

# BOROUGH OF WENONAH

www.boroughofwenonah.com

## COUNCIL MINUTES – BUSINESS MEETING

November 21, 2019

### Pledge of Allegiance

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

**Roll Call:** Present: Mayor Dominy, Councilpersons Cox, Fini, Kaeferle, Mayer, Norris  
Absent: Barbato  
Also, present: Municipal Clerk/Adm. Karen Sweeney, Solicitor Matthew Lyons

### Open Public Meetings Act Statement:

**Adoption of the Agenda:** Mayer/Kaeferle, All in Favor

**Open to the Public:** Mayor/Cox, All in Favor  
Resident Duke Braun, 407 W. Mantua Avenue, questioned the ordinance that changes Lake fees.  
Mayor Dominy gave him a copy of the ordinance on the agenda.

Resident Tamar Shelov, 104 N. Monroe, provided an update on Gateway High School's Autumn accomplishments.

Resident Lisa Dugan, 11 S. Garfield, questioned mayor and council about the basketball hoops and wanted a better understanding as to why they must be removed from borough streets. Mayor Dominy explained they are safety hazards; and the ordinance is not new. It is currently being enforced. When the hoops are not in use they must be removed from the street and the clear zone. Mrs. Dugan asked for an exception. Mayor indicated no exceptions. Discussion ensued.

Resident Duke Braun, 407 W. Mantua Avenue, asked about the OPRA resolution on the agenda. Mayor Dominy explained that all the towns are supporting the resolution, as there are many abuses to the current act.

Resident Mark Honabach, 109 S. Clinton, once again asked about tax abatements. Mayor Dominy explained that Wenonah doesn't qualify as, fortunately, there are no sections of town listed as blighted areas.

**Close to the Public** Mayer/Cox, All in Favor

**Motion to Approve: October 24, 2019 meeting minutes** Norris/Cox, All in Favor

**Motion to Approve: Resolution 2019-87:**  
Approving transfer of budget appropriations Norris/Cox

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

**Resolution 2019-88:** Approving resolution calling for a study commission to review the Open Public Records Act  
All in Favor Kaeferle/Norris

**Motion to Approve:** Ordinance 2019-9, 1st Read: Approving Amending Bond Ordinance 2018-8, providing a supplemental appropriation of \$110,000 for water repairs on Jefferson and Monroe Avenues to finance part of the cost. *(This is a do over from special meeting of June 6 Bond Counsel who indicated there were not enough votes)*  
Mayer/Kaeferle

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

**Motion to Approve:** Ordinance 2019-15, 1st read: Repealing Chapter 24 entitled "Trash/Recycling" and amending to a new Trash Ordinance Mayer/Kaeferle

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

**Motion to Approve:** American Pipe Cleaning, LLC \$34,599.20 for CCTV evaluation of Sanitary Sewers Mayer/Fini

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

**Motion to Approve:** Ordinance 2019-16: 1st read amending Lake Fees Mayer/Kaeferle

**Roll Call:**

Ayes: Cox, Fini, Kaeferle, Mayer, Norris

Nays: None

Abstain: None

Absent: Barbato

Motion Approved

**(Second read/public hearing will be on Thursday, December 19, 2019 at 7:30 pm)**

**Committee Reports:**

- Public Safety & Personnel – Councilman Dan Cox - see attached written report.
- Chief Darren White read his written report - see attached.
- Councilman Cox read on behalf of Chief Tim Nessler - see attached.
- Public Works - Councilwoman Susan Mayer - see attached written report.
- Human Services – Councilman Anthony Fini - no written report; however, he mentioned clean community’s day went well. Seven groups came out to rake leaves and clean up the park and community center; very cold windy day.
- Finance & Budget – Councilman Bill Norris - nothing to report; see attached written Tax Collector and Treasurer reports
- Legal & Ordinance – Councilman Phil Kaeferle - no written report;
- Public Buildings & Grounds - Councilman Jonathan Barbato – Absent

**Engineers Report:** Dave Kreck. See attached Engineers Report for all projects.

The construction project is almost finished (2019 infrastructure) just need to do some stripping. We have found that over \$30,000 remains in the contract. Discussion on additional paving work can be identified via Public Works.

