

**DRAFT  
AGENDA  
BOROUGH OF WENONAH  
REGULAR BUSINESS MEETING  
DECEMBER 17, 2020**

**I. OPENING:**

- a. Call to Order 7:00pm
- b. Flag Salute
- c. Roll Call
- d. Open Public Meetings Act Statement
- e. Adoption of Agenda

**II. PRIVILEGE OF THE FLOOR**

**III. BUSINESS: RESOLUTIONS & ORDINANCES**

Approval of November 19, 2020 council minutes

ORDINANCE 2020-18 2<sup>nd</sup> read amending Chapter 51 Sewer Connection Fee  
Open Public Hearing – Close Public Hearing – Roll Call

ORDINANCE 2020-19 2<sup>nd</sup> read Chapter 71-3 Renaming the Wenonah Lake Grounds to "The John and Kathy Howard Park at Wenonah Lake"  
Open Public Hearing – Close Public Hearing – Roll Call

ORDINANCE 2020-20 2<sup>nd</sup> read Chapter 72 Amending Solar Ordinance  
Open Public Hearing – Close Public Hearing – Roll Call

Resolution 2020-90: Cancel Prior year tax overpayment block 1002 lot 1 for \$3,853.07

Resolution 2020-91: Approving employee vacation buy backs

Resolution 2020-92: Authorizing the extension of a shared service agreement and addendum with the City of Woodbury for the provision of Fire official services.

**COMMITTEE REPORTS:**

- a. Public Safety & Personnel – Susan Mayer
- b. Public Works – Dan Cox
- c. Human Services – Anthony Fini
- d. Finance & Budget – Jessica Doheny
- e. Legal & Ordinance – Peter Fu
- f. Public Buildings & Grounds – Jonathan Barbato

**ENGINEERS REPORT:**

**APPROVE DISBURSEMENTS**

**MISCELLEANEOUS**

**PRIVILEGE OF THE FLOOR**

**ADJOURN**

**NOTICE PURSUANT TO N.J.S.A 10:4-8(d)**

The items listed on this tentative agenda of the Mayor and Council of the Borough of Wenonah constitutes the agenda to the extent known at the time of posting. Since this agenda is tentative, items may be added and/or deleted prior to the commencement of the meeting. Formal action may or may not be taken regarding each item listed on the final agenda.

**PUBLIC NOTICE**  
**BOROUGH OF WENONAH**

**NOTICE OF CHANGE OF START TIME OF REGULAR COUNCIL MEETING AND  
PUBLIC PARTICIPATION FOR THE MEETING SCHEDULED FOR  
THURSDAY, DECEMBER 17, 2020.**

PLEASE TAKE NOTICE. WE ARE RESUMING THE REGULAR COUNCIL MEETING START TIME **7:00 PM**

THE MEETING FORMAT HAS BEEN CHANGED FROM IN-PERSON ATTENDANCE AT THE MUNICIPAL BUILDING, 1 SOUTH WEST AVENUE, TO HYBRID MEETING ALLOWING TELECONFERENCE DUE TO COVID-19.

THE PUBLIC MAY ATTEND THIS MEETING VIA TELECONFERENCING AND COMMENT DURING THE DESIGNATED PUBLIC COMMENT PORTION IN COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT. THE PUBLIC MAY ALSO ATTEND WITH LIMITED SEATING DUE TO THE EXECUTIVE ORDERS OF THE GOVERNOR.

**TO JOIN THE MEETING FROM A LANDLINE OR MOBILE PHONE:**

**DIAL TELEPHONE#: 1 (425) 436-6386**

**THEN ENTER ACCESS CODE: 897987#**

**OFFICIAL ACTION TO BE TAKEN.**

KAREN L. SWEENEY, RMC/ADM  
MUNICIPAL CLERK  
BOROUGH OF WENONAH

*POSTED: December 17, 2020*

2nd Read  
12/17/2020

**BOROUGH OF WENONAH  
COUNTY OF GLOUCESTER**

**ORDINANCE NO. 2020-18**

**AN ORDINANCE AMENDING AND SUPPLEMENTING  
CHAPTER 51 ENTITLED "SEWER AND SEWER RENTS" OF THE CODE  
OF THE BOROUGH OF WENONAH**

**WHEREAS**, the Mayor and Committee of the Borough of Wenonah have determined that certain amendments to the Code of the Borough of Wenonah are required.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the Borough of Wenonah that Chapter 51 ("Sewer and Sewer Rents"), Article 1 "Sewer Connections," of the Code of the Borough of Wenonah is hereby amended as follows (additions indicated in boldface and italics *thus*; deletions indicated with strike-through ~~thus~~):

**SECTION 1.** Section 51-3.2 of the Code of the Borough of Wenonah entitled "Sewer Connection Fee" is hereby amended and supplemented as follows:

Prior to connection of any property with the public sewer system of the Borough, a property owner or representative shall obtain a sewer connection permit issued by the Borough Clerk, or his/her designee after payment of a fee in the sum of ~~\$1,307~~ \$2,300 for a single-family residence. All other connections shall be charged a fee equal to the number or fraction of such additional number of a "domestic consumer equivalent unit" represented by the demand for service of a single-family residence connecting to the system. The term "single-family residence" shall include all forms of such properties and the ownership thereof including, but not limited to, single-family homes, apartments, townhomes and all other forms of structures and properties designated or modified in design to accommodate residential occupancy. In no case shall any fee be charged less than one unit as a connection fee regardless of the use, type, design or other features of the property to be connected. Common use of a sewer lateral or other connection to the public sewer system shall not be cause for reduction or elimination of any connection fees

**SECTION 2.** This Ordinance shall take effect upon final passage and publication according to law.

**SECTION 3.** If any part of this Ordinance shall be deemed invalid by an administrative agency or court of competent jurisdiction, such decision shall not affect the legality and enforceability of any other provision hereof.

