

DRAFT

**AGENDA
BOROUGH OF WENONAH
REGULAR BUSINESS MEETING
NOVEMBER 19, 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 October 22, 2020 council minutes

Ordinance 2020-17 2nd read approving the auction of property Block 4 lot 39 1415 Glassboro Road reserved for COAH affordable housing obligations.

Open Public Hearing – Close Public Hearing – Roll Call

Resolution 2020-85: Authorizing the sale of surplus property

Resolution 2020-86: Authorizing the Tax Collector to transfer or refund overpayment of taxes

Resolution 2020-87: Authorizing the cancellation of taxes due to disabled veteran 404.W. Poplar \$1313.33 4th Qtr 2020 and \$4,853.38 1st & 2nd Qtr 2021

Resolution 2020-88: Awarding Contract to American Pipe Cleaning for second round of sewer CCTV inspection

Resolution 2020-89: Approving SCE proposal for the water system improvements necessary before taking the water tank out of service

ORDINANCE 2020-18 1ST read amending Chapter 51 Sewer Connection Fee

ORDINANCE 2020-19 1ST read Chapter 71-3 Renaming the Wenonah Lake Grounds to "The John and Kathy Howard Park"

ORDINANCE 2020-20 1st read Chapter 72 Amending Solar Ordinance

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

II. ENGINEERS REPORT:

SCE proposal for improvement to 3 lift stations (Eleni will be calling in to discuss)

III. APPROVE DISBURSEMENTS

MISCELLENEOUS

Christmas Bike Ride

IV. PRIVILEGE OF THE FLOOR

V. 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, NOVEMBER 19, 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: November 18, 2020

11/19/2020
2nd Road

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

ORDINANCE NO. 2020-17

**Authorizing the Sale of Borough-Owned Property at 1415 Woodbury-
Glassboro Road**

WHEREAS, the Borough of Wenonah is the record owner of the property at 1415 Woodbury-Glassboro Road, Block 4, Lot 39 (the "Property"), on the Tax Map of the Borough of Wenonah; and

WHEREAS, N.J.S.A. 40A:12-13(a) authorizes a municipality to enter into an open public sale at auction to the highest bidder for property that is not needed for public use; and

WHEREAS, the Borough has determined that the Property at 1415 Woodbury-Glassboro Road, Block 4, Lot 39, is not needed for public use, and that the Property should be sold by open public sale at auction to the highest bidder; and

WHEREAS, N.J.S.A. 40A:12-13(a) requires the Borough to advertise the sale of the property in the newspaper and hold a public auction.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Wenonah as follows:

SECTION 1. The Mayor of the Borough of Wenonah and other necessary Borough officials are hereby authorized to enter into a public sale of the Property owned by the Borough at 1415 Woodbury-Glassboro Road, Block 4, Lot 39, in accordance with N.J.S.A. 40A:12-13(a) and to take all reasonable, necessary and lawful steps to effectuate the sale of the property, including execution of the appropriate deed and transfer documents.

SECTION 2. The Borough shall advertise the sale of the Property in a newspaper circulating in the Borough by two insertions at least once a week during two consecutive weeks, the last publication to be not earlier than seven days prior to such sale.

SECTION 3. The terms of sale shall be as follows:

- a. Sealed bids shall be accepted at the Borough Municipal Building, 1 South West Avenue, Wenonah, NJ, 08090, by 10am on December 15, 2020.
- b. Minimum bid price of \$200,300.00
- c. The bid must be accompanied by a deposit made payable to the Borough of Wenonah in the form of cash, bank check, or cashier's check in the amount of 10% of the total bid. Pending closing of title, this deposit will be held by the Borough in a non-interest bearing

escrow account, with the total deposit to be credited to the purchase price at closing. Full payment of the purchase price must be received within 30 days of the date of the acceptance of the bid. Unsuccessful bidders will have their deposits returned.

- d. Any person bidding on behalf of a corporation or limited liability company must either submit a copy of a resolution of the corporation/company or a letter on corporate stationery, signed by an officer of the corporation, authorizing the bidder to bid on the property on the corporation's behalf. A person bidding on behalf of a partnership or using a trade name must submit a copy of the certificate of trade name and a letter of authorization from the other partners.
- e. The successful bidder shall pay prorated real estate taxes for the balance of the current year as of the date of closing of title.
- f. In the event that the successful bidder fails to close title to the Property, the bidder shall forfeit all deposit monies made to the Borough. No refunds whatsoever will be made by the Borough in the event that the successful bidder fails to complete the purchase of the Property within thirty (30) days from the acceptance of the bid.

The Property is being sold "AS IS" "WHERE IS." The Property is sold subject to existing encumbrances, liens, easements, zoning ordinances, other restrictions of record, such facts as an accurate survey would reveal and any present or future assessments for the construction of improvements benefiting the Property, to be developed in accordance with the Borough's Housing Plan Element and Fair Share Plan dated February 22, 2016, and revised April 25, 2016, to include four (4) affordable rental units comprised of two units for moderate income and two units for low income as well as additional market rate units which shall not exceed 30 in number with the property to be deed restricted in accordance with this requirement. A survey of the Property may be conducted by any prospective bidder, at its discretion, as part of its due diligence; the bidder is responsible for conducting any and all inspections and testing of the Property at its own cost and expense. No representation is made by the Borough as to the utility, usability or environmental condition of the Property, except as otherwise set forth herein.

- g. The deed given by the Borough to the Property will be a Quitclaim Deed. No title contingencies or conditions are permitted.
- h. The sale shall be subject to adjournment or cancellation by the Borough Council.
- i. The sale shall be subject to restrictions of record and local ordinances.
- j. The Borough shall retain the right to reject all bids.