**Approve Disbursements**

Mayer/Fini

**Roll Call:**

Ayes: Cox, Fini, Kaeferle, Mayer, Norris

Nays: None

Abstain: None

Absent: Barbato

Motion Approved

**Miscellaneous:**

Motion to Change December 27, 2019 council meeting to Thursday, December 19, 2019

Mayer/Cox All in Favor

**Open to the Public:**

Mayer/Norris, All in Favor

Resident Tamar Shelov, 104 N. Monroe, asked about the lake fee increase and Councilwoman Mayer explained that the Borough has been losing approximately \$20,000 each year to maintain the swimming summer seasons at the lake, and we want to have a 2020 swimming season. Brief discussion

Resident Gary Odenbrett, 20 North West Avenue, Shade Tree Chairman, indicated that trees will be trimmed in the clear zone in the park areas the following day.

Resident Tom Brett, 104 W. Willow, asked Chief White about how he obtains statistics on crime/incidents in Wenonah. Chief White replied that he gives a report to council every month from a reporting system with Gloucester County. He reports verbally the highlights at the council meetings.

Resident Duke Braun, 407 W. Mantua Avenue, wanted to express his disapproval on the Lake fee increase and asked why the town can't provide it free for everyone. Councilwoman Mayer explained the summer program at the lake has been losing money each year for the last 10 years.

We have approximately 884 homes in Wenonah and only 103 families joined in 2019 and last year only 68 families joined. When hiring summer help, salary and wages will go up due to the new minimum wage law. Why should the Borough keep doing this if it is not fiscally feasible? Long discussion ensued.

**Close to the Public:** Mayer/Norris, All in Favor

**Motion to Adjourn:** 9:00 pm Mayer/Cox, All in Favor

Minutes Submitted,



Karen L. Sweeney, RMC/Admin/Treasurer

Approved: December 19, 2019



Mantua Township Police  
405 Main Street  
Mantua New Jersey 08051  
(856) 468-1920

## Incidents Summary List

Printed On: 11/20/19 11:03

Reporting Period : 10/24/2019 - 11/20/2019

	Mantua Police Department	Total
Burglar Alarm Activation	5	5
CO Alarm	2	2
Community Policing	2	2
Criminal Mischief Complaint	1	1
Dispute	2	2
Fire Alarm System	2	2
Fireworks Complaint	1	1
Follow Up	2	2
Found Item	1	1
Fumes Exterior	1	1
Harassment	1	1
Hazardous Road Condition	2	2
Juvenile Complaint	1	1
Medical Alarm	1	1
Medical Emergency	1	1
Missing Person	1	1
Motor Vehicle Complaint	2	2
Motor Vehicle Crash	4	4
Motor Vehicle Stop	25	25
Noise Complaint	1	1
Notification/Informational	1	1
Parking Enforcement	3	3
Property Check	1	1
Psychiatric Emergency	1	1
Radar Enforcement	18	18
Radar Trailer Deployment	2	2
School Crossing	1	1
Speak To Officer	3	3
Special Detail	2	2
Suspicious Incident	3	3
Suspicious Motor Vehicle	2	2
Theft	2	2
Traffic Detail	1	1
Unconscious Person	1	1
Well Being Check	1	1
<b>Total</b>	<b>100</b>	<b>100</b>