**SECTION 4.** All ordinances, policies and or procedures or parts thereof in conflict or inconsistent with this Ordinance are hereby repealed, but only however, to the extent of such conflict or inconsistency.

**SECTION 5.** This Ordinance shall take effect upon final passage and publication as provided by law.

*I, Karen Sweeney, Municipal Clerk, hereby certify that the foregoing ordinance is a true and accurate copy of an ordinance introduced on \_\_\_\_\_, and adopted on final reading by the Borough Committee of the Borough of Wenonah at a regular and duly convened meeting held on \_\_\_\_\_, 2020.*

*In witness thereof, I have set my hand and affixed the seal of the Borough of Wenonah this \_\_\_ day of \_\_\_\_\_ 2020.*

\_\_\_\_\_  
*Karen Sweeney, RMC/CMR*  
*Municipal Clerk, Wenonah Borough*

2nd Read  
12/17/2020

**Borough of Wenonah  
Gloucester County, New Jersey**

**ORDINANCE NO. 2020- 19**

**AMENDING CHAPTER 71-3 AUTHORIZING THE RENAMING OF PARK  
GROUNDS  
AT WENONAH LAKE TO BE KNOWN AS  
THE JOHN AND KATHY HOWARD PARK AT WENONAH LAKE**

**WHEREAS**, the Mayor and Council of the Borough of Wenonah have determined that the public grounds adjacent to Warner Lake, be renamed The John & Kathy Howard Park at Wenonah Lake.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the Borough of Wenonah, the the public grounds adjacent to Wenonah (Warner) Lake, are now known as "The John and Kathy Howard Park at Wenonah Lake".

**SECTION 1.** In the event that any portion of this Ordinance is found to be invalid for any reason by any court of competent jurisdiction, such judgment shall be limited in its effect only to that portion of the Ordinance actually adjudged to be invalid, and the remaining portions of this Ordinance shall be deemed severable therefrom and shall not be affected.

**SECTION 2.** All ordinances or parts of ordinances deemed to be inconsistent with this ordinance are hereby repealed.

**SECTION 3.** This ordinance shall become effectively immediately upon final adoption and publication in accordance with the laws of the State of New Jersey.

*I, Karen Sweeney, Municipal Clerk, hereby certify that the foregoing ordinance is a true and accurate copy of an ordinance introduced on November 19, 2020, and adopted on final reading by the Borough Committee of the Borough of Wenonah at a regular and duly convened meeting held on December 17, 2020.*

*In witness thereof, I have set my hand and affixed the seal of the Borough of Wenonah this \_\_\_ day of \_\_\_\_\_ 2020.*

***Karen Sweeney, RMC/ADMIN/QPA  
Municipal Clerk, Wenonah Borough***

2nd Read  
12/17/2020

**Borough of Wenonah  
Gloucester County, New Jersey**

**Ordinance No. 2020-20**

**AMENDING AND REPLACING  
CHAPTER 72 ENTITLED "LAND USE ORDINANCE"  
OF THE CODE OF THE BOROUGH OF WENONAH**

**WHEREAS**, the Borough of Wenonah aims to promote the accommodation of distributed, on-site residential solar energy systems installed to reduce on-site energy consumption and associated equipment. This ordinance does not address utility-scale solar energy systems, intended for the sale of electricity to utilities, industries, and/or businesses; and

**WHEREAS**, the Mayor and Council of the Borough of Wenonah have determined that certain amendments to the Code of the Borough of Wenonah ("Code") are required.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the Borough of Wenonah that Chapter 72 of the Code of the Borough of Wenonah, entitled "Land Use Ordinance," is hereby amended as follows (additions indicated in boldface and italics *thus*; deletions indicated with strike-through ~~thus~~):

**SECTION 1.** Section 72-711 Subsection Part (1) of the Code is hereby amended and supplemented as follows:

Solar energy systems shall be accessory uses to the permitted principal and other accessory uses on a lot and shall not involve the production of power for off-premises consumption nor shall such a use constitute the principal use of any lot. This prohibition shall not be interpreted to preclude the occasional sale of excess power from a solar energy system back to the public electric utility provider, but the systems shall be designed to provide output for a single residential structure and the systems shall be designed to produce no more than ~~0.0025~~ **0.0050** Kw per square foot of living space as documented in the property assessment of the structure, *provided that all plans and usage shall be subject to the approval of the Fire Marshal and the Construction Official.* For systems intended for uses other than the ones stated, or for any commercial projects, site plan approval is required.

**SECTION 2.** Section 72-711 Subsection Part (4) Subpart (f) of the Code is hereby amended and supplemented as follows:

*Ground-mounted arrays shall not exceed six (6) feet in height, when oriented at maximum tilt.*

**SECTION 3.** This Ordinance shall take effect upon final passage and publication according to law.

**SECTION 4.** In the event that any portion of this Ordinance is found to be invalid for any reason by any court of competent jurisdiction, such judgment shall be limited in its effect only to that portion of the Ordinance actually adjudged to be invalid, and the remaining portions of this Ordinance shall be deemed severable therefrom and shall not be affected.

**SECTION 5.** All ordinances or parts of ordinances deemed to be inconsistent with this ordinance are hereby repealed.

**SECTION 6.** This ordinance shall become effectively immediately upon final adoption and publication in accordance with the laws of the State of New Jersey.