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 October 22, 2020, and adopted on final reading by the Borough Committee of the Borough of Wenonah at a regular and duly convened meeting held on November 19, 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*

RESOLUTION NO. 2020-85

**BOROUGH OF WENONAH
COUNTY OF GLOUCESTER**

RESOLUTION AUTHORIZING THE SALE OF SURPLUS PROPERTY

WHEREAS, the Borough of Wenonah has determined that surplus personal property listed is no longer needed for public use; and

WHEREAS, the Mayor and Council have determined that two trucks, a 1985 Ford Dump Truck and a 1990 International Trash Truck, are no longer needed and can be sold; and

WHEREAS, the 1985 Ford Dump Truck, Vehicle No. 1FDNF70H7FVA24614, will be sold for scrap metal to Pontes; and

WHEREAS, the 1990 International Trash Truck, Vehicle No. 1HTSDZ2RXLH224978, will be sold to Mantua Township for \$2,500; and

NOW, THEREFORE, BE IT RESOLVED, that the Borough Committee of the Borough of Wenonah, County of Gloucester in the State of New Jersey, authorizes the sale of the surplus personal property pursuant to this resolution.

ADOPTED at a regular meeting of the Borough Council of the Borough of Wenonah held on November 19, 2020.

BOROUGH OF WENONAH

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 November 19, 2020,, in the Borough's Municipal Building, 1 South West Avenue, Wenonah, New Jersey 08090.

KAREN L. SWEENEY
Municipal Clerk

RESOLUTION AUTHORIZING THE TAX COLLECTOR TO TRANSFER OR REFUND OVERPAYMENT OF TAXES

RESOLUTION 2020-86

NOW THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Wenonah, County of Gloucester, and State of New Jersey, that it hereby authorizes the Tax Collector to process the following Transfers or refunds as noted:

Block 79.02 Lot 1 Sooy, John & Katherine \$76.71 transfer from 2019 to 2020 3rd qtr.

BE IT FRTHER RESOLVED, that a certified copy of the resolution be forwarded to the Tax Collector, the Chief Financial Officer and the Municipal Auditor.

ADOPTED at meeting of the Borough Council of the Borough of Wenonah, County of Gloucester and State of New Jersey held November 19, 2020

BOROUGH OF WENONAH

BY: _____
JOHN R. DOMINY, Mayor

ATTEST:

KAREN L. SWEENEY
Municipal Clerk

RESOLUTION NO. 2020-87

AUTHORIZING THE CANCELLATION OF TAXES DUE TO THE PROPERTY OWNER MEETING THE REQUIREMENTS OF A 100% DISABLED VETERAN AS SET FORTH IN N.J.S.A. 54:4-3.30 AND IS EXEMPT FROM PAYING PROPERTY TAXES

WHEREAS, N.J.S.A. 54:4-3.30 Any citizen and resident of the state, who now or hereafter are honorably discharged or released under honorable circumstances, from active service in time of war, in any branch of the armed forces of the United States, who has been or shall be declared by the United States Veterans Administration, to have a service-connected disability declared to be a total or 100% permanent disability, shall be exempt from taxation; and

WHEREAS, N.J.S.A. 54:4-3.31 requires the Tax Assessor to allow a total exemption from taxation on a property upon the complete filing of a claim; and

WHEREAS, N.J.S.A. 54:4-3.32 allows the governing body of each municipality to return taxes collected on property which would have been exempt had proper claim in writing been made therefore in the manor provided by P.L. 1948, c259.

NOW THEREFORE, BE IT RESOLVED that the Tax Collector of the Borough of Wenonah is authorized to **refund and cancel** taxes for 49 days of the 4th quarter 2020 in the amount of \$1,313.33 and cancel taxes for the 1st and 2nd quarters 2021 in the amount of \$4,853.38 for the property located at 404 W. Poplar St and owned by David G. Rusinak.

ADOPTED at a meeting of the Borough Council of the Borough of Wenonah, County of Gloucester and State of New Jersey held November 19, 2020

BOROUGH OF WENONAH

By _____
JOHN R. DOMINY, Mayor

Attest: _____
KAREN L. SWEENEY
Municipal Clerk

RESOLUTION NO. 2020 - 88

**RESOLUTION
AUTHORIZING THE PROPOSAL REVIEW AND RECOMMENDATION OF
SUBURBAN CONSULTING ENGINEERS, INC.,
TO AMERICAN PIPE CLEANING, LLC,
FOR THE SECOND PHASE OF SEWER CCTV INVESTIGATION**

WHEREAS, SCE has recommended American Pipe Cleaning, LLC's bid of \$19,089.48 for the Second Phase of Sewer CCRV Investigation.

WHEREAS, based upon this submission, it is the request and recommendation of SCE that the bid of American Pipe Cleaning, LLC, be approved by Mayor and Council of the Borough of Wenonah; and

WHEREAS, the CFO has certified the availability of funds in the amount of \$19,089.48, per Certificate of Availability of Funds (Attached hereto as Exhibit "A").

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Wenonah, County of Gloucester, State of New Jersey, that the bid of American Pipe Cleaning, LLC, in the amount of \$19,089.48, is hereby approved.

Be it further resolved that the Mayor and the Clerk are authorized to execute all documents required to effectuate this contract.

ADOPTED at a regular meeting of the Borough Council of the Borough of Wenonah held on November 19, 2020.

BOROUGH OF WENONAH

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 November 19, 2020, in the Borough's Municipal Building, 1 South West Avenue, Wenonah, New Jersey 08090.

KAREN L. SWEENEY
Municipal Clerk

RESOLUTION NO. 2020 - 89

**RESOLUTION
AUTHORIZING THE PROPOSAL OF
SUBURBAN CONSULTING ENGINEERS, INC.,
FOR THE BOROUGH WATER SYSTEM IMPROVEMENTS**

WHEREAS, the Borough of Wenonah requires professional engineering services for the Borough of Wenonah Water Department (“WWD”) water system improvements; and

WHEREAS, Suburban Consulting Engineers, Inc. (“SCE”), has submitted a professional engineering proposal for professional engineering services associated with improvements to the WWD water system (see Exhibit A); and

WHEREAS, the Borough of Wenonah QPA and the Borough Council have reviewed the proposal; and

WHEREAS, it is the intention of the Borough Council to enter into a Contract with SCE under the terms and conditions in the October 29, 2020, proposal with a total estimated fee of \$49,250; and

WHEREAS, the Borough of Wenonah Chief Financial Officer has certified that sufficient funds are available to award the contract. (The C.A.F. is attached hereto as Exhibit B.)