# Mantua Township Police Department

Proudly serving Mantua Township and Wenonah Borough



**Darren E. White**  
Chief of Police

405 Main Street  
Mantua, NJ 08051  
mantuapd@mantuatownship.com  
(856) 468-1920  
Fax (856) 464-0237

**Brian L. Grady**  
Lieutenant

**Jeffrey F. Ferry**  
Captain

**Shaun J. Butler**  
Lieutenant

November 21, 2019

To: Mr. Mayor and members of the Borough Council

From: Chief White

Re: Monthly report

- We placed our speed trailer on Glassboro Road for a period due to complaints of speeding. The patrol shifts have also been conducting added patrols/radar enforcement in the area.
- Community service has helped out at the Harvest Festival and cleaned trash around a few other areas in the borough.
- We just swore in a class 2 officer at Mantua's last committee meeting on Monday. Kevin Flem will be going through his field training and then assisting around town in the near future. We are still trying to fill one other class 2 officer slot, but it has proven difficult to locate candidates as they are all looking for full-time positions.
- Next year's patrol schedule is basically complete with the changes taking place in January of next year. We change the shifts around once per year in an effort to ensure that all officers are comfortable working with each other.
- All officers just completed our semi-annual firearms qualifications with no issues.
- The order for the department's handgun replacements is basically complete. However, it will still take a significant amount of time for the process to work itself out and the guns to get here from Germany. I am looking forward to training with a firearm with more modern capabilities.
- Halloween and Mischief Night went well. We had officers handing out candy as we have done in past years and also participated in a large trunk-or-treat event at Lowes.
- Officers will again be participating in November. During November, officers are allowed to grow facial hair that is outside of our normal policy in an effort to increase awareness and raise money for men's health issues. All participating officers donate money that is then given to a men's health charity to be selected.
- We are applying for a grant through South Jersey Gas for up to \$5,000. We may use the money to purchase a new defibrillator as well as supplies for our current defibrillators.

- Ptl. Donovan and Boomer assisted in a bomb threat at GCIT last week.
- One of the lieutenants and I are attending a few classes at the NJ League of Municipalities conference taking place this week.
- Overall, things have been going well.

To: Mayor Dominy and Council  
From: Tim Nessler, Fire Chief  
Subject: Incident and Activity Report for October 2019  
Date: November 5, 2019

### Summary

The Wenonah Fire Company was in service a total of 22 times during the month of October including dispatched incidents and weekly training.

### Incidents

#### *Borough of Wenonah and Automatic Mutual Aid*

Alarm System -	5
CO Alarm -	1
Chimney Fire -	1
Dwelling -	1
Interior Fumes -	1
Motor Veh. Crash -	3
Wires -	3

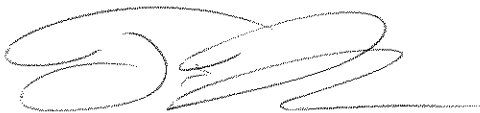
### Activities

Meetings/Drills -	5
Harvest Festival -	1
Fire Prevention -	1

### Totals

During the month of October 2019, the Wenonah Fire Company responded to 15 incidents within the Borough and our mutual aid communities. The company also assembled for training and activities 7 times including community relations at the Wenonah Harvest Festival and visiting Wenonah Elementary School for Fire Prevention Week. The company logged a monthly total of 230.22 staff hours of service.

Respectfully Submitted:



Tim Nessler  
Fire Chief



# Public Works Report

Submitted by Ken Trovarelli, DPW Superintendent  
For the month of November 2019 (10/25/19-11/21/19)

## Road and Utility Maintenance and Compliance Testing

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
Meters installed	4	6	3	2	0	0	31	0	1	25	11		
Utility Mark outs	6	9	53	22	11	9	14	61	22	36	27		
Water samples for NJDEP	4	4	4	4	4	4	4	4	4	4			

### Equipment maintenance

- Safety Briefing
- Repair water service at 404 W. Cherry
- Check wells and lift stations daily

### Road work

- Many potholes throughout the borough were filled / patched.

### Other activities

## Municipal Properties/Maintenance/Compliance

- Set up council room for election day voting
- Set up council room for council meeting
- Remove Christmas Tree in park
- Supply gloves, rakes, tarps, wheelbarrow for clean communities day
- Change 16 bulbs at tax office
- Check equipment for Antifreeze
- Took water samples, water reports to DEP (Monthly)
- Trash/Recycle Collection - Collected trash and recycling at parks, municipal properties and businesses.

## Bulk Leaf Collection, Yard Waste & Branch Collection, Chipping, Tree removal

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
Leaves – cu yds	90	0	0	0	0	0	0	0	0	0	560		
Yard waste – cu yds	40	80	60	100	40	60	60	60	175	90	40*		
Branches chipped – cu yds	7	12	28	20	21	28	41	49	28	21			

\*Indicates combined yard waste and branches

- 17 cu yd wood chips delivered to residents.

