

# BOROUGH OF WENONAH

www.boroughofwenonah.com

## COUNCIL MINUTES – BUSINESS MEETING

OCTOBER 24, 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 Barbato, Cox, Fini, Kaeferle, Mayer,  
Absent: Norris (7:53)  
Also, present: Municipal Clerk/Adm. Karen Sweeney, Solicitor Matthew Lyons

### Open Public Meetings Act Statement:

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

**Open to the Public** Mayor/Cox, All in Favor  
Resident Abby Lutz, on behalf of the Wenonah Woman's Club, wanted to thank Mayor and Council allowing the Woman's Club to use the park this summer for their fundraiser. Abby also asked Council for the following considerations for next year.

1. Put poles in the ground so that banners may be strung across the street all summer.
2. Allow the Woman's club to accept the food vendors applications.
3. Allow beer and wine from already licensed vendors.

Mayor Dominy indicated that Wenonah Woman's Club should get together with the proper council committee; probably Public Building and Grounds to go through the list of questions. However, banners across Mantua Ave. are a different animal as the poles may fall on private property and that would create a problem. Councilman Kaeferle indicated as far as the vendor questions, perhaps Wenonah Woman's Club can obtain a list of the vendors and have them fill out applications in advance so they can be preapproved.

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

**Motion to Approve:** September 26, 2019 meeting minutes Cox/Kaeferle, All in Favor  
(Mayer abstains)

**Motion to Approve:** Resolution 2019-83: Adopting technology risk management standards in compliance with NJ Municipal Excess Liability Joint Insurance Fund's Cyber Risk Management Plan's Tier 1 requirements. Kaeferle/Mayer

### Roll Call:

Ayes: Barbato, Cox, Fini, Kaeferle, Mayer  
Nays: None  
Abstain: None  
Absent: Norris

Motion Approved

**Motion to Approve: Resolution 2019-84:** Adopting technology risk management

standards in compliance with NJ Municipal Excess Liability Joint Insurance Fund's  
Cyber Risk Management Plan's Tier 2 requirements Kaeferle/Mayer  
Roll Call:

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

**Motion to Approve: Resolution 2019-85:** Appointing a designated employer  
representative (DER) to meet JIF requirements Kaeferle/Fini

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

#### **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 that the senior lunch went well with approximately 35 attendees. Coming up next month is Clean Communities day on November 9.
- Finance & Budget – Councilman Bill Norris - nothing to report; see attached written Tax Collector and Treasurer reports
- Legal & Ordinance – Councilman Phil Kaeferle - no written report; however, the legal and ordinance committee is still currently working on a new trash ordinance and hopefully they will have the 1<sup>st</sup> read by the next meeting on Nov. 21, 2019. Councilman Kaeferle also added that he will speak to Dave Kreck regarding the lake lowering for this season to enable an easier clean up. This should be done as soon as possible.
- Public Buildings & Grounds - Councilman Jonathan Barbato - see attached report. The Lions Club requested the addition of some support poles to the park. Council voted on this later in the meeting.
- Council recognized Jack Sheppard's very appreciated donation and excellent effort that greatly added to the Wenonah Park.

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

**Approve Disbursements**

Norris/Kaeferle

Roll Call:

Ayes: Barbato, Cox, Fini, Kaeferle, Norris (Arrived 7:53)

Nays: None

Abstain: None

Absent: None

Motion Approved

**Miscellaneous:**

Discussion on 2019 Best Practices Inventory and Scoring summary requirements from the Local Finance Board. Mayor Dominy read into the minutes that there was a total of 53 scored questions (Core Competencies + Best Practices) for a total of 46 points. The Borough of Wenonah had a score of 40 (a score above 30 means no withholding of State Aid).

**Motion to Approve:** The Lake Association’s request to hold a “Haunted Trail” on Saturday, October 26, 2019 with a rain date of November 2, 2019 Barbato/Cox , All in Favor

**Motion to Approve:** The Wenonah Fire Company’s application for Jeremy Beckett Cox/Mayer, All in Favor

**Motion to Approve:** The Lions Club’s request to install two recessed footings on both sides of the entrance to the park. The recessed footings will be used to support two 20-foot poles for a “Season’s Greetings” display. Cox/Fini, All in Favor

**Open to the Public:** Cox/Fini All in Favor  
No Comments

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

**Motion to Approve:** Resolution 2019-86: Closed Session. A litigation update. No action will be taken. Kaeferle/Mayer, All in Favor