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

1. SCE’s proposal for Professional Engineering Services for the Borough of Wenonah Water Department for Water System Improvements is approved.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Mayor and Clerk of the Borough of Wenonah, Gloucester County, New Jersey, are hereby authorized and directed to execute any documents necessary to effectuate the October 29, 2020, proposal.

ADOPTED at a regular meeting of the Mayor and Council of the Borough of Wenonah, County of Gloucester, State of New Jersey held on November 19, 2020.

BOROUGH OF WENONAH

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 November 19, 2020, in the Borough's Municipal Building, 1 South West Avenue, Wenonah, New Jersey 08090.

KAREN L. SWEENEY
Municipal Clerk



October 29, 2020

Via Electronic Mail (wenonahclerk@comcast.net)

Borough of Wenonah
Wenonah Water Department
1 South West Avenue
Wenonah, New Jersey 08090

Attn.: Karen Sweeney
Administrator/Clerk/Treasurer

Re.: Borough of Wenonah, County of Gloucester, State of New Jersey
Professional Engineering Services
Water System Improvements
Our File No.: Proposal SCE-P10302.031

Dear Ms. Sweeney:

SUBURBAN CONSULTING ENGINEERS, INC. (SCE) is pleased to provide the following proposal to the Borough of Wenonah Water Department (WWD) for professional engineering services associated with improvements to the WWD water system. These upgrades are necessary to ensure the Borough will have adequate and reliable water supply for daily water usage and fire protection during the 250,000 Gallon Water Tank Rehabilitation project while the tank is out of service and to ensure safe drinking water via reliable chlorine residual throughout the distribution system.

Scope of Services

SCE will provide the following scope of services regarding the above referenced project:

I. Design Services

SCE will prepare bid documents based on the proposed water system upgrades detailed in the Basis of Design Report prepared by SCE for the Borough dated August 25, 2020 as listed below.

a. Improve the Operability and Reliability of Well No. 3

- Install a new Variable Frequency Drive (VFD) and associated controls and instrumentation (pressure transmitter) at the well house for the existing well pump motor. The VFD speed would be controlled based on the system pressure at the well house. Pump and system operating parameters would be sent via the existing communications system to the Borough DPW office.



- Install a permanent diesel emergency generator and automatic transfer switch
- Install a pressure relief valve at the well house.

b. Upgrade the Interconnections Between the Borough of Wenonah and the City of Woodbury

- Install new interconnection meter chambers with check valves, water meters and bypass piping at each of the three (3) water system interconnection locations between the Borough and the City of Woodbury. The meter chambers will be located off the roadway.
- Prepare and submit a BWSE permit application to Construct/Modify/Operate Public Water Works Facilities for the proposed interconnection facilities. Permit fees to be paid by the Borough and are not included in our scope.

The following actions will be done as part of the design and document preparation for items a and b above:

- Perform document review of the Borough files, plans and reports.
- Perform a topographic and boundary survey of the interconnection locations to assist in the location of the meter chambers.
- Prepare construction documents for public bid that incorporates the Borough's selected water system improvements in preparation for the water tank rehabilitation. This will be an all-encompassing document including front-end specifications and if required, structural, site/civil, landscaping, electrical and mechanical drawings and details. The engineering documents will be submitted for 90% design review. Front-end specifications can be provided by the Borough or SCE can prepare front-end documents that conform to the local public contract law.
- The final bid documents will include a contractor allowance for any unforeseen conditions.
- All work will conform to industry standards, local, state and federal requirements.
- Prepare an estimate of construction costs.

c. Well No. 3 Breakpoint Chlorination Improvements

The threat of microbiological contaminants in drinking water is a challenge every drinking water utility must address in efforts to deliver reliable and safe drinking water to their customers. The emphasis on employing both source protection and treatment is paramount to ensure that safe water is produced and delivered, so that contamination does not occur during distribution to the customers tap. Typical to the water industry practice, this is accomplished by what is considered primary and secondary disinfection, where primary disinfection is the inactivation of microorganisms in the water and secondary disinfection is maintaining a disinfection residual in the treated water distribution system. There are a



myriad of factors and water quality characteristics that could impact successfully treating water for disinfection. Accordingly, the Borough's Well No. 3 to date, has yet to maintain a desirable free chlorine residual in the distribution system which per N.J.A.C. 7:10-11.16(e)3., Disinfection of Public Community Water System Water Supplies, should be a minimum of 0.3 ppm of free chlorine residual for systems with a pH range of 7-8.

Due to these challenges, SCE requested the Borough collect supplemental water quality parameters with an expanded analysis and range of chemicals in efforts to further evaluate and refine the problem. Multiple parameters affect the kinetics of disinfection and the resultant free chlorine residual including but not limited to the presence of dissolved organic matter, organic nitrogen, iron, manganese, sulfide, and naturally occurring ammonia. Overall, the sampling event results yielded interesting outcomes at both Wells Nos. 1 and 3 where the potential candidates that could impact free chlorine residual were non-detect, except for ammonia, with a concentration of 0.445 mg/L as nitrogen at Well No. 3. The reaction between chlorine and ammonia is a critical stage in disinfection and is what the industry recognizes as breakpoint chlorination. Confirming there is a presence of ammonia, SCE is prepared to evaluate the different stages of the chemistry for chlorine reactions with naturally occurring ammonia up to the breakpoint where free chlorine can start to accumulate.

The scope of design services for this phase includes the treatment feasibility and evaluation to remove the naturally occurring ammonia for the Well No. 3 facility, however, SCE has a high level of confidence that achieving breakpoint chlorination will yield satisfactory results in maintaining a free chlorine residual. Accordingly, SCE will proceed with the design and implementation for treatment modifications to the existing chlorination system and will provide the following services for the Well No. 3 Breakpoint Chlorination design.