*I, Karen Sweeney, Municipal Clerk, hereby certify that the foregoing ordinance is a true and accurate copy of an ordinance introduced on November 19, 2020, and adopted on final reading by the Borough Committee of the Borough of Wenonah at a regular and duly convened meeting held on December 17, 2020.*

*In witness thereof, I have set my hand and affixed the seal of the Borough of Wenonah this 19<sup>th</sup> day of November 2020.*

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***Karen Sweeney, RMC/ADMIN/QPA***  
*Municipal Clerk, Wenonah Borough*

**BOROUGH OF WENONAH**

**RESOLUTION NO. 2020-90**

**CANCEL PRIOR YEAR TAX OVERPAYMENT**

**WHEREAS**, there is a 2014 tax overpayment that remains outstanding on the books and is not refundable to the payee due to change in ownership, it is the recommendation of the Chief Financial Officer that this balance be canceled; and

**WHEREAS**, the following is the detail of the tax overpayment to be canceled:

Block 1002 Lot 1	\$ 3,853.07
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**WHEREAS**, in the event that a rightful claim to these funds is presented to the Borough, This amount will be refunded to that rightful owner

**BE IT RESOLVED**, that the item listed above be canceled and that the Chief Financial Officer record this action in the books and records of the Borough of Wenonah.

Date Adopted: December 17, 2020

Signed: \_\_\_\_\_  
Mayor, John R. Dominy

Attest: \_\_\_\_\_  
Borough Clerk, Karen L. Sweeney



**BOROUGH OF WENONAH**

**RESOLUTION NO. 2020-91**

**YEAR END VACATION BUY BACKS**

**WHEREAS**, the Mayor and Council of the Borough of Wenonah, County of Gloucester, and State of New Jersey, allow employees to buy back vacation days each year, and

**WHEREAS**, the CFO has determined that sufficient funds are available within the appropriate line items to complete this transaction,

**NOW, THEREFORE, BE IT RESOLVED THAT** the Mayor and Borough Council of the Borough of Wenonah, County of Gloucester, and State of New Jersey, hereby approve the following vacation buy backs for the year 2020:

Ken Trovarelli, Super PW	5 days
Kathy Schools	5 days
Karen L. Sweeney	5 days
Brian Nicholson PW	5 days
Laurie Christinzio	5 days

**Date Adopted:** December 17, 2020

**APPROVED:**

\_\_\_\_\_  
John R. Dominy, Mayor

ATTEST:

\_\_\_\_\_  
KAREN L. SWEENEY, Municipal Clerk

**CERTIFICATION**

I hereby certify that the above resolution is a true copy of a resolution adopted by the Council of the Borough of Wenonah, County of Gloucester, State of New Jersey, at a meeting held by the same on December 17, 2020, in the Borough's Municipal Building, 1 South West Avenue, Wenonah, New Jersey 08090.

\_\_\_\_\_  
KAREN L. SWEENEY  
Municipal Clerk

**RESOLUTION NO. 2020-92**

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF WENONAH,  
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY, AUTHORIZING THE  
EXTENSION OF A SHARED SERVICES AGREEMENT WITH THE CITY OF  
WOODBURY FOR THE PROVISION OF FIRE CODE OFFICIAL SERVICES**

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**WHEREAS**, the Borough of Wenonah has received fire official services (fire code enforcement and inspections) from the City of Woodbury pursuant to a Shared Services Agreement; and

**WHEREAS**, said Agreement expired on December 31, 2019; and

**WHEREAS**, it is the desire of the Borough Council to continue receiving fire code official services from the City of Woodbury in the same manner and consistency as their prior relationship; and

**WHEREAS**, it is in the best interests of the residents of the Borough of Wenonah to extend the Agreement with the City of Woodbury for the provision of fire code official services through December 31, 2019 for the sum of \$2,757.00 for the calendar year 2020 \$2,812.00; and a 2% increase in calendar years 2021; \$2,868.00 and 2022; \$2,925.74 respectively.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Wenonah, County of Gloucester, State of New Jersey, as follows:

1. The Mayor and the Clerk of the Borough of Wenonah are hereby authorized to execute an Addendum to the Shared Services Agreement with the City of Woodbury through December 31, 2022.

**ADOPTED** at a regular meeting of the Mayor and Council of the Borough of Wenonah, County of Gloucester, State of New Jersey held on December 17, 2020.

**BOROUGH OF WENONAH**

BY: \_\_\_\_\_  
**JOHN R. DOMINY, Mayor**

**ATTEST:**

\_\_\_\_\_  
**KAREN L. SWEENEY**  
**Municipal Clerk**

**ADDENDUM TO SHARED SERVICES AGREEMENT BETWEEN  
THE CITY OF WOODBURY AND THE BOROUGH OF WENONAH FO THE  
PROVISIONOF FIRE CODE OFFICIAL SERVICES**

**THIS ADDENDUM** made this 17 day of December, 2020 to the Shared Services Agreement (hereinafter "Agreement") between the City of Woodbury (hereinafter "Woodbury") and the Borough of Wenonah (hereinafter "Wenonah").

**EFFECT AND PURPOSE:** This Addendum is intended to supplement the Shared Services Agreement, and all Addendums previously attached thereto. The agreements and the promises contained in this Addendum will be as effective as if they were typewritten in the Agreement. If there is any conflict between the Agreement and this Addendum, the provisions of this Addendum will prevail. As used in this Addendum, the words, "this Agreement" will mean the Agreement to which the Addendum is attached as modified by other Addendum and this Addendum.

1. The Paragraph entitled "Term" shall be amended to read as follows:

This Agreement shall continue in effect until December 31, 2022, unless terminated in writing beforehand by mutual agreement of the parties.

2. The Paragraph entitled "Fee" shall be amended to read as follows:

The Borough of Wenonah shall pay to the City of Woodbury the sum of \$2,812.00 for the calendar year 2020, and a 2% increase in calendar years 2021 and 2022, respectively.