**Motion to Adjourn:** 8:02 pm Kaeferle/Mayer, All in Favor

Minutes Submitted,

  
Karen L. Sweeney, RMC/Admin/Treasurer

Approved: November 21, 2019



# Mantua Township Police Department

Proudly serving Mantua Township and Wenonah Borough



**Darren E. White**  
Chief of Police

**Jeffrey F. Ferry**  
Captain

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

**Brian L. Grady**  
Lieutenant

**Shaun J. Butler**  
Lieutenant

October 24, 2019

To: Mr. Mayor and members of the Borough Council

From: Chief White

Re: Monthly report

- The speed trailer was in front of the Tricia Sloan Dance Studio, but was removed at the very end of September/very early October. We can rotate it back there as needed.
- Community service cleaned around the Wenonah Park, Wenonah Lake, Wenonah Pool, and Maple Street this past weekend.
- Officers will be at the harvest festival this weekend. There will be a Canine Officer and others on hand with some goodies to hand out and to just talk to people.
- We had an issue with one of Wenonah's crossing guards that we have been working through. From what the lieutenant has advised, he is now doing better and we will continue to monitor the situation.
- There was an incident at Tall Pines State Preserve last night that apparently somehow became completely blown out of proportion. It was just a person on a bike who called 911 to report that he fell off his bike and injured himself. He supposedly could not move well and his phone was about to die. We then lost contact. He was later located safe and sound.
- We are in the final steps with a new class 2 officer hire. We have been without a class 2 since we promoted out last one to patrol officer a few months ago. Ideally, we would continually employ two of them, but it has been hard to keep them on hand as they are always looking/leaving for full-time positions.
- Cpl. Layton, who had been out of work with a work-related injury for a few months, finally returned to work this past weekend. Cpl. Layton is a huge asset and hard worker and we are happy to have him back.
- National Coffee With a Cop day was a big success on October 2<sup>nd</sup>. We had a table set up at the Wawa on Route 45 in Mantua with goodies to give away for both kids and adults. We also had

some of our equipment and a patrol vehicle for kids to play with and climb around in. Many people were concerned/surprised at first and some tried to give us donations thinking that we were soliciting them. They were surprised to see that we were actually trying to give them something for free!

- I have begun the process of ordering new handguns for the department. Our current sidearm, although a very quality firearm, is outdated and does not support modern capabilities like a rail for a weapon's mounted flashlight. We are also moving to a 9mm from a .40 cal. The FBI recently did a huge ballistics study and decided that they were going with a 9mm as well. The study essentially said that shot placement is the better indicator of stopping power and that 9mm is more than capable. It also allows for a lighter firearm, more ammunition, and less recoil (greater shot placement).
- Along with this purchase will be Simunitions inserts for the guns. These allow officers to train with their actual firearm for realistic training, but with projectiles made out of paint. The barrel is basically replaced with a Simunitions insert and the gun functions as it normally would, just without being able to shoot actual bullets.
- Officers recently conducted our semi-annual firearms qualifications with no issues.
- In an effort to better communicate with those who are deaf or hard of hearing, we installed a TTY phone device in our vestibule for after hours contact with the dispatch center through typing on a keyboard.
- We have been working on coming up with next year's patrol schedule. We rotate the shifts every year so that everybody is used to working with everybody else and do not all become too comfortable with each other.
- I am looking on replacing the systems used for recording interviews/interrogations, both in Wenonah and in Mantua. My initial plan was to use the body cameras for this function to avoid replacing the systems, but the prosecutor's office has come out with some new requirements so we will need to have a dedicated system. I should be able to use forfeiture funds for this.
- The senior luncheon went great. On top of good food, I was able to go around to all of the participant's table and discuss medication disposal with them all, as well as anything else they wanted to talk about.
- One of our officers recently made a sizable drug arrest consisting of over two pounds of marijuana, one ounce of cocaine, and over \$1400 cash (which was seized).
- We have been dealing with some speeding complaints around the borough resulting in some increased radar details.