- Facilitate two (2) meetings, one to kick off the scope of work, with the second intended to discuss the findings of the evaluation report and prepare a summary of the meeting for the Borough's use.
- Review the furnished water quality data from the July 30, 2020 sampling event and prepare a comprehensive table with all parameters that could impact chlorination.
- Coordinate with chemical vendors to confirm current and proposed chemical treatment feasibility.
- Develop in-field benchmark testing to coordinate the success of the preliminary evaluation and treatment findings, including but not limited to small scale jar testing, modified chemical feed and well production scenarios to increase dosage concentrations, among other if/as identified.
- Prepare a final treatment evaluation and feasibility report identifying treatment solutions to accumulate and maintain free chlorine residual per the Safe Drinking Water Act.



- Prepare design documents to accommodate increased chlorine dosage rates to achieve breakpoint chlorination and the accumulation of free chlorine residual. The design documents anticipated are:
 - Engineering Drawings: One (1) Sheet - Process Piping Plan and Section View w/ Chlorination Treatment Details
 - Construction Cost Estimate
 - Specification of equipment/materials needed for installation

II. Bid Phase Services

Bid services will be for the Phase I design activities, the Interconnection Installation and the Well No. 3 Reliability and Breakpoint Chlorination Improvements.

SCE will provide the following services in support of the bid phase of this project:

1. Prepare Bid Package for Advertising
SCE will prepare a pdf file of the bid documents (plans and specifications) for the Borough's use to reproduce and sell via their preferred copy center. SCE will also deliver two (2) sets of bid documents to the Borough for their use in allowing viewing of the bid documents at the Borough Hall.
2. Advertise for Bids
SCE will prepare and submit a legal notice for the Borough's use in advertising the construction of this project.
3. Prepare and Administer Pre-Bid Meeting and Site Walk-Through
SCE will schedule a pre-proposal meeting at the Borough Hall during the advertisement period. An SCE representative will attend the meeting.
4. Address any Pre-Bid Phase Request for Information by Bidders
SCE will respond to bidder submitted requests for information received in writing during the advertisement period.
5. Issue Contract Clarifications and/or Addenda
If necessary, SCE will issue addenda to clarify any issues based on requests for information received.
6. Tabulation & Analysis of Bid Results
SCE will prepare a bid report that will tabulate all bids received and analyze the bid forms received for accuracy and completeness.



- 7. Furnishing Recommendations on the Award of Construction Contracts
SCE will prepare recommendations on the award of the construction contract and the recommendations will be included in the bid report.
- 8. Assistance in the Preparation of Formal Contract Documents for the Award of the Contract
SCE will assist, as requested by the Borough, in the preparation of formal contract documents for the award of the contract.

Fee Proposal

SCE will provide the above referenced scope of services for the following fees:

I. Design Services	\$ 43,550
II. <u>Bid Phase Services</u>	\$ 5,700

TOTAL ESTIMATED FEE \$ 49,250*

**It should be noted that our fee is based on several assumptions for the scope of services provided in this proposal relative to project unknowns. If it is determined that there is a significant change of conditions that was not anticipated during the course of the project, SCE will notify the Client prior to exceeding the contract amount to address the changes associated with the project and to establish an acceptable course of action needed to complete the scope of services.*

Project Schedule

We are prepared to commence services immediately upon authorization to proceed and receipt of signed proposal. Engineering design services will be completed within eight (8) weeks after authorization to proceed. The work is being done with an anticipation of going to bid in January 2021.

Services Not Included Unless Authorized

It should be noted that our fee is based on the specific tasks as explained in the above sections of this proposal. Services and items which have not been included or made part of this proposal include but are not limited to the following:

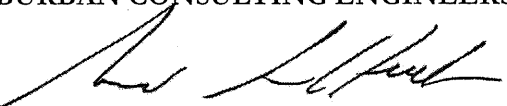
- Owner or owner appointed representative initiated changes to our final deliverable.
- Additional deed record research beyond current record owner deed.
- Location of underground utilities not visible or uncovered for direct measurement.
- Metes and bounds description(s).
- Conditions which a complete and accurate title search would disclose.
- Detection of environmental conditions such as wetlands or hazardous materials.



- Application and permit fees
- Permitting other than as identified in our proposal

If this proposal meets with your approval, please sign below and return one (1) copy to my office. Alternatively, if a purchase order is to be issued, please reference the SCE proposal number (SCE-P10302.031) and date in order to properly document authorization. We shall consider an appropriately executed copy of this letter or purchase order as our formal authorization to proceed. Please note that the fees stated in this proposal are valid for thirty (30) days from the date of this correspondence. Please note that all terms, conditions, billing schedule and fee structures will remain in accordance with our prevailing contract for professional services with the Borough of Wenonah and will be consistent with all amendments and renewals as approved. If you have any questions regarding this proposal, please do not hesitate to contact our office.

Very truly yours,
SUBURBAN CONSULTING ENGINEERS, INC.

By: 

Andrew S. Holt, PE, PP, CME, Executive Vice President

Accepted this _____ Day of _____ 20____

By: _____

(Printed Name and Title)

**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

**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**

Borough of Wenonah
Gloucester County, New Jersey

Ordinance No. 2020-20

AN ORDINANCE AMENDING AND REPLACING
CHAPTER 72 ENTITLED "Land Use Ordinance" OF THE CODE
OF THE BOROUGH OF WENONAH

WHEREAS, the Borough of Wenonah ("Borough") 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 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 0.0050 ~~0.0025~~ 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*. 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. 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 5. 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 6. This Ordinance shall take effect upon final passage and publication as provided by law.

wenonahclerk@comcast.net

From: Darren White <dewwhite@mantuatownship.com>
Sent: Tuesday, November 17, 2020 12:01 PM
To: wenonahclerk@comcast.net
Subject: Report
Attachments: November 2020.doc; Wenonah November Call List Summary.pdf

Darren E. White, M.P.A., A.C.E.
Chief of Police
Mantua Township Police Department
405 Main St.
Mantua, NJ 08051
856.468.1920, Extension 1532
dewwhite@mantuatownship.com

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Wenonah Incidents Summary Report