**IN WITNESS WHEREOF**, the parties hereto have signed and sealed this Addendum on the date and year first above written.

**CITY OF WOODBURY**

BY: \_\_\_\_\_  
**JESSICA M. FLOYD, Mayor**

**ATTEST:**

\_\_\_\_\_

**Municipal Clerk**

**BOROUGH OF WENONAH**

BY: \_\_\_\_\_  
**JOHN R. DOMINY, Mayor**

**ATTEST:**

\_\_\_\_\_  
**KAREN L. SWEENEY**  
**Municipal Clerk/Admin/QPA/CMR**

## CERTIFICATION

I hereby certify that the above resolution is a true copy of a resolution adopted by the Council of the Borough of Wenonah, County of Gloucester, State of New Jersey, at a meeting held by the same on December 17, 2020 in the Borough's Municipal Building, 1 South West Avenue, Wenonah, New Jersey 08090.

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Karen L. Sweeney  
Municipal Clerk

December 16, 2020

Year End Report for Public Safety and Personnel Committee

Please see the year end reports for the Police and Fire summaries.

In personnel, we supported the employees during the COVID pandemic and the implications to the offices and have supported the Public Works Department as we prepare for Ken to retire in spring, 2021.

Accomplishments include:

- Working with the office staff to create and implement a plan to have a swimming program despite the pandemic.
- Working with Public Works and Karen to quickly back-fill Public Works positions and revise the ordinances to allow for a revised structure in the department.

For 2020, we will miss Ken but wish him the best on his retirement, knowing that the department is in good hands with Brian in charge.



# 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

**Shaun J. Butler**  
Lieutenant

December 17, 2020

To: Mr. Mayor and members of the Borough Council

From: Chief White

Re: Monthly report

- We placed a radar sign back out on Buttonwood to help with speeding complaints.
- I called Chief Ryan from Woodbury PD and spoke to him about his autism registry and Straight to Treatment programs. We put out a notice seeking interested officers to run the registry, and a few showed interest. It is always better to use somebody who is interested before assigning the duties to them in order to get more buy-in. The registry should be done soon as it all seems straightforward. For Straight to Treatment, I just need to coordinate with a treatment facility. Things have been hectic recently, but I still plan on getting that all together. When finished, we will have a set day and time each week where anybody can come into the police department and we can set them up with a treatment provider. If they have minor warrants or outstanding charges, we can try to work with that jurisdiction and explain that they have come in seeking treatment. Woodbury has specific areas that they target by going out to speak with people each week, but I do not think we have similar areas. However, just getting the word out to our residents will be good. Even if they are not ready for treatment now, they likely will hit rock bottom at some point and want some help.
- All of our active shooter training took place over the last month. Unfortunately, all of our Simunitions stuff did not arrive in time for our first session, so we had to borrow West Deptford's. The inserts did come in for the rest of the sessions, but there was something wrong with them and they would not cycle in another round. They are a brand new design, so I think the company just needs to work out a few kinks. It appears that the spring that forces the slide back into battery was too strong for the Simunitions markers and would not go back far enough to grab another round after being fired. The way that they work is that our normal handguns and rifles are modified with the Simunitions inserts (see pictures, Simunitions inserts are blue). They will then not be able to fire a normal bullet, but only a Simunitions marker. They still hurt if you are hit with one and we still need to wear protective gear for force on force training, but they are not lethal. We also could not do "force on force" drills this time (where you actually have somebody shooting back at you) because we could not coordinate with another Simunitions trainer to come as initially planned. We originally had our own officers scheduled for a Simunitions trainer class so that we could safely conduct force on force training ourselves, but it

was cancelled due to COVID. Even with the issues, I still believe they were, and will continue to be, very helpful.



SIMUNITONS INSERTS ARE BLUE TO DENOTE THAT THEY CANNOT FIRE LIVE AMMO. IF YOU ARE VIEWING THIS IN B&W, YOU WILL NOT BE ABLE TO SEE.



#### SIMUNITONS MARKER VS. REAL BULLET

- We've had five officers total over the past month out due to COVID quarantine, three of which are still out. Fortunately, none of them had the virus, but had to be quarantined as a result of contact with another person who did.
- We also just received another COVID flag notification for a residence where officers had responded, but fortunately their interaction was not of the kind that necessitated quarantine, only self monitoring.
- With COVID numbers spiking, all of the chiefs around the county have been discussing whether or not we are going to revert back to a "COVID" schedule. Although one department has started it, my opinion right now is that, with the information that we now know about the virus and steps to take to avoid becoming sick as well as what to do if you are infected, we are going to remain on our normal schedule. I have updated my original special order and reinforced that officers need to follow it. We also had a wall mounted forehead thermometer installed and are using

handheld units as well. Officers are required to check their temperature as soon as they get to work before beginning their shift.