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

## Incidents Summary List

Printed On: 10/24/19 13:07

Reporting Period : 09/26/2019 - 10/24/2019

	Mantua Police Department	Total
911 Miss Dial	2	2
911 Open Line	1	1
Added Patrol	1	1
Animal Complaint	3	3
Burglar Alarm Activation	7	7
Community Policing	1	1
Criminal Mischief Complaint	1	1
Disabled Motor Vehicle	2	2
Down/Arcing Wires	2	2
Fall Victim	1	1
Fire Alarm System	4	4
Follow Up	2	2
Fraud Complaint	1	1
Fumes Exterior	1	1
Fumes Interior	1	1
House Check	1	1
Investigation	1	1
Medical Alarm	1	1
Medical Emergency	1	1
Motor Vehicle Crash	2	2
Motor Vehicle Stop	37	37
Parking Enforcement	2	2
Pedestrian Stop	1	1
Property Check	2	2
Public Assist	1	1
Radar Enforcement	31	31
Radar Trailer Deployment	3	3
Repo Vehicle	1	1
School Crossing	4	4
Seizures	1	1
Sex Offense	1	1
Sick Person	1	1
Special Detail	1	1
Suspicious Incident	3	3
Suspicious Motor Vehicle	4	4
Suspicious Person	1	1
Suspicious Phone Call	1	1
Theft	1	1



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**Incidents Summary List**

Printed On: 10/24/19 13:07

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**Reporting Period : 09/26/2019 - 10/24/2019**

	Mantua Police Department	Total
Unwanted Person	1	1
Well Being Check	2	2
<b>Total</b>	<b>135</b>	<b>135</b>

To: Mayor Dominy and Borough Council  
From: Tim Nessler, Fire Chief  
Subject: Incident and Activity Report for September 2019  
Date: October 1, 2019

### **Summary**

The Wenonah Fire Company was in service a total of 16 times during the month of September including dispatched incidents and weekly training.

### **Incidents**

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

Alarm System -	4
Dwelling -	1
Exterior Fumes -	1
Interior Fumes -	3
Motor Veh. Crash -	2

### **Activities**

Meetings/Drills -	4
Hoagie Sale -	1

### **Totals**

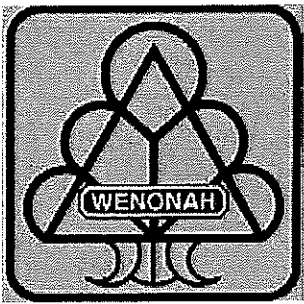
During the month of September 2019, the Wenonah Fire Company responded to 11 incidents within the Borough and our mutual aid communities. The company also assembled for training and activities 5 times for a monthly total of 146.64 staff hours of service.

Respectfully Submitted:



Tim Nessler  
Fire Chief





## Public Buildings & Grounds

Jonathan Barbato, Chair

Committee Members, Phil Kaeferle, Susan Mayer

Month: October, 2019

- Wenonah Park- Public works will be getting the Wenonah Park ready for the Harvest Festival which will be held this Saturday, October 26<sup>th</sup> from 11-4.

The Public Building and Grounds Committee recently approved per the request of the Lions Club to install two recessed footings on both sides of the entrance to the park. The recessed footings will be used to support two 20 ft. poles for a Season's Greetings display. The committee requests that the Lions Club follows up with Dave Kreck during and after installation.

- Other properties: Nothing to report

# Public Works Report

Submitted by Ken Trovarelli, DPW Superintendent  
For the month of October 2019 (9/23/19-10/24/19)

## 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			
Utility Mark outs	6	9	53	22	11	9	14	61	22	36			
Water samples for NJDEP	4	4	4	4	4	4	4	4	4	4			

### Equipment maintenance

- Accu-tab in at well 1 and we had start up on 10/11/19
- Replace water service at 201 E. Cherry and 308 S. Princeton
- Check wells and lift stations daily

### Road work

- Many potholes throughout the borough were filled / patched.

### Other activities

## Municipal Properties/Maintenance/Compliance

- Clean up concrete and asphalt pile at yard
- Cleaned up the park and set up for the harvest festival with trash, recycle cans and barricades
- Pressure and Flow Test and Flush Fire Hydrants
- 6 Bulk pick ups due to Logan Twp. Skipping various locations
- Cut and trimmed grass at all municipal properties
- Checked Fire extinguishers monthly
- Clean gutters at tax office
- Trim branches around stop signs
- Installed 9 signs at lake
- Help Bob Bevilacqua get park ready for pavers
- Cleared catch basins throughout the borough
- Check well and lift stations
- 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			
Yard waste – cu yds	40	80	60	100	40	60	60	60	175	90			
Branches chipped – cu yds	7	12	28	20	21	28	41	49	28	21			