Call Type	1.23-2.27	2.27-3.26	3.26-4.20	4.20-5.26	5.27-6.25	6.25-7.22	7.23-8.25	8.26-9.23	9.24-10.21	10.22-11.17
911 Hang Up	0	0	1	0	0	0	1	1	1	0
911 Miss Dial	0	0	1	1	0	0	0	0	1	0
911 Open Line	0	0	0	1	1	0	0	0	0	1
Abandoned Vehicle	0	0	0	0	0	0	2	0	1	2
Abdominal Pain	1	0	0	0	0	0	0	1	0	1
Added Patrol	2	11	2	8	1	1	21	7	5	9
Administrative	0	2	0	0	0	0	0	0	1	0
Allergic Reaction	0	2	0	0	0	4	0	1	0	0
Animal Complaint	1	2	3	2	3	0	6	2	0	0
Arrest	0	0	1	0	0	0	0	0	0	0
Assault	0	0	0	1	1	0	0	0	0	0
Assist Other Agency	0	2	2	2	0	1	3	2	1	1
Bleeding	0	0	1	0	2	1	1	0	0	2
Brush Fire	0	5	0	1	0	0	0	0	0	0
Burglar Alarm Activation	4	0	4	3	5	8	5	3	3	4
Burglary Entering	1	0	0	0	1	2	1	0	0	3
Cardiac Arrest	0	0	0	1	1	0	0	0	0	0
Child Custody Exchange	0	0	1	2	4	1	1	0	0	1
Child Welfare	0	0	0	0	1	0	0	0	0	0
CO Alarm	1	1	1	1	1	0	1	0	0	0
Community Policing	0	0	0	1	0	0	1	4	4	2
Criminal Mischief Complaint	0	0	1	2	2	1	0	1	0	0
Damage to Property	0	0	0	0	1	0	0	0	1	0
Diabetic Emergency	0	0	0	0	0	0	0	2	0	0
Disabled MV	0	1	0	2	2	1	1	2	0	2
Disorderly Conduct	1	0	0	0	0	0	0	0	0	0
Dispute	2	1	1	3	0	0	0	0	0	0
Disturbance	0	0	0	1	0	0	0	0	0	0
Domestic	3	1	3	1	0	2	1	0	0	0
Downed/Arching Wires	0	0	2	0	1	1	2	1	0	2
Dwelling Fire	0	0	0	1	0	0	0	1	0	2
Escort	1	0	0	0	2	0	1	1	0	0
Fall Victim	0	2	0	2	2	3	5	3	3	2
Fight	1	0	1	1	0	0	0	1	0	0
Fingerprinting	0	0	0	0	0	1	0	0	0	0
Fire Alarm Activation	0	0	1	0	0	0	0	0	0	0
Fire Alarm System	0	0	0	0	1	2	1	3	0	0
Fireworks Complaints	0	0	0	0	0	1	1	0	0	0
Follow Up	1	0	0	3	1	1	3	3	2	0
Found Item	3	0	2	0	0	1	0	1	0	0
Fraud Complaint	0	0	0	0	0	0	0	1	1	1
Fumes Exterior	1	0	0	0	0	1	1	1	0	0
Fumes Interior	1	0	0	0	0	0	0	1	0	0
General	0	0	0	0	1	0	0	0	0	0
Harassment	1	0	0	2	0	0	0	1	1	0
Hazardous Road Condition	1	0	1	3	0	1	5	1	1	1
House Check	0	0	0	0	0	0	0	0	0	1
Hit and Run	0	0	0	1	0	0	0	0	1	0
Investigation	1	1	0	0	0	1	2	2	0	0
Investigation (FIRE)	0	0	0	0	1	0	0	0	0	0
JV Complaint	0	3	2	2	2	1	0	2	0	1
Local Ordinance	0	0	0	1	0	0	1	0	0	0
Lock Out	0	0	0	0	0	0	0	0	0	0
Loitering	0	0	0	0	0	0	0	0	1	0
Lost Item	0	0	0	1	0	0	1	0	0	0
Medical Alarm	0	0	0	0	0	0	1	0	0	0
Medical Emergency	0	4	4	2	0	4	2	3	2	2
Missing Person	0	0	0	1	0	0	0	1	1	0
MV Complaint	1	0	3	1	2	2	1	3	2	0
MV Crash	3	0	1	2	2	1	2	3	3	1
MV Stop	20	15	1	3	4	19	7	9	5	8
Narcotics	0	0	1	0	0	0	0	0	0	0
Neighbor Complaint	0	1	0	1	0	0	0	0	1	0
Noise Complaint	1	0	1	3	1	0	1	2	1	0
Notification/Informational	2	2	1	3	1	1	1	2	0	1
Panic Alarm	1	0	0	0	0	1	0	0	0	0
Parking Enforcement	2	1	0	1	1	2	1	0	3	0
Pedestrian Stop	0	1	0	1	0	1	2	0	1	1
Property Check	1	0	2	0	0	6	10	4	0	3
Psychiatric Emergency	0	0	4	0	0	1	0	0	1	2
Public Assist	0	3	0	0	2	1	2	2	0	1
Radar Enforcement	9	19	6	4	5	10	6	2	15	15
Radar Trailer Deployment	2	0	0	0	0	1	2	0	2	0
Respiratory Emergency	0	1	0	0	0	0	1	1	0	2
School Crossing	0	0	0	0	0	0	0	1	0	0
Seizures	0	0	0	0	0	1	0	0	1	0
Solicitation	0	1	0	0	1	1	0	0	0	0
Speak to Officer	1	2	0	2	3	1	2	2	2	0
Special Detail	0	1	0	0	0	0	0	2	2	1
Stolen Vehicle	0	0	0	0	0	0	0	1	0	0
Stroke	1	0	0	0	3	1	0	3	1	0
Suicide, Suicidal Subject	0	0	0	0	0	0	1	0	0	0
Suspicious Incident	3	1	1	0	2	1	1	3	0	0
Suspicious MV	2	1	2	0	2	1	4	5	0	0
Suspicious Person	1	1	3	0	4	0	0	0	0	0
Temporary/Final Restraining Order	0	0	0	0	0	0	1	0	0	0
Terroristic Threats	0	0	0	0	1	0	0	0	0	0
Theft	2	0	1	0	0	1	2	1	1	1
Traffic Detail	0	0	0	0	0	1	2	1	0	0
Trespassing	1	0	0	0	0	0	0	1	0	0
Unconscious Person	1	2	0	0	1	1	1	1	0	1
Unwanted Person	0	0	0	0	1	0	0	0	0	0
Warrant	0	0	1	0	1	0	0	0	0	0
Water Restriction Complaint	0	0	0	0	0	0	0	1	0	0
Well Being Check	1	3	1	0	3	2	4	2	1	1
Total	82	93	64	74	77	97	125	105	73	78