- The DWI grant has begun and will continue until January 1<sup>st</sup>. Please do not drink and drive.
- Ten rifles that we ordered last year finally arrived along with the majority of their accessories. The only thing we are waiting for is slings for them before getting them out on the road. It is unfortunate that they are needed these days, but with the easy availability of weapons to the public, we could very easily be outgunned in an active shooter situation. They are just one part of a combined plan between us and the schools involving training and other building security measures to help keep the kids/public safe.
- I attended a short online presentation regarding how the country plans on distributing the new vaccines if/when available. It will involve significant effort between many private and public agencies, including the military, but it seems like a pretty solid plan for distribution.
- Lt. Grady is working with the state to determine the feasibility of going paperless to some degree in 2021. This is something I looked into back in 2012 too, but there were certain certifications needed to be completed which would have been difficult for us to reach at the time. With us using the county's Pro Phoenix CAD program for all reporting and all of the backups being maintained by them, it may be easier now.
- Our monthly child seat inspection and installation event is being postponed until further notice per Safekids Worldwide (the organization who provides grant money for it) due to safety concerns surrounding COVID. We still have officers who can help on an individual basis. Visit <https://mantuatownship.com/departments/police/child-safety-seat-technicians/> for details and to set up an appointment.
- I have allowed officers to continue to grow their Movember beards throughout December in support of Decembeard. Participating officers need to pay an additional fee, which will then be donated to a charity. With all that has been going on recently, I figured if allowing some officers to grow a beard will help a little bit with morale then it is worthwhile.
- We have finished coordinating with all our schools for the implementation of the statewide Handle With Care directive. The goal of the directive is to provide an easy and immediate method for officers to notify school personnel prior to the start of the next school day when they encounter a student during an incident that might be psychologically concerning. This will allow the school to make any necessary arrangements and/or ensure that they realize that the student experienced something difficult in case they are not acting like themselves.



To: Mayor Dominy and Council

From: Tim Nessler, Fire Chief

Subject: Incident and Activities Report for November 2020

Date: December 1, 2020

Summary of service, dispatched incidents, training, and mutual aid:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
# Service times	13	13	11	17	8	22	17	22	18	8	15		162
Alarm Systems	1	1	1	4	2	4	5	5	4	1	1		29
Animal Rescue													
Assist EMS					1		1						2
Brush				2		1	1						4
CO Alarms	1	2		2		2	1	2					10
Cover Assignment		1							1				2
Dwelling	2		3	4	1	2	2		2	1	6		23
Exterior Fumes	3	3			1		1	2	1				11
Incorrect Dispatch	1												1
Interior Fumes		1	2			2	1		2				8
Investigation			1		1			1					3
Motor Vehicle Crash	1		1					2		1	1		6
Rescue Assignment													
Rubbish Fire			1			1	1						3
Service Assignment				5	1	8		6			3		23
Structure Fire										1			1
Meetings/drills	4	4	2		1	2	3	3	3	3	3		28
Events		1					1	1	5	1	1		10
Staff Hours	114.13	201.9	48.69	53.27	30.68	48.79	119.6	113.4	158.9	111.4	109.4		

Monthly highlights:

- On Sunday, November 1, the taskforce was dispatched to the 100 block of S. Clinton Ave. for a reported dwelling fire. Crews encountered an active fire in a rear family room and made quick work limiting the damage to one room. While repairs are being made, this Wenonah family is still living in their home thanks to the dedicated volunteers of the WFC and our mutual aid partners.
- The station assisted the Woodbury Fire Dept. on a working dwelling fire this month, providing overhaul support.



Tim Nessler

Fire Chief

# Public Works Report

**Submitted by Ken Trovarelli, DPW Superintendent  
For the month of December 2020 (11/19/2020 – 12/16/2020)**

## Road and Utility Maintenance and Compliance Testing

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
Meters installed	7	52	1	0	0	0	1	0	2	15	0	0	<b>78</b>
Utility Mark outs	36	62	22	106	22	120	80	33	12	23	28	26	<b>570</b>
Water samples for NJDEP	4	4	4	4	4	4	4	4	4	4	4	4	<b>48</b>

### Equipment maintenance

- Safety Briefings, Job site observation
- Health, safety, and wellness, ensuring employees are taking breaks, following COVID safety and health guidelines as well as safety on the job
- Check wells and lift stations daily
- Cleared sewer back-ups

### Road work

- Many potholes throughout the borough were filled / patched.

### Other activities

## Municipal Properties/Maintenance/Compliance

- Cleaned up the park and JCS Community Center of leaves and trash, etc. for the Holiday Market
- Put new batteries in 5 emergency lights at the Municipal Building
- Joe Buono completed a group safety training with DPW
- Get trucks ready for snow, wiper blades, windshield washer fluid, snow plows, pick up salt
- Cleared out catch basins for storms
- 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	20	0	0	0	0	0	0	0	0	0	460	680	<b>1160</b>
Yard waste – cu yds	25	9	54	0	350	400	120	100	80	0	0	0	<b>1138</b>
Branches chipped – cu yds	27	9	28	0	0	0	40	20	0	0	0	0	<b>124</b>

\*Indicates combined yard waste and branches

## Residential Recycling

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
# metal stops	34	60	49	26	76	14	39	74	36	23	39	22	<b>492</b>
# e-waste stops	6	18	6	5	22	2	9	15	9	7	11	7	<b>117</b>

\*Indicates combined metal and e-waste

- **Other points to share this month –**
- **Future Plans:**

To: Mayor Dominy, Members of Borough Council, and Karen Sweeney

Re: Human Services Committee – 2020 Year End Report

Committee Members: Anthony J. Fini (Chair), Jonathan Barbato, Jessica Doheny

**Human Services Committee Highlights for 2020 include:**

**Establishing an arm of Human Services to include Borough Communications.** The communications plan includes increased email communication and social media presence informing residents of important information and fostering positive engagement around the many wonderful things Wenonah has to offer.

**Two very successful Clean Communities Days**

- August 2020 had 8 participating volunteer groups and covered the Train Station, Park Grounds, and Borough Hall grounds
- November 2020 had 11 participating volunteer groups and, in addition to the community areas listed above, expanded to include clean up of Wenonah Lake grounds

Unfortunately, due to COVID-19, several of our traditional activities had to be cancelled in 2020, including the Movie in the Park and the Senior Breakfast. We look forward to being able to increase our activities next year when it is safe to do so.