- 4 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			
# e-waste stops		14	9	11	12		31		20	19			

\*Indicates combined metal and e-waste

- **Other points to share this month –**

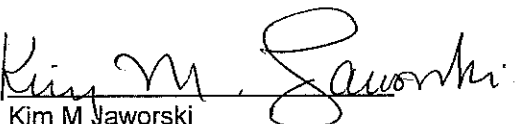
**Future Plans:** Hook up yard hydrant in park on cherry street

TREASURER'S REPORT 2019

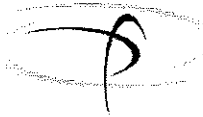
REVENUES:	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Property Tax Receipts	\$ 12,836.43	\$ 13,125.36	\$ 44,128.38	\$ 7,937.70	\$ 7,665.70			\$ 7,546.49					\$ 93,240.06
Delinquent Taxes	\$ 920.23	\$ 414,085.00	\$ 3,749.26	\$ 359.36	\$ 1,628.53	\$ 421.30	\$ 141.37	\$ 6,921.41	\$ 3,181.65				\$ 431,408.11
Interest on Delinquents	\$ 344,447.21	\$ 1,797,895.42	\$ 82,358.36	\$ 572,864.16	\$ 1,528,101.78	\$ 27,257.25	\$ 73,613.27	\$ 2,019,203.87	\$ 2,227,466.09				\$ 6,673,207.41
Current Taxes								\$ 12,972.80	\$ 2,186.91				\$ 15,159.71
Prepaid Taxes													\$ -
Tax Sale													\$ -
NSF					20.00								\$ 20.00
Other Revenues	\$ 28,621.43	\$ 14,677.80	\$ 49,404.90	\$ 20,051.29	\$ 15,375.55	\$ 16,253.39	\$ 19,060.96	\$ 13,771.40	\$ 28,237.97				\$ 205,454.69
Dog/Cat Licenses	\$ 696.00	\$ 362.00	\$ 928.00	\$ 354.00		\$ 41.00	\$ 7.00	\$ 41.00					\$ 2,429.00
Utility Receipts													\$ -
Water/Sewer Rents	\$ 175.00	\$ 1,895.98	\$ 140,206.63	\$ 140,792.08	\$ 14,866.08	\$ 3,160.67	\$ 2,094.98	\$ 326.69	\$ 188,988.45				\$ 492,306.56
Penalty	\$ 368.98	\$ 88.00	\$ 44.00	\$ 971.25	\$ 1,453.74	\$ 318.05	\$ 103.43		\$ 22.00				\$ 3,369.45
Prior Year Rent	\$ 2,521.67	\$ 924.00	\$ 704.04	\$ 806.80			\$ 44.00						\$ 5,000.31
Other	\$ 68.70	\$ 128.70	\$ 3,322.07	\$ 3,395.16	\$ 2,258.70	\$ 3,198.70	\$ 581.86	\$ 2,883.70	\$ 553.70				\$ 16,391.29
Appropriation Refund													\$ -
Lake Revenues													\$ -
Concession					100.00	\$ 848.00	\$ 1,271.00	\$ 633.00	\$ 173.32				\$ 3,025.32
Volley Ball Usage													\$ -
Walk In					393.00	\$ 1,552.00	\$ 3,858.00	\$ 2,252.00	\$ 648.00				\$ 8,703.00
Pavilion Rental					100.00	\$ 50.00	\$ 50.00						\$ 200.00
Parties						\$ 112.00	\$ 135.00	\$ 380.00					\$ 627.00
Day Passes/W/mem						\$ 96.00	\$ 32.00	\$ 96.00	\$ 16.00				\$ 240.00
Pass Books					70.00	\$ 150.00	\$ 400.00	\$ 50.00					\$ 820.00
Regular Membership					55.00	\$ 1,320.00	\$ 2,835.00	\$ 1,095.00	\$ 25.00				\$ 5,165.00
Non/Res Membership					300.00	\$ 2,100.00	\$ 3,600.00	\$ 600.00	\$ 110.00				\$ 6,710.00
Non/Res Single Membership													\$ -
Other													\$ -
TOTAL:	\$ 390,655.65	\$ 2,243,182.26	\$ 324,845.64	\$ 747,956.60	\$ 1,575,333.08	\$ 59,693.36	\$ 103,087.87	\$ 2,067,223.35	\$ 451,489.09	\$ -	\$ -	\$ -	\$ 7,963,476.91