Wenonah Incidents Summary Report

Call Type	1.23-2.27	2.27-3.26	3.26-4.20	4.20-5.26	5.27-6.25	6.25-7.22	7.23-8.25	8.26-9.23	9.24-10.21	10.22-11.17
911 Hang Up	0	0	1	0	0	0	1	1	1	0
911 Miss Dial	0	0	1	1	0	0	0	0	1	0
911 Open Line	0	0	0	1	1	0	0	0	0	1
Abandoned Vehicle	0	0	0	0	0	0	2	0	1	2
Abdominal Pain	1	0	0	0	0	0	0	1	0	1
Added Patrol	2	11	2	8	1	1	21	7	5	9
Administrative	0	2	0	0	0	0	0	0	1	0
Allergic Reaction	0	2	0	0	0	4	0	1	0	0
Animal Complaint	1	2	3	2	3	0	6	2	0	0
Arrest	0	0	1	0	0	0	0	0	0	0
Assault	0	0	0	1	1	0	0	0	0	0
Assist Other Agency	0	2	2	2	0	1	3	2	1	1
Bleeding	0	0	1	0	2	1	1	0	0	2
Brush Fire	0	5	0	1	0	0	0	0	0	0
Burglar Alarm Activation	4	0	4	3	5	8	5	3	3	4
Burglary Entering	1	0	0	0	1	2	1	0	0	3
Cardiac Arrest	0	0	0	1	1	0	0	0	0	0
Child Custody Exchange	0	0	1	2	4	1	1	0	0	1
Child Welfare	0	0	0	0	1	0	0	0	0	0
CO Alarm	1	1	1	1	1	0	1	0	0	0
Community Policing	0	0	0	1	0	0	1	4	4	2
Criminal Mischief Complaint	0	0	1	2	2	1	0	1	0	0
Damage to Property	0	0	0	0	1	0	0	0	1	0
Diabetic Emergency	0	0	0	0	0	0	0	2	0	0
Disabled MV	0	1	0	2	2	1	1	2	0	2
Disorderly Conduct	1	0	0	0	0	0	0	0	0	0
Dispute	2	1	1	3	0	0	0	0	0	0
Disturbance	0	0	0	1	0	0	0	0	0	0
Domestic	3	1	3	1	0	2	1	0	0	0
Downed/Arching Wires	0	0	2	0	1	1	2	1	0	2
Dwelling Fire	0	0	0	1	0	0	0	1	0	2
Escort	1	0	0	0	2	0	1	1	0	0
Fall Victim	0	2	0	2	2	3	5	3	3	2
Fight	1	0	1	1	0	0	0	1	0	0
Fingerprinting	0	0	0	0	0	1	0	0	0	0
Fire Alarm Activation	0	0	1	0	0	0	0	0	0	0
Fire Alarm System	0	0	0	0	1	2	1	3	0	0
Fireworks Complaints	0	0	0	0	0	1	1	0	0	0
Follow Up	1	0	0	3	1	1	3	3	2	0
Found Item	3	0	2	0	0	1	0	1	0	0
Fraud Complaint	0	0	0	0	0	0	0	1	1	1
Fumes Exterior	1	0	0	0	0	1	1	1	0	0
Fumes Interior	1	0	0	0	0	0	0	1	0	0
General	0	0	0	2	1	0	0	0	1	0
Harassment	1	0	0	0	0	0	0	1	1	0
Hazardous Road Condition	1	0	1	3	0	1	5	1	1	1
House Check	0	0	0	0	0	0	0	0	0	1
Hit and Run	0	0	0	1	0	0	0	0	1	0
Investigation	1	1	0	0	0	1	2	2	0	0
Investigation (FIRE)	0	0	0	0	1	0	0	0	0	0
JV Complaint	0	3	2	2	2	1	0	2	0	1
Local Ordinance	0	0	0	1	0	0	1	0	0	0
Lock Out	0	0	0	0	0	0	0	0	0	0
Loitering	0	0	0	0	0	0	0	0	1	0
Lost Item	0	0	0	1	0	0	1	0	0	0
Medical Alarm	0	0	0	0	0	0	1	0	0	0
Medical Emergency	0	4	4	2	0	4	2	3	2	2
Missing Person	0	0	0	1	0	0	0	1	1	0
MV Complaint	1	0	3	1	2	2	1	3	2	0
MV Crash	3	0	1	2	2	1	2	3	3	1
MV Stop	20	15	1	3	4	19	7	9	5	8
Narcotics	0	0	1	0	0	0	0	0	0	0
Neighbor Complaint	0	1	0	1	0	0	0	0	1	0
Noise Complaint	1	0	1	3	1	0	1	2	1	0
Notification/Informational	2	2	1	3	1	1	1	2	0	1
Panic Alarm	1	0	0	0	0	1	0	0	0	0
Parking Enforcement	2	1	0	1	1	2	1	0	3	0
Pedestrian Stop	0	1	0	1	0	1	2	0	1	1
Property Check	1	0	2	0	0	6	10	4	0	3
Psychiatric Emergency	0	0	4	0	0	1	0	0	1	2
Public Assist	0	3	0	0	2	1	2	2	0	1
Radar Enforcement	9	19	6	4	5	10	6	2	15	15
Radar Trailer Deployment	2	0	0	0	0	1	2	0	2	0
Respiratory Emergency	0	1	0	0	0	0	1	1	0	2
School Crossing	0	0	0	0	0	0	0	1	0	0
Seizures	0	0	0	0	0	1	0	0	1	0
Solicitation	0	1	0	0	1	1	0	0	0	0
Speak to Officer	1	2	0	2	3	1	2	2	2	0
Special Detail	0	1	0	0	0	0	0	2	2	1
Stolen Vehicle	0	0	0	0	0	0	0	1	0	0
Stroke	1	0	0	0	3	1	0	3	1	0
Suicide, Suicidal Subject	0	0	0	0	0	0	0	0	0	0
Suspicious Incident	3	1	1	0	2	1	1	3	0	0
Suspicious MV	2	1	2	0	2	1	4	5	0	0
Suspicious Person	1	1	3	0	4	0	0	0	0	0
Temporary/Final Restraining Order	0	0	0	0	0	0	1	0	0	0
Terroristic Threats	0	0	0	0	1	0	0	0	0	0
Theft	2	0	1	0	0	1	2	1	1	1
Traffic Detail	0	0	0	0	0	1	2	1	0	0
Trespassing	1	0	0	0	0	0	0	1	0	0
Unconscious Person	1	2	0	0	1	1	1	1	0	1
Unwanted Person	0	0	0	0	1	0	0	0	0	0
Warrant	0	0	1	0	1	0	0	0	0	0
Water Restriction Complaint	0	0	0	0	0	0	0	1	0	0
Well Being Check	1	3	1	0	3	2	4	2	1	1
Total	82	93	64	74	77	97	125	105	73	78