Respectfully Submitted,


*Anthony*

Anthony J. Fini

Member of Borough Council

Committee Chair, Human Services

Current Taxes	November	2020 To Date
Prepaid Taxes / 2021	7,375.08	42,088.64
2020 Taxes	1,604,760.63	8,983,064.06
2019 Taxes	0.00	119,336.90
6% Year End Penalty		3,851.10
Arrears		0.00
Tax Title Liens		0.00
Interest & Costs	2,368.69	24,118.33
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	1,614,504.40	9,172,459.03

  
 Kim M Jaworski  
 Tax Collector

Percentage of Collection at November 30, 2020	98.42%
Percentage of Collection at November 30, 2019	97.15%

TREASURER'S REPORT 2020

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
<b>REVENUES:</b>													
Property Tax Receipts	\$ 23,089.40	\$ 19,670.04	\$ 28,044.22	\$ 14,344.91	\$ 8,748.23	\$ 14,625.20	\$ 2,195.11	\$ 75.34	\$ 8,476.76	\$ 12,345.07	\$ 16.00		\$ -
Delinquent Taxes	\$ 1,006.56	\$ 4,455.94	\$ 3,352.63	\$ 2,998.47	\$ 671.42	\$ 1,113.85	\$ 1,598.45	\$ 1,286.01	\$ 2,930.61	\$ 3,164.11	\$ 2,368.69		\$ -
Interest on Delinquents	\$ 711,808.78	\$ 1,467,469.64	\$ 76,623.61	\$ 543,114.78	\$ 1,545,438.05	\$ 94,190.27	\$ 466,900.67	\$ 1,772,587.17	\$ 93,239.02	\$ 603,076.74	\$ 1,604,760.63		\$ -
Current Taxes													\$ -
Prepaid Taxes													\$ -
Tax Sale													\$ -
NSF													\$ -
Other Revenues	\$ 55,936.41	\$ 17,337.99	\$ 8,528.81	\$ 12,409.84	\$ 9,731.94	\$ 19,352.15	\$ 5,537.01	\$ 39,707.98	\$ 9,920.16	\$ 15,763.19	\$ 15,226.35		\$ -
Dog/Cat Licenses	\$ 516.00	\$ 336.00	\$ 728.00	\$ 98.00	\$ 230.00	\$ 87.00	\$ 45.00	\$ 7.00	\$ 55.00				\$ -
Utility Receipts	\$ 740.00	\$ 1,349.96	\$ 159,216.42	\$ 114,987.21	\$ 70,026.53	\$ 16,764.44	\$ 24,468.98	\$ 7,673.43	\$ 200,327.28	\$ 203,049.68	\$ 16,220.42		\$ -
Water/Sewer Rents			\$ 47.00			\$ 1,344.50	\$ 2,133.93	\$ 293.14	\$ 372.98	\$ 2,086.09	\$ 1,614.45		\$ -
Penalty			\$ 470.00					\$ 47.00	\$ 940.00				\$ -
Prior Year Rent	\$ 8.73	\$ 8.73	\$ 8.73	\$ 1,679.14	\$ 60.00	\$ 8.74	\$ 8.73	\$ 45.00	\$ 2,687.74	\$ 333.87	\$ 42.41		\$ -
Other													\$ -
Appropriation Refund													\$ -
Lake Revenues						\$ 272.00	\$ 1,487.00	\$ 1,102.00	\$ 395.00				\$ -
Concession							\$ 6,450.00	\$ 4,825.00	\$ 2,180.00				\$ -
Volley Ball Usage							\$ 25.00	\$ 100.00	\$ 15.00				\$ -
Walk in							\$ 325.00	\$ 20.00	\$ 100.00				\$ -
Pavilion Rental							\$ 20.00	\$ 100.00	\$ 100.00				\$ -
Parties							\$ 300.00	\$ 300.00	\$ 100.00				\$ -
Day Passes/w/mem			\$ 50.00				\$ 3,536.00	\$ 2,970.00	\$ 440.00				\$ -
Pass Books				\$ 65.00		\$ 3,850.00	\$ 1,750.00	\$ 175.00					\$ -
Regular Membership													\$ -
Non/Res Membership			\$ 350.00										\$ -
Non/Res Single Membership													\$ -
Other													\$ -
<b>TOTAL:</b>	\$ 793,105.88	\$ 1,510,628.30	\$ 277,419.42	\$ 689,697.35	\$ 1,634,906.17	\$ 155,443.15	\$ 521,889.86	\$ 1,838,675.94	\$ 329,736.98	\$ 850,548.01	\$ 1,647,624.03	\$ -	\$ -

To: Mayor Dominy, Members of Borough Council, and Karen Sweeney

Re: Finance Committee – 2020 Year End Report

Committee Members: Jessica Doheny (Chair), Anthony Fini, Jonathan Barbato

**Finance Committee Highlights for 2020 include:**

**Financial Impact of COVID-19**

The Borough responded to financial issues and demands created by the COVID-19 pandemic, including approval of extending a 90-day grace period for 2<sup>nd</sup> quarter taxes without penalty.

**Annual Budget**

The municipal budget was passed in June 2020. The local taxes show a decrease of 4.2 cents this year and a 10 cents total reduction over the last 10 years.

Additionally, Council voted to approve exceeding the municipal budget appropriation limits to establish a cap bank (COLA) if required.

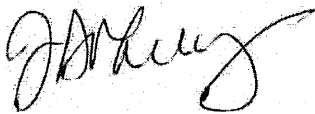
**Audit**

The annual audit was successfully completed. We held an exit conference in August 2020, and the Auditors found no areas of significant concern or material weakness.

