 2018.
 - Eagle Scout candidate Jack Costantino and his crew placed wooden rails and crushed stone on a persistently wet 150-foot section of the Mantua Creek Trail.
 - We distributed informational letters to the approximately 120 property owners bordering conservation areas, reminding them of their special obligation to treat borough-owned land responsibly.
 - In October, we and the Gloucester County Nature Club held the fifth edition of the Mad Hatter's Tree Party, attracting 200 people of all ages to Eldridge Trail to learn about the importance of both trees and beavers to the health of our local ecosystem.
 - For the fifth year in a row, we engaged a professional firm to chemically treat local ponds against unsightly duckweed and algae plants during the summer months.
 - We continued regular maintenance tasks, including: cutting fallen trees, repairing bridge bulkheads, filling in holes on trails, and strengthening vandalized signs.
-

- We sponsored three public hikes, four formal work parties, and fielded teams for both Clean Communities Days. We also presented environmental awards to two graduating 6th graders.

In 2018, the Commission will continue to keep the 135-acre "Ring of Green" healthy and accessible for all to enjoy.

Respectfully Submitted,

Scott Barnes

Scott Barnes
WEC Chairman

Report to Borough Council January 4, 2018

Our first event in 2017 was *Take Your Child to the Library Day* in February. In cooperation with the Wenonah Elementary School, students that borrowed the required number of books during January were awarded a Golden Ticket to enter a drawing. There were 90 participants. They came for the drawing and to see the beautiful mosaic mural and Thomas the Train activity table that are now in the library for all to enjoy. One lucky student took home a Kindle Fire device!

During 2017, 10 stories were presented in our StoryWalk® pathway. This program was started in Vermont and has been used in all 50 states and internationally to promote literacy and outdoor exercise. Begin reading at the front of the library and follow numbered stations around the grounds of the library and through the park to read each of 15 pages of a story.

Each July we share stories, crafts and games with the children of Wenonah during our Summer Reading Program. This summer the theme was, Build A Better World, integrating many Science, Technology, Engineering, Art, & Math education standards into the fun. (S.T.E.A.M.)

On the first and third Monday of each month, the library is visited by a variety of dogs, the FURever As Friends S.M.I.L.E. (Silent Mentors In Literacy Education) program provides the opportunity for children, especially reluctant readers, to practice their reading in a fun low pressure environment.

In addition to our weekly preschool story time program at 10:00AM on Wednesday mornings, we offer SAT prep tutoring for high school students on scheduled Wednesday evenings in the Spring and Fall.

The LOGIN consortium contracted with EBSCO Information Services to enhance the LOGIN-libraries.org catalogue search tool to include full text online research journals and periodicals. Not only do we have access to the books, DVDs, and other materials found in the 26 sharing libraries, but virtual publications as well. Use our desktop computers, one of our 4 tablet devices, or your own devices through our WIFI or from anywhere through the link on our website.

Computer Basics instruction is offered on Thursday evenings from 7:00 to 8:00 PM to demonstrate the basics in internet use, email access, and other information retrieval, as well as library services including eBook and Audiobook downloads.

In October, the Lion's Club dedicated a beautiful memorial plaque in memory of long time Wenonah resident, educator and public servant, John Howard. It is in the garden along the side pathway to the front door. So nice!

In November, the library began offering a pass to the Museum of the American Revolution on 3rd St in Philadelphia. A few larger neighboring libraries in the area have been able to offer passes to several attractions; such as The Battleship New Jersey, Children's Discovery Museum, Grounds for Sculpture, and Pennsylvania Academy of Fine Arts. These passes are available only to the residents of the town offering them. They are funded through their Friends of the Library organizations. To fund more passes, we need more Friends!

The New Jersey Construction Bond Act that passed in November made grant funding available for libraries to make updates and improvements to library buildings. If you would like to be a part of the decision making for the future of our library, please speak up. The library board of trustees meets to reorganize on Wednesday, January 10th at 7:00PM, and on the first Wednesday of most months. See the borough calendar.

By the way, printed copies of the borough calendar, newsletters, and tax forms can be found at the library.