To: Mayor Dominy and Council

From: Tim Nessler, Fire Chief

Subject: Incident and Activities Report for October 2020

Date: November 3, 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			147
Alarm Systems	1	1	1	4	2	4	5	5	4	1			28
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			17
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			5
Rescue Assignment													
Rubbish Fire			1			1	1						3
Service Assignment				5	1	8		6					20
Structure Fire										1			1
Meetings/drills	4	4	2		1	2	3	3	3	3			25
Events		1					1	1	5	1			9
Staff Hours	114.13	201.9	48.69	53.27	30.68	48.79	119.6	113.4	158.9	111.4			

Monthly highlights:

- The company conducted MAYDAY training with the Gloucester County Fire Academy this month. Highlights of the course were firefighter survival and escape strategies.



Tim Nessler
Fire Chief

Public Works Report

Submitted by Ken Trovarelli, DPW Superintendent
For the month of November 2020 (10/23/2020 – 11/19/2020)

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			
Utility Mark outs	36	62	22	106	22	120	80	33	12	23	28		
Water samples for NJDEP	4	4	4	4	4	4	4	4	4	4	4		

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

Road work

- Many potholes throughout the borough were filled / patched.

Other activities

Municipal Properties/Maintenance/Compliance

- Picked up Bulk trash that was missed by Logan Twp. At 3 locations
- Deptford Township Jetter on 2 sewer Mains
- Dumped 30 cu. yd. logs to Ponte's at No Charge to the Borough
- AC Electric called in for Power Outage at Jefferson Pump Station
- C + D Electronics out to Upgrade to the Control Panel at Marion Pump Station
- Level 1 Contractor repaired the storm drain on Buttonwood
- Ordered a new lock for the door in the Community Center
- Received new Recycle and Trash Carts, 81 of each
- 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					460		
Yard waste – cu yds	25	9	54	0	350	400	120	100	80				
Branches chipped – cu yds	27	9	28	0	0		40	20					

*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		
# e-waste stops	6	18	6	5	22	2	9	15	9	7	11		

*Indicates combined metal and e-waste

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



THE PETTIT GROUP, LLC
Engineering • Architecture • Planning

VIA E-MAIL ONLY

November 18, 2020

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

**RE: Monthly Engineering Report
Borough of Wenonah
Public Meeting: Thursday November 19, 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. We anticipate the submission of the design plans and specifications to NJDOT for review and approval by the end of November.
2. Once approved, 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 2021 Council Meeting.

2021 NJDOT MUNICIPAL AID PROGRAM:

1. No Change Since Last Report.

2021 NJDOT LOCAL AID INFRASTRUCTURE PROGRAM:

1. No Change Since Last Report.

NORTH WEST AVENUE PAVING

1. We will address the re-paving of Northwest Avenue in the 2021 Infrastructure Improvement Project, under the Line Item for Miscellaneous Roadway Repairs.

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. The drafting of the plan is underway. Copies of the completed survey plan will be distributed to the appropriate parties as requested by Council.

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. A Draft Environmental Impact Statement was recently released for public comment on November 2nd and the comment period extends to December 17th. Two virtual Public Hearings were held on November 17th and November 19th. The Draft EIS can be reviewed at this website http://glassborocamdenline.com/post/draft_eis_document

Based upon a cursory review of the EIS, the following impacts to the Borough of Wenonah were noted:

Environmental:

- A. The EIS estimated that 0.02 Acres of Conservation Lands will be permanently affected, including 0.06 miles of the Mantua Creek Trail located at the Trestle Bridge. The trail itself will experience a temporary impact during construction but will not result in a permanent impact to the use or access to the trail.



1. The Study also estimated the loss of approximately 1.59 Acres of forested habitat within the Wenonah Ravine, an identified significant natural resource, which is inclusive of the Wenonah Trail system located south of Monongahela Brook.
 2. A comprehensive survey will be performed within the Wenonah Ravine for the presence of the endangered Shingle Oak Tree, two (2) of which were identified in the vicinity of the Trestle Bridge.
- B. There are potential impacts to existing wetlands located adjacent to Dilks Pond and adjacent to the east and west of the railroad tracks located south of Cedar Field.
- C. The EIS estimated that 0.02 Acres of Cedar Field will be impacted and 0.02 acres of Public Works Yard property will be impacted during construction.
1. Cedar Field would entail a 0.01 Acre temporary construction easement located adjacent to the existing Tracks. No permanent impacts were identified.
 2. The Public Works Yard property would entail a 0.02 Acre temporary construction acquisition located adjacent to the existing Tracks. Permanent impact includes the removal of one (1) tree.

Community:

- A. The EIS concluded that the proposed project would not physically divide neighborhoods, reduce access to, or disrupt the cohesion of existing communities. It would also not be likely to alter neighborhood boundaries or the setting in which these neighborhoods exist as access to neighborhoods would not be severed.
- B. The EIS anticipates the potential for transit patrons to utilize neighborhood streets for parking. Overflow parking in neighborhoods would affect available on-street parking for residents, as well as introduce additional traffic.
- C. Adverse aesthetic impacts related to the views of proposed Train Station from adjacent streets and neighboring residential properties in the immediate vicinity are anticipated. It was recommended that appropriate landscaping strategies be coordinated with the Borough, with input from the public.
- D. The EIS anticipates that noise and vibration impacts would occur at 64 residential units within the Borough.
- E. The EIS did not identify the Borough as a community with a large concentration of transit dependent residents.