**Bonded Funds**

Wenonah Borough received a very good bond rating of AA- from Standard & Poors, ensuring that we would receive favorable rates in the bond sale held on October 8, 2020. The Borough bonded at a rate of 1.97% for an amount of \$8,020,000 to fund general improvements and the water/sewer utility needs. We will only be required to pay back \$7,705,000.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'JDoheny', written in a cursive style.

Jessica Doheny

Member of Borough Council and Finance Committee Chair



Image of Wenonah Lake October 1945

## Annual Report 2020

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

Re: Public Buildings and Grounds Report

Committee Members: Jonathan Barbato - Chair, Susan Meyer, Peter Fu

Committee Highlights for the 2020 Year

- Public, buildings and grounds committee worked with the Wenonah Library Board to successfully complete a lighting renovation in the library basement. Completed the project with securing the labor at no cost to the library or borough.
- Continued beautification of the Wenonah Park with members of the Public Buildings and Grounds committee. Supported and worked with various groups such as the Farmers market, Veterans Group and Lions Club to ensure great success with their projects while maintaining town and park requirements for these types of events.
- Public Buildings and Grounds committee worked extremely hard to ensure Wenonah Lake members enjoyed a swimming season despite setbacks due to COVID19 restrictions.
- Actively working with finance committee to find ways to generate and secure funds to ease the boroughs annual Wenonah Lake swimming program deficit.

Respectively submitted,

*Jonathan*

Jonathan Barbato, Member of Borough Council  
Public Buildings and Grounds Chair



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

**VIA E-MAIL ONLY**

December 15, 2020

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

**RE: Monthly Engineering Report  
Borough of Wenonah  
Public Meeting: Thursday December 17, 2020  
Project Number WNOE012P**

The following report summarizes the status of the various projects authorized by the Mayor and Borough Council:

**I. CONSTRUCTION PROJECTS:**

NONE TO REPORT

**II. GENERAL MUNICIPAL ENGINEERING:**

**2021 INFRASTRUCTURE IMPROVEMENT PROJECT:**

1. Design plans and specifications have been submitted to NJDOT for review and approval.
2. Once DOT approval is obtained, we will coordinate the Public Bid with the Borough Clerk, which anticipated for late January/early February 2021. Award of contract is expected at the March 25, 2021 Council Meeting.
3. To assist Bidders in evaluating of the costs for performing the proposed storm sewer pipe lining in West Cherry Street, from Lincoln Avenue to Garfield Avenue, we have arranged for the completion of a video inspection of the existing 30" and 36" pipes. The video will become part of the bid documents for the project.
4. The re-paving of Northwest Avenue has been incorporated into the 2021 Infrastructure Improvement Project, under the Alternate Bid for Miscellaneous Roadway Repairs, and therefore this work may be included in the contract should sufficient funds be available.
5. The project scope has been slightly expanded to address an existing drainage problem in East Cherry Street, west of Princeton Avenue.



**2021 NJDOT MUNICIPAL AID PROGRAM:**

1. The funding application for Drainage and Roadway Improvements to Lenape Trail. (*Priority 1*) was approved by the NJDOT, in the amount of \$265,000. The total amount requested in the grant was \$450,000.
  - A. It is our understanding that the Borough intends to include the Lenape Trail improvements within the scope of the 2022 Infrastructure Improvement Project for the purposes of enticing more bidders and obtaining better unit pricing.
2. The application for Roadway Improvements to North Clinton Avenue, from Elm Street to Maple Street (*Priority 2*) was not approved for funding and therefore, should be considered as the Priority 1 application for the 2022 Municipal Aid Program.

**2022 INFRASTRUCTURE IMPROVEMENT PROJECT:**

1. Now that funding for Lenape Trail has been secured, our office will prepare a fee proposal for the engineering design, contract administration, and construction inspection for the 2022 Borough Infrastructure Improvement Project, which would potentially include the following work in addition the Drainage and Roadway Improvements to Lenape Trail:
  - A. Roadway Improvements to Mohawk Drive, from Lenape Trail to Woodbury-Glassboro Road (*Estimated Construction Cost: \$35,000*) (*Borough funded*)
  - B. Roadway Improvements to East Poplar Street, from Clinton Avenue to Princeton Avenue (*Borough funded*) (*Estimated Construction Cost: \$140,000*)
  - C. Roadway Improvements to Monroe Avenue, from Poplar Street to Mantua Avenue (*Estimated Construction Cost: \$70,000*)

**2021 NJDOT LOCAL AID INFRASTRUCTURE PROGRAM:**

1. No Change Since Last Report.

**PY 2020-2021 CDBG APPLICATION: BARRIER FREE IMPROVEMENTS AT LISLE FIELD**

1. No such Solicitations received as of the date of this report.

**WENONAH LIBRARY:**

1. No change since last report.

**WENONAH ELEMENTARY SCHOOL:**

1. No Change Since Last Report.



**WENONAH LAKE:**

1. The field survey of the Wenonah Lake property is complete and hard copies of the survey plans have been delivered to the Borough Clerk.
2. Our office is working with the Public Works Department on the remediation of a drainage problem in the east side of the parking lot which appears to be the result of a collapsed storm pipe.

**COMEYS LAKE:**

1. The following work at the Comey's Lake Dam has been delayed as a result of staffing changes at the Public Works Department.
  - A. The clearing of debris from the outfall structures.
  - B. The backfilling and stabilization of the eroded slope of the earthen dam.
  - C. The video inspection of the clogged inflow pipe.

We will coordinate the completion of this work as staffing and time permits.