And by all means, make a New Year's resolution to clean off your book shelves for our used book sales, on Community Yard Sale day in April and Fall Festival Day in October. Proceeds go to the Friends of Wenonah Library.

Wenonah Shade Tree Commission

2017 Report to Council- Reorganization meeting – January 4, 2018

The Wenonah STC is an organization created by a borough ordinance that tasks us with the regulation, planting, care and control of shade trees within the clear zone – commonly known as the area between the curb and sidewalk or up to 12 feet within the curb should there be no sidewalk. We hold 7 public meetings a year in the Jack Sheppard Sr. Community Center as detailed in the borough calendar and borough website.

During 2017 we planted 45 new trees bringing the total plantings since 2010 to 382. 55 new trees are planned for planting in 2018.

A continuing project dedicated to public safety and tree health is our Trimming Program. Whenever budget monies allow we contract out companies to trim dead or broken branches. With an estimated total of 2500 street trees this task will be an ongoing process and we will never know its true outcome in that nobody reports when an accident does not occur – whether it be around our school, library, streets or athletic fields. Our trimming efforts fall under safety and prevention and we will continue the program as budgeting allows.

The STC responded to 70 resident and/or Public Works/Borough staff/ Police and Fire Dept. tree related concerns during 2017. We are conducting a borough wide shade tree inventory to help assist with future tree species diversity plantings. We continue to be sensitive to electric and utility wires as we plant new trees seeking to select species that will not interfere with these power sources in the future.

STC members logged 318 hours in voluntary service to Wenonah during 2017 with time devoted to planting, pruning, tree surveys, supervision of contractors, responding to residents' concerns, training, public meetings and administration.

Residents who wish to have major trimming or request removal of a street tree at their own expense must contact the STC for review and approval upon which a no fee permit will be granted. This process protects the interests of the homeowner as we require contractor proof of insurance and agreement on what work is to be

done to protect the tree if pruning is all that is required. Full removals are granted upon review of issues like tree health, age, condition and safety.

Wenonah – like many towns in NJ are under watch for the Emerald Ash Borer which have decimated ash trees from Ohio and east. By all predictions it is not a matter of if - but when the ash borer arrives. As such we ask all residents with ash trees on their property to remain alert. Further details can be obtained from any STC member. In January and February of 2018 Atlantic City Electric will be hiring contractors to perform significant electric line clearance and removals of selected ash trees to improve service in the case of storms and get ahead of potential damage by the ash borer.

Our thanks go out to Mayor and council for their support and especially the dedicated boro staff of Karen, Lori and Kathy.

Ken, Brian and Paul along with all Public Works employees deserve great credit in working with the STC throughout the year. – as do the Police and Fire Depts.

In 2017 Wenonah was awarded its 21st year of Tree City USA designation by the State of NJ Forestry Service and the Arbor Day Foundation. It is thru the efforts of STC members past and present that Wenonah remains an oasis of greenery. The Wenonah STC is committed to maintaining our trees – a natural resource and point of pride for today and generations to come.

Respectfully Submitted,

Gary Odenbrett -Chair

Wenonah Shade Tree Commission Members: Pat Ream, Greg Hack, Colleen Moran, Dan Cox, Larry Bacon, Nicole McVeigh, Shane Walsh and Chris Newman

The Wenonah Police department in 2017 responded to 6,148 calls for service, we made 1,085 motor vehicle stops and issued 231 summonses. We arrested 49 subjects for criminal violations.

In 2018 the Wenonah Police department will have some new faces, as we fill two positions that have been created by one officer leaving to take a position in another department and the retirement of Ptlm. Glenn Jones.

The Wenonah Police department is a community oriented Police department that provides different types of services and events to the residents of Wenonah. Some of these services and events are teaching L.E.A.D. in the Wenonah school, holding the community night out, Easter egg hunt in the park, and the Halloween haunted station.

The Officers of the Wenonah Police department are dedicated to protecting and serving the residents of Wenonah and providing them with the highest quality of service that they are use to receiving.

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Gary Odenbrett -Chair

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To: Mayor Dominy and Members of Borough Council
 From: Drew Sole, Fire Chief
 Subject: Fire Chief's Report for the Year 2017
 Date: January 4, 2018

During the year 2017, the Wenonah Fire Company responded to 157 calls for fire or rescue assistance, conducted 51 drills, and performed 19 extra service assignments for a year- end total of 227 times in service. A detailed summary of the alarms follows.