Traffic & Parking:

- A. Increased wait times at the at-grade crossing locations are expected. However, the EIS concluded that negative impacts to automobile travel patterns and accessibility are not anticipated within the local neighborhoods.



- B. The at-grade crossings at Maple Street, Mantua Avenue, and Willow Street will cause minor vehicular delays. Potentially high impacts are anticipated for both Maple Street and Mantua Avenue, while a low impact is anticipated for Willow Street. Regardless, all three crossings are anticipated to operate at a Level of Service of "A". Improvements such as the addition, relocation, and/or upgrade of existing gates and flashers is anticipated.
- C. Traffic volumes will increase at the intersection of Northeast Avenue and Mantua Avenue during the peak AM and PM travel times. Regardless, the intersection is anticipated to operate at a Level of Service of "A".
- D. Parking along N. West Avenue and N. East Avenue immediately adjacent to the proposed Train Station, will be affected.
- E. The existing parking spaces on the west side of Northeast Avenue will be removed to accommodate the new Train Station. The EIS concludes that the loss of the eleven (11) existing spaces will not result in an adverse impact due to the availability of on-street parking.

Train Track and Station Related:

- A. There will be a three (3) track system north of Maple Street, consisting of two (2) Light Rail Tracks and one (1) track for Conrail Freight Lines.
- B. There will be a two (2) track system south of Maple Street, consisting of one (1) Light Rail Track and one (1) track to be shared by Light Rail and Conrail Freight.
- C. A new walk up, at-grade Train Station is being proposed and platforms are to be installed to the east and west sides of the railroad tracks, between the Jack Sheppard Sr Community Center and Poplar Street.
 - 1. The removal of mature trees is anticipated and the EIS recommends that the removal of the trees be mitigated with new landscaping improvements.
 - 2. No displacement or impacts to existing land uses were anticipated.
 - 3. The omission of the new walk up, at-grade Train Station was cited as an Alternative.
- D. Two (2) parcels will be affected but no properties will require full acquisition.
 - 1. Lot #3; Block 75 will require the acquisition of a 900± SF wooded area.
 - 2. Lot #7.06; Block 75 will require the acquisition of a 900± SF area.Both properties are located on South Clinton Avenue, south of Cedar Field.
- E. Construction of the improvements may require temporary road closures in both Northeast and Northwest Avenues, including the temporary closure of the existing roadside parking areas.



- F. Impacts to Architectural resources, including the Municipal Building and Community Center, were not assessed within the EIS as additional detailed design information is required.

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 still pursuing a second quote for the new pump station and piping improvements. Based upon the quote amounts, a public bid for the proposed pump station and its connections may be warranted.
 - B. We have conformed with NJDEP that said improvements will require Treatment Works (TWA) Approval.
 - C. Sewer system improvements for providing sewer service for the residents in Woods of Wenonah
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 for various improvements related to the following pump stations:
 - A. Elm Street Pump Station.
 - B. Mantua Ave Pump Station.
 - C. Lenape Trail Pump Station

Prior to executing the proposal, we recommend that Council allow our office to review the scope of work and discuss the proposed improvements with SCE's Engineer to ensure



that that the scope of work is appropriate and that some of the work being proposed hasn't already been completed by our office.

5. SCE has accepted bids and has recommended and award of contract for additional sewer video inspections which, based upon our recommendations includes video inspection of the existing sewers within the limits of the future roadway projects for N. Clinton Avenue, from Elm Street to Maple Street, and for N. Jefferson, from Mantua Avenue to Buttonwood Street.

A. Upon completion of all sewer inspection work, it is our understanding that the Borough Sewer Maps will be upgraded by SCE.

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 October 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. As previously reported, the NJDEP is requiring all municipalities to adopt certain Amendments to their Municipal Stormwater Control Ordinances by March 2021. In response, our office contacted the County regarding the status of the Amendments to



the County's Model Stormwater Control Ordinance, which was the basis for the Borough's Stormwater Control Ordinance. Based upon our conversations, the County WILL NOT be taking the lead role in this effort and therefore, it will be the Borough's responsibility to amend the Stormwater Control Ordinance prior to the March 2021 deadline.

- A. We highly recommend that the Borough query the other Gloucester County Municipalities in an effort to cooperatively prepare and adopt the amendments, which will essentially be the same from municipality to municipality.
2. As previously reported, the Borough is required to provide NJDEP with a GIS Map of the Borough-wide Outfalls by December 1, 2020. The County has indicated that they would provide the Borough with their GIS Mapping Files for submission to NJDEP.

EAST CHERRY STREET DRAINAGE PROBLEM

1. A drainage problem in the northerly gutterline of East Cherry Street, west of Princeton Avenue, was recently brought to our attention. We will address the drainage problem in the 2021 Infrastructure Improvement project scheduled for construction in the Spring/Summer of 2021.

EAST BUTTONWOOD STREET STORM SEWER REPAIR

1. The repair of a collapsed inlet, deteriorated storm sewer pipe, and eroded slope located on the south side of East Buttonwood Street, west of Synnott Avenue has been completed.

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. We have recently recommended revisions to the Borough's Land Use Ordinances for Fences and for Solar Energy Systems. It is our understanding that Council is prepared to adopt a first read on the Ordinance Revisions for the Solar Energy Ordinance and the revisions to the Fence Ordinance will require 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 Board approved of an Amended Site Plan Application for a solar array at #9 Shawnee Drive, subject to a number of conditions which included the installation of a more sufficient landscape screen.
2. The Board determined that the conversion of an existing circular driveway to a parking lot at #9 Shawnee Drive will require a variance from the Accessory Structure Ordinance and advised the property owner to submit an application to the Board. A hearing on the matter is expected at the December 28th meeting.

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)