**LIGHT RAIL**

1. No change since last report.

**CONRAIL**

1. No change since last report.

**SANITARY SEWER SYSTEM**

1. We await direction regarding the construction of the necessary infrastructure improvements for providing sewer service for the residents on north Woodbury-Glassboro Road.
  - A. Our office has obtained a second quote for the new pump station and piping improvements and, based upon said quotes, a public bid contract may not be warranted.
  - B. We have confirmed with NJDEP that said improvements will require Treatment Works (TWA) Approval.
2. We are attempting to locate the original sewer design plans for the Woods of Wenonah to confirm the feasibility of a gravity controlled public sewer extension for the residents on Indian Trail.
3. It is our understanding that SCE will be letting a contract for various sewer system improvements in the near future. Our office, in conjunction with the Public Works Department, will coordinate the proposed sewer improvements with SCE which are anticipated to include the following:



- A. Replacement of the existing sewer in S. Marion Avenue from Cherry Street to Willow Street.
  - B. Repair of the collapsed portion of the existing sewer located between Cedar Field and Southwest Avenue.
4. SCE has submitted a proposal dated November 12, 2020, for the design various improvements related to the following pump stations:
- A. Elm Street Pump Station.
  - B. Mantua Ave Pump Station.
  - C. Lenape Trail Pump Station

Our office has reviewed the scope of work and have discussed the proposed improvements with SCE's Engineer. Accordingly, we recommend that Phase I of the proposal be awarded to SCE.

However, we recommend that the authorization of Phases II, III, and IV for surveying and Environmental Permitting, be temporarily withheld to allow our office to obtain comparative quotes from local surveyors and Environmental consultants, for whom we have worked with extensively in the past.

5. The contract for additional sanitary sewer video inspections is underway and is being managed by SCE.
- A. Upon completion of all sewer inspection work, it is our understanding that additional sewer improvements may be identified and subsequently incorporated into SCE's contract for various sewer system improvements described above.
  - B. It is also our understanding that the Borough Sewer Maps will be upgraded by SCE based upon the findings of the video inspection.

#### **GLOUCESTER COUNTY UTILITIES AUTHORITY (GCUA)**

1. No change since last report.

#### **BOROUGH WATER TOWER AND WELLS**

1. We have reviewed SCE's proposal for the Water System Improvements required for the Water Tower Rehabilitation Project. Based upon review and prior discussions with SCE, we have no objection to the approval of said proposal.
2. Our office defers detailed 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 Borough's total water usage up to and including November 2020 projects to the Borough being under the annual allocation limit by more than 11 million gallons.

### **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.

### **NJPDES STORMWATER DISCHARGE PERMIT**

1. Our office will be coordinating the necessary amendments to the Borough's Stormwater Control Ordinance (SCO), which must be adopted by March 3, 2021.
  - A. The first read for the updated SCO is anticipated for the January 28, 2021 Council Meeting.
  - B. The updated Ordinance shall be referred to the Planning Board for review and endorsement at the February 22, 2021 meeting.
  - C. The second read and adoption of the updated SCO must occur at the February 25, 2021 Council Meeting in order to meet the NJDEP's March 3, 2021 deadline.
2. The County has provided their GIS Mapping Files for the Borough-wide Stormwater Outfalls and the files were electronically submitted to NJDEP prior to the December 21, 2020 deadline.
3. Our office continues to perform periodic updates to the Borough's 2020 Stormwater Pollution Prevention Program (SPPP) in preparation for the filing of the 2020 Annual Report.
4. The 2020 Maintenance Manual review and 2021 Training Session with the Public Works Department on the current Stormwater Permit requirements is tentatively scheduled for early January.

### **BOROUGH TRUCK TRAFFIC**

1. No Change Since Last Report.

### **TRAFFIC CALMING MEASURES**

1. Due to the recurring issues with excessive vehicular speeds on a number of local roadways, we recommend that a meeting be arranged with the Public Works Committee to review the various options for Traffic Calming Measures.



- A. In 2004, our office prepared a Report which included an analysis of various traffic calming measures and recommendations for their implementation. The Report remains valid and can be used as a guideline for the selection of any proposed Traffic Calming Measures being contemplated for the Borough.

**#107 S. CLINTON AVENUE**

1. No change since last report.

**NORTH LINCOLN AVENUE RIGHT OF WAY VACATION**

1. It is our understanding that the property owner is working with the Borough Solicitor on the potential vacation of the existing Right of Way for N. Lincoln Avenue, north of West Elm Street.

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

1. We await notification from NJDOT regarding the Borough's Local Aid Infrastructure Grant Application for Reconstruction and Drainage Improvements to North Jefferson Avenue whose scope of work would include measures to prevent runoff from discharging from the roadway and into the Borough's Conservation Area.
2. An additional solution to prevent the on-gong migration of silt into the wetlands, would be the installation of coir logs at the base of the eroded slope and/or across the channel, upstream from the trail bridge. However, prior to placement of any materials, a survey will be required to delineate private property from Borough property.
  - A. In lieu of a survey, we would need written permission to install the coir logs from the property owner at #205 West Elm Street.

**CONSERVATION AREA EROSION PROBLEMS**

1. Our office will work with the Public Works Department and Environmental Commission on addressing the following erosive areas within the Borough's Conservation Lands:
  - A. West Cherry drainage ditch/bridge bulkhead.
  - B. Eroded side slope of Comey's Lake Earthen Dam.
  - C. Existing ravine located within Block 13 (see above).
  - D. Eldridge Trail entrance @ Pine Street.

**LAND USE ORDINANCE MODIFICATIONS**

1. It is our understanding that a second read for the adoption of the revisions to the Solar Energy Ordinance is scheduled for the December 17<sup>th</sup> Council Meeting.
2. It is our understanding that the revisions to the Fence Ordinance are temporarily on hold pending further discussion.



**III. 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

**IV. PLANNING BOARD ACTIVITY:**

1. The November 23<sup>rd</sup> Planning Board Meeting was cancelled.

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)