FIRE

Alarm System Investigations	8
Assist Gloucester County EMS	3
Brush Fire	2
Carbon Monoxide Alarm Investigation	4
Cover Station Assignment	6
Dwelling	1
Investigate Fumes	3
Motor Vehicle Crash	4
Request for Mutual Aid	91
Rubbish Fire	1
Smoke Investigation	1
Tree Removal	6
Vehicle Fire	1
Wires Investigations	26

During the year 2017 the Wenonah Fire Company responded to 157 calls for fire or rescue assistance to our community and our surrounding communities and trained on 51 separate occasions for a year- end total of 2,199.87 staff hours.

In 2017 our call volume remained fairly consistent with the prior year. Alarm system investigations were down while wires calls were yet again our largest category. Motor vehicle crashes were up from 2016 and mutual aid continues to be the highest number for dispatches in the year. In 2016 we were dispatched to assist other communities 80 times and in 2017 that number rose to 91 times as more communities request our assistance.

In addition to protecting our residents and weekly training the fire company participated in the following extra service assignments.

1. Conducted hoagie sale fundraisers
2. Attended five viewings and memorial services of fallen members
3. Participated in the Memorial Day parade and provided power at the Wenonah Cemetery
4. Assisted at the Gateway High School graduation
5. Assisted with the spring Athletic Association parade
5. Participated in the July 4th parade and provided fire truck rides as part of the day's events
6. Assisted the Lion's Club with the annual Fun Run
7. Assisted with the fall Athletic Association parade
8. Participated in the Home and School Harvest Fair
9. Participated in the Wenonah Police Community Night Out
10. Conducted Fire Prevention Education at the Elementary School during Fire Prevention Week.
11. Participated in the Thanksgiving Turkey Trot
12. Provided a fire truck escort for Santa to visit the town

It is fortunate for our residents that hopefully they will never need to call on us for an emergency however fire company continually involves itself in helping the town any way they can as illustrated in all the extra service assignments just listed.

In 2017 the fire company was dispatched to only one dwelling fire in the Borough. Fortunately, the fire was minor in nature and the family was not displaced due to the damage for any prolonged period of time. Again in 2017 our town saw some storms roll through quickly that left trees down and wires either arcing or down altogether. The town also experienced a Tri County swim meet at the Wenonah Swim Club which brought in masses of people for the event which was covered by the fire company without incident.

In 2017 the fire company formed a committee to investigate manufacturers to come up with the specifications for a replacement for the 1992 Grumman fire truck. The committee work countless hours meeting with manufacturer's representative to find the most truck for the least amount of money as each member of the fire company are tax payers as well. The committee was able to bring all of their hard work to the Public Safety committee of Council and thanks to unanimous support from Borough Council the truck is ordered and will hopefully be here to serve the town in late 2018.

Every year our town continues to realize that it is teamwork that keeps Wenonah what it is. That being said I would like to thank Chief Rodgers for the assistance we receive from the Police Department as well as thanks to Karen, Laurie and Kathy here at the Municipal building for their assistance throughout the year. A special thanks to Ken Troverelli and his staff from Public Works for the help they provide throughout the year as well. Last but certainly not least I want to recognize and thank our Fire Marshal Joe Buono for his efforts to our town. Joe is there whenever the fire company needs his investigative skills and I am pleased to again report that our inspections and enforcements related to fire issues are at a 100% rate due to his hard work.

The residents of Wenonah can continue to be comforted and proud knowing that they are protected and served by one of the most respected, highly trained professional all volunteer fire companies in Gloucester County. The members, although all maintaining full time careers and raising families, still dedicate themselves to maintain the necessary mandated training to be able to protect all residents from fire and other emergency needs and respond whenever a resident dials 911.

As I begin my 25th year as Fire Chief I feel it is important for every resident of the Borough to know how proud I am of the members of our all volunteer fire company. It takes a special type of person to leave a family function, holiday meal, child's school or sports event when duty calls and our residents need our services. It has been my pleasure to work with every member of the fire company and to see our young members mature into excellent firefighters. There comes a certain point however when all things must come to an end. That being said, I am giving official notice to Mayor and Council that this will be my last year serving in the Chief's position. Twenty five years is a good run and it is time for the command to change and continue progressing into the future.