## Residential Recycling

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
# metal stops		22	16	15	29	94*	14	26*	53	66	56		
# e-waste stops		14	9	11	12		31		20	19	8		

\*Indicates combined metal and e-waste

- Other points to share this month –

**Future Plans:** Hook up yard hydrant in park on cherry street



**THE PETTIT GROUP, LLC**  
Engineering • Architecture • Planning

**VIA E-MAIL ONLY**

November 20, 2019

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

**RE: Monthly Engineering Report  
Borough of Wenonah  
Public Meeting: Thursday November 21, 2019  
Project Number WNOE0120**

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 & MODIFICATIONS TO WELL #1**

1. The Treatment System at Well #1 has been replaced and is now operable.
2. The installation of the new Treatment System at Well #3 is being coordinated with the Contractor.
3. Public Works must install a number of trees to satisfy the conditions of the NJDEP Flood Hazard Permit. This work is in exchange for other work that was completed for the Public Works Department by Level-1 Construction.

**2019 INFRASTRUCTURE IMPROVEMENT PROJECT:**

1. The Contractor has substantially completed the project and only minor pay items and punchlist work remains to be completed. Consequently, our office has submitted a recommendation to Council for the approval of the third contract payment.
2. Based upon the work completed to date, including all pending change orders, we have found that over \$30,000 remains in the Contract. Therefore, we are coordinating additional roadway paving work with the Contractor, including consultation with Public Works. Once the roadways have been identified and schedule confirmed, our office will provide an update for posting on the Borough's website.

3. Upon completion of the additional paving work, our office will finalize the Contract Amount, coordinate the Final Change Orders (NJDOT & Borough) with the Contractor, issue the Contract Closeout Documents, and request the 2 Year Maintenance Bond.

## **II. PRIVATE DEVELOPMENT PROJECTS AND INSPECTIONS:**

### **STOCKTON AVENUE EXTENSION**

1. No Change Since Last Report.

### **#207 EAST WILLOW**

1. No Change Since Last Report.

### **AT&T CELLULAR ANTENNAE INSTALLATION**

1. AT&T will soon be replacing and/or upgrading a number of the existing panel antennae, Remote Radio Heads (RRH's), and Surge Suppression Devices located atop the Water Tower, including the modifications to the existing equipment mounts for additional structural stability. The scope work also includes a number of additions, upgrades, and/or, replacements of certain existing ground based equipment.

### **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:**

### **2019 NJDOT MUNICIPAL AID PROGRAM - 2020 BOROUGH ROAD PROGRAM:**

1. Our office has provided Council with a fee proposal for the engineering design, contract administration, and construction inspection for the 2020 Borough Infrastructure Improvement Project. In addition, we have provided a recommendation for a project bond amount, which would potentially include the following:
  - A. Roadway Reconstruction in S. Marion Avenue, from Mantua Avenue to Willow Street (NJDOT Funded)
  - B. Water Main replacement in S. Marion Avenue, from Mantua Avenue to Willow Street (*Borough funded*)
  - C. Roadway Improvements to East Poplar Street, from Clinton Avenue to Marion Avenue (*Borough funded*)



D. Roadway Improvements to Mohawk Drive, from Lenape Trail to Woodbury-Glassboro Road (*Borough funded*)

Due to its potential construction cost of \$580,000, we have excluded the Roadway & Utility Improvements to Lenape Trail at this time. Should the Borough desire to include Lenape Trail in the scope of work for the 2020 Infrastructure Project, we will supplement our engineering proposal and provide an updated recommendation for the bond amount

2. It should be noted that the condition of the existing sanitary sewer in S. Marion Avenue will be assessed by Suburban Consulting Engineers (SCE) under a Borough-wide video inspection contract. Any required improvements to the sanitary sewer, as identified during the video inspection, will be addressed by SCE and coordinated with our office such that any underground utility work is completed prior to the paving of S. Marion Avenue.

**2020 NJDOT MUNICIPAL AID PROGRAM:**

1. No Change Since Last Report.

**NJ ENVIRONMENTAL INFRASTRUCTURE FINANCING PROGRAM**

1. Our office defers status reports on Infrastructure Funding to Suburban Consulting Engineers.

**PY 2019-2020 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. A new ADA ramp has been installed on N. Clinton Avenue, adjacent to the Library.