Tax Collector's Statement of Cash Receipts

Current Taxes	September 2019	2019 To Date
Prepaid Taxes / 2020	2,186.91	15,159.71
2019 Taxes	227,466.09	6,672,836.52
2018 Taxes		90,784.63
6% Year End Penalty		2,455.43
Arrears		0.00
Tax Title Liens		0.00
Interest & Costs	3,181.65	21,281.57
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		0.00
Bankruptcy & Foreclosure Fees		0.00
Total Receipts	232,834.65	6,802,517.86

  
Kim M Jaworski  
Tax Collector

Percentage of Collection at September 30, 2019	79.11%
Percentage of Collection at September 30, 2018	99.34%



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

**VIA E-MAIL ONLY**

October 23, 2019

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

**RE: Monthly Engineering Report  
Borough of Wenonah  
Public Meeting: Thursday October 24, 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. It is our understanding that the removal and replacement of the Treatment Systems at both Well #'s 1 & 3 is underway.
2. 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 all concrete flatwork work, including the installation of a new ADA Ramp for the Wenonah Library on N. Clinton Avenue. Consequently, our office has submitted a recommendation to Council for the approval of the second contract payment.
2. Roadway paving in West Cherry Street, Southwest Avenue, and Garfield Avenue is tentatively scheduled for the last week of October. Once the schedule is confirmed, our office will provide an update for posting on the Borough's website.
3. We are still awaiting the submission of the Contractor's second Change Order Request, which will be inclusive of the various utility improvements completed at the intersection of Princeton Avenue and Willow Street, the new ADA Ramp on N. Clinton Avenue, and the reconciliation of as-built quantities. Upon receipt, our office will evaluate the Contractor's scope and pricing, and subsequently provide a recommendation to Council for approval of Borough Change Order #2 and NJDOT Change Order #1.

- A. Upon confirmation of the overall Change Order amounts, we will assess the Contract budget for the potential re-surfacing of Princeton Avenue and Monroe Avenue under the Alternate Bid Item for Miscellaneous Paving Repairs.
4. We have solicited a price from the Contractor for the installation of double yellow epoxy centerline striping in South Marion Avenue from, Cedar Street to Barkbridge Road. The approximate cost is anticipated to be \$2,200-\$2,300 (\$1.00 per linear foot). We ask if Council would like to include said work as a Change Order to the 2019 Infrastructure Project.
5. An application for Soil Erosion and Sediment Control Certification was submitted to the Soil Conservation District on September 27, 2019. We have yet to receive a response

## **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. 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:**

### **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. No Change Since Last Report.

**WENONAH LIBRARY:**

- 1. A new ADA ramp has been installed on N. Clinton Avenue, adjacent to the Library.

**WENONAH LAKE:**

- 1. No change since last report.

**LIGHT RAIL**

- 1. No change since last report.

**CONRAIL**

- 1. No change since last report.



**SANITARY SEWER SYSTEM**

1. Based upon discussions with SCE, we anticipate the completion of the sanitary sewer jet cleaning and video inspection program in November/December 2020.
2. 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 September, is 44.3 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. 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).
2. The necessary arrangements have been made, between the Wenonah Elementary School and the Americorps Ambassador Program, for the 2019-2020 Wenonah Elementary Classroom Presentations.
3. We have reviewed the various public education activities completed in 2019 and have confirmed that the Borough has met the Public Education Requirements.
4. We have prepared and/or updated the following MS4 documents:
  - A. Borough Inlet Map. A copy of which is to be provided to Public Works Dept.
  - B. 2020 Maintenance Logs.
  - C. 2020 Training Logs.
5. We have provided Public Works with guidance on the use, and restrictions to the use, of asphalt millings.

**FLOODING INVESTIGATION IN SOUTHEAST AVENUE**

1. No change since last report.

**#107 S. CLINTON AVENUE**

1. No change since last report.

**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.

**SOLAR ENERGY ORDINANCE #2019-13**

1. We have been addressing various concerns regarding the recently adopted Solar Energy Ordinance with the Mantua Twp Construction Office, including the amount of the fee to be charged for performing a Zoning Analysis.



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**IV. PLANNING BOARD ACTIVITY:**

1. No scheduled meetings since last report.

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)