On behalf of the Officers and Members of the Wenonah Fire Company I would like to welcome our two new Council members and would like to wish Mayor Dominy and the entire Wenonah Borough Council a safe, healthy and happy New Year.

Respectfully submitted,


Drew Sole, Fire Chief

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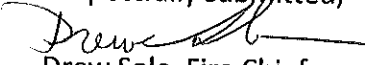
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Respectfully submitted,



Drew Sole, Fire Chief

2017 YEAR END PUBLIC WORKS COMMITTEE REPORT

SUMMARY OF NOTEWORTHY PUBLIC WORKS PROJECTS

2017 CONSTRUCTION PROJECTS AND BOROUGH IMPROVEMENTS

2014 NJDOT TRANSPORTATION ALTERNATIVES PROGRAM (TAP) GRANT PROJECT: MULTI-MODAL TRANSPORTATION IMPROVEMENTS TO MANTUA AVENUE, FROM MONROE AVENUE TO MARION AVENUE:

SCOPE

- The construction of various improvements to Mantua Avenue, from Monroe Avenue to Marion Avenue, to facilitate and increase the safety of pedestrian and bicycle traffic through the Downtown area and to maximize the on-street vehicular parking capacity.
- Improvements shall include new bluestone and/or stamped and tinted concrete sidewalks, Bump-out Islands at the intersections, new thermoplastic Crosswalks, Pedestrian Level Street Lighting, new Bicycle Lanes, new handicap ramps, and additional safety signage.

STATUS

Federal Authorization, in the amount of \$961,450±, was received in May 2017.

The grant amount was subsequently increased to \$1,128,660± in November 2017 to include the Construction Consultant Contract.

The Construction Contract was awarded to Think Pavers Hardscaping, LLC, in the amount of \$552,545.90.

A Street Lighting Contract, in the amount of \$191,700±, has been executed with Atlantic City Electric for the installation of pedestrian level street lights.

A Construction Consultant Contract, in the amount of \$167,200±, has been executed with Remington & Vernick.

Construction is currently underway

NOTES

All costs for construction and for construction consultant management and supervision are reimbursable by the Grant. The total anticipated construction costs at this time are approximately \$911,500±.

Construction is expected to be complete by March 2018, weather permitting.

CONSTRUCTION OF POTABLE WATER WELL #3:

SCOPE

- Construction of new Municipal Potable Water Well

STATUS

Construction is complete and the new Well is in service. Remaining work includes demolition of the old Well Building and tree plantings in accordance with NJDEP Flood Hazard Area Permit.

NOTES

Final construction costs are approximately \$750,000± and include a new \$50,000± treatment system at Well #1.

All construction costs are funded by the Borough.

2015 BOROUGH ROAD PROGRAM – 2015 NJDOT MUNICIPAL AID PROJECT:

SCOPE

- Roadway Improvements to Maple Street, from North East Avenue to North Marion Avenue (2015 NJDOT Municipal Aid Project)
- Roadway Improvements to South Jackson Avenue, from Cherry Street to the Dead End
- Miscellaneous roadway repairs to Maple Street at Woodbury-Glassboro Road, Jefferson Avenue, and Wenonah Lake

STATUS

The project is complete.

NOTES

Total construction costs were approximately \$255,500± and were partially funded by a \$170,000 NJDOT Municipal Aid Grant. The remaining construction costs were funded by the Borough.

PURCHASE OF PORTABLE GENERATOR FOR WATER SYSTEM FACILITIES:

SCOPE

- The Borough purchased a 150 kVA/120 kW Trailer Mounted Generator to provide emergency power to the Borough Wells

STATUS

The Generator is currently being stored in the Public Works Pole Barn.

NOTES

Project costs were \$77,000±, funded by the Borough.

FINANCIAL NOTES

Total Borough Construction Expense (Contract Work Only): **\$1,994,000±**

Total Funded by Grants: **\$1,081,500 (54%)**