**WENONAH LAKE:**

1. Our office has obtained a permit to allow for the lowering of Wenonah Lake by two (2) feet for debris clearing purposes. The lake was lowered on November 12<sup>th</sup> and must be returned back to normal levels before February 1, 2016.

**LIGHT RAIL**

1. No change since last report.



**CONRAIL**

1. No change since last report.

**SANITARY SEWER SYSTEM**

1. SCE has solicited and accepted bids for the completion of the sanitary sewer jet cleaning and video inspection program. SCE has subsequently recommended that the project be awarded to American Pipeline Cleaning, and it is our understanding that the work is underway.
2. Our office addressed a complaint regarding a sewer back-up at #311 S. Princeton Ave which was the result of the sewer cleaning and video inspection project. As a result, it was recommended that the Borough provide a posting on the website to inform residents of the impending work.
3. Upon completion of the video inspections, our office will coordinate the necessary upgrades with future roadway improvement projects, including those roadways being considered for upgrades in 2020, i.e. S. Marion Avenue, East Poplar Street, & Mohawk Drive.
3. If available, we recommend that funds be dedicated to the installation of a bypass system for the Lenape Trail Pump Station.

**GLOUCESTER COUNTY UTILITIES AUTHORITY (GCUA)**

1. No change since last report.

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

1. No change since last report.

**BOROUGH WATER TOWER AND WELLS**

1. Our office defers status reports on the Borough Water Tower and Wells to Suburban Consulting Engineers (SCE).

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

1. No change since last report.

**NJDEP WATER ALLOCATION**

1. The total 2019 water usage, up to and including the month of October, is 49.55 million gallons and projects out to be approximately 15 million gallons below the Annual Allocation Limit.



**BOROUGH WATER SYSTEM RECORD KEEPING**

1. No Change Since Last Report.

**STORM SEWER SYSTEM**

1. In light of the Asset Management Plans being prepared for the Borough's Water and Sanitary Sewer Systems, considerations should be made for the preparation of an Asset Management Plan and GIS Map for the Borough's Storm Sewer System.
  - A. It should be noted that the Borough is required to provide NJDEP with a GIS Map of the Borough-wide Outfalls by December 1, 2020. It is assumed that the Borough will retain SCE for this work and our office will provide SCE with the outfall coordinates upon authorization of the work.

**NJPDES STORMWATER DISCHARGE PERMIT**

1. Our office continues to perform periodic updates to the Borough's 2019 Stormwater Pollution Prevention Program (SPPP). The most recent update includes documentation of the Rain Barrel Workshop Station at the Harvest Craft Fair.
2. We are currently attempting to coordinate a re-planting project at the Borough Library Rain Garden with the Gloucester County's Master Gardeners, and possibly other Borough organizations (to be determined).

**FLOODING INVESTIGATION IN SOUTHEAST AVENUE**

1. No change since last report.

**#107 S. CLINTON AVENUE**

1. No change since last report.

**ON-STREET ADA PARKING STALL FOR ELEMENTARY SCHOOL**

1. We are currently coordinating the installation of an on-street ADA Parking Stall in the north side of Elm Street, adjacent to the Elementary School.

**TRAFFIC CALMING MEASURES**

1. No change since last report.

**NORTH LINCOLN AVENUE RIGHT OF WAY VACATION**

1. The property owner is performing deed research to confirm that the existing property lines extend out to the center of the Right of Way for N. Lincoln Avenue.

**BLOCK 13 EROSION PROBLEM (NORTHWEST OF JEFFERSON & ELM)**

1. No Change Since Last Report.



**IV. PLANNING BOARD ACTIVITY:**

1. The Board approved of a Variance Application to allow a proposed swimming pool to exceed the maximum allowable Accessory Building Area and to allow the proposed swimming pool and fencing to be located in the front yard area of a corner lot at #109 N. Clinton Ave.

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)  
Matthew P. Lyons, Esq., Borough Solicitor (via e-mail)  
Laurie Christinzio, Planning Board Secretary (via e-mail)

